

# 2026-2030 (FFY 225-2029) Consolidated Plan and 2026 (FFY 2025) Annual Action Plan

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PRINCE WILLIAM

Draft  
MARCH 10, 2025

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# Executive Summary

## ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### Introduction

In 1994, the U.S. Department of Housing and Urban Development (HUD) issued new rules consolidating the planning, application, reporting and citizen participation processes to the Community Development Block Grants (CDBG) and HOME Investment Partnership (HOME). The new single-planning process was intended to more comprehensively fulfill three basic goals: to provide decent housing, to provide a suitable living environment and to expand economic opportunities. It was termed the Consolidated Plan for Housing and Community Development.

According to HUD, the Consolidated Plan is designed to be a collaborative process whereby a community establishes a unified vision for housing and community development actions. It offers entitlement communities the opportunity to shape these housing and community development programs into effective, coordinated neighborhood and community development strategies. It also allows for strategic planning and citizen participation to occur in a comprehensive context, thereby reducing duplication of effort.

Prince William County partners with the cities of Manassas and Manassas Park. This Plan will include data from both these areas, called the Prince William Area.

As the lead agency for the Consolidated Plan, Prince William County hereby follows HUD's guidelines for citizen and community involvement. Furthermore, it is responsible for overseeing citizen participation requirements that accompany the Consolidated Plan.

Prince William County has prepared this Consolidated Plan to meet the guidelines as set forth by HUD and is broken into five sections: The Process, Needs Assessment, Market Analysis, Strategic Plan, and Annual Action Plan.

### Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The goals of the CDBG and HOME programs are to provide decent housing, a suitable living environment for the Area's low- and moderate-income residents, and economic opportunities for low-moderate income residents. The County strives to accomplish these goals by maximizing and effectively utilizing all available funding resources to conduct housing and community development activities. These goals are further explained as follows:

- Providing decent housing means helping homeless persons obtain appropriate housing and assisting those at risk of homelessness; preserving the affordable housing stock; increasing availability of permanent housing that is affordable to low- and

moderate-income persons without discrimination; and increasing the supply of supportive housing.

- Providing a suitable living environment entail improving the safety and livability of neighborhoods; increasing access to quality facilities and services; and reducing the isolation of income groups within an area through integration of low-income housing opportunities.
- Expanding economic opportunities involves creating jobs that are accessible to low- and moderate-income persons; making down payment and closing cost assistance available for low- and moderate-income persons; promoting long term economic and social viability; and empowering low-income persons to achieve self-sufficiency.

### **Evaluation of past performance**

Prince William County's evaluation of its past performance has been completed in a thorough Consolidated Annual Performance and Evaluation Report (CAPER). These documents state the objectives and outcomes identified in each year's Annual Action Plan and include an evaluation of past performance through measurable goals and objectives compared to actual performance. These documents can be found on the County's website at:

<https://www.pwcgov.org/government/dept/housing/Pages/Reports.aspx>

Prince William County has been successful in allocating the HUD Office of Community Planning and Development (CPD) funds through CDBG, ESG, and HOME program activities. In Federal Fiscal Year 2023, the County accomplished the following undertakings:

During FFY 2023, Prince William County accomplished a variety of activities using CDBG, HOME and ESG funds and CARES ACT Funding through CDBG-CV. CDBG funds were able to provide case management services for extended hours for homeless shelter for homeless population assisting 395 extremely low-income persons, CDBG funds were used to provide transportation services to the Homeless population in the Prince William Area serving 527 extremely low-income persons; provided CDBG funding for comprehensive housing financial counseling for approximately 441 persons, and OHCD continued to participate in an Intergovernmental regional fair housing alliance along with the Council of Government (COG) to collaborate on a new, rigorous approach to furthering fair housing, which was completed in FFY23 (FY24). CDBG funds were provided to Prince William County Human Rights Commission to perform fair housing testing to local apartment complexes. During FFY 2023 CDBG funds were used to provide homeowner rehab for eleven (11) low moderate income owner-occupied households assisting 33 persons; within eleven (11) households, utilizing prior year funds from FY18, FY20, FY21 & FY22 & FY24 Program Income. CDBG Prior Year Funds were also used to allow three non-profits to acquire six (6) affordable rental properties. These affordable rental units will provide housing for persons with

developmental disabilities, and homeless persons with permanent supportive housing, for six (6) extremely low-income households. CDBG prior year funds in the amount of \$900,000 were allocated to a local homeless shelter and a local non-profit that provides services to persons with developmental disabilities, for ADA accessibility renovations to their existing playgrounds. For FFY23 \$263,254.06 was expended and the activities are on schedule to be completed early FFY24.

FFY2023 HOME funds were used to provide down-payment and closing costs assistance to assist nine (9) eligible first-time low-moderate income homebuyers to acquire properties located in the Prince William Area utilizing FY20 and FY21 HOME funds assisting twenty-three (23) low-moderate income persons. ESG funds were used in a variety of shelter operations and rapid re-housing projects which aided 504 households consisting of 899 extremely low-income persons.

OHCD using \$2,197,062.32 in both CDBG-CV and prior year CDBG funds through the Emergency Housing Assistance Program, II (Subsistence Payments) provided to all eligible low – moderate income households who have experienced financial hardships related to COVID-19 resulting in arrearages in mortgage, rent, Homeowner Association and/or utilities which could potentially result in eviction, foreclosure and loss of utilities causing homelessness which could spread the Coronavirus. Subsistence Payments are defined as a one-time or short-term, (no more than six (6) consecutive months payments) of assistance, with the arrearage amount as one payment and then five additional consecutive monthly payments.

### **Summary of citizen participation process and consultation process**

A variety of public outreach and citizen participation was used to develop this Consolidated Plan. The 2024 Housing and Community Development survey was used to help establish priorities for the Prince William Area by gathering feedback on the level of need for housing and community development categories. Two public meetings were held prior to the release of the draft plan to garner feedback on preliminary findings. A set of two focus groups were held to gather input from stakeholders. These topics included affordable housing and community needs. The Plan was released for public review and a public hearing will be held to offer residents and stakeholders the opportunity to comment on the plan.

The County will allow for the Citizen Participation Plan to include virtual/online public hearings in place of, or in addition to, in-person hearings, such as during times of a state of emergency or serious public health emergency, or even as a matter of general practice.

“Substantial Amendment” is defined by Prince William County to be:

- i. A proposed new activity which cannot reasonably be construed to have been included within the programmatic intent of the adopted Annual Action Plan.

ii. Exceptions may be made to this amendment policy under the following circumstances where uncommitted funds under the CDBG, HOME, ESG and other federally funded allocation plans shall be re-appropriated between categories in response to emergency and/or other contingencies required to meet the intent, public purpose and annual priorities established in the Consolidated Plan. As his discretion, the OHCD Director is authorized to reallocate up to 25% of the total federal funds in this manner.

## Summary of public comments

Public Comments will be included in the appendix and summarized below.

## Summary of comments or views not accepted and the reasons for not accepting them

At the date of this draft, no public comments have been received that were not accepted.

## Summary

The Needs Assessment and Market Analysis, which has been guided by the 2019 Housing and Community development Survey and public input, identified five priority needs. These are described below.

- **Homelessness:** Homelessness continues to be a high need in the Prince William Area. While the County continues to support efforts that seek to end homelessness, it remains a high priority in the Area. These include homeless prevention activities, emergency shelters, Transitional Housing, permanent supportive housing, HMIS, homeless transportation, and homeless services.
- **Low-to-Moderate Income Housing:** Housing for low to moderate income households is a high priority in the Area due to the number of households with housing problems.
- **Special Needs Populations:** There are numerous special needs population in the Prince William Area that are in-need. These households have a variety of housing and service needs and continue to be a high priority within the Area. These include the elderly, persons with substance abuse problems, persons with disabilities, and victims of domestic violence. This also includes low income households in need of public services such as childcare and job trainings.
- **Public Facilities and ADA Accessibility:** Public Facilities, including youth and community centers, and childcare facilities, and ADA Accessibility continue to be a highly rated need in the Prince William Area.
- **Fair Housing:** Fair Housing continues to be a high priority in the Prince William Area.

These Priority Needs are addressed with the following Goals:

## Support Efforts to End Homelessness

Goal: Facilitate an expansion of housing and supportive services offered to homeless families and individuals in Prince William County over a five-year period.

Objective: Continue to provide support for service providers within the Continuum of Care to serve homeless and at-risk households in the Prince William Area.

### **Promote Fair Housing in the Area**

Goal: Plan, Monitor and Administer Entitlement Grant Programs. Evaluate upcoming needs related to affordable housing, fair housing, non-housing and the non-homeless special needs populations

Objective: Continue to Plan, Monitor and Administer Entitlement Grant Programs and insure compliance with Federal Regulations in the Prince William Area

### **Expand Affordable Housing Option**

Goal: Improve the condition and availability of affordable housing over a five-year period.

Objectives: Improve the condition of and access to affordable housing options in the Prince William Area.

### **CHDO Set Aside**

Goal: Improve the condition and availability of affordable housing over a five-year period.

Objective: Increase the viability for potential homeownership and rental housing opportunities in the Prince William Area.

### **Enhance Access to Public Facilities & ADA Accessibility**

Goal: Improve living conditions by addressing both housing and non-housing community development for special needs and low to moderate income households over a five-year period, including ADA accessible projects.

Objective: Address community needs through improvements to public facilities.

### **Provide Support for Public Service Programs**

Goal: Help address the needs of homeless and non-homeless and special needs populations in the Prince William Area

Objective: Provide support to public service providers in the Prince William Area to help increase access to public service options

### **Program Administration**

Goal: Support program implementation in the Prince William Area through Program Administration

## The Process

### PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

#### 1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	PRINCE WILLIAM COUNTY	Office of Housing and Community Development
HOME Administrator	PRINCE WILLIAM COUNTY	Office of Housing and Community Development
ESG Administrator	PRINCE WILLIAM COUNTY	Office of Housing and Community Development

**Table 1 – Responsible Agencies**

#### Narrative

The lead agency for the development of the 2025-2029 Federal Fiscal Year (FY2026-203) Consolidated Plan and the administration of CDBG, HOME, and ESG is the Office of Housing and Community Development (OHCD) of Prince William County.

#### Consolidated Plan Public Contact Information

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## **PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)**

### **1. Introduction**

Prince William County consults with a variety of agencies and outside entities on a regular basis in order to establish ongoing relationships and continue to maintain consistency with our understanding of community and housing needs and priorities.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

The County has ongoing relationships with several housing providers working on housing development activities. The County provides a forum for assisting these agencies grow and meet their own targeted clientele to include on-going training and workshops providing the most current program requirements and updates. The County also works to utilize Housing Choice Vouchers formally referred to as Section 8 received from the federal government to address the housing needs of the County's lowest income households. Through the Continuum of Care process, the County maintains relationships with mental health providers, homeless shelter and services providers, and other governmental agencies with specific responsibilities for homeless individuals and families. The County also participates in a variety of other coalitions that seek to address other issues that relate to housing and service needs.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

County staff works actively and continually with the Prince William County Continuum of Care. Staff participates in regularly scheduled meetings, serves on committees, and point-in-time surveys. The Office of Housing & Community Development (OHCD) has provided administrative support to supplement Continuum of Care initiatives and determines the Emergency Solutions Grant (ESG) allocations to the local shelters for operational costs and Rapid Re- Housing services, and support of the costs for reporting software Homeless Management Information System (HMIS) for various agencies within the membership of the Prince William County Continuum of Care.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

Staff from Prince William County participates in the Continuum of Care regular meetings, serves on committees within the Continuum of Care and participates in ongoing training, working with area service providers to include County resources, to the extent possible, in the provision of services to homeless individuals and families in Prince William County.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Action in Community Through Service(ACTS) Beverly Warren Homeless Shelter and Domestic Violence Shelter
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Invited to participate in the planning and review process.
2	Agency/Group/Organization	City of Manassas
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Homelessness Strategy Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Invited to participate in the planning and review process.
3	Agency/Group/Organization	City of Manassas Park
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Invited to participate in the planning and review process.
4	Agency/Group/Organization	Good Shepherd Housing and Family Services
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Good Shepherd Housing Foundation
5	Agency/Group/Organization	Northern Virginia Family Service (NVFS) SERVE Shelter

	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Invited to participate in the planning and review process.
6	Agency/Group/Organization	Department of Social Services, Homeless Division for Hilda Barg Homeless Shelter, Ferlazzo Navigation Center and DSS Supportive Shelter
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Invited to participate in the planning and review process.
7	Agency/Group/Organization	Dawson Beach
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Invited to participate in the planning and review process.
8	Agency/Group/Organization	Streetlight Outreach Ministries
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Invited to participate in the planning and review process.

Identify any Agency Types not consulted and provide rationale for not consulting

The County was inclusive in its consulting process and made every attempt to include a variety of agencies.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Prince William County Continuum of Care	The Strategic Plan provides a set of goals for addressing homelessness, with are supported by the Prince William County Continuum of Care and its participating agencies.

**Table 3 – Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))**

Prince William County works closely with the cities of Manassas and Manassas Park in the development of programs to address housing, homeless, and community development needs and other local issues covered by the Consolidated Plan.

**Narrative (optional):**

The development of the FFY 2025-2029 (FY2026-2030) Consolidated Plan requires the help of the local non-profit community and other organizations. Specific priorities are identified and ranked through that participation utilizing focus group sessions, forums, and surveys. The County relies on its ongoing relationships to ensure that these opinions and observations are incorporated into the Plan.

## PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation

*Summarize citizen participation process and how it impacted goal-setting*

During the development of the County's FFY 2025-2029 (FY2026-30) Consolidated Plan, the County undertook a variety of public outreach methods to gather public input and comment. These comments were a part of the Needs Assessment and Market Analysis, and ultimately helped shape the outcome of the Plan's Five Year Goals and Objectives. These outreach efforts included the 2024 Housing and Community Development Survey, a series of two (2) public input meetings, two (2) sets of focus groups, and a public review meeting.

Each public meeting had public notices and met the County's guidelines in its Citizen Participation Plan. The public notifications are included in the Appendix. The County will allow for the Citizen Participation Plan to include virtual/online public hearings in place of, or in addition to, in-person hearings, such as during times of a state of emergency or serious public health emergency, or even as a matter of general practice

#### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response /attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Internet Outreach	Non-targeted/broad community	A total of 125 surveys were received throughout the Prince William Area.	The Countywide results are available as part of the Needs Assessment and Market Analysis.	Not applicable.	
2	Public Meeting	Non-targeted/broad community	TBD	TBD	Not applicable.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response /attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Work Groups	Stakeholders	Two Work Groups were held on Affordable Housing and Community Needs. There was one person in attendance at the Affordable Housing Work Group and eight people in attendance at the Community Needs group.		Not applicable.	
4	Public Hearing	Non-targeted/broad community	TBD	TBD	Not applicable.	

**Table 4 – Citizen Participation Outreach**

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

The population in Prince William has grown by over 90,000 people between 2010 and 2023, or by 20.4%. This growth has been accompanied by shifting demographics. The population is aging, with the elderly population accounting for the largest growth among age groups in recent years. In addition, incomes are growing overall. However, poverty has not dropped significantly in the last five years. Households continue to have high rates of housing problems, particularly housing cost burdens. Lower-income and renter households, in particular, are impacted by housing cost burdens across the Prince William Area.

Homelessness continues to be a major issue in the Prince William Area. 345 people were counted in the Point-in-Time count in 2023, but the number of people experiencing homelessness, particularly those that are unsheltered, is estimated to be higher. Non-homeless special needs households also have continued need. This includes the elderly, persons with disabilities, people with drug and alcohol addictions, victims of domestic violence, and persons with HIV/AIDS.

This Needs Assessment explores the changing demographics and economic landscape of the Prince William Area. The Prince William Area includes Prince William County, Manassas, and Manassas Park.

## NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

Demographics	Base Year: 2009	Most Recent Year: 2020	% Change
Population	493,650	525,425	6%
Households	153,940	161,795	5%
Median Income	\$98,657.00	\$107,707.00	9%

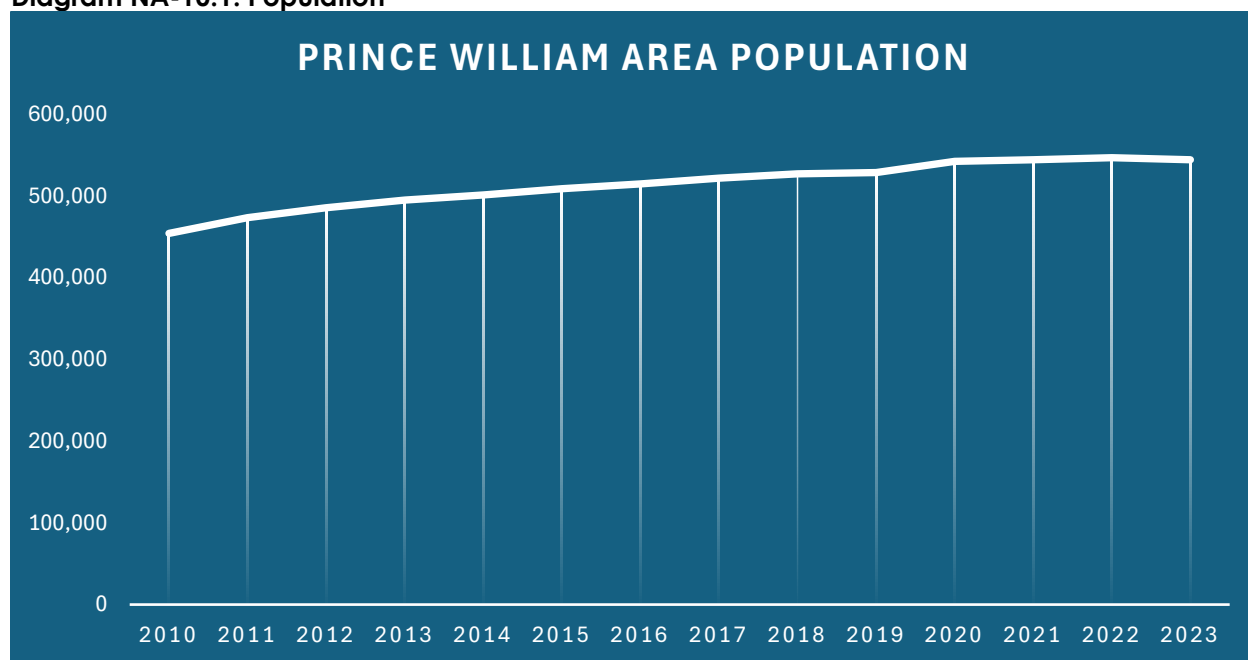
**Table 5 - Housing Needs Assessment Demographics**

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

### Population Estimates

The population in the Prince William Area has continued to grow slowly since 2010, as illustrated in Diagram NA-10.1. The population of the Area was 454,096 in 2010 and was up to 546,686 in 2023. This growth leveled off after 2020 and has remained relatively steady in the Area. While the population size is not changing significantly, the Area is seeing changes in the age of its population and other demographic features.

**Diagram NA-10.1: Population**



Data Source: Census and ACS Data

Prince William Area

The Prince William Area population by race and ethnicity is shown in NA-10.2. The white population declined between 2018 and 2023, while there was a rise in the two or more race population. The white population accounts for the largest racial group, at 46.6%. The black or African American population accounted for the second largest racial group, representing 20.5% of the population. This group hasn't seen a significant change since 2018. The Hispanic or Latino population grew slightly, representing 25.7% of the population in 2023.

**Table NA10.1: Population by Race and Ethnicity**

Race and Ethnicity	2018	2023
White	57.7%	46.6%
Black or African American	20.7%	20.5%
American Indian and Alaska Native	0.4%	0.6%
Asian	8.1%	9.8%
Native Hawaiian and Other Pacific Islander	0.1%	0.1%
Some other race	7.0%	9.0%
Two or more races	5.9%	13.3%
Hispanic or Latino origin (of any race)	23.0%	25.7%

Data Source: 2018 & 2023 Five-Year American Community Service (ACS)

Prince William County

## Household Income and Poverty

Households by income for the 2018 and 2023 5-year ACS are shown in Table NA-10.6. Overall, household incomes are increasing, with the median income increasing from \$103,445 in 2018 to \$128,873 by 2023. However, this is due mainly to growth at the top of the income range. Households earning more than \$200,000 a year increased from 15.6% of households in 2018 to 26.3% in 2023. Similarly, households earning between \$150,000 and \$199,999 grew over this time period. The proportion of households at the lowest income levels has not decreased significantly during this time period.

**Table NA-10.2: Household Income**

Income	2018	2023
Less than \$10,000	2.4%	2.2%
\$10,000 to \$14,999	1.4%	1.1%
\$15,000 to \$24,999	3.4%	2.2%
\$25,000 to \$34,999	4.6%	3.4%
\$35,000 to \$49,999	8.2%	5.4%
\$50,000 to \$74,999	14.1%	10.7%
\$75,000 to \$99,999	13.8%	12.2%
\$100,000 to \$149,999	22.8%	21.1%
\$150,000 to \$199,999	13.6%	15.4%
\$200,000 or more	15.6%	26.3%
<b>Median income (dollars)</b>	<b>103,445</b>	<b>128,873</b>
<b>Mean income (dollars)</b>	<b>122,231</b>	<b>155,425</b>

Data Source: 2023 Five-Year American Community Service (ACS)

Prince William County

The rate of poverty for Prince William County is shown in Table NA-10.3. Poverty has decreased slightly since 2018, to 6.1%. Children ages 5 to 17 had the highest rate of poverty in 2023, at 7.9%, and senior households had the lowest rate of poverty at 5.5%.

**Table NA-10.3: Poverty**

	2018	2023
Age	%	%
Under 5	10.2%	6.6%
5 to 17	9.2%	7.9%
18 to 64	5.8%	5.6%
65 or Older	5.4%	5.5%
<b>Total</b>	<b>6.8%</b>	<b>6.1%</b>

Data Source: 2023 Five-Year ACS

Prince William County

**Number of Households Table**

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	17,284	18,205	18,030	17,879	90,410
Small Family Households	6,473	7,064	8,143	8,769	50,935
Large Family Households	2,728	3,884	3,269	2,870	11,944
Household contains at least one person 62-74 years of age	3,298	4,087	3,391	3,193	18,672
Household contains at least one person age 75 or older	2,393	1,841	1,376	1,505	5,142
Households with one or more children 6 years old or younger	4,820	5,281	4,582	4,404	14,054

**Table 6 - Total Households Table**

Data 2016-2020 CHAS  
Source:

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	269	65	59	145	538	20	20	14	0	54
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	244	78	105	14	441	45	38	75	60	218
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	569	884	410	298	2,161	355	530	337	289	1,511
Housing cost burden greater than 50% of income (and none of the above problems)	6,310	2,228	155	20	8,713	4,764	2,594	1,017	281	8,656
Housing cost burden greater than 30% of income (and none of the above problems)	812	4,523	3,692	848	9,875	1,048	3,367	4,192	2,990	11,597
Zero/negative Income (and none of the above problems)	425	0	0	0	425	539	0	0	0	539

**Table 7 – Housing Problems Table**

Data 2016-2020 CHAS

Source:

2. *Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)*

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	7,380	3,243	729	477	11,829	5,189	3,184	1,442	635	10,450
Having none of four housing problems	1,920	5,399	6,762	4,988	19,069	2,778	6,368	9,074	11,768	29,988
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

**Table 8 – Housing Problems 2**

Data 2016-2020 CHAS

Source:

3. *Cost Burden > 30%*

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>								
Small Related	3,657	3,739	1,283	8,679	1,851	2,052	2,693	6,596
Large Related	1,137	1,367	639	3,143	1,284	1,483	810	3,577
Elderly	1,483	1,031	316	2,830	2,315	1,770	1,037	5,122
Other	1,702	1,369	1,698	4,769	696	1,007	743	2,446
Total need by income	7,979	7,506	3,936	19,421	6,146	6,312	5,283	17,741

**Table 9 – Cost Burden > 30%**

Data 2016-2020 CHAS

Source:

#### 4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>								
Small Related	0	0	1,079	1,079	1,653	910	0	2,563
Large Related	0	0	210	210	939	455	185	1,579
Elderly	1,324	550	75	1,949	1,766	854	417	3,037
Other	0	1,544	442	1,986	594	0	0	594
Total need by income	1,324	2,094	1,806	5,224	4,952	2,219	602	7,773

**Table 10 – Cost Burden > 50%**

Data 2016-2020 CHAS  
Source:

#### 5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Single family households	649	792	424	147	2,012	199	394	369	218	1,180
Multiple, unrelated family households	163	145	110	165	583	200	177	42	134	553
Other, non-family households	4	25	0	0	29	0	0	0	0	0
Total need by income	816	962	534	312	2,624	399	571	411	352	1,733

**Table 11 – Crowding Information – 1/2**

Data 2016-2020 CHAS  
Source:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

**Table 12 – Crowding Information – 2/2**

### Describe the number and type of single person households in need of housing assistance.

There were 29,689 one-person households in Prince William County in 2023, an additional 3,147 one-person households in Manassas, and 1,387 one-person households in Manassas Park. Those that are most in need of housing assistance are extremely low-income households.

### Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

Table NA-45.2 presents the population of the Prince William Area with at least one form of disability. Overall, 8.8% of the population has a disability, with those 75 and older experiencing disabilities at the highest rate. For people 75 and older in the Prince William Area, and estimated 44.9% experience at least one disability. Another 21.2% of those between the ages of 65 and 74 experience disabilities, and 8.2% for those 35 to 64.

While there are areas with higher rates of disabilities, as seen in Map NA-10.1, there are no areas with a disproportionate share (10 percentage points higher than the jurisdictional average). The areas with the highest rates of disabilities are in the central and southern parts of Prince William County. The geographic distribution of elderly people with a disability is similar to disabilities overall and can be seen in Map NA-10.2. The areas with higher rates of elderly households with disabilities may present an opportunity for housing rehabilitation to make housing units accessible for aging households throughout the Area.

**Table NA-45.2: Persons with Disabilities**

Age	Number	Percentage
Under 5	265	0.80%
5 to 17	4,493	4.90%
18 to 34	5,707	5.80%
35 to 64	15,834	8.20%
65 to 74	6,962	21.20%
75 or Older	8,265	44.00%
<b>Total</b>	<b>41,526</b>	<b>8.80%</b>

Data Source: 2023 Five-Year American Community Service (ACS)

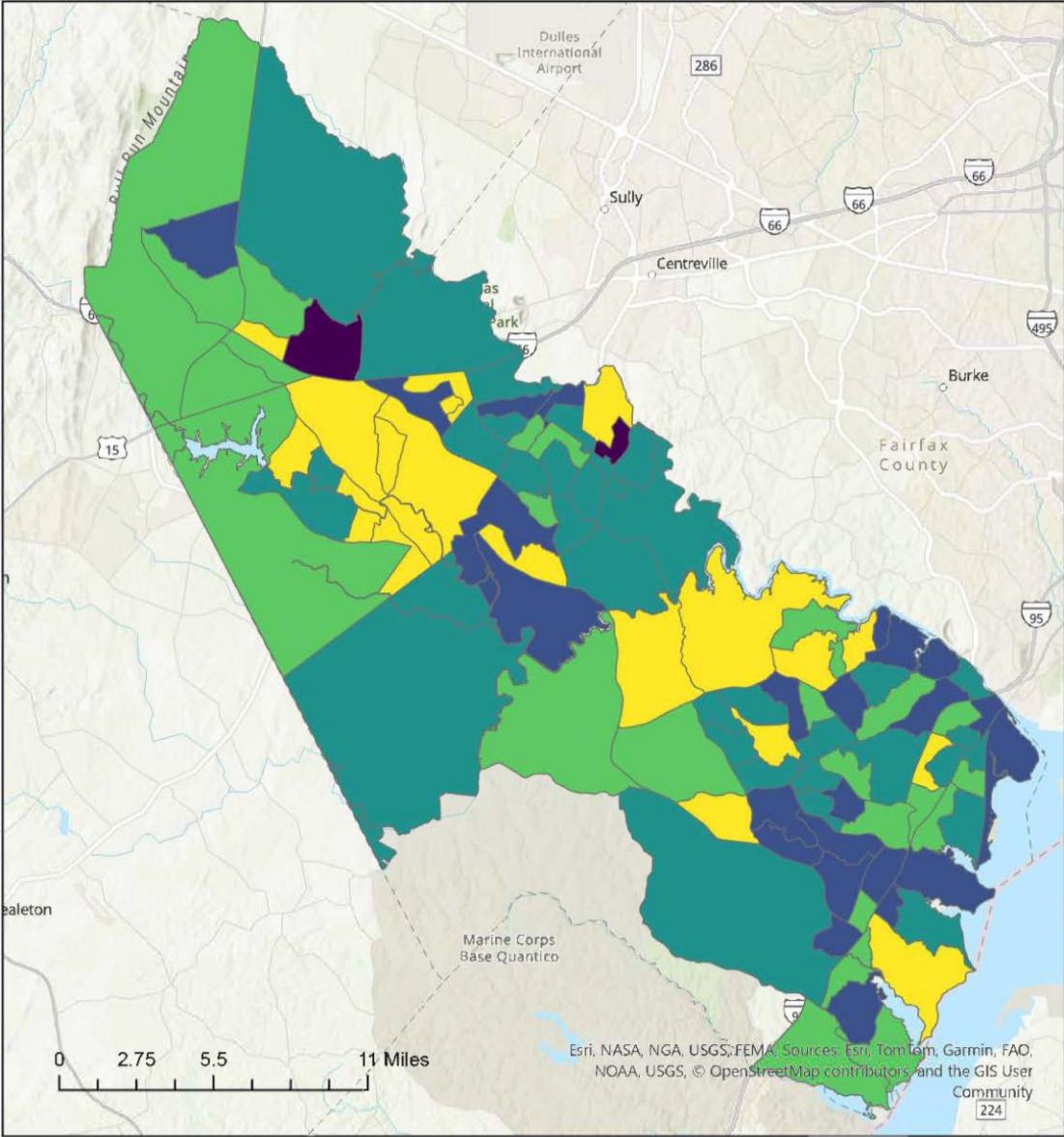
Prince William Area

Pinpointing specific numbers of domestic violence victims is difficult due to the lack of reporting and other mitigating factors. In 2021, four victims were shot and killed in domestic-related incidents in Prince William County. In 2021, there were at least 115 domestic violence-related homicides in Virginia, with 64% of them being firearm-related<sup>1</sup>. Providers in the County receive calls or referrals for up to 800 people annually.

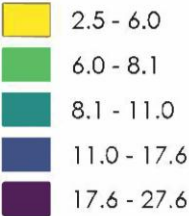
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<sup>1</sup> [chrome-extension://efaidnbmnnnibpcjpcglclefindmkaj/https://www.pwcva.gov/assets/2022-03/2021%20Annual%20Report%20-%20Addendum.pdf](https://www.pwcva.gov/assets/2022-03/2021%20Annual%20Report%20-%20Addendum.pdf)

Map NA-10.1: Percent of Population with a Disability

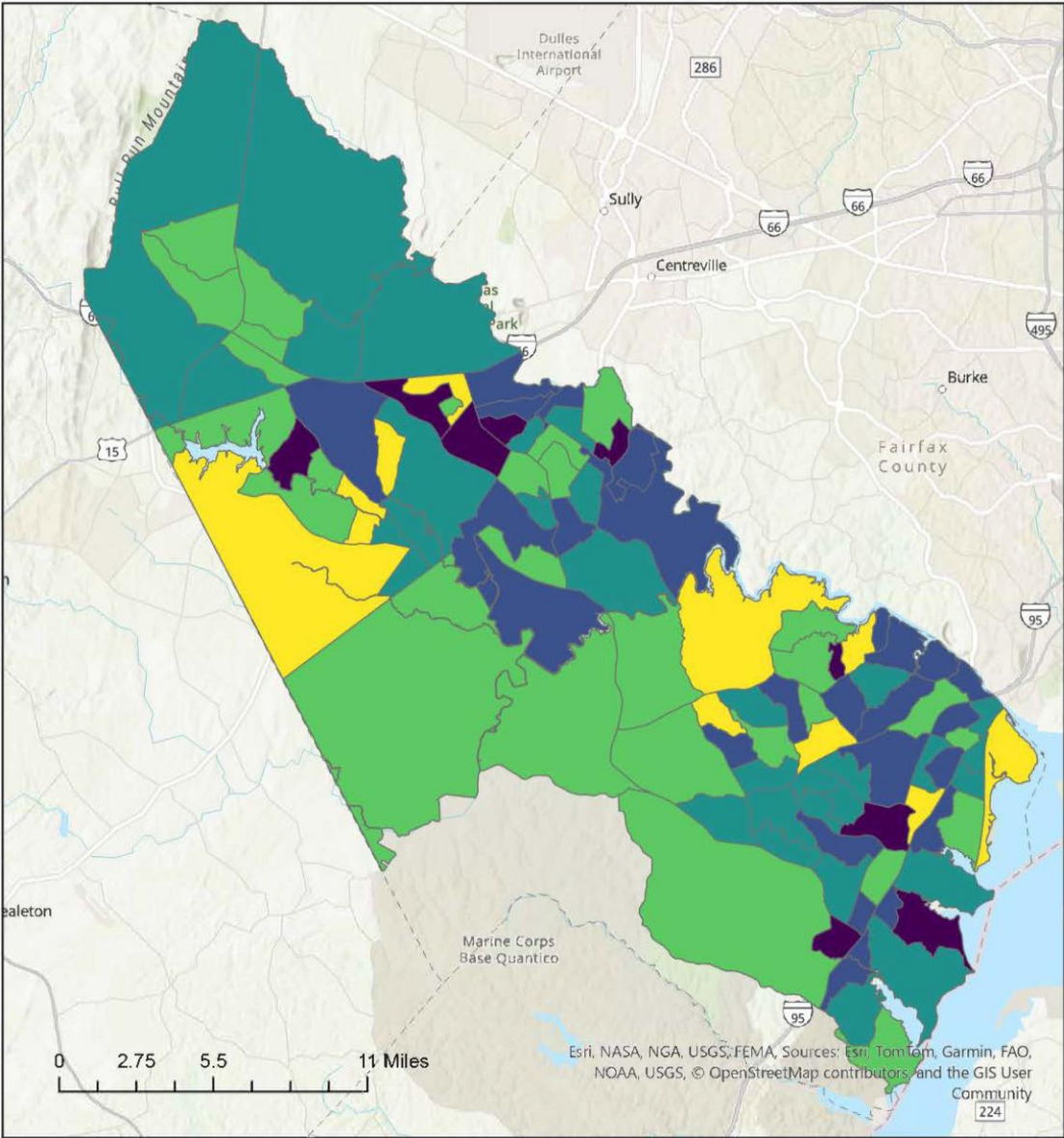


Percent of Population with a Disability

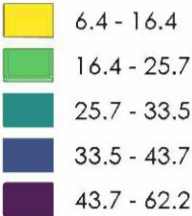


Data Source: 2023 ACS

Map NA-10.1: Percent of Elderly Population with a Disability



Percent of Elderly Population with a Disability



Data Source: 2023 ACS

## What are the most common housing problems?

As seen in Table NA-10.14, the most common housing problem, by far, are housing cost burdens. An estimated 27.7% of all households in Prince William experience a cost burden, and 11.1% experience a severe cost burden.

**Table NA-10.14: Housing Cost Burdens**

Income	Renters		Owners		Total	
	Cost Burden	Severe Cost Burden	Cost Burden	Severe Cost Burden	Cost Burden	Severe Cost Burden
Household Income <= 30% HAMFI	85.2%	75.9%	78.1%	65.8%	81.8%	71.1%
Household Income >30% to <=50% HAMFI	85.8%	27.9%	64.6%	27.4%	74.0%	27.7%
Household Income >50% to <=80% HAMFI	59.9%	1.9%	54.5%	12.0%	56.7%	7.8%
Household Income >80% to <=100% HAMFI	23.1%	0.7%	31.7%	3.3%	29.3%	2.6%
Household Income >100% HAMFI	4.0%	0.1%	7.1%	0.4%	6.6%	0.4%
<b>Total</b>	<b>44.5%</b>	<b>20.6%</b>	<b>21.8%</b>	<b>7.7%</b>	<b>27.7%</b>	<b>11.1%</b>

Data Source: 2021 Comprehensive Housing Affordability Strategy

Prince William County

## Are any populations/household types more affected than others by these problems?

As seen in Table NA-10.14, renters are much more likely to face cost burdens. Some 44.5% percent of renters in Prince William County face cost burdens. By contrast, 21.8% of homeowners face cost burdens. Low income households are also much more likely to experience cost burdens. Households below 30% HAMFI experience cost burdens at a rate of 81.8% and severe cost burdens at 71.1%. Extremely low-income renters are the highest impacted group by income, with 85.2% with a cost burden. Even more significant, 75.9% of extremely low income renters have a severe cost burden.

**Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

Households most likely to be at risk of becoming unsheltered are those that with extremely low incomes that are severely cost-burdened. There are 14,865 households in the Prince William Area that are below 30 percent HUD Area Median Family Income (HAMFI). These 6,950 homeowner households and 7,915 renter households are the most at-risk of becoming homeless.

**If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

Not applicable.

**Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

According to the National Alliance to End Homelessness, there are various factors that contribute to an increased risk of homelessness. These housing characteristics include households that are doubled up, or living with friends or family, persons recently released from prison, young adults out of foster care, and the lack of housing units. Economic factors include households with severe cost burden and households facing unemployment. As described here and in the following sections, there are a large number of households facing cost burdens and other housing problems that create instability and increase their risk of homelessness.

## **Discussion**

The population in the Prince William Area has remained steady in recent years, with the white population declining and the two-or more race population increasing. Households with income over \$200,000 have grown as a proportion of the population, while poverty has remained steady. The proportion of people in poverty has declined slightly from 6.8% in 2018 to 6.1% percent in 2023.

A significant proportion of households experience cost burdens, with 27.7% of households experiencing cost burdens. Renter households are particularly impacted by cost burdens, at a rate of 44.5%.

## NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

*Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.*

### Introduction

The following sections review the rates of housing problems by race and ethnicity. Housing problems include a lack of complete kitchen facilities, lack of complete plumbing facilities, overcrowding (more than one person per room), and cost burdens. Cost burdens exist if a household spends more than 30% of its income on housing.

To determine if a racial or ethnic group faces housing problems at a disproportionate rate, one racial or ethnic group must experience housing problems at a rate at least ten percentage points higher than the average. For example, if 25% of households experience housing problems and Black households experience housing problems at a rate of 36%, then Black households experience housing problems at a disproportionate rate.

### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	14,403	2,865	0
White	5,005	973	0
Black / African American	3,273	850	0
Asian	1,244	279	0
American Indian, Alaska Native	35	35	0
Pacific Islander	0	0	0
Hispanic	4,297	623	0

**Table 13 - Disproportionally Greater Need 0 - 30% AMI**

Data 2016-2020 CHAS

Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	14,321	3,900	0
White	4,366	1,638	0
Black / African American	3,363	733	0
Asian	1,536	434	0
American Indian, Alaska Native	65	0	0
Pacific Islander	0	0	0
Hispanic	4,567	1,030	0

**Table 14 - Disproportionally Greater Need 30 - 50% AMI**

Data 2016-2020 CHAS

Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	10,053	7,964	0
White	3,387	2,878	0
Black / African American	2,697	1,653	0
Asian	720	558	0
American Indian, Alaska Native	40	10	0
Pacific Islander	55	15	0
Hispanic	2,903	2,558	0

**Table 15 - Disproportionally Greater Need 50 - 80% AMI**

Data 2016-2020 CHAS

Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	4,947	12,934	0
White	2,367	5,828	0
Black / African American	1,037	2,748	0
Asian	464	840	0
American Indian, Alaska Native	0	14	0
Pacific Islander	0	4	0
Hispanic	975	2,998	0

**Table 16 - Disproportionally Greater Need 80 - 100% AMI**

Data 2016-2020 CHAS

Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

## Discussion

For households with incomes below 30% of the Area Median Income, 83.4% of households experience cost burdens. This rate does not vary significantly by race and ethnicity within this income group. Households within 30-50% AMI, experience housing problems at a rate of 78.6% and no racial or ethnic groups experience a disproportionate rate of housing problems. Households with incomes between 50-80% AMI experience housing problems at a rate of 55.8%. Pacific Islander households within this income range do experience a disproportionate rate of housing problems, at 75.6%. Households within 80-100% AMI experience housing problems at a rate of 27.7%. No racial or ethnic groups in this income range experience disproportionate rates of housing problems.

## NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

*Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.*

### Introduction

This section looks at the rates of severe housing problems in Prince William by race and ethnicity. Severe housing problems include income lacking complete kitchen or plumbing facilities, overcrowding (more than 1.5 persons per room), and severe cost burdens (spending more than 50% of household income on housing).

#### 0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	12,569	4,698	0
White	4,231	1,747	0
Black / African American	2,862	1,268	0
Asian	1,150	378	0
American Indian, Alaska Native	35	35	0
Pacific Islander	0	0	0
Hispanic	3,816	1,109	0

**Table 17 – Severe Housing Problems 0 - 30% AMI**

Data 2016-2020 CHAS

Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

#### 30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	6,427	11,767	0
White	2,117	3,887	0
Black / African American	1,343	2,737	0
Asian	1,003	995	0
American Indian, Alaska Native	0	65	0
Pacific Islander	0	0	0
Hispanic	1,789	3,828	0

**Table 18 – Severe Housing Problems 30 - 50% AMI**

Data 2016-2020 CHAS

Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,171	15,836	0
White	675	5,578	0
Black / African American	424	3,920	0
Asian	312	961	0
American Indian, Alaska Native	0	50	0
Pacific Islander	10	60	0
Hispanic	663	4,808	0

**Table 19 – Severe Housing Problems 50 - 80% AMI**

Data 2016-2020 CHAS

Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,112	16,756	0
White	250	7,949	0
Black / African American	364	3,426	0
Asian	82	1,230	0
American Indian, Alaska Native	0	14	0
Pacific Islander	0	4	0
Hispanic	377	3,582	0

**Table 20 – Severe Housing Problems 80 - 100% AMI**

Data 2016-2020 CHAS

Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## Discussion

Households below 30% AMI face severe housing problems at a rate of 72.8% and no racial or ethnic groups experience severe housing problems at a disproportionate rate. For households between 30-50% AMI, 35.5% of households experience severe housing problems. Within this income range, Asian households experience a disproportionate rate of severe housing problems, at 50.2%. Households between 50-80% AMI experience severe housing problems at a rate of 12.1%, and no racial or ethnic groups see disproportionate rates of severe housing problems in this income range. For households between 80-100% AMI, 6.2% experience severe housing problems, and there are no racial or ethnic groups with disproportionate rates.

## NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

*Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.*

### Introduction:

This section looks specifically at cost burdens in Prince William. There are over 55,000 households that experience cost burdens and over 36,000 households experiencing severe cost burdens.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	114,123	27,875	18,678	1,102
White	60,070	10,882	6,800	341
Black / African American	22,323	6,834	4,101	574
Asian	8,247	2,094	2,026	61
American Indian, Alaska Native	286	125	35	0
Pacific Islander	129	45	10	0
Hispanic	19,431	7,307	4,998	94

**Table 21 – Greater Need: Housing Cost Burdens AMI**

Data 2016-2020 CHAS  
Source:

### Discussion:

Overall, households in Prince William experience cost burdens at a rate of 17.2% and 11.5% experience severe cost burdens. American Indian or Alaskan Native households experience cost burdens at a disproportionate rate, at a rate of 28.0%.

## **NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)**

**Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

Pacific Islander households with incomes between 50-80% AMI experience a disproportionate rate of housing problems, at 75.6%, compared to 55.8% for the jurisdiction as a whole. For severe housing problems, Asian households between 30-50% AMI, experience a disproportionate rate of severe housing problems, at 50.2%, compared to 35.5% of households as a whole. American Indian or Alaskan Native households experience cost burdens at a disproportionate rate, at a rate of 28.0% versus 17.2% jurisdiction wide.

**If they have needs not identified above, what are those needs?**

No other needs identified.

**Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

There are several areas in the Prince William Area where Hispanic households are concentrated. These areas that have a disproportionate share of Hispanic households are located in areas in and adjacent to the cities of Manassas and Manassas Park, as well as in the southeastern part of the County.

## NA-35 Public Housing – 91.205(b)

### Introduction

Prince William County does not have any public housing units but does administer Housing Choice Vouchers. The County is allocated and administers 2,145 Housing Choice Vouchers, and additional special vouchers. Publicly-assisted housing units are found throughout the Prince William Area, but are most likely to be seen in areas with larger populations, such as in and around Manassas, Manassas Park, Dale City, and Woodbridge. The locations of publicly assisted housing units can be seen in Map NA-35.1, on the following page.

### Totals in Use

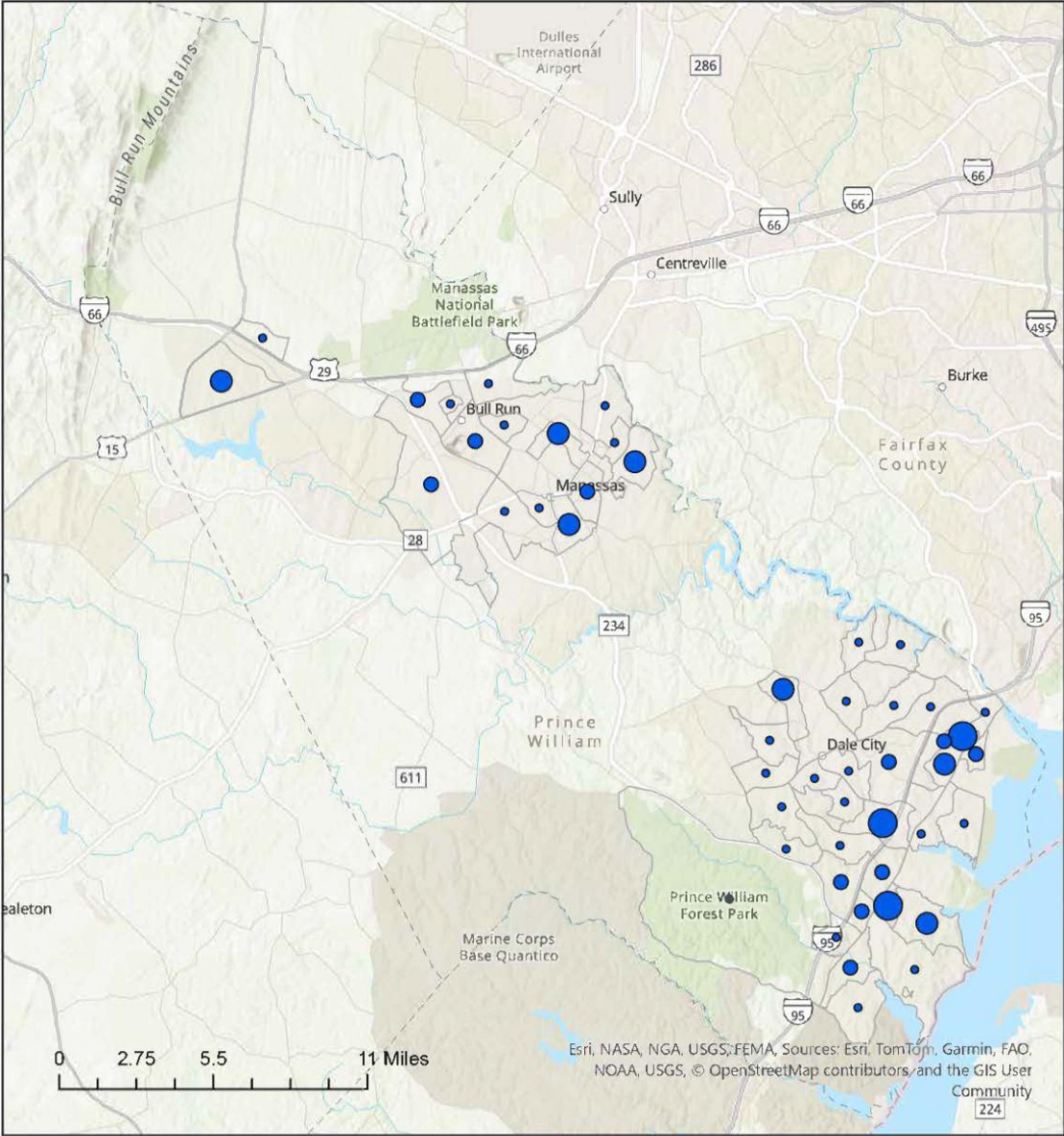
	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	0	1,976	0	1,889	5	41	33

**Table 22 - Public Housing by Program Type**

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Map NA-35.1: Publicly-Assisted Housing Units



## Publicly-Assisted Housing Units

- 11 - 32
- 33 - 61
- 62 - 99
- 100 - 185
- 186 - 357

Data Source: 2023 HUD Publicly Assisted Housing Data

## Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	0	0	16,479	0	16,440	18,245	14,585
Average length of stay	0	0	0	6	0	6	1	0
Average Household size	0	0	0	2	0	2	2	3
# Homeless at admission	0	0	0	29	0	6	0	23
# of Elderly Program Participants (>62)	0	0	0	248	0	247	0	0
# of Disabled Families	0	0	0	453	0	412	4	4
# of Families requesting accessibility features	0	0	0	1,976	0	1,889	5	41
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

**Table 23 – Characteristics of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

## Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	0	504	0	471	0	19	14
Black/African American	0	0	0	1,420	0	1,372	5	18	17
Asian	0	0	0	36	0	33	0	2	1

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
American Indian/Alaska Native	0	0	0	8	0	7	0	1	0
Pacific Islander	0	0	0	8	0	6	0	1	1
Other	0	0	0	0	0	0	0	0	0

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

**Table 24 – Race of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

### *Ethnicity of Residents*

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	149	0	133	0	10	5
Not Hispanic	0	0	0	1,827	0	1,756	5	31	28

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

**Table 25 – Ethnicity of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

#### **Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

Prince William County Office of Housing and Community Development (OHCD) does not have any public housing. Access to affordable housing options continues to be a challenge for those applicants on the Housing Choice Voucher waiting list and those trying to access assisted housing. OHCD exhausted the Housing Choice Voucher Waiting list established in 2010 and reopened a lottery waitlist in October 2024 which consists of two preferences of 500 Applicants. Many of the households on the waiting list are experiencing high levels of need for housing and other supportive services, such as employment and education services, health services, and childcare services.

#### **Most immediate needs of residents of Public Housing and Housing Choice voucher holders**

The most immediate needs of public housing and housing choice voucher holders is accessing suitable employment opportunities, and job training to ensure household stability once housing has been obtained.

#### **How do these needs compare to the housing needs of the population at large**

The income level of a Housing Choice Voucher Participant is much lower than the population at large, indicating a greater level of need for supportive housing and services. This level of need is higher than the overall population to find suitable services.

#### **Discussion**

Access to publicly supported housing in Prince William Area is limited by the number of resources available to the County. While the County meets the needs of the households receiving Housing Choice Vouchers, there are many households that cannot access these services due to a lack of both federal, state and local funds for additional vouchers, as well as affordable dwelling units.

## NA-40 Homeless Needs Assessment – 91.205(c)

### Introduction:

The Prince William County Continuum of Care (CoC) operates in Prince William County. This CoC is a collaboration of service providers. The Point in Time count for the Prince William County CoC has declined from 374 in 2018 to 345 in 2024. However, while the sheltered population has seen a decline from 113 to 89 during this time period, the unsheltered population has remained relatively steady at close to 250 people counted each year. These numbers may be lower than the actual number of people experiencing homelessness, especially for the unsheltered population. These populations are notoriously difficult to capture in these data collections.

**Table NA-40.1: Homelessness**

	2018	2019	2020	2021	2022	2023	2024
Unsheltered	113	37	102	42	27	73	89
Sheltered	261	243	224	240	214	253	256
<b>Total Persons</b>	<b>374</b>	<b>280</b>	<b>326</b>	<b>282</b>	<b>241</b>	<b>326</b>	<b>345</b>

Data Source: PIT Counts

Prince William County CoC

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	163	0	0	0	0	0
Persons in Households with Only Children	0	0	0	0	0	0
Persons in Households with Only Adults	80	37	0	0	0	0
Chronically Homeless Individuals	15	4	0	0	0	0
Chronically Homeless Families	5	0	0	0	0	0
Veterans	6	4		0	0	0
Unaccompanied Child	0	0	0	0	0	0
Persons with HIV	0	0	1	0	0	0

### Nature and Extent of Homelessness: (Optional)

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	67	20
Black or African American	144	20
Asian	5	0
American Indian or Alaska Native	2	1
Pacific Islander	0	0
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	43	4
Not Hispanic	200	33

### **Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

There are 163 persons in households with adults and children and no unaccompanied youth. All of these households counted were sheltered. There were ten veterans counted in the 2024 homeless PIT. Four of these veterans were not sheltered at the time of the count. In addition to these households counted, it is expected there are additional households in need of assistance.

### **Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

Black or African American persons accounted for the largest racial or ethnic group during the count, totaling 164 people. This group is disproportionately represented in the homeless population. The second largest racial group represented is white persons, accounting for 87 people. Hispanic or Latino persons accounted for 47.

### **Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

During the 2024 PIT count, an estimated 13% of people were unsheltered. This is assumed to be significantly lower than the actual number of people in the Area experiencing homelessness. Households with children were most likely to be sheltered with 100% of counted households in a shelter. 31% of households without children were not sheltered at the time of the count.

### **Discussion:**

The homeless population in the Prince William Area continues to be in need of services and affordable housing options. The services available to these households are discussed in MA-30. Homelessness and households at risk of homelessness are still a high priority for the Area.

## NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

### Introduction:

The following section describes the non-homeless special needs populations in the Prince William Area. These non-homeless special needs population include the elderly, persons with disabilities, people with drug and alcohol addictions, victims of domestic violence, and persons with HIV/AIDS.

### Describe the characteristics of special needs populations in your community:

#### *Elderly*

Table NA-45.1 presents the population of Prince William Area by age. Those over the age of 65 are considered elderly. The elderly population accounts for 11.7% of the population in the Area. This population has experienced the most growth since 2010, increasing by 126.5%. Those 55 to 64 have seen the second highest rate of growth over this time period, at 60.1%. Hence, the Prince William Area is seeing an aging population, which experience higher rates of disabilities, as discussed below. The Needs for these households vary from younger populations with more needs for accessibility in housing, and other service supports.

**Table NA-45.1: Population by Age**

Prince William Area			
Age	Number	Percentage	% Change - 2010
Under 5	36,820	6.7%	-0.4%
5 to 19	121,031	22.0%	22.2%
20 to 24	34,800	6.3%	-28.2%
25 to 34	70,950	12.9%	-9.8%
35 to 54	157,570	28.7%	15.5%
55 to 64	64,162	11.7%	60.1%
65 and over	63,904	11.7%	126.5%
<b>Total</b>	<b>544,222</b>		

Data Source: 2023 Five-Year American Community Service (ACS)

Prince William Area

#### *People with Disabilities*

Table NA-45.2 presents the population of Prince William Area with at least one form of a disability. Overall, 8.8% of the population has a disability, with those 75 and older experiencing disabilities at the highest rate. For people 75 and older in the Prince William Area, and estimated 44.9% experience at least one disability. Another 21.2% of those between the ages of 65 and 74 experience disabilities, and 8.2% for those 35 to 64.

**Table NA-45.2: Persons with Disabilities**

Age	Number	Percentage
Under 5	265	0.8%
5 to 17	4,493	4.9%
18 to 34	5,707	5.8%
35 to 64	15,834	8.2%
65 to 74	6,962	21.2%
75 or Older	8,265	44.0%
<b>Total</b>	<b>41,526</b>	<b>8.8%</b>

Data Source: 2023 Five-Year American Community Service (ACS)

Prince William Area

### *People with Alcohol and Drug Addictions*

According to the Virginia Department of Health 2,463 drug overdose deaths among Virginians, a 1% decrease from 2022<sup>2</sup>. The most common drugs in Virginia that are associated with overdose are fentanyl, fentanyl analogs, and tramadol. More than 31,000 substance use-related incidents required emergency medical services response in 2023. The number of alcohol-related deaths increased 25% from 2016 (2,926) to 2020 (3,667). On average from 2016 to 2020, 57% of the alcohol-related deaths each year were chronic disease deaths and 43% were injury-related.

### *Victims of Domestic Violence*

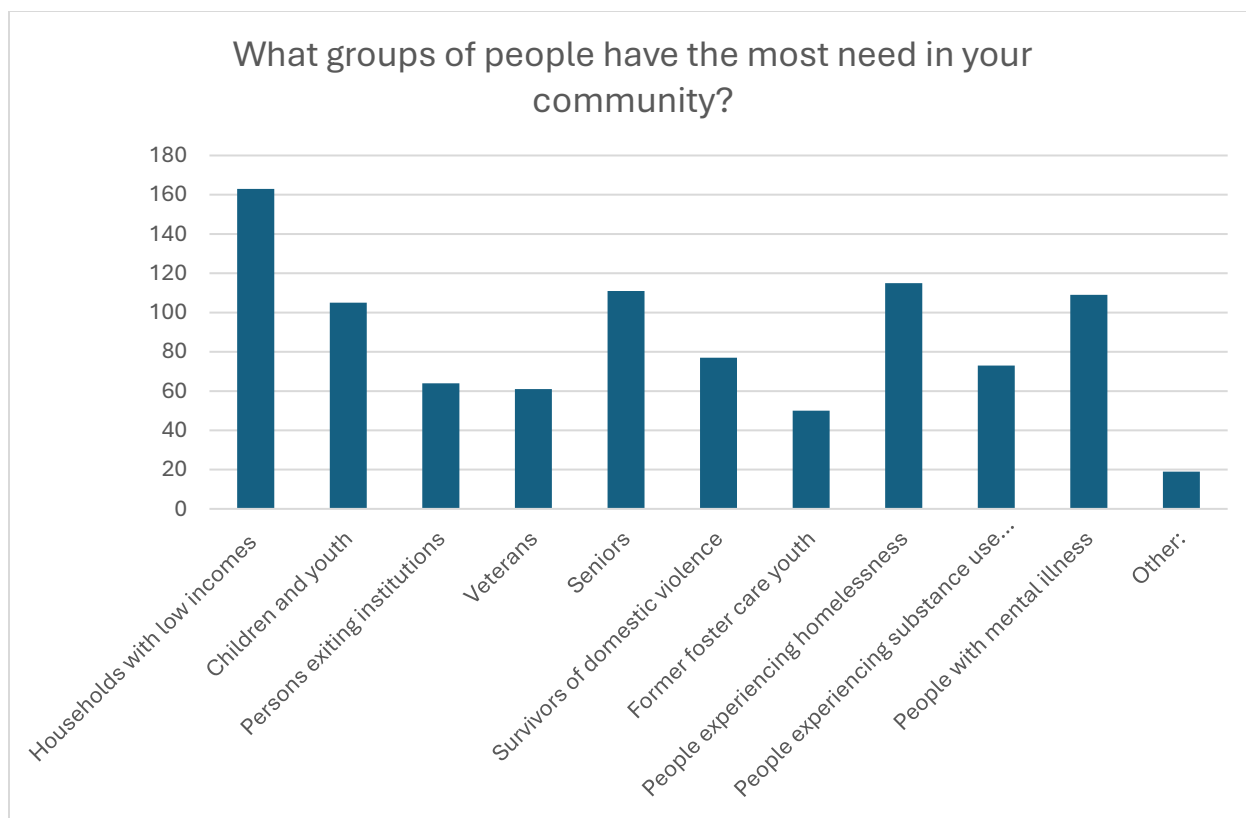
Pinpointing specific numbers of domestic violence victims is difficult due to the lack of reporting and other mitigating factors. In 2021, four victims were shot and killed in domestic-related incidents in Prince William County. In 2021, there were at least 115 domestic violence-related homicides in Virginia, with 64% of them being firearm-related<sup>3</sup>. Providers in the County receive calls or referrals for up to 800 people annually.

### **What are the housing and supportive service needs of these populations and how are these needs determined?**

The 2024 Housing and Community Development Survey found that second to households with low incomes, the most in need groups include people experiencing homelessness, seniors, children and youth, and people with mental illness.

<sup>2</sup> <https://www.vdh.virginia.gov/drug-overdose-data/>

<sup>3</sup> <chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.pwcva.gov/assets/2022-03/2021%20Annual%20Report%20-%20Addendum.pdf>



### Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

According to the Virginia HIV Surveillance Annual Report<sup>4</sup>, Prince William County had 36 new HIV diagnoses in 2022, at a rate of 7.4 per 100,000. This report also states that there are 717 persons living in the County with HIV, and 562 living with AIDS.<sup>5</sup> Statewide, there is a higher prevalence of male new diagnosis, at a rate of 16.1 versus 3.7 for females. In addition, new diagnoses are more likely to occur for persons ages 25 to 29 or 20 to 24, at a rate of 25.6 and 25.1, respectively. Black, non-Hispanic persons are receiving new diagnoses at a rate of 28.4 versus 4.1 for white, non-Hispanic persons.

### Discussion:

The special needs populations in the Prince William Area include the elderly, which are growing at the fastest rate of any age group in the area. It also includes persons with disabilities, which account for 8.8 percent of the population and 44.0 percent of those aged 75 and older. In addition, there are other special needs population, such as persons with alcohol and drug abuse disorders, victims of domestic violence, and persons with HIV/AIDS that are in need of services in the Area.

<sup>4</sup> [http://www.vdh.virginia.gov/content/uploads/sites/10/2019/01/Annual\\_Report\\_2018.pdf](http://www.vdh.virginia.gov/content/uploads/sites/10/2019/01/Annual_Report_2018.pdf)

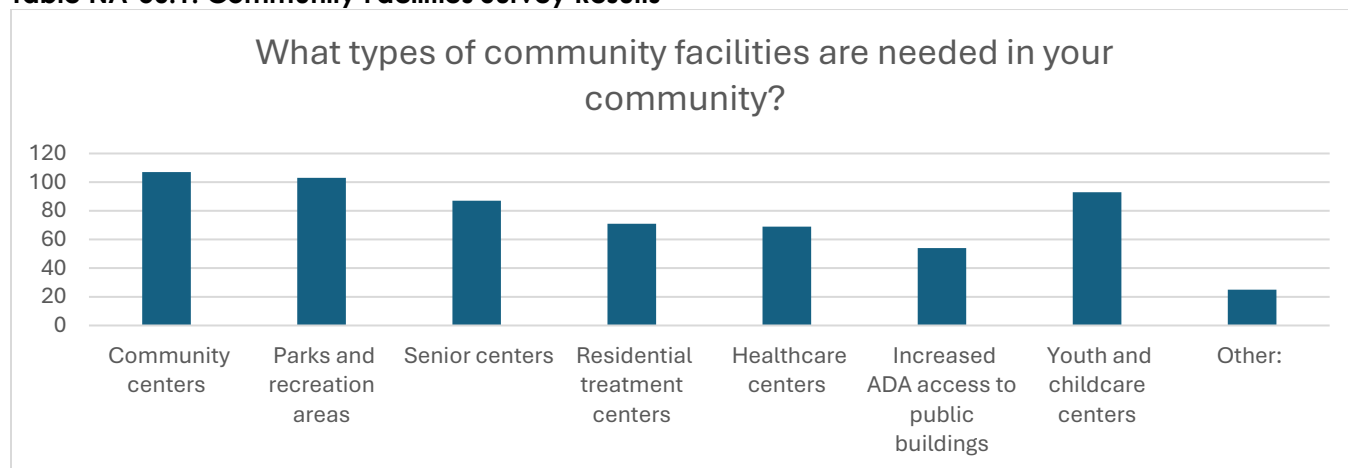
<sup>5</sup> [https://www.vdh.virginia.gov/content/uploads/sites/10/2023/07/VDH\\_HI\\_V-Surveillance\\_Annual-Report\\_2022.pdf](https://www.vdh.virginia.gov/content/uploads/sites/10/2023/07/VDH_HI_V-Surveillance_Annual-Report_2022.pdf)

## NA-50 Non-Housing Community Development Needs – 91.215 (f)

### Describe the jurisdiction's need for Public Facilities:

Survey respondents rated community centers as the highest need with 44% of respondents indicating it as a need. Some 43% of respondents saw the need for parks and recreation areas, and 37% of respondents saw the need for youth and childcare centers.

**Table NA-50.1: Community Facilities Survey Results**



Data Source: 2024 Housing and Community Development Survey

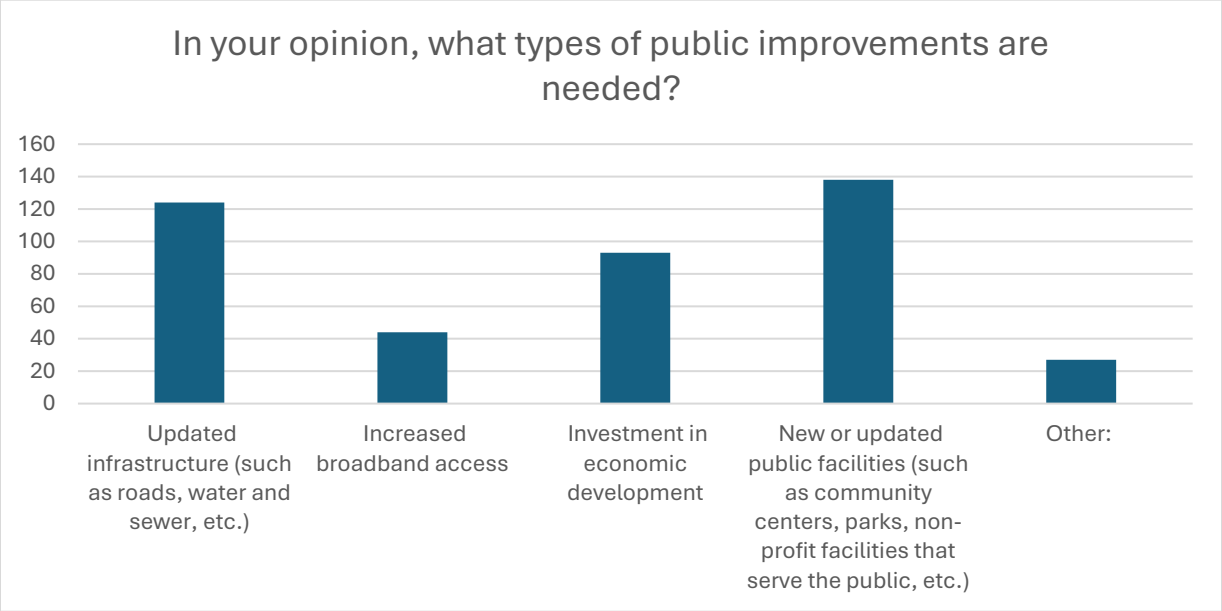
### How were these needs determined?

Results were determined from the 2024 Housing and Community Development survey, and from input from public input and work groups.

### Describe the jurisdiction's need for Public Improvements:

In terms of public improvements, the majority of respondents found the need for updated public facilities, with over 57% of respondents indicating it as a need. An estimated 53% of respondents saw the need for new or updated infrastructure. Lower rates of respondents saw the need for increased broadband access or investment in economic development, at 18% and 39%, respectively.

**Table NA-50.2: Public Improvements Survey Results**



**Data Source:** 2024 Housing and Community Development Survey

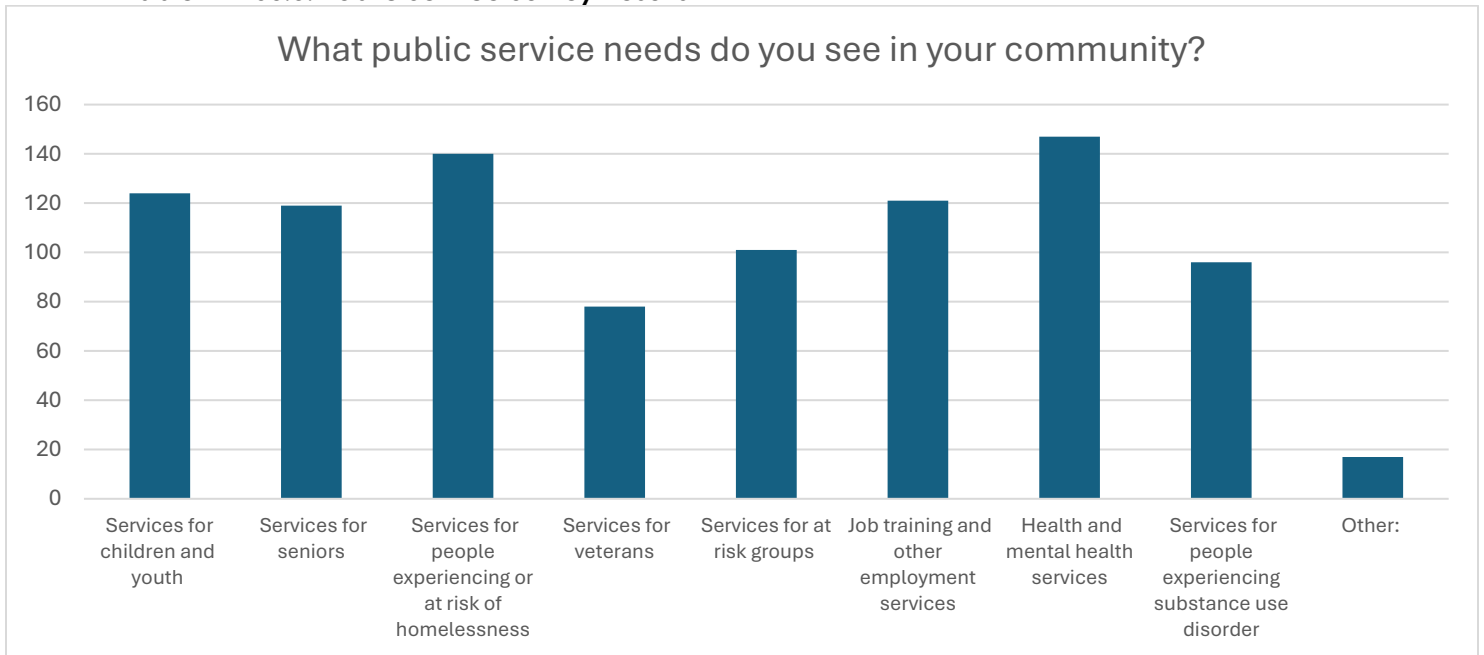
**How were these needs determined?**

Results were determined from the 2024 Housing and Community Development survey, and from input from public input and work groups.

**Describe the jurisdiction’s need for Public Services:**

The need for public services varied with the top-rated need for health and mental health services, with 61% of respondents indicating it as a need. This was followed by services for people experiencing or at risk of homelessness and followed by services for children and youth, at 59% and 52%, respectively.

**Table NA-50.3: Public Service Survey Results**



**Data Source: 2024 Housing and Community Development Survey**

### How were these needs determined?

Results were determined from the 2024 Housing and Community Development survey, and from input from public input and work groups.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

Housing production in the Prince William Area outpaced population growth between 2018 and 2023, with an increase of 9.7% of housing units, and a 3.3% population growth. However, since 2010, the Prince William Area population has grown by more than 20%, and the number of housing units is catching up with that growth.

Housing costs in the Area have increased significantly over the past five years (between 2018 and 2023), with a more than 19% growth in median rental costs and more than 35% growth in median home values. While this housing cost increase has been accompanied by a growth in incomes overall, many households are having difficulty affording housing costs, as demonstrated by the housing cost burdens discussed in the Needs Assessment.

The age of the housing stock in Prince William varies with a majority of units being newer than 1980. The older housing stock, however, may be in need of rehabilitation to keep it viable in the market to meet the needs of residents.

Housing units and services that are available to households experiencing homelessness and households with special needs are varied and found throughout the Prince William Area. There is a continued need, however, to support these households with additional housing and service options.

This Market Analysis section delves into the current housing market of the Prince William Area to help the County determine where the needs in the community are and any areas in Prince William that would benefit from investment through the Consolidated Planning process.

## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### Introduction

Total housing units grew by 9.7% between 2018 and 2023 in the Prince William Area, to a total of 180,207 units. A majority of units are single-family detached homes, accounting for 54.7% of all units. The majority of units in Prince William were built between 1980 and 2009, accounting for 61.2% of all units.

#### *All residential properties by number of units*

Property Type	Number	%
1-unit detached structure	90,454	54%
1-unit, attached structure	45,444	27%
2-4 units	3,094	2%
5-19 units	19,809	12%
20 or more units	8,380	5%
Mobile Home, boat, RV, van, etc	1,771	1%
Total	168,952	100%

**Table 26 – Residential Properties by Unit Number**

Data 2016-2020 ACS

Source:

#### *Unit Size by Tenure*

	Owners		Renters	
	Number	%	Number	%
No bedroom	145	0%	1,018	2%
1 bedroom	838	1%	7,245	17%
2 bedrooms	8,240	8%	13,592	30%
3 or more bedrooms	99,784	92%	22,982	51%

**Table 27 – Unit Size by Tenure**

Data 2016-2020 ACS

Source:

In Prince William, in 2023, the overall vacancy rate was 3.5%, which is down from 4.8% in 2018. Homeowner vacancy rates were significantly lower than rental vacancy rates, at 0.7% and 5.0%, respectively, in 2023.

**Table MA 10.1: Housing Units by Tenure**

Tenure	2018	2023
Occupied Housing Units	140,473	154,609
Vacant Housing Units	7,007	5,647
Homeowner Vacancy rate	1.1%	0.7%
Rental Vacancy Rate	5.7%	5.0%

Data Source: 2023 Five-Year ACS

Prince William County

Single-unit detached housing units were the most prevalent in Prince William, accounting for 54.7% of all units. This is followed by single-unit attached units, accounting for 26.7% of

units. Apartments with at least five units accounted for 15.5% of units. Two, three, and four-unit housing accounted for 4.8% of units in 2023. The proportion of units by type has not changed significantly since 2018, but there has been a slight decline in single-unit detached housing and a slight growth in larger apartment housing units and single-unit attached housing.

**Table MA 10.2: Housing Units by Type**

Type of Housing	2018		2023	
1-unit, detached	82,412	55.9%	87,582	54.7%
1-unit, attached	37,676	25.5%	42,814	26.7%
2 units	783	0.5%	1,171	0.7%
3 or 4 units	1,370	0.9%	2,277	1.4%
5 to 9 units	3,905	2.6%	4,348	2.7%
10 to 19 units	13,183	8.9%	12,650	7.9%
20 or more units	6,487	4.4%	7,842	4.9%
Mobile home	1,652	1.1%	1,572	1.0%
Boat, RV, van, etc.	12	0.0%	0	0.0%

Data Source: 2023 Five-Year ACS

Prince William County

### **Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.**

Programs will target households that have housing problems in the Prince William Area. This includes over 51,000 households in the Prince William Area, some 29,510 of which are owner households, and 22,155 of which are renter households.

**Table MA-10.3: Households with Housing Problems**

Household has at least 1 of 4 Housing Problems	Owner	Renter	Total
<b>Prince William County</b>	26,215	18,850	45,065
<b>Manassas</b>	2,380	2,200	4,580
<b>Manassas Park</b>	915	1,105	2,020
<b>Total</b>	<b>29,510</b>	<b>22,155</b>	<b>51,665</b>

Data Source: 2021 CHAS

Prince William County

As seen in Table MAO-10.5, there are 14,150 households with income less than 30% HAMFI with housing problems, 13,785 households with incomes between 30.1 and 50% HAMFI with housing problems, 8,295 households between 50.1 and 80% HAMFI with housing problems, and 5,435 households between 80.1 and 100% HAMFI with housing problems.

First time homebuyer programs will be targeted to households earning less than 60 percent HAMFI. As seen in Table MA-10.6, there are 27,000 households with housing problems under 60 percent HAMFI. Of these, some 16,452 are currently renter households.

**Table MA-10.4: Households with Housing Problems by Income**

	Household has at least 1 of 4 Housing Problems	%
Household Income <= 30% HAMFI	14,150	83.1%
Household Income >30% to <=50% HAMFI	13,785	75.2%
Household Income >50% to <=80% HAMFI	8,295	56.2%
Household Income >80% to <=100% HAMFI	5,435	30.0%
Household Income >100% HAMFI	6,615	6.6%

Data Source: 2021 CHAS

Prince William County

### **Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

There are 26 units with Section 8 contracts that are expected to expire in 2025. These are anticipated to impact 26 households.

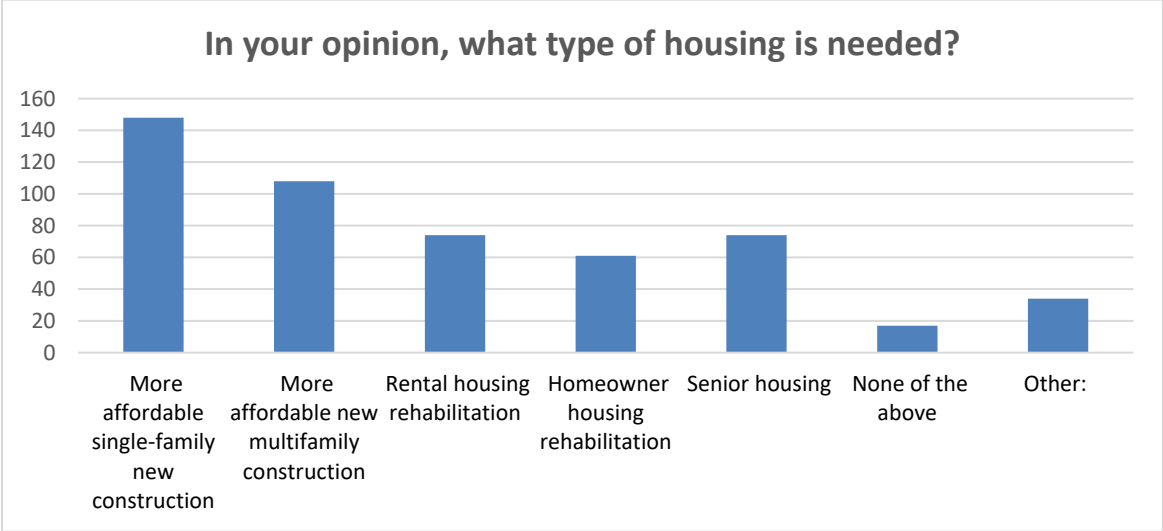
### **Does the availability of housing units meet the needs of the population?**

As seen in the Needs Assessment section, as well as information gathered from public input, current housing does not meet the needs of the population. This is seen most markedly in the rate of cost burdens in the Area. In 2017, an estimated 27.7% of the population was cost burdened. Renter households are more likely to be impacted by cost burdens, at 44.5%, and are therefore most likely to not have housing units that meet their needs.

### **Describe the need for specific types of housing:**

As seen in Table MA-10.7, the highest-rated need is for rental housing for more affordable single-family new construction, followed by the construction of new affordable rental housing and senior housing. This sentiment is echoed by work group and stakeholder sentiments, with the need for more housing options and housing for seniors with the aging population in Prince William.

Table MA10.5: Survey for Housing Need



Data Source: 2024 Prince William Housing and Community Development Survey

Discussion

Housing in Prince William is not keeping pace with the changing population. Lower-income households, seniors, and potential homeowners are finding available units in the market due to limits in supply and income constraints. The age of the housing stock also speaks to the need for rehabilitation in order to maintain the existing affordable units in the Area, as discussed in following sections.

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

The cost of housing in Prince William has continued to rise over recent years. The median rent grew from \$1,675 in 2018 to \$2,002 in 2023, a growth of 19.5% in just five years. The proportion of rents that are \$2,000 or more have all grown since 2018, while those less than \$2,000 have declined as a proportion of rents in Prince William. A similar pattern has been seen for home values, with the median home value increasing by 35.6% in five years, from \$369,300 in 2018 to \$500,600 in 2023.

Median contract rents were highest in areas outside the city centers. These areas also tended to be along major highways and saw median rent costs above \$2,793. The lowest areas of rent costs were below \$1,602 and were primarily in the western and eastern edges of the County, as can be seen in Map MA-15.1.

Median home values were highest in the more rural areas of the Area. In the western and central parts of the Prince William Area, median home values exceeded \$621,201 versus the lowest areas, which saw home values below \$367,500. The areas with the lowest home values were in and adjacent to Manassas and Manassas Park and in the southern portion of the County. This is shown in Map MA-15.2.

### Cost of Housing

**Table MA-12.1: Rental Costs**

	2018	2023
Rent	%	%
Less than \$500	1.8%	1.2%
\$500 to \$999	6.0%	2.8%
\$1,000 to \$1,499	28.7%	10.9%
\$1,500 to \$1,999	38.4%	35.0%
\$2,000 to \$2,499	16.4%	30.5%
\$2,500 to \$2,999	5.2%	13.1%
\$3,000 or more	3.4%	6.5%
<b>Median (dollars)</b>	<b>\$1,675</b>	<b>\$2,002</b>

Data Source: 2023 Five-Year ACS

Prince William County

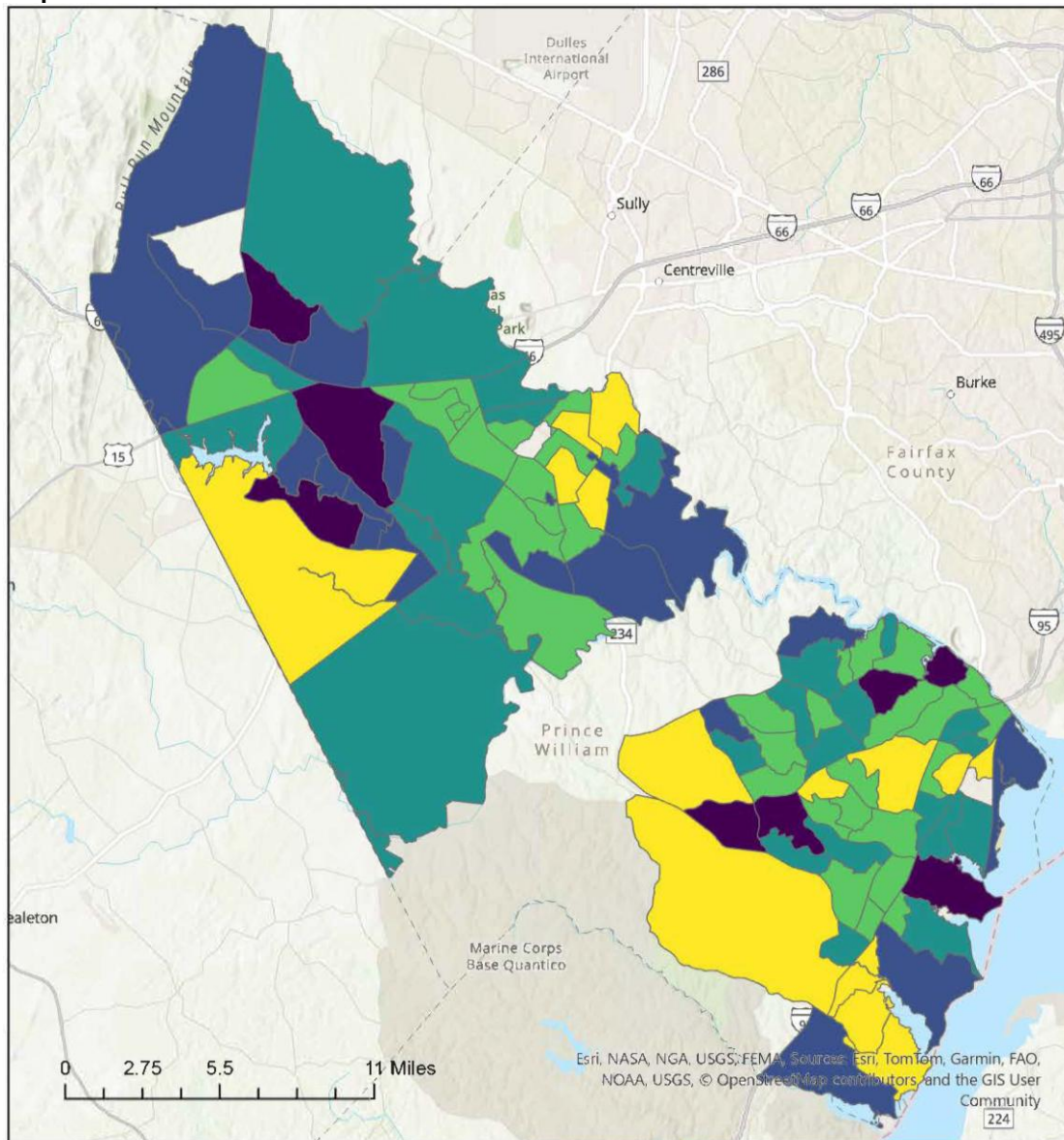
**Table MA-12.2: Home Values**

	2018	2023
Rent	%	%
Less than \$50,000	2.6%	2.5%
\$50,000 to \$99,999	0.5%	0.8%
\$100,000 to \$149,999	1.7%	3.0%
\$150,000 to \$199,999	4.4%	8.0%
\$200,000 to \$299,999	24.0%	5.6%
\$300,000 to \$499,999	45.0%	39.9%
\$500,000 to \$999,999	21.0%	46.7%
\$1,000,000 or more	0.9%	3.4%
<b>Median (dollars)</b>	<b>\$369,300</b>	<b>\$500,600</b>

Data Source: 2023 Five-Year ACS

Prince William County

**Map MA-15.1: Contract Rent**

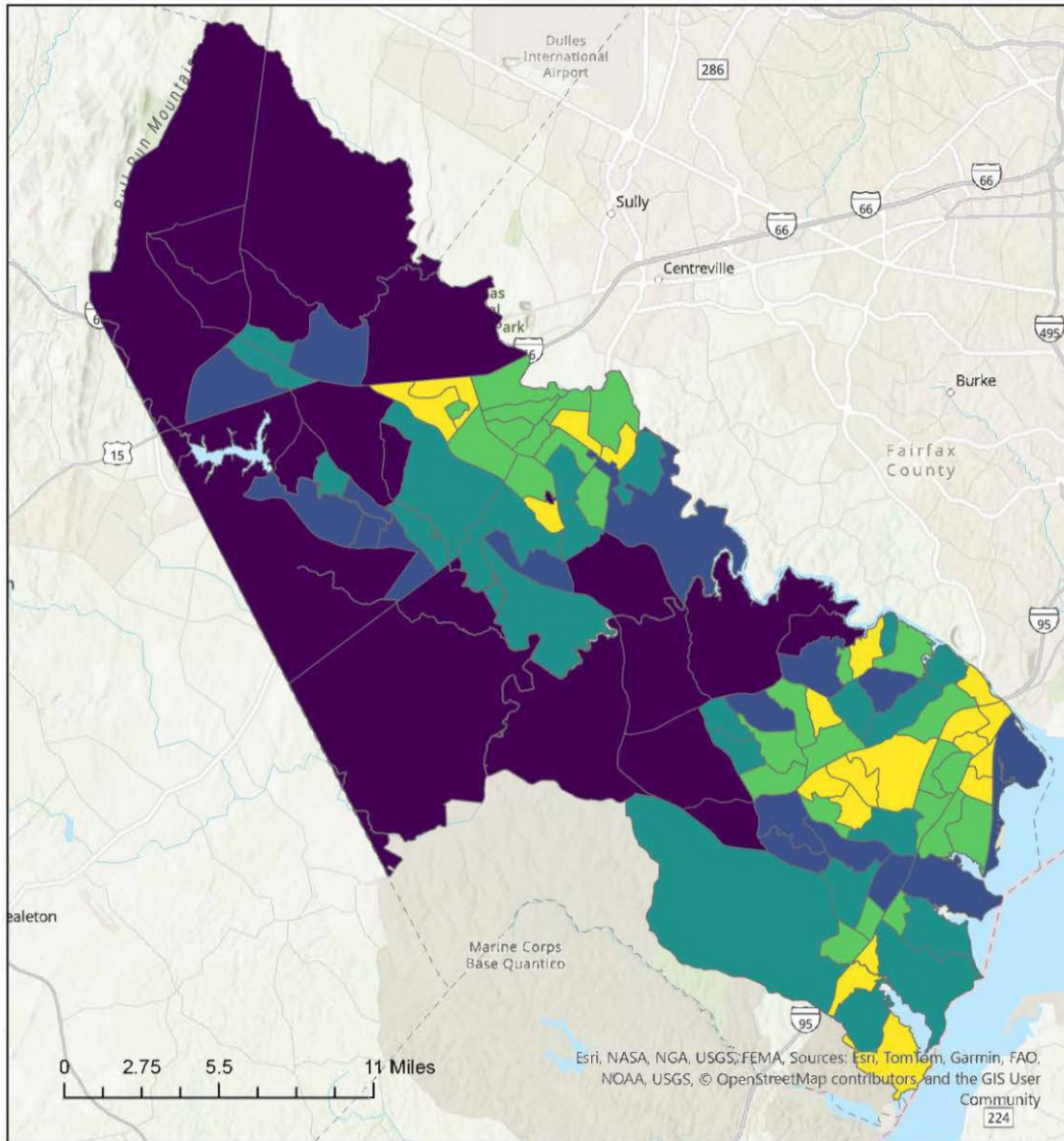


## Median Contract Rent

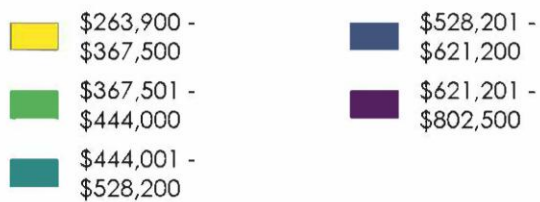


Data Source: 2023 ACS

**Map MA-15.2: Median Home Value**



## Median Home Value



Data Source: 2023 ACS

**Table 28 – Cost of Housing**

Rent Paid	Number	%
Less than \$500	809	0.8
\$500-999	2426	2.5
\$1,000-1,499	5785	6.1
\$1,500-1,999	15249	16.0
\$2,000 or more	71178	74.6%

Table 29 – Rent Paid

Data 2019-2023 ACS

Source:

### Housing Affordability

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI	1,528	No Data
50% HAMFI	8,121	6,078
80% HAMFI	20,550	13,988
100% HAMFI	No Data	26,238

**Table 30 – Housing Affordability**

Data 2016-2020 CHAS

Source:

### Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	\$1,730	\$1,760	\$2,000	\$2,490	\$2,950
High HOME Rent	\$1,693	\$1,803	\$2,045	\$2,509	\$2,779
Low HOME Rent	\$1,353	\$1,450	\$1,741	\$2,011	\$2,243

**Table 31 – Monthly Rent**

Data HUD FMR and HOME Rents

Source:

### Is there sufficient housing for households at all income levels?

As demonstrated by the housing needs and cost burden sections in the Needs Assessment, there is a significant amount of the population that faces housing challenges. Low-income households are particularly prone to facing cost burdens. This points to the fact that there are not sufficient housing options for all households, especially those at lower income levels. Additionally, public input comments indicated there is a significant need for affordable housing options for lower-income households.

### How is affordability of housing likely to change considering changes to home values and/or rents?

The Prince William Area saw a significant increase in housing prices in recent years. If trends continue, the area will see increasing rent and home values. Home values, in

particular, have continued to rise in the Area. This would lead to additional households facing cost burdens.

**How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?**

The Fair Market Rent (FMR) and HOME rents may not be sufficient to meet the housing needs of households in the Prince William Area. This may be especially true for larger families that require larger units. They are significantly lower than the rise in rental prices has shown in recent years throughout the Area.

**Discussion**

The rate of housing cost increases in the Prince William Area is exceeding the rate of income growth. This is shown by the proportion of households that face cost burdens in the Area. The rental cost growth of 19.5% and home value growth of 35.6% in just five years demonstrate the level of need that is expected to continue along with the housing price increases.

## MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

### Introduction

The following section will describe the condition of housing in the Prince William Area. The age of the housing stock in Prince William indicates the need for potential rehabilitation. In addition, as the population continues to age, there is a need for renovations to make housing units suitable for households with disabilities.

*Describe the jurisdiction's definition of "standard condition" and "substandard condition but suitable for rehabilitation":*

Substandard condition is defined as a combination of incomplete kitchen or plumbing facilities, missing windows or exterior doors, severely compromised foundations, outdated electrical infrastructure, holes in floors or walls, and holes in roof or severely compromised roofing materials preventing closure from weather penetration. Many units with a combination that includes all these conditions may be unfit for human occupation.

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	27,315	25%	21,125	47%
With two selected Conditions	792	1%	1,955	4%
With three selected Conditions	15	0%	134	0%
With four selected Conditions	0	0%	54	0%
No selected Conditions	80,835	74%	21,715	48%
<b>Total</b>	<b>108,957</b>	<b>100%</b>	<b>44,983</b>	<b>99%</b>

Table 32 - Condition of Units  
Data 2016-2020 ACS  
Source:

### Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2020 or later	3,800	3.2	990	2.6
2010 to 2019	13,607	11.3	7,246	19.0
2000 to 2009	33,569	27.9	8,687	22.8
1980 to 1999	42,012	34.9	11,790	30.9
1960 to 1979	22,714	18.9	6,426	16.8
1940 to 1959	3,951	3.3	2,308	6.1
1939 or earlier	825	0.7	695	1.8
2020 or later	3,800	3.2	990	2.6

Table 33 – Year Unit Built  
Data 2019-2023 CHAS  
Source:

The majority of housing units in Prince William were built between 1980 and 2009, accounting for 61.2% of units. Units built in 2010 or since account for 14.2% of units. Units built prior to 1980 account for 24.8% of units.

**Table MA 10.1: Housing Units by Age**

Age of Housing	2018		2023	
Built 2014 or later	3,804	2.6%	1,690	1.1%
Built 2010 to 2013	6,350	4.3%	20,935	13.1%
Built 2000 to 2009	40,634	27.6%	42,070	26.3%
Built 1990 to 1999	27,410	18.6%	27,338	17.1%
Built 1980 to 1989	29,262	19.8%	28,485	17.8%
Built 1970 to 1979	21,267	14.4%	21,949	13.7%
Built 1960 to 1969	11,967	8.1%	10,373	6.5%
Built 1950 to 1959	3,985	2.7%	4,423	2.8%
Built 1940 to 1949	1,384	0.9%	1,000	0.6%
Built 1939 or earlier	1,417	1.0%	1,993	1.2%

Data Source: 2023 Five-Year ACS

Prince William County

*Risk of Lead-Based Paint Hazard*

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980.	27,490	22.9%	9,429	24.7%
Housing units built before 1980 with children present	9,116		3,626	

Table 34 – Risk of Lead-Based Paint

Data 2016-2020 ACS (Total Units) 2016-2020 CHAS (Units with Children present)

Source:

There were 4,780 vacant housing in Prince William in 2023. Of these, the majority were for rent or for sale, at 45.5% and 20.5%, respectively. "Other" vacant units made up the next largest portion of vacant units. These units are not for rent or for sale and are not otherwise available to the marketplace. These units may be in need of rehabilitation and, when in areas of higher concentration, may present an opportunity for redevelopment. There are 851 "other" vacant units in Prince William, accounting for 17.8% of all vacant units.

**Table MA-20.2: Vacant Housing Units**

<b>For rent</b>	2,174	45.5%
<b>Rented, not occupied</b>	166	3.5%
<b>For sale only</b>	981	20.5%
<b>Sold, not occupied</b>	246	5.1%
<b>For seasonal, recreational, or occasional use</b>	359	7.5%
<b>For migrant Workers</b>	3	0.0%
<b>Other vacant</b>	851	17.8%
<b>Total:</b>	<b>4,780</b>	

Data Source: 2023 Five-Year ACS

Prince William County

## **Need for Owner and Rental Rehabilitation**

As seen in Section MA-10, table MA-10.5, there is a moderate need for owner rehabilitation. Rental rehabilitation is seen as a slightly higher need than owner rehabilitation. The age of the housing stock may also indicate at least a moderate amount of need for owner and rental rehabilitation.

## **Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards**

There are 9,116 owner-occupied and 3,626 renter-occupied households in housing units built prior to 1979 and with children aged 6 and younger that may be at risk of lead-based paint. This represents approximately 7.1% of all housing units in the Prince William Area.

## **Discussion**

The current housing stock may be in need of rehabilitation and renovations to meet the need of residents as it ages. There are over 20,000 units with children that are at risk of lead-based paint exposure based on the age of the housing units. In addition, survey responses have rated the need for rehabilitation at a moderate level.

## MA-25 Public and Assisted Housing – 91.210(b)

### Introduction

There are no public housing units in Prince William County.

### Totals Number of Units

Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available				2,028			0	0	47
# of accessible units									

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 35 – Total Number of Units by Program Type

Data PIC (PIH Information Center)

Source:

### Describe the supply of public housing developments:

Not applicable.

### Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

Not applicable.

### Describe the restoration and revitalization needs of public housing units in the jurisdiction:

### Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

**Discussion:** Not applicable.

## MA-30 Homeless Facilities and Services – 91.210(c)

### Introduction

The Prince William County Continuum of Care (CoC) continues to strive to provide homeless and at-risk households with a variety of housing and supportive services throughout the Prince William Area.

### *Facilities and Housing Targeted to Homeless Households*

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	145		38	45	
Households with Only Adults	90		3	121	
Chronically Homeless Households				166	
Veterans				135	
Unaccompanied Youth					

**Table 36 - Facilities and Housing Targeted to Homeless Households**

**Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons**

The network of care in the Prince William Area is established to connect homeless persons with mainstream services, such as Medicaid and Social Security benefits, to maximize the amount of assistance households can access. Utilizing coordinated entry, service providers match clients with appropriate services to increase access to health and social service programs that they qualify for. These efforts are paired with services provided throughout the County to create a system of wrap-around services to help households in as many ways as possible.

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

There are numerous homeless service providers in the Prince William Area and as part of the Prince William CoC. These service providers, listed below, offer a range of services that extend beyond housing and shelter services. These include employment training, counseling, financial literacy, legal aid, childcare, and transportation services.

**Table MA-30.1: Homeless Service Providers**

Name	Service Type
ACTS	Emergency Shelter for Mixed Populations, Rapid Re-Housing
Northern Virginia Family Service	Emergency Shelter for Mixed Populations
Hilda Barg Homeless Shelter	Emergency Shelter for Mixed Populations
Youth for Tomorrow	Emergency Shelter for Youth
Catholic Charities	Transitional Housing for Families
Good Shepherd Housing	Permanent Supportive Housing for Families
Dawson Beach	Transitional Housing for Families
Streetlight Outreach Ministries	Permanent Supportive Housing for Adult Individuals
Overnight Emergency Shelter	Emergency Shelter for Adults
Bill Mehr Drop-in Center	Meals, showers, clothing, other services
Northern Virginia Family Service	Rapid Re-Housing for Mixed Populations
Operation Renewed Hope Foundation	Rapid Re-Housing for Mixed Populations

Data Source: 2023 CoC HIC

Prince William CoC

## MA-35 Special Needs Facilities and Services – 91.210(d)

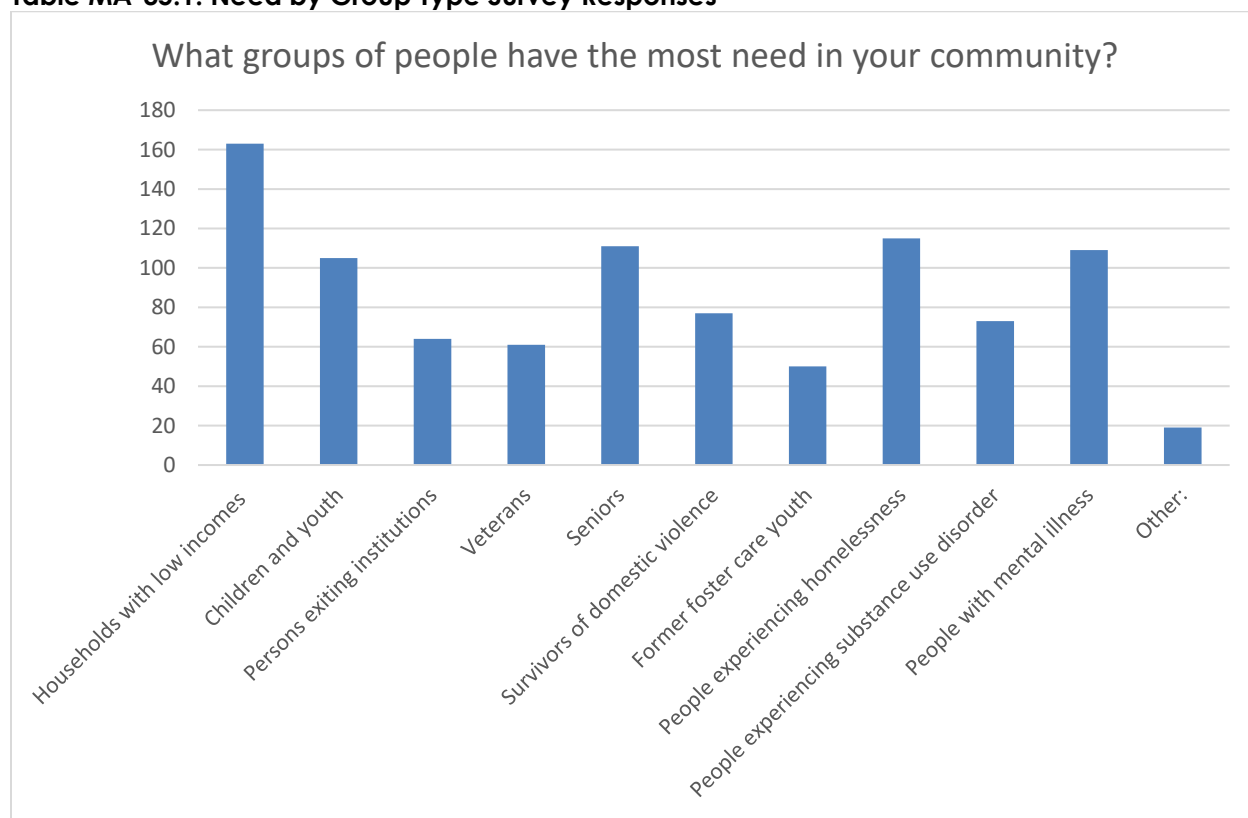
### Introduction

There are a variety of services available in the community for special needs populations, including at-risk youth, seniors, substance abuse, and persons with disabilities.

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

As seen in Table MA-35.1, survey respondents found various levels of needs for special needs populations. Aside from households with low incomes, households experiencing homelessness and seniors were the highest rated groups with needs. Public feedback found that seniors need additional supports and services in addition to housing renovations to make their housing units usable for coming years. Children and youth were also highly rated as needing additional support. People with mental illness are in need of additional resources throughout the Area. The most needed supportive housing options were transitional housing facilities and permanent supportive housing.

**Table MA-35.1: Need by Group Type Survey Responses**



Data Source: 2024 Prince William Housing and Community Needs Survey

**Table MA-35.2: Supportive Housing Survey Responses**



Data Source: 2024 Prince William Housing and Community Needs Survey

**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

Some of the institutions in the Prince William Area may have individual discharge plans for persons returning from mental or physical health stays, but there is no established protocol within the service provision structure in Prince William County regarding discharge planning for patients from mental and physical health institutions. The Prince William County CoC utilizes a Coordinated Entry system that helps ensure persons in need of services that are exiting care into homelessness are linked with appropriate services in the County.

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

See below.

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

In the FFY 2025, Prince William County will undertake a variety of projects to support the service needs of special needs populations. These include: PWC Department of Social Services Homeless Transportation and Dawson Beach Transitional Housing Case Management.

## **MA-40 Barriers to Affordable Housing – 91.210(e)**

### **Negative Effects of Public Policies on Affordable Housing and Residential Investment**

Consultation with stakeholders and a review of current development standards found that the primary barriers to the development of affordable housing are the lack of funding options, the cost of lots and land, the cost of materials, and the cost of labor. Prince William County continues to promote the development of affordable housing and has been reviewing its development incentives in accordance with state law. This review did not find any public policies that discourage the development of affordable housing in Prince William.

## MA-45 Non-Housing Community Development Assets – 91.215 (f)

### Introduction

#### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	424	200	0	0	0
Arts, Entertainment, Accommodations	26,136	19,506	14	17	2
Construction	18,102	17,290	10	14	4
Education and Health Care Services	29,335	19,096	15	15	0
Finance, Insurance, and Real Estate	10,040	4,602	6	3	-1
Information	5,675	1,792	3	1	-1
Manufacturing	5,581	4,529	3	3	1
Other Services	10,540	5,517	6	4	-1
Professional, Scientific, Management Services	42,533	15,322	22	13	-10
Public Administration	0	0	0	0	0
Retail Trade	29,302	27,310	15	23	8
Transportation & Warehousing	5,854	2,550	3	2	-1
Wholesale Trade	6,195	4,319	3	3	0
Grand Total	189,716	122,032			

Table 37 - Business Activity

Data 2018-2023 ACS (Workers), 2020 Longitudinal Employer-Household Dynamics (Jobs)

Source:

## Labor Force

Total Population in the Civilian Labor Force	272,453
Civilian Employed Population 16 years and over	265,189
Unemployment Rate	4.3%
Unemployment Rate for Ages 16-24	18.9%
Unemployment Rate for Ages 25-65	3.3%

Table 38 - Labor Force

Data 2018-2023 ACS

Source:

Occupations by Sector	Number of People
Management, business and financial	75,995
Farming, fisheries and forestry occupations	11,057
Service	25,615
Sales and office	58,515
Construction, extraction, maintenance and repair	23,580
Production, transportation and material moving	48,515

Table 39 – Occupations by Sector

Data 2016-2020 ACS

Source:

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	92,681	36.1
30-59 Minutes	115,531	45
60 or More Minutes	49,035	19.1
Total	256,736	

Table 40 - Travel Time

Data 2018-2023 ACS

Source:

## Education:

### *Educational Attainment by Employment Status (Population 16 and Older)*

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate			
High school graduate (includes equivalency)			
Some college or Associate's degree			
Bachelor's degree or higher			

Table 41 - Educational Attainment by Employment Status  
Data 2016-2020 ACS  
Source:

### *Educational Attainment by Age*

	Age				
	18-24 yrs	25-34 yrs	35-44 yrs	45-65 yrs	65+ yrs
Less than 9th grade					
9th to 12th grade, no diploma					
High school graduate, GED, or alternative					
Some college, no degree					
Associate's degree					
Bachelor's degree					
Graduate or professional degree					

Table 42 - Educational Attainment by Age  
Data 2016-2020 ACS  
Source:

### *Educational Attainment – Median Earnings in the Past 12 Months*

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	
High school graduate (includes equivalency)	
Some college or Associate's degree	
Bachelor's degree	
Graduate or professional degree	

Table 43 – Median Earnings in the Past 12 Months  
Data 2016-2020 ACS  
Source:

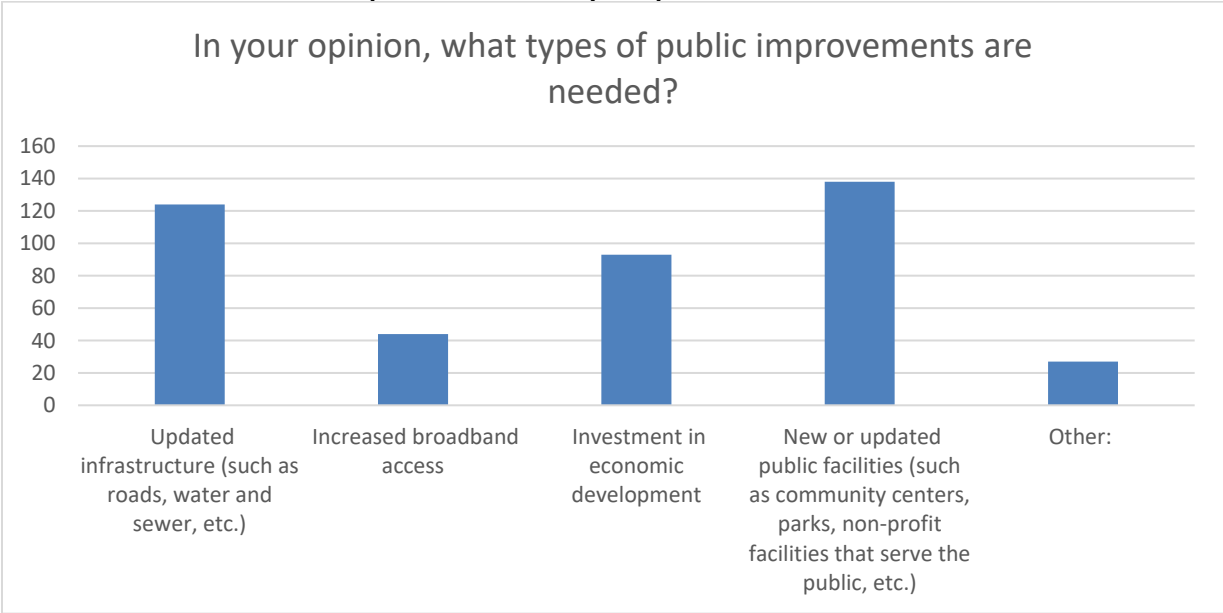
**Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?**

The largest business sectors in Prince William County include Professional, Scientific, Management Services, followed by Arts, Entertainment, Accommodations, in terms of the number of workers. The industries with the highest number of jobs include Retail Trade and Education and Health Care Services.

**Describe the workforce and infrastructure needs of the business community:**

While survey respondents rated the need for updated and new public facilities as a high priority, the need for economic development is seen to be a moderate priority, with 39% of respondents indicating it as a need. A low priority is the need for increased access to broadband or other public improvements in Prince William.

**Table MA-50.nnnn: Public Improvement Survey Response**



Data Source: 2024 Prince William Housing and Community Needs Survey

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

In Prince William County, Manassas, and Manassas Park, there are numerous economic development projects underway. These projects, including the Prince William Digital Gateway, the Manassas semiconductor manufacturing facility, and the ATCC expansion, could results in additional jobs and over \$25 billion in economic investment. As discussed below, Prince William County has programs in place to help train and target workforce development to help meet the ever-changing needs of businesses in the region.

### **How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

The skills of the workforce correspond to the employment opportunities in Prince William overall. The Prince William County Economic Development Department provides resources to encourage the development of the workforce. Workforce development efforts include:

- Constantly marketing the county for talent attraction;
- Building the workforce pipeline through recruiting, retention, and training efforts;
- Leveraging education partners (K-12 and higher education) to meet the needs of the workforce;
- Creating programs that train and grow Prince William County's labor force;
- Highlighting career expos and career pathways;
- Collaborating with community partners for education and awareness of labor force services.<sup>6</sup>

### **Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

Prince William County has partnered with Virginia Career Works (VCW) – Northern to launch ELEVATE: Building Business and Careers, which provides no-cost employment assistance to meet the needs of the community.<sup>7</sup> This service provides hiring resources, education and training, and one-on-one support for job seekers. It also provides training and recruitment resources for employers. These efforts will continue to help connect workers in Prince William with opportunities to help continue to increase wages and keep workers employed in the Prince William Area.

### **Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

No.

### **If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

Prince William County Economic Development provides a number of tools and services for businesses wishing to start, relocate, or expand in Prince William. These include site selection, incentives, access to infrastructure, workforce matching and development, and additional support. The target industries include corporate facilities, government contractors, information communication technology, life sciences & biotechnology, revitalization & redevelopment, small business & entrepreneurs, and specialized logistics & supply chains.

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<sup>6</sup> <https://www.pwcded.org/workforce>

<sup>7</sup> <https://www.pwcded.org/workforce>

## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

Housing problems impact low-income households at the highest rate. They are also concentrated geographically. As shown in Map MA-50.1, renter housing problems are highest in the central and southern portions of the Prince William Area. This is true, particularly in areas adjacent to Manassas and by Woodbridge. In these areas, the rate of housing problems exceeds 69.7%. In this instance, concentration is defined as an area with at least ten percentage points higher than the jurisdictional average. Homeowner housing problems are found in central and southern portions of the Prince William Area. These areas see rates of housing problems exceeding 45.6% and can be seen in Map MA-50.2.

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

The Asian population is shown in Map MA-50.3. While there are areas with higher rates of Asian households, there are no areas with disproportionately higher level of concentration. Map MA-50.4 shows the black or African American population in 2023. Areas in southern Prince William County have disproportionately higher rates of concentration (at least 10 percentage points higher than the jurisdictional average). There are also parts of the Prince William Area that have concentrations of Hispanic households, as shown in Map MA-50.5. These areas are found in the eastern and southern portions of the county and see levels of concentration above 44.6%, compared to the jurisdictional average of 25.7%.

Poverty is also concentrated in portions of the Prince William Area. These areas are shown in Map MA-50.6. Many of the areas with disproportionate rates of poverty also tend to have higher rates of housing problems for both renters and homeowners, which are shown in Maps MA-50.1 and MA-50.2.

### **What are the characteristics of the market in these areas/neighborhoods?**

Median home values and median contract rents tended to be lower in these areas than in other areas in the Prince William Area. However, these areas also tend to have higher rates of poverty, as discussed above. Most of these areas do tend to have access to community assets and access to major highways and economic opportunities.

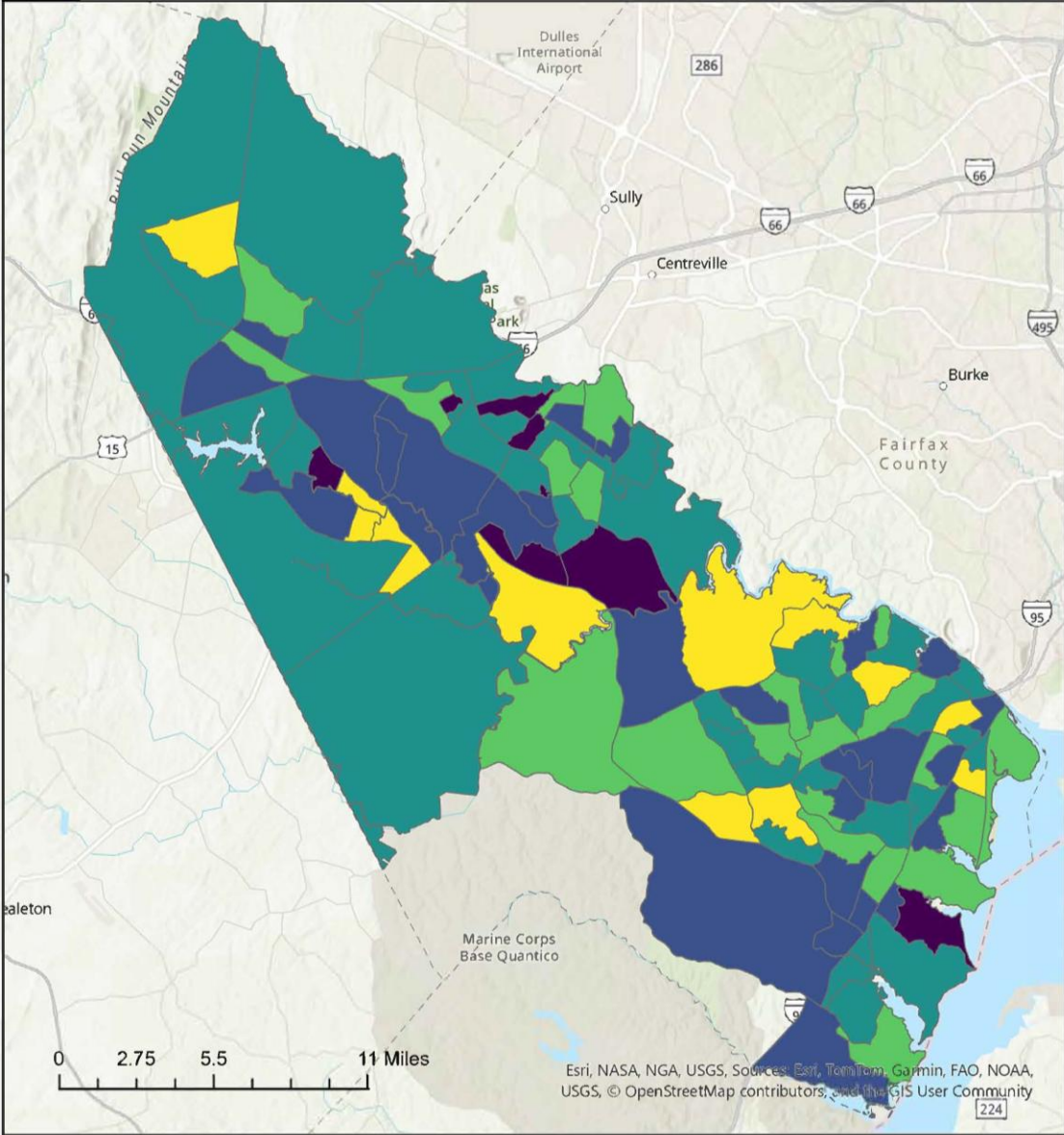
### **Are there any community assets in these areas/neighborhoods?**

These areas are adjacent to a variety of amenities in these areas, including access to city schools and parks, as well as grocery stores, and service providers.

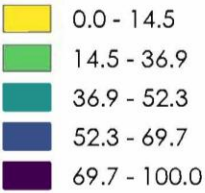
### **Are there other strategic opportunities in any of these areas?**

Areas with high concentrations of low income and poverty level households may present an opportunity for investment through services and public facility funding.

**Map MA-50.1: Renters with Housing Problems**



**Percent of Renter Population With Housing Problems**

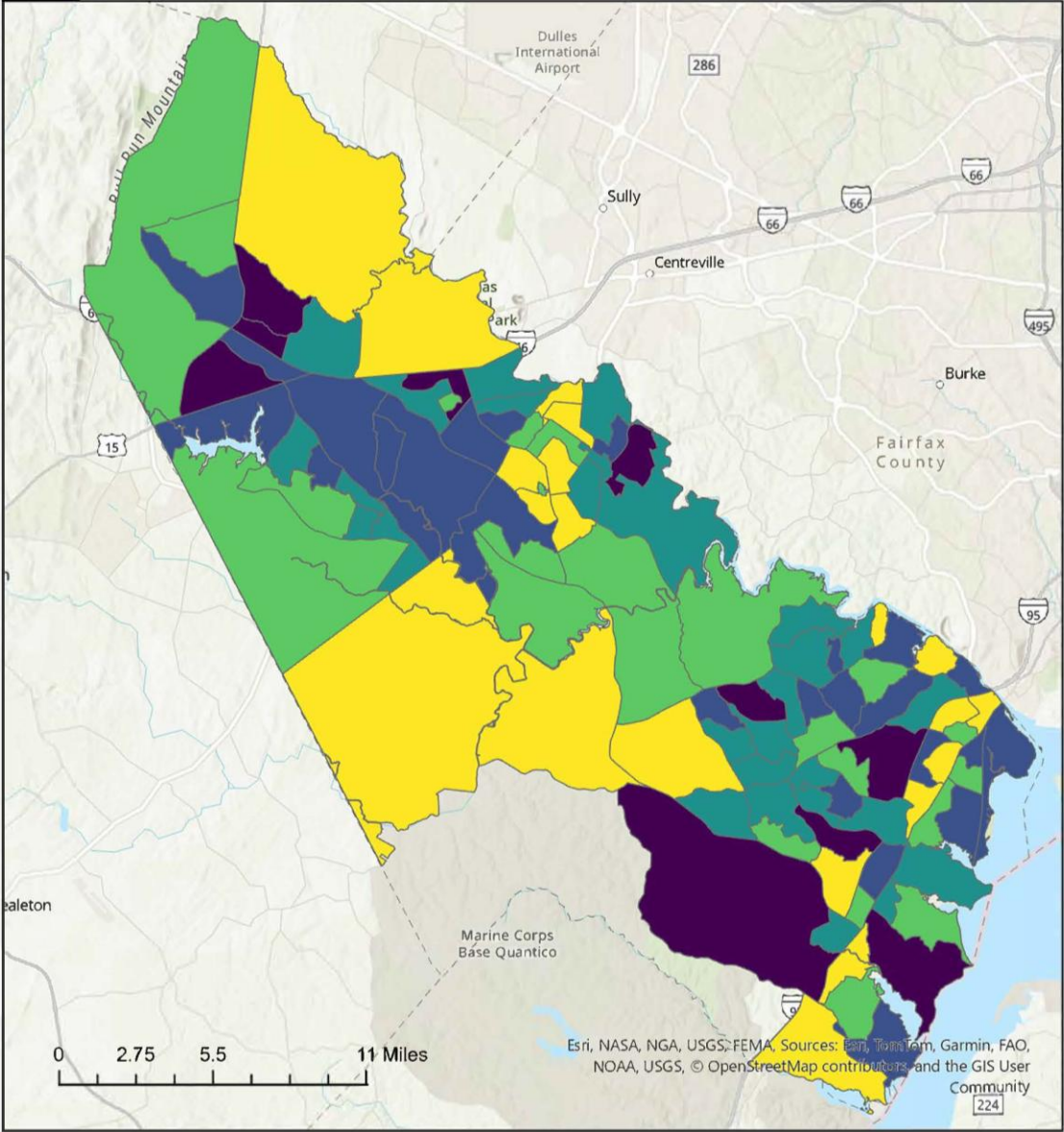


Data Source: 2023 ACS

9.0 - 19.2  
19.2 - 25.7  
25.7 - 33.9  
33.9 - 45.6  
45.6 - 62.8

**Data Source: 2023 ACS**

Map MA-50.3: Asian Population

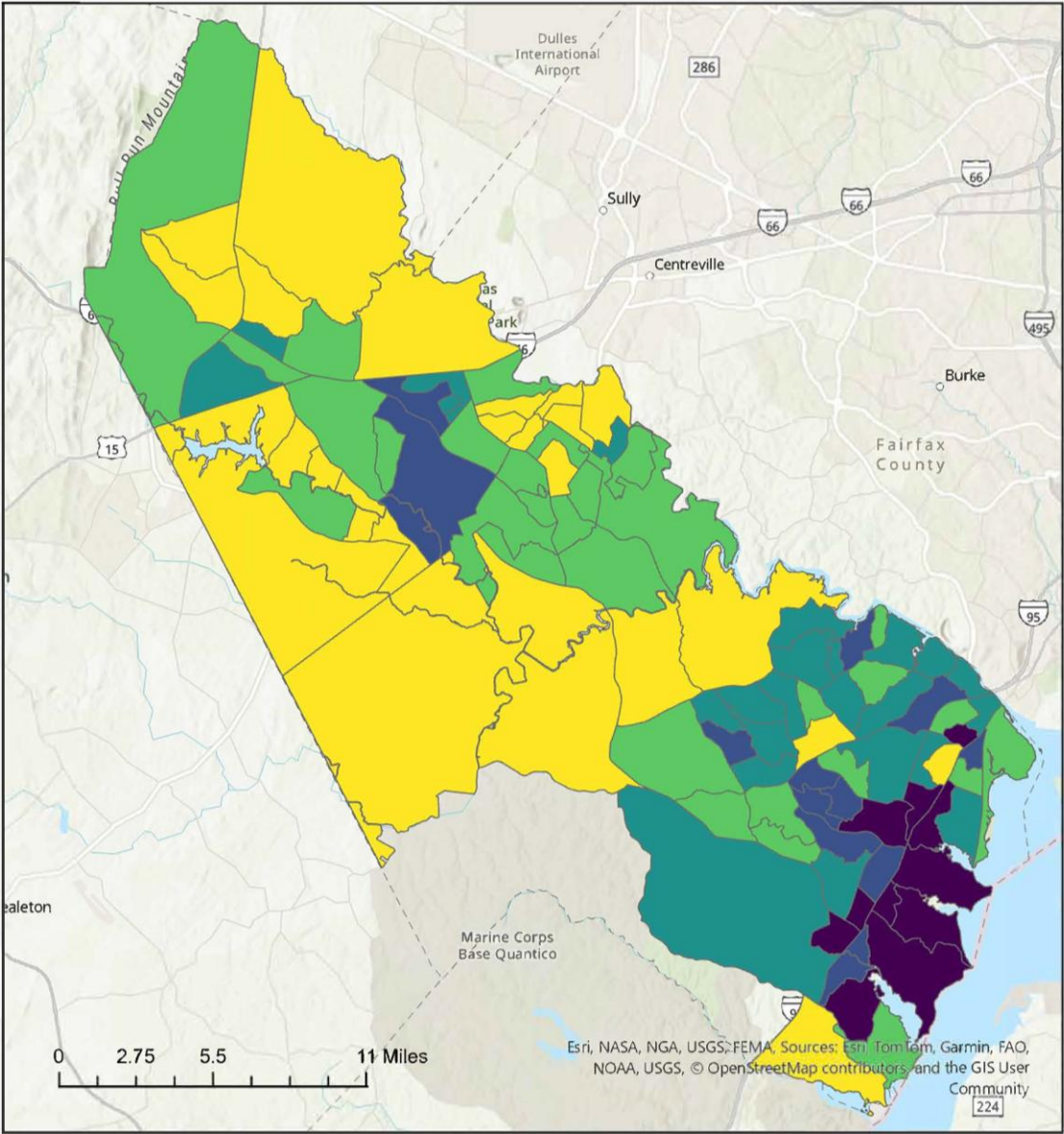


2023 Asian Population

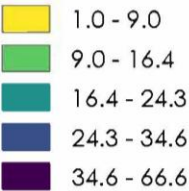
- 1.1 - 4.2
- 4.2 - 7.2
- 7.2 - 10.9
- 10.9 - 15.3
- 15.3 - 22.4

Data Source: 2023 ACS

Map MA-50.4: Black or African American Population

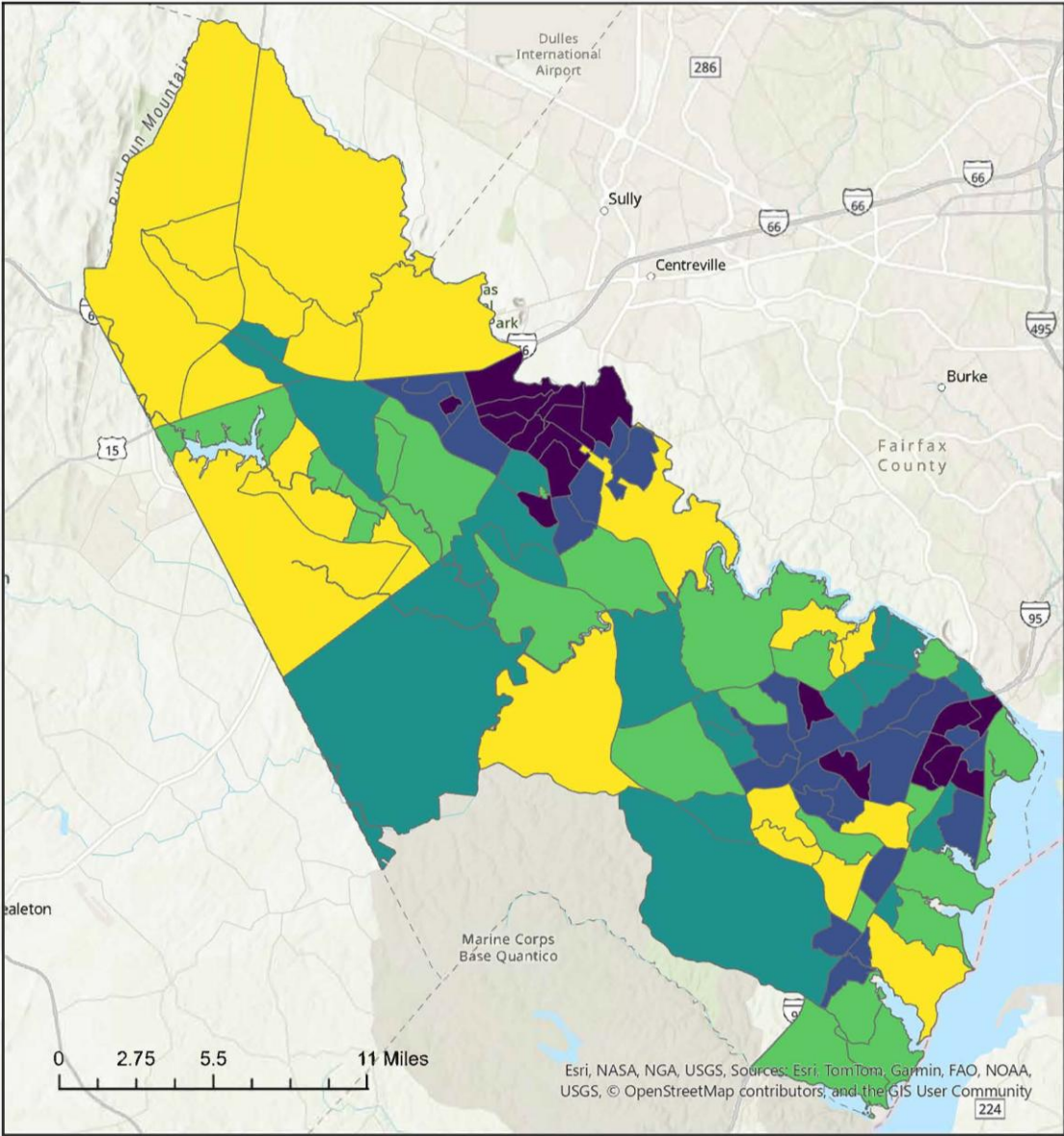


2023 Black or African American Population



Data Source: 2023 ACS

**Map MA-50.5: Hispanic Population**

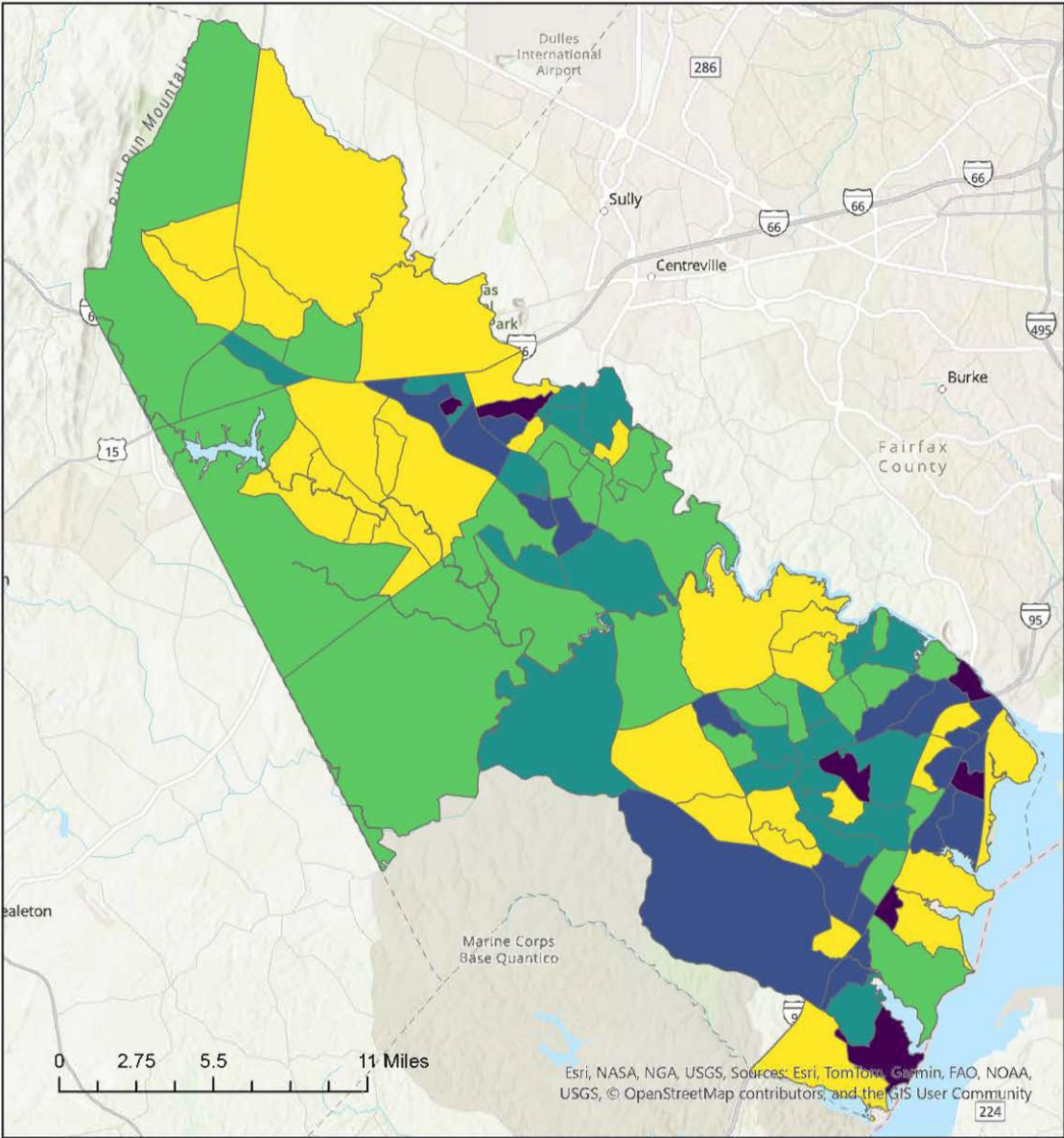


**2023 Hispanic Population**

- 5.1 - 12.1
- 12.1 - 19.0
- 19.0 - 26.9
- 26.9 - 44.6
- 44.6 - 76.6

Data Source: 2023 ACS

Map MA-50.6: Poverty



**Percent of Population Whose Income in the Past 12 Months is Below the Federal Poverty Level**

- 0.3 - 2.8
- 2.8 - 5.5
- 5.5 - 8.5
- 8.5 - 14.5
- 14.5 - 29.9

Data Source: 2023 ACS

## **MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)**

**Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.**

According to the Prince William Times, a quarter of rural Virginian's do not have internet access.<sup>8</sup> This includes many residents in the more rural parts of Prince William County. As asserted by HUD, digital inequality has come to both reflect and contribute to other persistent forms of social inequality.<sup>9</sup> Prince William County schools are upgrading broadband access throughout the District to increase access and speed.<sup>10</sup> Many of the lower income households in more rural parts of the County are less likely to have access to broadband services at home. This presents a challenge to these households to access many services and employment opportunities as this information is increasingly only available online.

Prince William County is working with the telecommunications industry to help bring options for high-speed broadband access to areas of the County that have been waiting for service offerings to become available. This partnership will allow residents to purchase high speed broadband services.

Verizon will install fiber-optic infrastructure in more than 470 unserved or underserved locations in 8 cities across the county under the current contract. Verizon's FIOS Internet services will support Gigabit speeds for broadband users in these locations with lower speed options also available. The project will be completed by the summer of 2025.<sup>11</sup>

**Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.**

While there are a number of broadband service providers in the Prince William Area, there is a continued need for competition to promote affordability and access, as well as choice, in the community. According to the Information Technology and Innovation Foundation, competition is a crucial component of broadband policy in that it pressures providers to be efficient and innovative.<sup>12</sup> In addition, as stated above, those in rural areas are less likely to have access or competitive services in the area.

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<sup>8</sup> [https://www.princewilliamtimes.com/news/wittman-pushes-for-better-broadband-maps-to-expand-access/article\\_3ec06758-d003-11e9-bb9d-77149bf0ca77.html](https://www.princewilliamtimes.com/news/wittman-pushes-for-better-broadband-maps-to-expand-access/article_3ec06758-d003-11e9-bb9d-77149bf0ca77.html)

<sup>9</sup> <https://www.huduser.gov/portal/periodicals/em/fall16/highlight2.html>

<sup>10</sup> [https://www.pwcs.edu/departments/information\\_technology/broadband\\_upgrade\\_project](https://www.pwcs.edu/departments/information_technology/broadband_upgrade_project)

<sup>11</sup> <https://www.pwcva.gov/department/information-technology/broadband-expansion>

<sup>12</sup> <https://itif.org/publications/2019/09/03/policymakers-guide-broadband-competition>

## MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

### **Describe the jurisdiction's increased natural hazard risks associated with climate change.**

According to the Northern Virginia Hazard Mitigation Plan (2022), projections for changes in a climate generally follow scenarios based on higher or lower emissions. The high emissions scenario projects the current "worst case" picture that should be considered for mitigation planning purposes:

- Unprecedented warming with more intense heat waves posing health risks to people, animals, environments, and infrastructure
- Less intense cold waves
- Increasing annual precipitation rates
- Increasing number of heavy precipitation events
- Periodic droughts become more intense because higher temperatures increase the rate at which the soil loses moisture during dry spells
- Sea level rise in coastal areas because of increasing ocean surface temperatures

### **Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.**

The Northern Virginia Hazard Mitigation Plan (2022) found that there are increased impacts on vulnerable populations such as the elderly, children, those with low income, and communities of color for health and safety. These include:

- Poorer air quality and health risks from wildfire and ground-level ozone pollution
- Food and water contamination
- Increases in vector-borne diseases and heat-related deaths
- Increase in frequency and severity of allergic illnesses, including asthma and hay fever
- Long-term mental health consequences

Additional impacts include the economy though changing temperatures, sea level rise, and more frequent extreme events are expected to increasingly disrupt and damage critical infrastructure and property and reduce labor productivity and community vitality.<sup>13</sup>

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<sup>13</sup> [chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.pwcva.gov/assets/2023-02/NOVA%20Hazard%20Mitigation%20Base%20Plan%20FINAL-%20Natural%20Hazards%20Only%20w%20Annexes.pdf](https://www.pwcva.gov/assets/2023-02/NOVA%20Hazard%20Mitigation%20Base%20Plan%20FINAL-%20Natural%20Hazards%20Only%20w%20Annexes.pdf)

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

The Needs Assessment and Market Analysis, which has been guided by the 2024 Housing and Community development Survey and public input, identified five priority needs. These are described below.

- **Homelessness:** Homelessness continues to be a high need in the Prince William Area. While the County continues to support efforts that seek to end homelessness, it remains a high priority in the Area. These include homeless prevention activities, emergency shelters, Transitional Housing, permanent supportive housing, HMIS, homeless transportation, and homeless services.
- **Low-to-Moderate Income Housing:** Housing for low to moderate income households is a high priority in the Area due to the number of households with housing problems.
- **Special Needs Populations:** There are numerous special needs population in the Prince William Area that are in-need. These households have a variety of housing and service needs and continue to be a high priority within the Area. These include the elderly, persons with substance abuse problems, persons with disabilities, and victims of domestic violence. This also includes low income households in need of public services such as childcare and job trainings.
- **Public Facilities and ADA Accessibility:** Public Facilities, including youth and community centers, and childcare facilities, and ADA Accessibility continue to be a highly rated need in the Prince William Area.
- **Fair Housing:** Fair Housing continues to be a high priority in the Prince William Area.

These Priority Needs are addressed with the following Goals:

#### Support Efforts to End Homelessness

Goal: Facilitate an expansion of housing and supportive services offered to homeless families and individuals in Prince William County over a five-year period.

Objective: Continue to provide support for service providers within the Continuum of Care to serve homeless and at-risk households in the Prince William Area.

#### Promote Fair Housing in the Area

Goal: Plan, Monitor and Administer Entitlement Grant Programs. Evaluate upcoming needs related to affordable housing, fair housing, non-housing and the non-homeless special needs populations

Objective: Continue to Plan, Monitor and Administer Entitlement Grant Programs and insure compliance with Federal Regulations in the Prince William Area

### **Expand Affordable Housing Option**

Goal: Improve the condition and availability of affordable housing over a five-year period.

Objectives: Improve the condition of and access to affordable housing options in the Prince William Area.

### **CHDO Set Aside**

Goal: Improve the condition and availability of affordable housing over a five-year period.

Objective: Increase the viability for potential homeownership and rental housing opportunities in the Prince William Area.

### **Enhance Access to Public Facilities & ADA Accessibility**

Goal: Improve living conditions by addressing both housing and non-housing community development for special needs and low to moderate income households over a five-year period, including ADA accessible projects.

Objective: Address community needs through improvements to public facilities.

### **Provide Support for Public Service Programs**

Goal: Help address the needs of homeless and non-homeless and special needs populations in the Prince William Area

Objective: Provide support to public service providers in the Prince William Area to help increase access to public service options

### **Program Administration**

Goal: Support program implementation in the Prince William Area through Program Administration

## SP-10 Geographic Priorities – 91.215 (a)(1)

### Geographic Area

Target Area	Percentage of Funds
Countywide	100

Table 44 - Geographic Priority Areas

### General Allocation Priorities

*Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)*

The County does not prioritize funds geographically.

## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

1	<b>Priority Need Name</b>	Homelessness
	<b>Priority Level</b>	High
	<b>Population</b>	Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth
	<b>Geographic Areas Affected</b>	Countywide
	<b>Associated Goals</b>	Support Efforts to Combat Homelessness Program Administration
	<b>Description</b>	Homelessness continues to be a high need in the Prince William Area. While the County continues to support efforts that seek to end homelessness, it remains a high priority in the Area. These include homeless prevention activities, emergency shelters, Transitional Housing, permanent supportive housing, HMIS, homeless transportation, and homeless services.
	<b>Basis for Relative Priority</b>	Priorities based on the Needs Assessment and public input.
2	<b>Priority Need Name</b>	Low-to-Moderate Income Housing
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate
	<b>Geographic Areas Affected</b>	Countywide
	<b>Associated Goals</b>	Expand Affordable Housing Options CHDO Set-Aside Program Administration

	<b>Description</b>	Housing for low to moderate income households is a high priority in the Area due to the number of households with housing problems.
	<b>Basis for Relative Priority</b>	Priorities based on the Needs Assessment and public input.
3	<b>Priority Need Name</b>	Special Needs Populations
	<b>Priority Level</b>	High
	<b>Population</b>	Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	Countywide
	<b>Associated Goals</b>	Provide Support for Public Service Programs Program Administration
	<b>Description</b>	There are numerous special needs population in the Prince William Area that are in-need. These households have a variety of housing and service needs and continue to be a high priority within the Area. These include the elderly, persons with substance abuse problems, persons with disabilities, and victims of domestic violence. This also includes low income households in need of public services such as childcare and job trainings.
	<b>Basis for Relative Priority</b>	Priorities based on the Needs Assessment and public input.
4	<b>Priority Need Name</b>	Public Facilities & ADA Accessibility
	<b>Priority Level</b>	High
	<b>Population</b>	Housing and Non-housing Community Development
	<b>Geographic Areas Affected</b>	Countywide
	<b>Associated Goals</b>	Enhance Access to Public Facilities Program Administration

	<b>Description</b>	Public Facilities, including youth and community centers, and childcare facilities, and ADA Accessibility continue to be a highly rated need in the Prince William Area.
	<b>Basis for Relative Priority</b>	Priorities based on the Needs Assessment and public input.
5	<b>Priority Need Name</b>	Fair Housing
	<b>Priority Level</b>	High
	<b>Population</b>	Housing and Non-housing Community Development
	<b>Geographic Areas Affected</b>	Countywide
	<b>Associated Goals</b>	Promote Fair Housing in the Area
	<b>Description</b>	Fair Housing continues to be a high priority in the Area.
	<b>Basis for Relative Priority</b>	Priorities based on the Needs Assessment and public input.

Table 45 – Priority Needs Summary

### Narrative (Optional)

The Priority Needs for the Prince William Area's 2025-2029 Consolidated Plan area based on the Needs Assessment and Market Analysis, as well as on the Housing and Community Development Survey, public input, and stakeholder input. These priority needs are integrated into the Goals of this Consolidated Plan and will be addressed systematically through a series of projects actions over the next five years.

## SP-30 Influence of Market Conditions – 91.215 (b)

### Influence of Market Conditions

<b>Affordable Housing Type</b>	<b>Market Characteristics that will influence the use of funds available for housing type</b>
Tenant Based Rental Assistance (TBRA)	The use of tenant-based rental assistance is dependent on a variety of factors including the cost of rentals and the rental property owner's willingness to rent their units to TBRA clients. In many communities, landlords are reluctant to rent to these clients due to the reputation they have that the clients do not take care of the property as well as other renters do. Rental costs have increased significantly, making the use of TBRA less effective than other forms of investment in the community.
TBRA for Non-Homeless Special Needs	Similar with the information outlined above, special needs populations face the trial of high rental housing costs, with the additional complications of some households needing accessible units.
New Unit Production	The production of new housing units is influenced by several market conditions, including the cost of land, the cost of construction, and prevailing interest rates. While rates are currently at historic lows, the cost of land and labor act as major barriers to developing any type of new construction in the Area with the limited amount of funds available.
Rehabilitation	Rehabilitation activities can be influenced by the cost of materials and labor. In Prince William County, these costs are relatively low in comparison to other areas of the country.
Acquisition, including preservation	Acquisition, including preservation, can be influenced by the market value of the structure. With home purchases by private individuals, the historic low interest rates off-set increases in the market value of the housing stock. Monthly housing costs of higher priced homes at lower interest rates approximate the monthly housing costs of lower priced homes at higher interest rates. In the case of a County agency or non-profit organization buying housing stock for rehabilitation and resale or for preservation, the costs of purchasing a home outright at higher prices can reduce the number of homes that can be purchased or reduce the funds available for rehabilitation activities.

Table 46 – Influence of Market Conditions

## SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

### Introduction

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,559,056.00	260,037.00	4,659,149.00	7,478,242.00	10,396,224	
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	794,850.64	200,000.00	9,003,442.00	9,998,292.64	3,179,400	
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	228,267.00	0.00	0.00	228,267.00	913,068	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		

Table 47 - Anticipated Resources

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

### Home Leverage/Match

Matching requirements for the HOME Program will be met through deferred taxes on eligible HOME funded nonprofit owned properties, below market rate first trust financing through Virginia Housing (VH) previously known as Virginia Housing Development Authority, and local Housing Preservation Development Funds as available provided to HOME eligible projects.

### Emergency Solutions Grant Match

Recipients of ESG funds are required to provide a dollar-for-dollar match. The match must be for the specific project for which ESG funding is requested and must be received and expended within the grant year. Eligible sources of match are:

1. Donated Supplies: Donated goods such as clothing, furniture, equipment, etc. Include the source and an estimated value for all donated goods.
2. Cash Donations or Grants: Private donations or grants from foundations, nonprofits, or local, state, and federal sources. A single grant may serve as the required match.
3. Value of Donated Building: The fair market value of a donated building in the year that it is donated. The building must be proposed for ESG-related activities and must not currently be in use for these activities. The verification should state when the building was donated and for what purpose, the current use of the building, and how long the building has been used for its current purpose. A licensed real estate salesperson, broker or licensed appraiser may be used to determine the fair market value of the property.
4. Rent or Lease: Rent paid for space currently used to provide services to the homeless must include the source of funds used to pay rent. The fair market rent, or lease value of a building owned by or space that is donated (rent-free) to the organization is also an acceptable match resource. To document fair market value a letter from a licensed real estate salesperson, broker or licensed appraiser that specifies the location of building, square footage, value per square foot, and total lease or rent value based on 12-month occupancy.
5. Salaries: Any staff salary paid with general operating funds or grant funds (CDBG, United Way, etc.). The position(s) used as match must be involved in ESG related activities and the hours utilized for match must be for hours worked for ESG related activities. For each position include the title, annual salary, percentage of time dedicated to ESG activities, source of funds and the dollar amount proposed as match.
6. Volunteers: Time and services contributed by volunteers, with a value not to exceed \$5 per hour. [Note: Volunteers providing professional services such as medical or legal services are valued at the reasonable and customary rate in the community.]

Match has historically been from County General Revenue provided to non-profits who operate emergency shelters or transitional housing programs.

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

None currently identified. The County will continue to evaluate opportunities to use public lands for future development.

## Discussion

## SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
PRINCE WILLIAM COUNTY	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Housing Choice Vouchers Owner-Occupied Rehabilitation public facilities public services	Jurisdiction
City of Manassas	Government	Ownership	Jurisdiction
City of Manassas Park	Government	Ownership	Jurisdiction
Good Shepherd Housing Foundation	CHDO	Rental	Region
Pathway Homes, Inc.	CHDO	Rental	Region

Table 48 - Institutional Delivery Structure

### Assess of Strengths and Gaps in the Institutional Delivery System

The institutional delivery system in Prince William County is well coordinated and spans a range of community needs. OHCD has many years of experience managing and implementing the programs addressed in the Consolidated Plan, as well as working with outside agencies that fill some of the needs as outlined in the Consolidated Plan. The Office of Housing & Community Development, who provides financial assistance through the ESG funds to all homeless service providers within the Prince William Area who work together as a coalition in response to HUD grant requirements. Though this organization, the group collects facilities and client information and prepares grant proposals in an effort to bring additional resources to Prince William County. The County works with the cities of Manassas and Manassas Park to distribute funds for homeowner rehabilitation and first-time homeownership opportunities for the Prince William Area. The institutional structure utilizes the resources of the County to serve households in the Prince William Area.

## Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted Homeless to	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	
Legal Assistance	X	X	
Mortgage Assistance	X	X	
Rental Assistance	X	X	
Utilities Assistance	X	X	
<b>Street Outreach Services</b>			
Law Enforcement	X	X	
Mobile Clinics			
Other Street Outreach Services			
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X	X	
Child Care	X	X	
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X	X	
HIV/AIDS	X		X
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X	X	
<b>Other</b>			
Other			

Table 49 - Homeless Prevention Services Summary

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

The services targeted to homeless persons and persons with HIV/AIDS and mainstream services are made available through the coordination of services provided by the array of non-profit service providers that constitute Prince William County Continuum of Care. These organizations partner with each other, the County, and mainstream service providers to provide a wide ranging response to the service needs of homeless persons and persons with HIV/AIDS, particularly chronically homeless individuals and families,

families with children, veterans and their families, and unaccompanied youth. The Prince William Continuum of Care pervades services to persons who are homeless or at risk of homelessness in the Prince William Area. Some of these services include coordinated entry to help identify needs and place households with the appropriate services.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above.**

The service providers in the Prince William Area work closely together to provide a continuum of services in response to needs identified through surveys of homeless persons and general observations of the providers. Providers in the Prince William Area are particularly strong in the areas of mental health services, employment training, and life skills training. Gaps exist in emergency shelter capacity. There are not enough beds on a typical night. The service delivery system includes coordinated entry to match households with appropriate services in the Prince William Area. The major gap in the service delivery system is the ability to meet all the needs in the community through the lack of funding options. The Prince William CoC utilizes coordination across members to better serve households in the Prince William Area.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs.**

Prince William County continues to strive to meet the needs of households in the Prince William Area through this Consolidated Plan strategy and in addressing priority needs. In doing so, the County continues to:

1. Work with non-profit organizations to address community needs and provide support to federal and non-federal funding initiatives.
2. Work with private industry to address important issues that hamper housing and community development efforts.
3. Identify opportunities to create private/public partnerships for project finance and development to leverage federal funds.

## SP-45 Goals Summary – 91.215(a)(4)

### Goals Summary Information

The dollar amounts for each goal will be updated once FFY 2025 Allocations are released.

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding
1	Support Efforts to Combat Homelessness	2025	2029	Homeless	Countywide	Homelessness	ESG: \$1,141,320 CDBG: \$1,750,000
2	Promote Fair Housing in the Area	2025	2029	Administration	Countywide	Fair Housing	CDBG: \$150,000
3	Expand Affordable Housing Options	2025	2029	Affordable Housing	Countywide	Low to Moderate Income Households	CDBG: \$7,440,000 HOME: \$3,780,069
4	CHDO Set Aside	2025	2029	Affordable Housing	Countywide	Low to Moderate Income Households	HOME: \$2,098,480
5	Enhance Access to Public Facilities & ADA Accessibility	2025	2029	Homeless Non-Homeless Special Needs Non-Housing Community Development	Countywide	Public Facilities & ADA Accessibility	CDBG: \$830,000
6	Provide Support for Public Service Programs	2025	2029	Homeless Non-Homeless Special Needs Non-Housing Community Development	Countywide	Special Needs Populations Public Facilities & ADA Accessibility	CDBG: \$400,000
7	Program Administration	2025	2029	Administration	Countywide	Fair Housing Special Needs Populations Public Facilities & ADA Accessibility Low to Moderate Income Households	CDBG: \$2,559,055 HOME: \$397,425

Table 50 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	Support Efforts to Combat Homelessness
	<b>Goal Description</b>	<p>Goal: Facilitate an expansion of housing and supportive services offered to homeless families and individuals in Prince William County over a five-year period.</p> <p>Objectives: Continue to provide support for service providers within the Continuum of Care to serve homeless and at-risk households in the Prince William Area. This will include the following actions:</p> <ol style="list-style-type: none"> <li>1. Support and encourage non-profit participation in a Homeless Management Information System (HMIS).</li> <li>2. Provide ESG funds to Rapid-Re-housing Program to assist homeless individuals and households with income at or below 30% of Area Median Income, sleeping in an emergency shelter; a place not meant for human habitation; or in a hospital or institution for up to 180 days but previously housed in an emergency shelter or place not meant for human habitation prior to entry into the hospital or institution; or graduating from, or timing out of, a transitional housing program; or victims of domestic violence.</li> <li>3. Provide ESG funds for operation and supportive services for Emergency Shelter facilities that provide shelter for homeless persons and families and persons at risk of becoming homeless.</li> <li>4. Provide ESG funds for operation and supportive services for Emergency Shelter, Domestic Violence Shelter and Transitional Housing facilities that provide shelter for homeless persons and families and persons at risk of becoming homeless.</li> <li>5. Provide ESG funds for operation and supportive services for Transitional Housing and Emergency Shelter facilities that provide transitional housing for homeless persons and families transitioning to permanent assisted housing or other housing.</li> <li>6. Provide CDBG funds for operation and supportive services for Transitional Housing and Emergency Shelter facilities that provide transitional housing for homeless persons and families transitioning to permanent assisted housing or other housing.</li> <li>7. Transportation for Homeless and Low-Moderate Income</li> <li>8. Support ESG program with ESG Program Administration funds</li> </ol>

2	<b>Goal Name</b>	Promote Fair Housing in the Area
	<b>Goal Description</b>	<p>Goal: Plan, Monitor and Administer Entitlement Grant Programs. Evaluate upcoming needs related to affordable housing, fair housing, non-housing and the non-homeless special needs populations</p> <p>Objective: Continue to Plan, Monitor and Administer Entitlement Grant Programs and insure compliance with Federal Regulations. This will include the following actions:</p> <ol style="list-style-type: none"> <li>1. Fair Housing Training &amp; Outreach: The Office of Housing and Community Development (OHCD) will enter into a Memorandum of Agreement with the Prince William County Human Rights Commission to perform Fair Housing Media Awareness &amp; Outreach.</li> </ol>
3	<b>Goal Name</b>	Expand Affordable Housing Options
	<b>Goal Description</b>	<p>Goal: Improve the condition and availability of affordable housing over a five-year period.</p> <p>Objectives: Improve the condition of and access to affordable housing options in the Prince William Area. These actions will include:</p> <ol style="list-style-type: none"> <li>1. Provide major Rehabilitation funding to low and moderate-income at 80% or below the median income Countywide owner-occupied homeowners with housing repair needs under Neighborhood Housing Rehabilitation Program (NHRP).</li> <li>2. Provide funding for down payment and closing cost for first time homebuyer purchasing homes for owner occupancy. Eligible applicants are low and moderate-income at 80% or below the median income Countywide, First-Time Homebuyer Program (FTHB).</li> <li>3. Provide Funding for provide to low- and moderate-income (LMI) Prince William County residents for credit counseling; pre and post-purchase homeownership counseling to assist first- time homebuyers.</li> </ol> <p>CDBG funds utilized for the NHRP Program in the City of Manassas may be targeted to certain residential neighborhoods, as determined by the City Council.</p>

4	<b>Goal Name</b>	CHDO Set Aside
	<b>Goal Description</b>	<p>Goal: Improve the condition and availability of affordable housing over a five-year period.</p> <p>Objective: Increase the viability for potential homeownership and Rental housing opportunities. This includes the following actions:</p> <ol style="list-style-type: none"> <li>1. Provide funding to CHDO organization for operating funds and development fees to develop affordable housing for low-moderate income homeownership and rental housing.</li> </ol>
5	<b>Goal Name</b>	Enhance Access to Public Facilities & ADA Accessibility
	<b>Goal Description</b>	<p>Goal: Improve living conditions in by addressing housing and non-housing community development for special needs and low to moderate income households over a five-year period, including ADA accessible projects.</p> <p>Objective: Address community needs through improvements to public facilities.</p>
6	<b>Goal Name</b>	Provide Support for Public Service Programs
	<b>Goal Description</b>	<p>Goal: Help address the needs of homeless and non-homeless special needs populations in the Prince William Area</p> <p>Objectives: Provide support to public service providers in the Area to help increase access to public service options. This includes the following actions:</p> <ol style="list-style-type: none"> <li>1. Provide funding for public service providers that serve low to moderate income households and special needs populations including, but not limited to, the elderly, victims of domestic violence, persons with substance abuse disorders, and persons with disabilities.</li> </ol>
7	<b>Goal Name</b>	Program Administration
	<b>Goal Description</b>	<p>Goal: Support program implementation in the Prince William Area through Program Administration</p> <p>These actions include:</p> <ol style="list-style-type: none"> <li>1. Support CDBG programs with CDBG Program Administration funds</li> <li>2. Support HOME programs with HOME Program Administration funds</li> </ol>

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

The County estimates that it will supply 90 low to moderate income households with affordable housing during the 2025-2029 FFY Consolidated Plan.

## **SP-50 Public Housing Accessibility and Involvement – 91.215(c)**

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

Prince William County does not have any public housing.

### **Activities to Increase Resident Involvements**

Prince William County does not have any public housing.

### **Is the public housing agency designated as troubled under 24 CFR part 902?**

Prince William County does not have any public housing.

### **Plan to remove the 'troubled' designation**

## **SP-55 Barriers to affordable housing – 91.215(h)**

### **Barriers to Affordable Housing**

Consultation with stakeholders and a review of current development standards found that the primary barriers to the development of affordable housing are the lack of funding options, the cost of lots and land, the cost of materials, and the cost of labor. Prince William County continues to promote the development of affordable housing and has been reviewing its development incentives in accordance with state law. This review did not find any public policies that discourage the development of affordable housing in Prince William.

### **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

Prince William County continues to support increased housing efforts through its housing programs, including credit counseling and homeowner housing rehabilitation. The market forces that persist in the Prince William Area are primarily outside of the County's control, including the cost of land and labor. The County will continue to seek additional funding to promote affordable housing development throughout the Prince William Area.

Through the Prince William County Comprehensive Plan 2040 there is now a new Housing Chapter, which is addressing many of the housing needs in the County. The new Affordable Housing Ordinance will be implemented to encourage affordable housing development.

## **SP-60 Homelessness Strategy – 91.215(d)**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The Prince William County Continuum of Care, the coalition of local homeless service agencies, conducts annual surveys of homeless individuals, including unsheltered persons. These surveys serve to help focus agency activities for the coming year, as well as provide documentation in response to HUD program requirements. ESG funding includes street outreach activities.

### **Addressing the emergency and transitional housing needs of homeless persons**

The County provides ESG Funds to local non-profits for operation and supportive services to address needs of homeless persons, through the expansion of the number of beds for the Over Night Emergency Shelter, supportive housing and homeless prevention. These service providers include the Hilda Barg Homeless Prevention Center, the Overnight Emergency Shelter, Dawson Beach Transitional Housing Program, ACTS, and NVFS/SERVE.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

Prince William County provides funding to a number of service providers that provide rapid re-housing and homeless prevention activities. These service providers also provide supportive services for persons in transitional housing to develop job skills, financial planning and other skills that promote self-sufficiency.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

Homeless prevention is a major focus of the participants in the Continuum of Care. Agencies include homeless prevention as a support program in conjunction with the provision of shelter and other support services. The County will continue funding homeless prevention activities in the 2025-2029 Consolidated Plan period.

## **Discussion**

The participants in the Continuum of Care work closely together to meet the needs of homeless individuals and families through the continuum of services coordinated through the partnership. The County participates in the planning efforts and provides a framework through the ESG funding process.

## **SP-65 Lead based paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

Prince William County continues to address lead-based paint hazards in the Prince William Area with all new and rehabilitated housing projects. In addition, the County will:

- Continue to meet HUD lead-based paint abatement standards in housing rehabilitation programs.
- Seek funding as it becomes available to provide testing and abatement of lead-based paint hazards in single-family housing where young children are present.
- Expand the stock of lead safe housing units through housing initiatives.
- Seek funding as it becomes available to provide for testing, abatement, training, and educational awareness.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

This study found that approximately 7.1% of the housing units in the Prince William Area are at risk of lead-based paint with young children. These actions listed above are in an effort to acknowledge the number of households that may have lead-based paint risks in the Prince William Area. However, there are limitations to addressing all lead-based paint hazards in the Area. Hence, the County will continue to address lead-based paint hazards in a systematic way to address these hazards over time.

### **How are the actions listed above integrated into housing policies and procedures?**

Prince William County currently performs visual inspections of housing units included in their housing programs. Where defective paint is observed, surfaces are prepped and repainted, following abatement guidelines provided by HUD, "Protect Your Family From Lead in Your Home" (HUD & EPA), and Environmental Protection Agency (EPA) as required within the "Renovate Right" EPA Brochure. All rehabilitation and down-payment assistance programs include provisions requiring that all painted surfaces be in good condition.

## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

The rate of poverty in the Prince William Area decreased slightly from 2018 to 2023, from 6.8% to 6.1%. Activities to reduce the number of poverty-level families will center around strengthening existing collaborations and seeking new ways to partner with agencies and organizations that work directly with poverty-level households to provide intervention and assistance services. Such services may include but are not limited to: counseling, substance abuse, mental health treatment, health services, adult education and job re/training, employment assistance, financial management and credit counseling, parenting programs, after-school and day care assistance programs, and interim cash assistance programs with respect to paying for food, shelter and utility bills.

Through the network of supportive services that are directly or indirectly supported by the County and the cities of Manassas and Manassas Park, households living in poverty will have access to the resources that can help lift them out of poverty and access self-sufficiency.

#### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan:**

The County will continue to notify such agencies of funding opportunities to enable them to continue providing and/or expanding their services.

Given the County's limited financial resources and that the majority of factor's affecting a family's poverty-level status are typically beyond the control of County policies, the extent to which the proposed strategies will reduce and/or assist in reducing the number of poverty-level families is difficult to gauge. In the coming future, the Office of Housing and Community Development will work with the community to address deficiencies and attempt to measure the impact of the CDBG, HOME, and ESG programs in reducing and/or preventing poverty.

The County will continue its efforts in conjunction with the Continuum of Care to reduce the number of poverty-level families through the development of services needed to assist those families with educational opportunities, job growth, and life skills training through the various social service agencies operating in the County and cities of Manassas and Manassas Park.

## **SP-80 Monitoring – 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The monitoring of the Consolidated Plan development and implementation, as well as the Office of Housing and Community Development's on-going operation and housing and community development programs will be conducted at several levels, as follows:

### **County Executive/Board of County Supervisors (BOCS)**

Per the 1992 Board of County Supervisors formal resolution concerning "affordable housing", the Office of Housing and Community Development will prepare detailed reports of all housing and community development activities for the County Executive and the Board of County Supervisors. One of the main sections of the report is ongoing Consolidated Plan development and implementation. Other sections include new proposals for funding and implementation of new housing initiatives, as well as measurable goals and objectives called "performance measures."

### **Citizen Boards**

Each month at the Prince William County Housing Board meetings, Consolidated Plan related issues and progress updates are discussed as part of the regular agenda. OHCD management staff is present at Housing Board meetings and discusses questions concerning progress, obstacles, upcoming Consolidated Plan events and activities.

### **Citizen Meetings/Participation**

The Office of Housing and Community Development will convene and conduct at least two citizen meetings (Manassas/Woodbridge) at key times in the year. One to assess and discuss progress made on the current year's performance of the Consolidated Plan and the second to solicit input for developing the ensuing year's Action Plan.

Prior to obtaining formal approval by the Board of County Supervisors, the Office of Housing and Community Development will facilitate the convening and conduction of public hearings on behalf of the Prince William Housing Board at convenient times and at accessible facilities. The County will allow for the Citizen Participation Plan to include virtual/online public hearings in place of, or in addition to, in-person hearings, such as during times of a state of emergency or serious public health emergency, or even as a matter of general practice.

### **Performance Measurement System**

In order to establish specific targets on the road to achieving the Area goals and objectives and monitor them each year, a Performance Measurement System was developed that will be used each year with the submission of the Annual Performance Report. The Performance Measurement System includes objectives, outcomes as well as

measurable outcome statements to identify how the Area is progressing towards the established objectives.

## FFY 2025 – County Fiscal Year 2025 Annual Action Plan

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The following amounts are estimates based on the FFY 2024 Allocations. These will be updated once the FFY 2025 Allocations are released.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,559,056.00	260,037.00	4,659,149.00	7,478,242.00	10,396,224	
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	794,850.64	200,000.00	9,003,442.00	9,998,292.64	3,179,400	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	228,267.00	0.00	0.00	228,267.00	913,068	

Table 51 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

### Home Leverage/Match

Matching requirements for the HOME Program will be met through deferred taxes on eligible HOME funded nonprofit owned properties, below market rate first trust financing through Virginia Housing (VH) previously known as Virginia Housing Development Authority, and local Housing Preservation Development Funds as available provided to HOME eligible projects.

### Emergency Solutions Grant Match

Recipients of ESG funds are required to provide a dollar-for-dollar match. The match must be for the specific project for which ESG funding is requested and must be received and expended within the grant year. Eligible sources of match are:

1. Donated Supplies: Donated goods such as clothing, furniture, equipment, etc. Include the source and an estimated value for all donated goods.

2. Cash Donations or Grants: Private donations or grants from foundations, nonprofits, or local, state, and federal sources. A single grant may serve as the required match.
3. Value of Donated Building: The fair market value of a donated building in the year that it is donated. The building must be proposed for ESG-related activities and must not currently be in use for these activities. The verification should state when the building was donated and for what purpose, the current use of the building, and how long the building has been used for its current purpose. A licensed real estate salesperson, broker or licensed appraiser may be used to determine the fair market value of the property.
4. Rent or Lease: Rent paid for space currently used to provide services to the homeless must include the source of funds used to pay rent. The fair market rent, or lease value of a building owned by or space that is donated (rent-free) to the organization is also an acceptable match resource. To document fair market value a letter from a licensed real estate salesperson, broker or licensed appraiser that specifies the location of building, square footage, value per square foot, and total lease or rent value based on 12-month occupancy.
5. Salaries: Any staff salary paid with general operating funds or grant funds (CDBG, United Way, etc.). The position(s) used as match must be involved in ESG related activities and the hours utilized for match must be for hours worked for ESG related activities. For each position includes the title, annual salary, percentage of time dedicated to ESG activities, source of funds and the dollar amount proposed as match.
6. Volunteers: Time and services contributed by volunteers, with a value not to exceed \$5 per hour. [Note: Volunteers providing professional services such as medical or legal services are valued at a reasonable and customary rate in the community.]

Match has historically been from County General Revenue provided to non-profits who operate emergency shelters or transitional housing programs.

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.**

None currently identified. The County will continue to evaluate opportunities to use public lands for future development.

## Discussion

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Support Efforts to Combat Homelessness	2025	2029	Homelessness	Countywide	Homelessness	CDBG: \$35,000.00 ESG: \$228,264.00	Homeless Person Overnight Shelter: 318 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 27 Beds Homelessness Prevention: 431 Persons Assisted
2	Promote Fair Housing in the Area	2025	2029	Administration	Countywide	Fair Housing	CDBG: \$30,000.00	Other: 1 Other
3	Expand Affordable Housing Options	2025	2029	Affordable Housing	Countywide	Low-to-Moderate Income Housing	CDBG: \$4,210,594.00 HOME: \$9,268,112.00	Public service activities for Low/Moderate Income Housing Benefit: 140 Households Assisted Rental units rehabilitated: 8 Household Housing Unit Homeowner Housing Added: 10 Household Housing Unit Direct Financial Assistance to Homebuyers: 8 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 22 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	CHDO Set Aside	2025	2029	Affordable Housing	Countywide	Low-to-Moderate Income Housing	HOME: \$419,696.00	Other: 1 Other
5	Enhance Access to Public Facilities & ADA Access	2025	2029	Homeless Non-Homeless Special Needs Non-Housing Community Development	Countywide	Public Facilities & ADA Accessibility	CDBG: \$166,000	Other: 1 Other
6	Provide Support for Public Service Programs	2025	2029	Non-Homeless Special Needs Non-Housing Community Development	Countywide	Homelessness Special Needs Populations Public Facilities & ADA Accessibility	CDBG: \$80,000.00	Public service activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted
7	Program Administration	2025	2029	Administration	Countywide	Homelessness Low-to-Moderate Income Housing Special Needs Populations Public Facilities & ADA Accessibility Fair Housing	CDBG: \$511,811.00 HOME: \$78,485.00	Other: 1 Other

Table 52 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	Support Efforts to Combat Homelessness
	<b>Goal Description</b>	<p>Goal: Facilitate an expansion of housing and supportive services offered to homeless families and individuals in Prince William County over a five-year period.</p> <p>Objectives: Continue to provide support for service providers within the Continuum of Care to serve homeless and at-risk households in the Prince William Area. This will include the following actions:</p> <ol style="list-style-type: none"> <li>1. Support and encourage non-profit participation in a Homeless Management Information System (HMIS).</li> <li>2. Provide ESG funds to Rapid-Re-housing Program to assist homeless individuals and households with income at or below 30% of Area Median Income, sleeping in an emergency shelter; a place not meant for human habitation; or in a hospital or institution for up to 180 days but previously housed in an emergency shelter or place not meant for human habitation prior to entry into the hospital or institution; or graduating from, or timing out of, a transitional housing program; or victims of domestic violence.</li> <li>3. Provide ESG funds for operation and supportive services for Emergency Shelter facilities that provide shelter for homeless persons and families and persons at risk of becoming homeless.</li> <li>4. Provide ESG funds for operation and supportive services for Emergency Shelter, Domestic Violence Shelter and Transitional Housing facilities that provide shelter for homeless persons and families and persons at risk of becoming homeless.</li> <li>5. Provide ESG funds for operation and supportive services for Transitional Housing and Emergency Shelter facilities that provide transitional housing for homeless persons and families transitioning to permanent assisted housing or other housing.</li> <li>6. Provide CDBG funds for operation and supportive services for Transitional Housing and Emergency Shelter facilities that provide transitional housing for homeless persons and families transitioning to permanent assisted housing or other housing.</li> <li>7. Transportation for Homeless and Low-Moderate Income</li> <li>8. Support ESG program with ESG Program Administration funds</li> </ol>

2	<b>Goal Name</b>	Promote Fair Housing in the Area
	<b>Goal Description</b>	<p>Goal: Plan, Monitor and Administer Entitlement Grant Programs. Evaluate upcoming needs related to affordable housing, fair housing, non-housing and the non-homeless special needs populations</p> <p>Objective: Continue to Plan, Monitor and Administer Entitlement Grant Programs and insure compliance with Federal Regulations. This will include the following actions:</p> <ol style="list-style-type: none"> <li>1. Fair Housing Training &amp; Outreach: The Office of Housing and Community Development (OHCD) will enter into a Memorandum of Agreement with the Prince William County Human Rights Commission to perform Fair Housing Media Awareness &amp; Outreach.</li> </ol>
3	<b>Goal Name</b>	Expand Affordable Housing Options
	<b>Goal Description</b>	<p>Goal: Improve the condition and availability of affordable housing over a five-year period.</p> <p>Objectives: Improve the condition of and access to affordable housing options in the Prince William Area. These actions will include:</p> <ol style="list-style-type: none"> <li>1. Provide major Rehabilitation funding to low and moderate-income at 80% or below the median income Countywide owner-occupied homeowners with housing repair needs under Neighborhood Housing Rehabilitation Program (NHRP).</li> <li>2. Provide funding for down payment and closing cost for first time homebuyer purchasing homes for owner occupancy. Eligible applicants are low and moderate-income at 80% or below the median income Countywide, First-Time Homebuyer Program (FTHB).</li> <li>3. Provide Funding for provide to low- and moderate-income (LMI) Prince William County residents for credit counseling; pre and post-purchase homeownership counseling to assist first- time homebuyers.</li> </ol> <p>CDBG funds utilized for the NHRP Program in the City of Manassas may be targeted to certain residential neighborhoods, as determined by the City Council.</p>

4	<b>Goal Name</b>	CHDO Set Aside
	<b>Goal Description</b>	<p>Goal: Improve the condition and availability of affordable housing over a five-year period.</p> <p>Objective: Increase the viability for potential homeownership and Rental housing opportunities. This includes the following actions:</p> <ol style="list-style-type: none"> <li>1. Provide funding to CHDO organization for operating funds and development fees to develop affordable housing for low-moderate income homeownership and rental housing.</li> </ol>
5	<b>Goal Name</b>	Enhance Access to Public Facilities & ADA Accessibility
	<b>Goal Description</b>	<p>Goal: Improve living conditions in by addressing housing and non-housing community development for special needs and low to moderate income households over a five-year period, including ADA accessible projects.</p> <p>Objective: Address community needs through improvements to public facilities.</p>
6	<b>Goal Name</b>	Provide Support for Public Service Programs
	<b>Goal Description</b>	<p>Goal: Help address the needs of homeless and non-homeless special needs populations in the Prince William Area</p> <p>Objectives: Provide support to public service providers in the Area to help increase access to public service options. This includes the following actions:</p> <ol style="list-style-type: none"> <li>1. Provide funding for public service providers that serve low to moderate income households and special needs populations including, but not limited to, the elderly, victims of domestic violence, persons with substance abuse disorders, and persons with disabilities.</li> </ol>
7	<b>Goal Name</b>	Program Administration
	<b>Goal Description</b>	<p>Goal: Support program implementation in the Prince William Area through Program Administration</p> <p>These actions include:</p> <ol style="list-style-type: none"> <li>1. Support CDBG programs with CDBG Program Administration funds</li> <li>2. Support HOME programs with HOME Program Administration funds</li> </ol>

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The following projects will be undertaken in FFY 2025 (County FY 2026).

#### Projects

#	Project Name
1	Emergency Solutions Grant Project
2	Dawson Beach Transitional Housing Case Management
3	CDBG Program Administration
4	HOME Administration
5	Fair Housing Activities
6	County Administered Neighborhood Housing Rehabilitation Program
7	County Rehab Administration
8	Community Housing Development Organization (CHDO) Set-Aside
9	First Time Homebuyer Program
10	Comprehensive Housing Counseling (County & City)
11	Homeless Case Management Outreach
12	PWC Department of Social Services Homeless Transportation
13	Affordable Rental Rehab Program
14	Dawson Beach Transitional Housing Property Management
15	HOME – Tenant Based Rental Assistance Program
16	HOME – ARP Tenant Based Rental Assistance Program
17	Acquisition of Affordable Rental Unit(s)

Table 53 – Project Information

#### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The projects were selected based on the projects proposals received in accordance with their consistency with the priorities established in the Federal Fiscal Year 2025-2029 Consolidated Plan. The projects meet the enumerated needs and goals, as outlined in the Consolidated Plan, and put into action with this Federal Fiscal Year 2025 - County Fiscal Year 2026 Annual Action Plan. Agencies were also selected on their ability to undertake the proposed activities, thus limiting the number of obstacles to meeting needs throughout the Prince William Area.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Emergency Solutions Grant Project
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Support Efforts to Combat Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	ESG: \$228,264
	<b>Description</b>	Subrecipient support for development/administration of continuum of care and homeless supportive services \$20,630 ESG funding, ACTS. PWC Department of Social Services, overnight shelter, homeless prevention & supportive shelter, ESG Funding \$49,283. Supportive services for NVFS/SERVE shelter \$49,283. Supportive services for Dawson Beach Transitional Housing \$15,472. HMIS Support \$42,901 and ESG Administration \$17,120. ESG funds support efforts to reduce homelessness, increase access to housing, and help promote self-sufficiency. Aligned with the FFY2026-2030 Support Efforts to Combat Homelessness goal. First year of five year
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	PWC Department of Social Services for the Ferlazzo/Navigation Homeless Shelter, Hilda Barg Homeless Prevention Center & Support Shelter (total 431), ACTS, provides emergency shelter services for 67 persons, NVFS/SERVE shelter services for 251 persons, Dawson Beach Transitional Housing services for 27 persons
	<b>Location Description</b>	Various locations around the County, including shelters, government facilities and non-profit agencies
	<b>Planned Activities</b>	Sub-recipient support for development/administration of continuum of care and homeless supportive services \$20,630 ESG funding, ACTS. PWC Department of Social Services, overnight shelter, homeless prevention & supportive shelter, ESG Funding \$49,283. Supportive services for NVFS/SERVE shelter \$49,283. Supportive services for Dawson Beach Transitional Housing \$15,472. HMIS Support \$42,901 and ESG Administration \$17,120.

2	<b>Project Name</b>	Dawson Beach Transitional Housing Case Management
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Support Efforts to Combat Homelessness
	<b>Needs Addressed</b>	Homelessness

<b>Funding</b>	CDBG: \$35,000
<b>Description</b>	Funding allocated to assist Dawson Beach Transitional Housing programs to provide 7 housing units of transitional housing scattered over 7 acres, as well as property management. This project is aligned with the FFy2026-2030 Support Efforts to Combat Homelessness goal by providing case management to households experiencing homelessness to increase stability and reduce the likelihood of returning to homelessness.
<b>Target Date</b>	6/30/2026
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	27 persons
<b>Location Description</b>	Dawson Beach Transitional Housing
<b>Planned Activities</b>	CDBG Funding allocated to assist Dawson Beach Transitional Housing programs to provide 7 housing units of transitional housing scattered over 7 acres; providing housing and supportive services for homeless families with children for a period up to two years. Services are aimed at economic betterment, financial planning and budgeting, job skills, mental health issues, etc. to 27 persons. 14011 Dawson Beach Rd., Woodbridge 22191.

3	<b>Project Name</b>	CDBG Program Administration
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Program Administration
	<b>Needs Addressed</b>	Low-to-Moderate Income Housing Special Needs Populations Public Facilities & ADA Accessibility Fair Housing
	<b>Funding</b>	CDBG: \$511,811
	<b>Description</b>	\$283,454 CDBG Funding for General Program Administration, Coordination, and Oversight; \$108,357 CDBG Funding for CDBG Administration; and \$90,000 CDBG Funding for Homeownership Program Administration.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative costs. No direct benefit

	<b>Location Description</b>	Office of Housing and Community Development
	<b>Planned Activities</b>	Develop, revise, implement and evaluate the day-to-day operation of CDBG entitlement program. Activities include program design, grant administration, Subrecipient compliance monitoring, program outreach, public relations, training, and technical assistance to potential and current project sponsors to include Prince William County, Manassas City and Manassas Park.

4	<b>Project Name</b>	HOME Administration
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Program Administration
	<b>Needs Addressed</b>	Low-to-Moderate Income Housing
	<b>Funding</b>	HOME: \$79,485
	<b>Description</b>	Develop, revise, implement and evaluate operation of the HOME program. Activities include grant administration, citizen participation, program outreach and technical assistance.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Program administration, no direct benefit.
	<b>Location Description</b>	Office of Housing and Community Development
	<b>Planned Activities</b>	Develop, revise, implement and evaluate operation of the HOME program. Activities include grant administration, citizen participation, program outreach and technical assistance.

5	<b>Project Name</b>	Fair Housing Activities
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Promote Fair Housing in the Area
	<b>Needs Addressed</b>	Fair Housing
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	The Office of Housing and Community Development will enter into a Memorandum of Agreement with the Prince William County Human Rights Commission to perform Fair Housing Activities. Results will be made part of the CAPER concerning Fair Activities. This project is aligned with the county's goal to promote fair housing, including increasing fair housing knowledge and removing barriers.

	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Housing Training & Outreach. No direct benefit
	<b>Location Description</b>	PWC Human Rights Commission, 15941 Donald Curtis Dr. Woodbridge, 22191
	<b>Planned Activities</b>	The Office of Housing and Community Development will enter into a Memorandum of Agreement with the Prince William County Human Rights Commission to perform Fair Housing Activities in the Prince William County Area. The results will be made part of the CAPER concerning Fair Housing.

6	<b>Project Name</b>	County Administered Neighborhood Housing Rehabilitation Program
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Expand Affordable Housing Options
	<b>Needs Addressed</b>	Low-to-Moderate Income Housing
	<b>Funding</b>	CDBG: \$2,550,459
	<b>Description</b>	(\$946,907 Rehab plus \$230,037 Anticipated Program Income; \$1,164,312 CDBG Carry Over; \$147,928 Manassas City and \$61,275 Manassas Park); 10 housing units assisted and additional units to be assisted annually, 15941 Donald Curtis Drive #112, Woodbridge 22191 (Administrative Office) This project supports efforts to increase sustainable and affordable housing options in the Prince William Area through renovation, aligning with the County's goal to expand affordable housing options.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 10 low to moderate income households will be assisted through these activities
	<b>Location Description</b>	Office of Housing and Community Development

	<b>Planned Activities</b>	The County administers, on an annual basis, a neighborhood housing rehabilitation program, the purpose of which is to improve low- and moderate-income owner-occupied housing. The main objective is to reduce the number of substandard housing units in the Prince William Area. Assistance is in the form of a loan for the rehabilitation of the property. Preference is given to extremely low income (below 30% of area median income), elderly and disabled households. The rehabilitation Program is for Prince William County, cities of Manassas and Manassas Park residents.
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7	<b>Project Name</b>	County Rehab Administration
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Expand Affordable Housing Options
	<b>Needs Addressed</b>	Low-to-Moderate Income Housing
	<b>Funding</b>	CDBG: \$240,000
	<b>Description</b>	\$240,000 CDBG administrative costs associated with Neighborhood Housing Rehabilitation Program. This project supports efforts to increase sustainable and affordable housing options in the Prince William Area through renovation, aligning with the County's goal to expand affordable housing options.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 10 households will be assisted through these activities
	<b>Location Description</b>	Office of Housing and Community Development
	<b>Planned Activities</b>	The County administers, on an annual basis, a neighborhood housing rehabilitation program, the purpose of which is to improve low- and moderate-income owner-occupied housing. The main objective is to reduce the number of substandard housing units in the Prince William Area. Assistance is in the form of a deed of trust for the rehabilitation of the property. Preference is given to extremely low income (below 30% of area median income), elderly and disabled households. The rehabilitation Program is for Prince William County, cities of Manassas and Manassas Park residents.

8	<b>Project Name</b>	Community Housing Development Organization (CHDO) Set-Aside
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	CHDO Set Aside
	<b>Needs Addressed</b>	Low-to-Moderate Income Housing
	<b>Funding</b>	HOME: \$419,696
	<b>Description</b>	The HOME program mandates 15% of the annual allocation is set-aside for housing development activities undertaken by non-profit housing development organizations. Funding provided for acquisition and/or renovation of property used as permanent supportive housing. (\$119,228 & \$300,458 carry-over). This project supports efforts to increase sustainable and affordable housing options in the Prince William Area through providing funds to CHDOs, aligning with the County's goal to set aside funds for CHDOs.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One unit will be developed through this program, benefiting one low- moderate income household.
	<b>Location Description</b>	Office of Housing and Community Development
	<b>Planned Activities</b>	Provide funding to CHDO organization for operating funds and development fees to develop affordable housing for low-moderate income homeownership and rental housing

9	<b>Project Name</b>	First Time Homebuyer Program
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Expand Affordable Housing Options
	<b>Needs Addressed</b>	Low-to-Moderate Income Housing
	<b>Funding</b>	HOME: \$ 3,069,550
	<b>Description</b>	\$532,308 HOME Allocation and \$200,000 Program Income, \$2,477,412 Carry-over and \$17,984 Manassas Park; \$45,846 Manassas City. Down-payment and eligible closing cost assistance provided to low- and moderate-income first-time homebuyers in Prince William County, Manassas City or Manassas Park. This project supports efforts to increase sustainable and affordable housing options in the Prince William Area through proving homebuyers' assistance, aligning with the County's goal to expand affordable housing options.

	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 8 low- and moderate-income households will be provided down payment/closing cost assistance.
	<b>Location Description</b>	Office of Housing and Community Development
	<b>Planned Activities</b>	Down-payment and eligible closing cost assistance provided to low- and moderate-income first-time homebuyers in Prince William County, Manassas City or Manassas Park, 15941 Donald Curtis Drive #112, Woodbridge 22191 (Administrative Office)

10	<b>Project Name</b>	Comprehensive Housing Counseling (County & City)
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Expand Affordable Housing Options
	<b>Needs Addressed</b>	Low-to-Moderate Income Housing
	<b>Funding</b>	CDBG: \$70,135
	<b>Description</b>	<p>\$70,135 (\$60,580 CDBG Program allocated for PWC to assist 115 persons; \$9,555 CDBG Program allocated for Manassas City to assist 25 persons); Eligible applicants are low and moderate-income at 80% or below the median income citywide. Decent Housing/Affordability</p> <p>This project supports efforts to increase sustainable and affordable housing options in the Prince William Area through housing counseling, aligning with the County's goal to expand affordable housing options.</p>
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 140 low- and moderate-income residents will be provided Pre and Post Homeownership education and financial counseling services through these activities.
	<b>Location Description</b>	Cooperative Extension, 8033 Aston Ave #105, Manassas, VA 20109

	<b>Planned Activities</b>	Funding provided to Cooperative Extension Service to provide to low - and moderate-income (LMI) Prince William Area (PWC, Manassas and Manassas Park) residents credit counseling, pre- and post- purchase homeownership counseling to assist first-time homebuyers, information regarding protections established under the Fair Housing Act. Payments will be made based upon completion of the Financial Assessment Clinic and Homeownership Workshops.
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11	<b>Project Name</b>	Homeless Case Management Outreach
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Provide Support for Public Service Programs
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	Provide CDBG funds to Homeless Service Provider for Case Management Operations and Supportive Services for Transitional Housing and Emergency Shelter providers that provide housing and supportive services for homeless persons and families transitioning to permanent assisted housing or other housing. This project supports efforts to increase services and support self-sufficiency for households experiencing homelessness and aligns with the County's goal to provide support to public service programs.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will benefit an estimated 50 persons
	<b>Location Description</b>	TBD
	<b>Planned Activities</b>	Provide CDBG funds to Homeless Service Provider for Case Management Operations and Supportive Services by conducting street/campsite outreach designed to provide essential services necessary to reach out to unsheltered homeless people for the purpose of connecting unsheltered homeless people with emergency shelter, housing, or critical services; and to provide urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility.

12	<b>Project Name</b>	PWC Department of Social Services Homeless Transportation
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Provide Support for Public Service Programs
	<b>Needs Addressed</b>	Special Needs Populations
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	The project will provide funding (\$40,000 CDBG) to provide transportation for homeless population in the Prince William Area from streets to local shelters, transportation between shelters or to and from medical clinics, detoxification facilities, public assistance office, and other local service providers. This project supports efforts to increase services and support self-sufficiency for households experiencing homelessness and aligns with the County's goal to provide support to public service programs.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will benefit an estimated 200 persons
	<b>Location Description</b>	Countywide
	<b>Planned Activities</b>	The project will provide \$40,000 in CDBG Funding to assist Prince William County Department of Social Services (DSS) to provide transportation for homeless population in the Prince William Area from streets to local shelters, transportation between shelters or to and from medical clinics, detoxification facilities, public assistance office, and other local service providers.

13.	<b>Project Name</b>	Affordable Rental Rehab Program
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Expand Affordable Housing Options
	<b>Needs Addressed</b>	Low-to-Moderate Income Housing
	<b>Funding</b>	CDBG \$1,000,000
	<b>Description</b>	\$1,000,000 prior year CDBG Funds - will be used to rehabilitate rental units in Prince William County. This is designed to increase access to sustainable and affordable housing in the area and aligns with the goal to expand affordable housing options.
	<b>Target Date</b>	6/30/2026
	<b>Location Description</b>	Office of Housing and Community Development
	<b>Planned Activities</b>	Provide assistance to rehabilitation affordable rental units in the Prince William County area.

14.	<b>Project Name</b>	Dawson Beach Transitional Housing Property Management
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Enhance Access to Public Facilities & ADA Access
	<b>Needs Addressed</b>	Public Facilities & ADA Accessibility
	<b>Funding</b>	CDBG: \$166,000
	<b>Description</b>	Funding allocated to assist Dawson Beach Transitional Housing programs to provide 7 housing units of transitional housing scattered over 7 acres, as well as property management.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	27 persons
	<b>Location Description</b>	Countywide
	<b>Planned Activities</b>	CDBG Funding allocated to assist Dawson Beach Transitional Housing programs to provide 7 housing units of transitional housing scattered over 7 acres; providing housing and supportive services for homeless families with children for a period up to two years. Services are aimed at economic betterment, financial planning and budgeting, job skills, mental health issues, etc. to 27 persons. 14011 Dawson Beach Rd., Woodbridge 22191.

15.	<b>Project Name</b>	HOME – Tenant Based Rental Assistance Program
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Expand Affordable Housing Options
	<b>Needs Addressed</b>	Low-to-Moderate Income Housing
	<b>Funding</b>	HOME: \$2,847,988 (Carry-Over & Program Income)
	<b>Description</b>	Provide Tenant Based Rental Assistance to Low-Moderate income households; with rental assistance for up to five-years or depletion of funding
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will benefit an estimated 22 households
	<b>Location Description</b>	Countywide

	<b>Planned Activities</b>	Provide assistance to program eligible individual households to help them afford the housing costs of market-rate units. 1st year and additional years as funding available
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16	<b>Project Name</b>	HOME ARP Tenant Based Rental Assistance Program.
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Expanding Affordable Housing Options
	<b>Needs Addressed</b>	Low-to-Moderate Income Housing
	<b>Funding</b>	HOME-ARP \$3,350,574
	<b>Description</b>	Provide Tenant Based Rental Assistance to Low-Moderate income households; with rental assistance until depletion of funding, for Qualified population \$2,847,988 & \$502,586 Administrative Costs
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will benefit an estimated 22 households
	<b>Location Description</b>	Countywide
	<b>Planned Activities</b>	Provide assistance to rehabilitation affordable rental units in the Prince William Area.

17	<b>Project Name</b>	Acquisition of Affordable Rental Unit(s)
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Expanding Affordable Housing Options
	<b>Needs Addressed</b>	Low-to-Moderate Income Housing
	<b>Funding</b>	\$350,000
	<b>Description</b>	The project will provide funding of \$350,000 CDBG to provide purchase property to be used for housing of persons with disabilities. This project is enhancing access to public facilities through the acquisition of a property. This will provide an affordable solution for the future utilization of a group home, establishing sustainability for the on-going use of this property as a site for people with developmental disabilities.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 Housing Unit

	<b>Location Description</b>	Countywide
	<b>Planned Activities</b>	The project will provide funding of \$350,000 towards acquisition. The property selected will be used as a group home for persons with disabilities.

## AP-50 Geographic Distribution – 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Much of the funding from the CDBG and HOME programs is available for use in any of the CDBG neighborhoods or countywide, depending on the specifics of the designated activities. Also, some funding is available according to individual benefit rather than area benefit. It is, therefore, difficult to provide reasonable projections of the distribution of funds by target area. The numbers below are strictly estimates based on experience.

#### *Geographic Distribution*

Target Area	Percentage of Funds
Countywide	100%

Table 54 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

The proposed allocation of funds is based on federal funding requirements for each formula-allocated grant. Areas of low to moderate-income concentration and certain areas of high minority concentration are targeted. Areas of low homeownership and deteriorating housing conditions were also considered in the targeting process.

### Discussion

The distribution of funds by target area is projected to be primarily countywide due to use of funds for administrative, non-profit support, and individual benefit-oriented programmatic uses of the funds.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The following represents the number of households that will be assisted with affordable housing in the FFY 2025.

One Year Goals for the Number of Households to be Supported	
Homeless	
Non-Homeless	48
Special-Needs	
<b>Total</b>	<b>48</b>

Table 55 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	22
The Production of New Units	
Rehab of Existing Units	18
Acquisition of Existing Units	8
<b>Total</b>	<b>48</b>

Table 56 - One Year Goals for Affordable Housing by Support Type

#### Discussion

These units represent eight rental housing units rehabilitated, 10 homeowner housing units rehabilitated, eight units acquired with homebuyer assistance, and 22 households assisted with TBRA.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Prince William County does not have any public housing.

### **Actions planned during the next year to address the needs to public housing**

Prince William County does not have any public housing.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Prince William County does not have any public housing.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

### **Discussion**

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

Funding from the Emergency Solutions Grant allocation is used to support non-profit homeless services providers in Prince William County.

(1) Street Outreach funds may be used for costs of providing essential services necessary to reach out to unsheltered homeless people; connect with emergency shelter, housing, or critical services; and provide urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility.

(2) Emergency Solutions Grant funds may be used for costs of providing essential services to homeless families and to individuals in emergency shelters, renovating buildings to be used as emergency shelter for homeless families and individuals, and operating emergency shelters.

(3) Homelessness Prevention funds may be used to provide housing relocation and stabilization services and short and/or medium-term rental assistance necessary to prevent an individual or family from moving into an emergency shelter or another place.

(4) Rapid Re-Housing Assistance funds may be used to provide housing relocation and stabilization services and short and/or medium-term rental assistance as necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing.

(5) Relocation and Stabilization Services funds may be used to pay financial assistance to housing owners, utility companies and other third parties.

(6) HMIS funds may be used to pay the costs of contributing data to the HMIS designated by the Continuum of Care for the area.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The Prince William County Continuum of Care, the coalition of local homeless service agencies, conducts annual surveys of homeless individuals, including unsheltered persons. These surveys serve to help focus agency activities for the coming year, as well as provide documentation in response to HUD program requirements. ESG funding includes street outreach activities.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Programs proposed for Federal Fiscal Year 2025 - County Fiscal Year 2026 involve ESG Funds being provided to local non-profits for operation and supportive services to address needs of homeless persons, through the supportive housing and homeless prevention through the PWC Department of Social Services for the Ferlazzo/Navigation

Homeless Shelter, Hilda Barg Homeless Prevention Center & Support Shelter (total 431), ACTS, provides emergency shelter services for 67 persons, NVFS/SERVE shelter services for 251 persons, Dawson Beach Transitional Housing services for 27.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Proposed funding for the ESG program includes activities targeting improvements in the areas of Rapid Re housing and homeless prevention. Other funding during the Federal Fiscal Year 2025 - County Fiscal Year 2026 Annual Action plan year include providing supportive services for persons in transitional housing to develop job skills, financial planning and other skills that promote self- sufficiency. These programs are designed to shorten the period households experience homelessness and help prevent households from returning to homelessness by promoting self-sufficiency. The County's FFY2025 projects also include additional housing and supportive services to help shorten the time households experience homelessness, increase access to affordable housing, and help prevent the return to homelessness.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

Homeless prevention is a major focus of the participants in the Continuum of Care. Agencies include homeless prevention as a support program in conjunction with the provision of shelter and other support services. The County is funding homeless prevention activities in the Federal Fiscal Year 2025 - County Fiscal Year 2026 Annual Action Plan.

## **Discussion**

Homeless prevention is a major focus of the participants in the Continuum of Care. Agencies include homeless prevention as a support program in conjunction with the provision of shelter and other support services. The County is funding homeless prevention activities in the Federal Fiscal Year 2025 - County Fiscal Year 2026 Annual Action Plan.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

Rapid Re housing and homeless prevention. Other funding during the Federal Fiscal Year 2025- County Fiscal Year 2025 Annual Action plan year include providing supportive services for persons in transitional housing to develop job skills, financial planning and other skills that promote self- sufficiency. These programs are designed to shorten the period households experience homelessness and help prevent households from returning to homelessness by promoting self-sufficiency. The County's FFY2025 projects also include additional housing and supportive services to help shorten the time households experience homelessness, increase access to affordable housing, and help prevent the return to homelessness.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

During the 2025 FFY, the County will continue to create additional opportunities for access to affordable housing through subsidized housing, first-time homebuyers' assistance, rental assistance and the Affordable Dwelling Unit Ordinance and Affordable Housing Trust fund, if approved by the County Board of County Supervisors. These efforts are designed to help mitigate the impacts in removal of barriers to affordable housing.

### **Discussion:**

Prince William County has worked to monitor and reduce the impact of public policy on affordable housing development. Market forces have been found to be the main constraint to affordable housing, as found in the Federal Fiscal Year 2025-2029 Consolidated Plan. As such, while the County will continue to monitor barriers to affordable housing, the County does not have any actions planned for Federal Fiscal Year 2025 - County Fiscal Year 2026 to address these market barriers.

Through the Prince William County Comprehensive Plan 2040 there is now a new Housing Chapter, which is addressing many of the housing needs in the County. The new Affordable Housing Ordinance will be implemented to encourage affordable housing development.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The County currently provides a variety of services to the residents of Prince William County, some funded by CDBG, HOME, and the ESG allocation including CARES Act funds, HOME American Rescue Plan Program (HOME ARP Program) with private, State, and City funding bringing additional assets to bear on these problems. Below are some of the actions currently performed by the County or under consideration for the future.

### **Actions planned to address obstacles to meeting underserved needs**

The County has found that the lack of available resources is the primary obstacle to meeting underserved needs. As such, the County will continue to look for new funding sources to meet the needs of residents in the County. OHCD has received through the Department of Behavioral Health and Development Services (DBHDS) State Rental Assistance Program (SRAP) Vouchers to serve SRAP applicants in order to increase access to mainstream, integrated, independent rental housing options for people in the U.S. Department of Justice Settlement Agreement target population and to increase housing opportunities for the U.S. Department of Justice Settlement Agreement target population by leveraging state rental assistance with local public and private housing resources. Currently OHCD administers 11 project based and 40 tenant based SRAP Vouchers.

OHCD is in negotiations with DBHDS to receive 72 additional SRAP Vouchers for Permanent Supportive Housing, to increase access to supportive, affordable rental housing options for persons with Serious Mental Illness (SMI) , as well as to increase housing stability for persons with SMI by providing the supports they need to maintain housing. OHCD anticipates receiving funding for administering these additional SRAP Vouchers in FFY25 (FY26).

### **Actions planned to foster and maintain affordable housing**

The County will consider providing financial assistance for Tax Credit Projects for affordable housing development to expand multi-family rental development projects and homeownership opportunities when those projects are present for review. Additionally, acquisition, soft costs and site development funds will be used for affordable housing development. Consideration for additional funding will be given upon completion of the pre-development phase.

Through the Prince William County Comprehensive Plan 2040 there is now a new Housing Chapter, which is addressing many of the housing needs in the County. The new Affordable Housing Ordinance will be implemented to encourage affordable housing development.

### **Actions planned to reduce lead-based paint hazards**

Continue to meet HUD and EPA lead-based paint abatement standards in housing rehabilitation programs.

Seek funding as it becomes available to provide testing and abatement of lead-based paint hazards in single-family housing where young children are present.

Expand the stock of lead safe housing units through housing initiatives.

Seek funding as it becomes available to provide for testing, abatement, training, and educational awareness.

### **Actions planned to reduce the number of poverty-level families**

The County will continue its efforts in conjunction with the Continuum of Care to reduce the number of poverty-level families through the development of services needed to assist those families with educational opportunities, job growth, and life skills training through the various social service agencies operating in the County and cities of Manassas and Manassas Park.

### **Actions planned to develop institutional structure**

Work with non-profit organizations to address community needs and provide support to federal and non-federal funding initiatives. Work with private industry to address important issues that hamper housing and community development efforts. Identify opportunities to create private/public partnerships for project finance and development to leverage federal funds.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The County will continue to coordinate planning activities with private housing and social service agencies, including participation in the Prince William County Continuum of Care meetings, participate and provide ongoing training and workshops, continued development of the Continuum of Care, and enumeration of point-in-time and homeless surveys. County staff will also continue its participation in other coalitions and study groups as the opportunity arises.

### **Discussion:**

The County has not identified any major gaps in its institutional structure and coordination with outside agencies. The County will continue its efforts to coordinate with outside housing and social service agencies to meet the needs of County and City residents, as identified in the Federal Fiscal Year 2025-2029 Consolidated Plan.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	260,037
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>260,037</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	99.00%

## HOME Investment Partnership Program (HOME)

### Reference 24 CFR 91.220(I)(2)

*A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:*

The County will continue to support the many efforts of the non-profits and social service provider agencies in the community in their efforts to obtain funding from various sources for their programs.

Many of these organizations receive private donations to sustain their programs, and most apply for funding on the federal, state, and local level.

The availability of federal funds would enhance any of the listed programs and would mean that more services, and housing, could be provided. Because of the scarcity of any type of funding, the County has been working with various organizations to try to develop programs that would increase the leveraging capacity of federal funding mechanisms so that more money would be available for other needed endeavors. Better use of the existing resources is a main concern of everyone.

Anticipated HOME Program income for FY 2026 is \$200,000.

*A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:*

The HOME Recapture Provisions are established §92.253(a)(5)(ii) and permits the original homebuyer to sell the property to any willing buyer during the period of affordability. The repayment conditions for the FTHB Program assistance outline the shared market appreciation also referred to as the share of net proceeds.

**Recapture** provisions are in effect for periods of thirty years from the date of each settlement. Recapture is enforced through deed restrictions to ensure that the entire amount of HOME assistance to homebuyers is recouped if the housing does not continue to be the principal residence of the family for the duration of the period of affordability. Prince William County guidelines for the FTHB Program stipulate that the recapture provision **will be** implemented for use of HOME Funds.

*A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:*

**Resale** requirements must ensure that if the housing does not continue to be the principal residence of the family for the full period of affordability that the housing must be made available for subsequent purchase only to a buyer whose family qualifies as a low-income family and will use the property as their principal residence. The resale requirement must also ensure that the price at resale provides the original HOME-assisted owner a fair return on investment (including the homeowner's investment and any capital improvement as defined below) and ensure that the housing will remain affordable to a reasonable range of low-income homebuyers. Resale requirements are maintained through deed restrictive covenants or other HUD identified enforcement mechanisms. The period of affordability is based on the total amount of HOME funds initially invested in the housing. Prince William County guidelines for the FTHB Program stipulates that PWC **does not** implement the Resale provision for use of HOME funds.

*Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:*

The County does not intend to use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds. In addition, the funds will not be used to refinance multifamily loans made or insured by any federal program. The County is aware that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.

*If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).*

*If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).*

*If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).*

## Emergency Solutions Grant (ESG)

### Reference 91.220(l)(4)

*Include written standards for providing ESG assistance (may include as attachment)*

Included as an attachment.

*If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.*

Congress has directed HUD to improve the collection of data on the extent of homelessness locally and nationally. Communities must collect an array of data including an unduplicated count of homeless persons, analyze their patterns of the use of the McKinney-Vento and other assistance, including information on how they enter and exit the homelessness assistance system and assess the effectiveness of that assistance. Through the Federal Register Notice, the Emergency Solutions Grants Program and Community Development Block Grants were made a part of this mandate.

Therefore, all proposed projects/organizations must provide written certification of their participation in an existing HMIS.

Prince William Area Continuum of Care (CoC) has developed and approved the implementation of Homelessness Services Coordinated Entry System based on HUD requirements, for participation by all current Homeless Service agencies in an effort to establish a central standardized access and assessment for all individuals in need of housing assistance. This system will also assist in coordinated referrals and the housing placement process to ensure that all people experiencing homelessness receive appropriate assistance with both immediate and long-term housing and services, as their needs may be. Coordinated Entry is made available to all eligible persons regardless of race, color, national origin, religion, sex, age, familial status, disability, actual or perceived sexual orientation, gender identify, or marital status.

The Prince William Area (CoC) Coordinated Entry (CE) System will utilize the CoC's Homeless Management Information System (HMIS) to collect, store, share and report participant data associated with the coordinated entry process with the goal of increasing efficiency and effectiveness of screening, assessment, prioritization, and referral for those homeless persons most in need of assistance.

*Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).*

Prince William County expects to receive \$228,267 for the Federal Fiscal Year 2025 - County Fiscal Year 2026 Emergency Solutions Grant (ESG) Program for Shelter Operations. The amount of assistance is calculated based upon the allocation and the bed night count. These funds will be awarded to community-based, nonprofit organizations providing emergency shelter and related services to the homeless, on a dollar-for-dollar match. Emergency Solutions Grant funds may be used for operations and maintenance, homeless prevention, essential support services and renovation/rehabilitation activities in connection with emergency shelters for the homeless. It is a priority of the U.S. Department of Housing and Urban Development (HUD) and Prince William County to work under a Continuum of Care approach to homelessness to assist homeless individuals and families to obtain a decent living environment, either through rental housing or home ownership. OHCD specifically seeks proposals to provide shelter and supportive services for the homeless

The purpose of the Emergency Solutions Grant (ESG) Program is to: 1) Broaden existing emergency shelter and homelessness prevention activities; 2) Emphasize Rapid Re-Housing; and, 3) Help people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness; 4) Enhance alignment of ESG regulations with other HUD programs including CDBG, HOME, and Housing Choice Voucher (HCV) program; and, 5) Support more coordinated and effective data collection, performance measurement, and program evaluation. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG

*If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.*

The Prince William County Housing Board is responsible for overseeing the expenditure of funds for the Office of Housing & Community Development (OHCD) and directing management of programs administered by OHCD. The Housing Board is comprised of eight (8) members approved by the County Board of County Supervisors and six (6) other members' representatives of the following entities:

- \* Commission on Aging

- \* Committee for Persons with Disabilities
- \* Community Services Board
- \* Continuum of Care Network
- \* Social Services Board
- \* Resident of Housing Choice Voucher Program Representative

This Board recommends goals for OHCD depending upon local need and programs for housing opportunities for low-moderate income residents.

The County requires non-profits participating in the ESG program to have homeless representatives on their boards of directors.

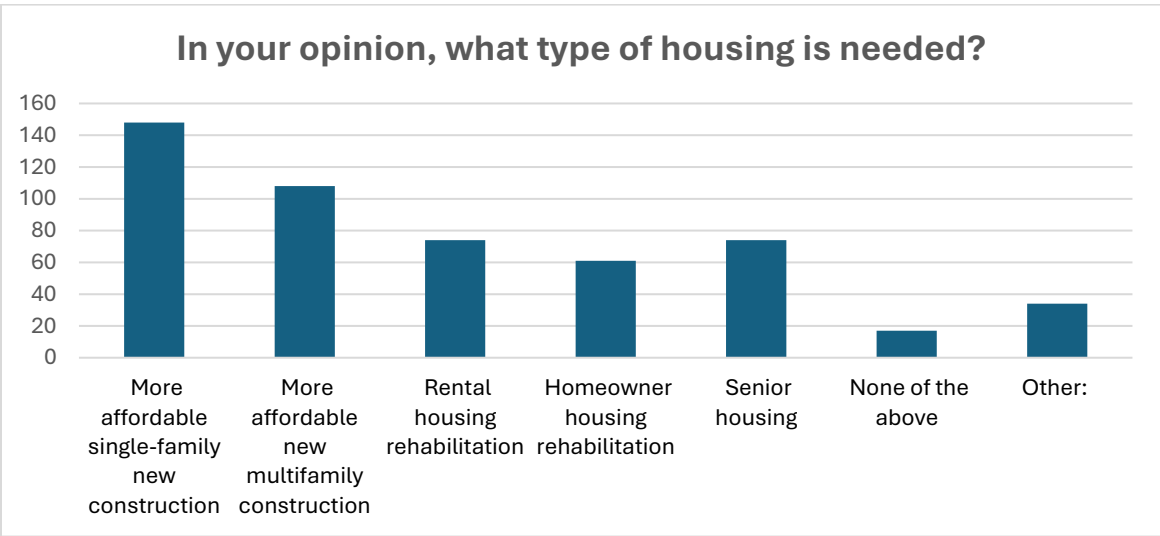
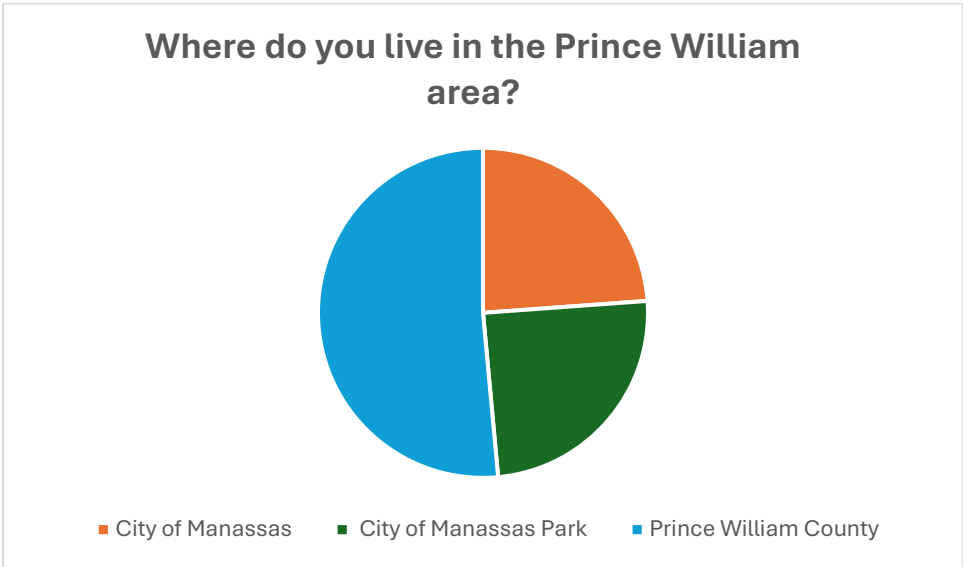
#### *Describe performance standards for evaluating ESG.*

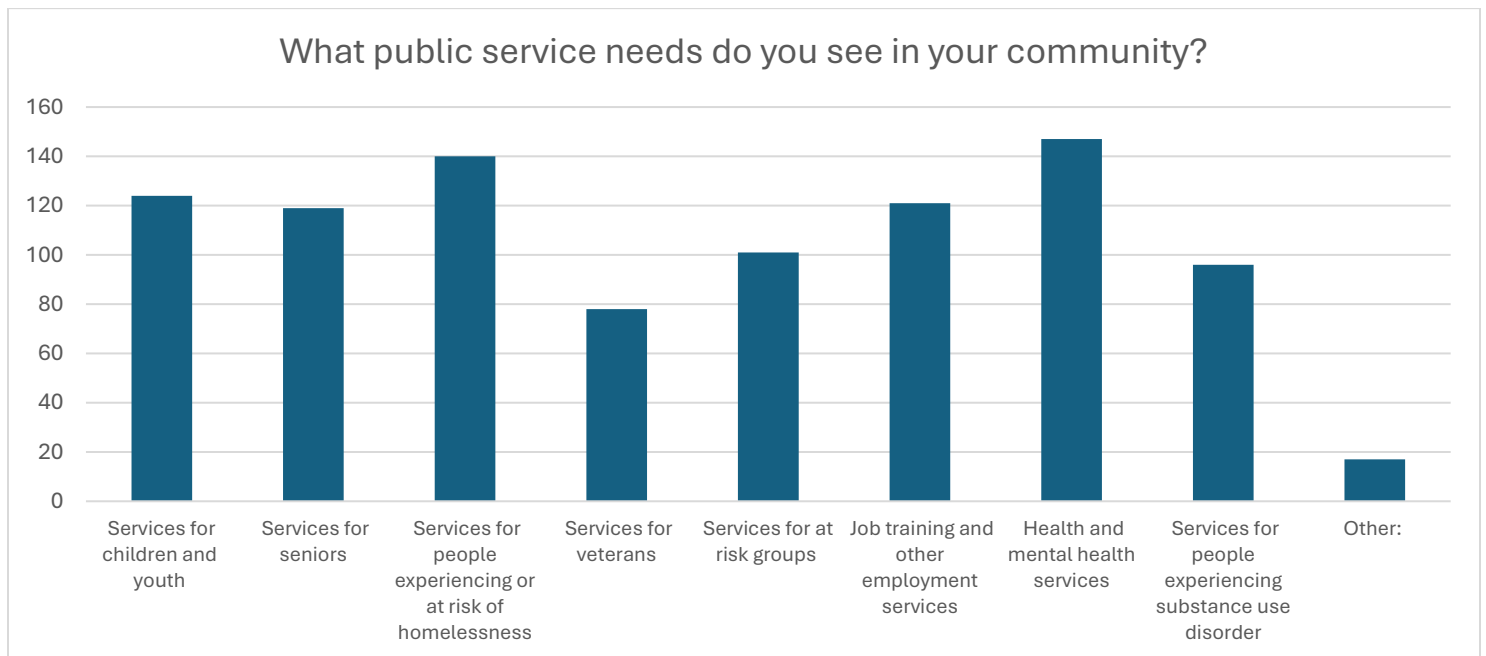
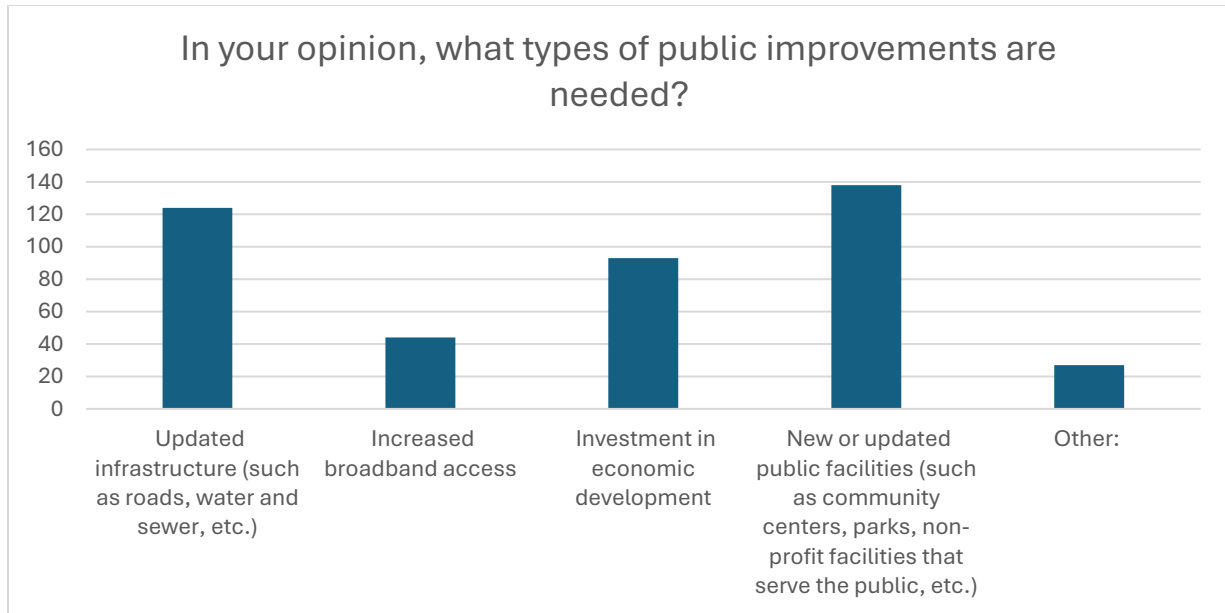
HUD has implemented a mandated system of reporting performance measurements in a precise and timely manner. All recipients funded under this proposal must provide needed data to Prince William County in order to be reimbursed for eligible expenses. All of the activities funded must identify one of the three performance measurements overarching objectives: 1) creating suitable living environment (In general, this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment); 2) providing decent affordable housing (This objective focuses on housing programs where the purpose is to meet individual family or community needs and not programs where housing is an element of a larger effort); 3) creating economic opportunities (This objective applies to the types of activities related to economic development, commercial revitalization, or job creation). There are also three outcomes under each objective: (1) Availability/Accessibility, (2) Affordability, and (3) Sustainability. Thus, the three objectives, each having three possible outcomes, will produce nine possible outcome/objective statements within which to categorize grant activities, as follows: Availability/Accessibility. This outcome category applies to activities that make services, infrastructure, housing, or shelter available or accessible to low-and moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low-and moderate-income people. Affordability. This outcome category applies to activities that provide affordability in a variety of ways in the lives of low-and

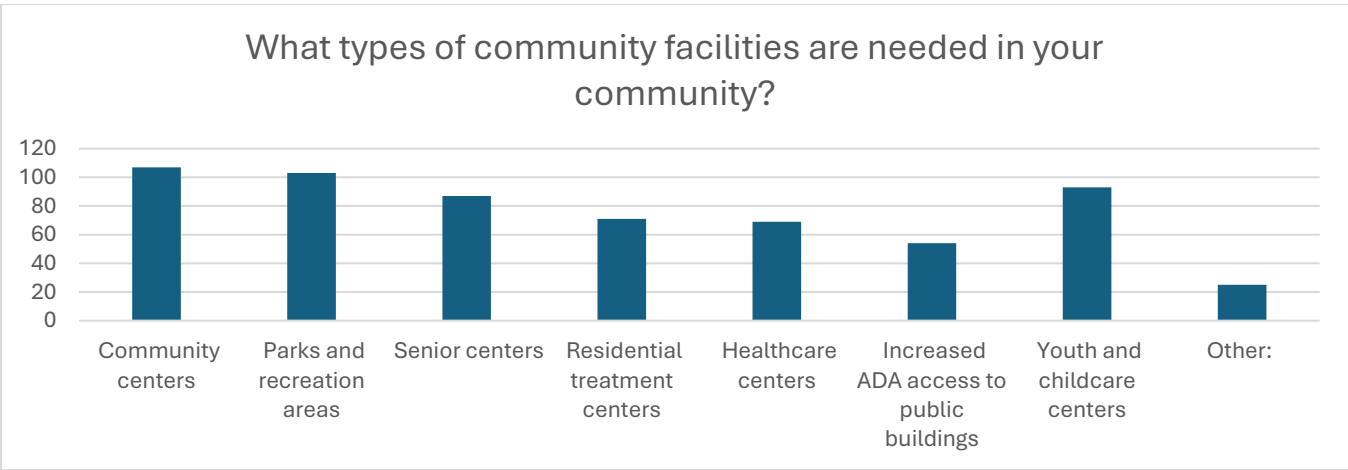
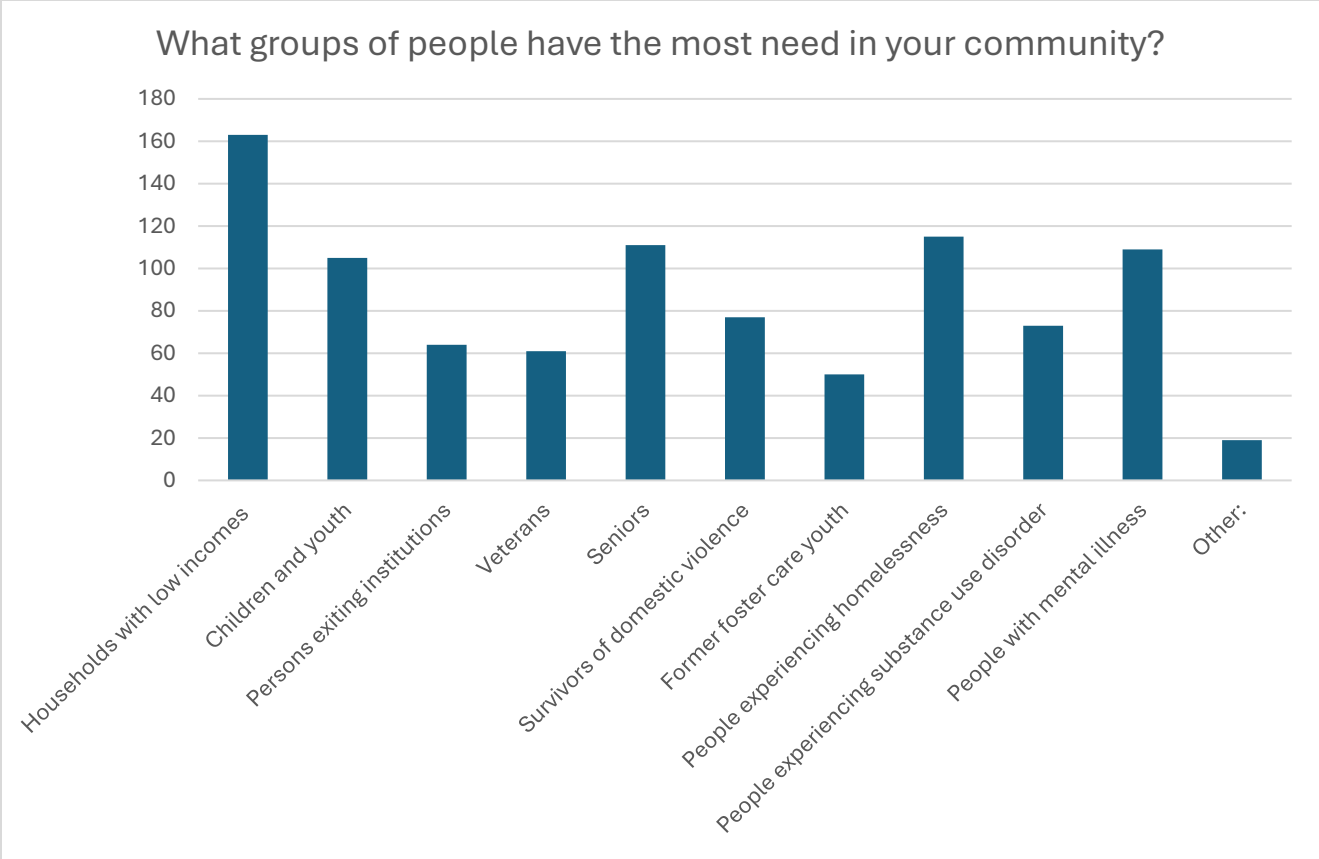
moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or daycare. Sustainability: Promoting Livable or Viable Communities. This outcome applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefits to persons or low-and moderate-income people or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

Attachments

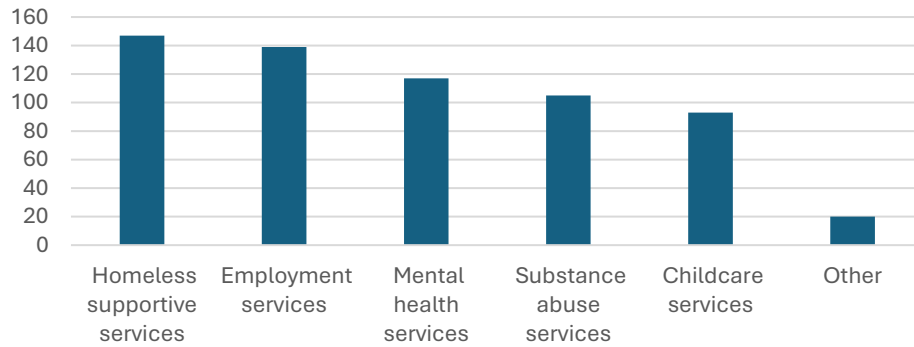
2024 Prince William Housing and Community Needs Survey



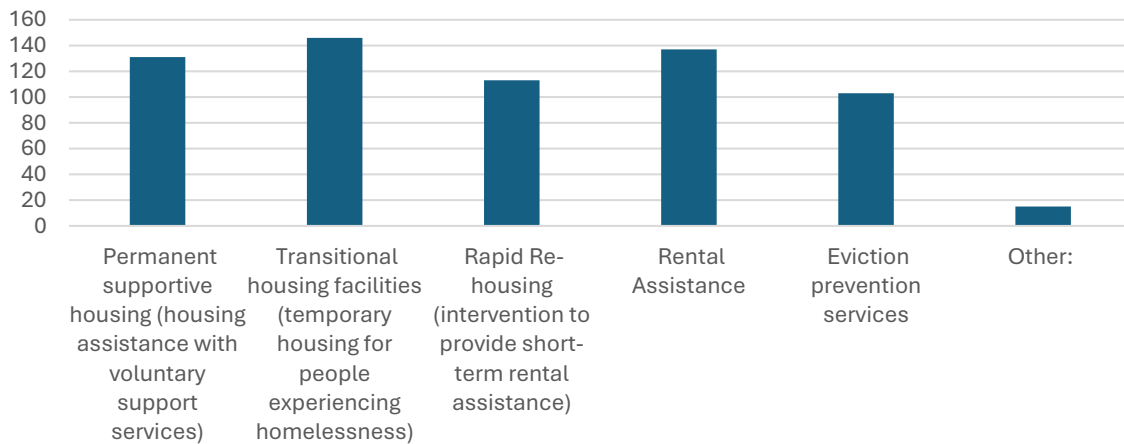




### What types of needs are in your community for people experiencing or at risk-of homelessness?



### What housing solutions are needed for people experiencing homelessness or at risk of homelessness?



**Do you have any other comments about the needs in your community or in the county?**

The all bus station needs more light, benches, camera for safety.

Inflation is a big problem. We are living pay check to paycheck. We need financial assistance or assistance with daily necessities for the community. We need to explore in working and knowing your neighbors to help each other to make this tight community. We can get more buying from everyone to make all the good efforts to work well together as a community.

I feel like this County is 30 years behind all other surrounding counties.

The biggest need is housing services that help "rehabilitate" the homeless back into society and a place to facilitate their needs, even if it's a long term shelter option (efficiency apartments, etc.)

City of Manassas Park has no resources for their residents. No help with rental assistance or utility assistance. They're often sent to PWC non-profits that are not willing to assist Manassas Park residents.

I think affordable housing should be the best for the community and new homeowners.

We don't have any resources available to support the needs of our community

Please stop building more houses. Tearing down trees and lessening green space is not helpful to the community. In Manassas City, you're also building houses without increasing the school offerings or making them better. You're going to over tax a system that is already at it's limit with the amount of housing that is available.

More law enforcement officers are needed. Crime is rising.

Pro bono legal services

Increased funding for police and fire services

Attainable housing for people making less than \$50K/year is key to keeping economic growth on an upward trajectory

I think Manassas is doing a great job, transportation is a big issue for me, if we had more frequent buses, and that they operated 7 days a week is importat

Our community is too crowded. Stop building so much. Stop giving waivers to developers and allowing them to pave over all green space. Bring metro to Manassas or force businesses to allow their employees to work from home. Fix Rt. 28!

Manassas Park doesn't need to exist. PLEASE take it

We need to stop building and work on what we have. Crime is a significant problem in Manassas and that needs more focus right now

Need to crack down on overcrowding of single family homes. This is a safety issue to those put in overcrowding situations, also fire risk due to illegale ADU's such as sheds and garages being rented out.

There is a desperate need for affordable, single family homes in this town as well as employment opportunities for teens and young adults

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Adding more development won't help when rent and housing costs stay high, a middle class is being eliminated/edged out in this area and nationally

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Better commuting,expanding main roads especially route 28

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Cleaning up and updating parks to attract younger families to move in. Manassas park has potential to be great, but is very run down in some areas and needs a face lift to attract families to spruce up neighborhoods.

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Need to lower the property tax or eliminate personal property tax

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It would be nice to be able to have access to quality homes less then 300K.

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More trails, parks

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Communication & transparency

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Stop building residential, work with the railroad company to FIX the rough crossing. Other railroad crossings in other towns are not this bad. Water bills are never accurate, it think they are rolling in money to cover the cost of the new meters. Give our kids an actual outdoor water park, not a splash pad and lazy river.

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We need a high chain grocery stores to attract more people to move to Manassas

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Please make condo or townhomes for first time home buyers affordable for people who work service jobs in pwc

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We need more affordable housing and rental properties for all around the area lowers grocery cost families are struggling so bad to pay mortgage and rent and to feed their children it's shouldn't be this way

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The amount of traffic, hit and runs are a HUGE problem. I will never park in the street in fear of that, the amount of stray animals is insane. The trash people just throw wherever they want, parking enforcement!!!! The amount of people that have Maryland tags to avoid paying Virginia personal property taxes are crazy and they also need to do away with the parking sticker. I should not have to pay to park in front of my own house with a driveway. it makes no sense.

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Would love more parks and WALKABILITY to things nearby! Make it a WALKABLE community and a safe one! Crosswalks, lights, more parks and third spaces sprinkled in WALKING distance to neighborhoods and fewer new gas stations in prime community locations.

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I will say again: we need to clean up Manassas so it's a nicer area to live in. Too much crime, too many homeless / immigrant people hanging around, too many panhandlers. I'm embarrassed to tell people where I live, but I live here because as a 50-year-old single white woman who makes low six figures and works from home, it's what I can currently afford. But I'm paying \$2,420/month for an apartment... I'm likely moving to Fauquier or another western Virginia county within a year or two because the rent prices in Manassas are skyrocketing ... and I still have to deal with crime, panhandle, etc.

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Whatever changes are on the table, please seriously consider the impact it will have on current residents and infrastructure. Adding business and buildings is great, but the roads/traffic and congestion are already at a critical mass. We need sustainable growth that doesn't push current residents out because of the shorter term negative impacts.

Need Bike/Pedestrian access on primary roads like Lake Jackson Drive

More I.C.E. presence, more police

County funded facility for The Arts on the West End

The county needs to make sure the western end of the county has sidewalks connecting all parts of our community. Our railway crossings need to be safe for cars, bicycles, AND pedestrians. Invest in safe movement of people through sidewalks, streets, rail crossings and public transportation. Stop skipping over these important things - the price tag will only continue to increase and people's safety will be at greater risk!

We need to take these veterans off the streets. More grace needs to be given to the younger adults.

People in need simply need 1) options to work, 2) to move around, 3) to access health recreation, like parks. Would be good to prepare some permanent facilities where people in need could go and access some paid work, for the needs of county community. Besides, some recreation parks with simple and affordable physical exercise facilities within the community territory. Roads that could let a shortcut for reaching certain necessary facilities by walking, or riding straight for less than 30 min, instead of using a public transportation -- which routes are not straight and last hours, with changing buses, and qith commuting schedules -- not only mornings, and evenings, but with schedules likely to use that necessary facilities (such as DMV, post, parks, working places, library, grocery, etc, etc). Some roads exclude safe walking. This is not only P.William County's feature, but would be just for Fairfax, and other adjacent counties.

More small single homes are needed for medium income young people that want to buy their first home.

Someone needs to make sure the senior housing is not being taken advantage of but individuals who should not be residing in a senior living community

Stop building so many data centers. PWC needs to preserve its mature trees and start program that encourage tree planting, parks, and green space.

Fewer data centers

taxes too high;

Don't permit more data center builds

Two family households are not making enough money to sustain their households which leaves children at risk. There has to be a better solution, i.e. a decent wage so they can live.

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We need to improve the walkability of our community. Sidewalks and pedestrian crosswalks should be available throughout the entire city. Pedestrian bridges over busy roads would also help.

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MORE FOOD BANKS

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No

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All housing assistance programs need to be temporary with an emphasis on helping people become more independent - reaching their full potential. As people reach their potential, and move off programs, more people can be assisted.

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Lower taxes and stop building new houses. We like our fields and we are getting too crowded.

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Yes we need to make this community better with every one no matter age or condition because everyone is importante for our community we need make this community stronger and best for everyone included kids and adults or teens or seniors

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Yes we need to make this community better with every one no matter age or condition because everyone is importante for our community we need make this community stronger and best for everyone included kids and adults or teens or seniors

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Positive voices spreading positive news, continuous information and updates shared with the public

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Consider mandating that builders build smaller, more affordable, 1 level homes to serve both people entering the housing market, as well as seniors downsizing/looking for accessible homes.

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Parks with enclosure for children with ASD  
Recreational places for children and parents  
Stop building data centers

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Build affordable new construction single family and townhouses!

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Having lived in MP for over 20 years, I have not seen much change, and none positive. And MP admin (i.e., water bills and such) needs to be fixed. Stop this indiscriminate housing building that is way too expensive for most people.

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We don't need more housing. We need to better use existing infrastructure

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We have a housing crisis. Current residents need to be educated about the crisis and encouraged to consider options that would benefit everyone...not just those fortunate enough to own a single family home.

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Over 55 housing becomes over 85 housing. Developers need to keep this in mind. Since they do not contribute proffers to schools, they should consider proffers to the Srea Agency on Aging.

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"I have personally fallen on hard times, and it's clear that there is very little help available in this area. This lack of support contributes to the growing number of homeless individuals in our community. It's not fair that so many people are left without options. You should increase affordable housing or add more programs that give people like me a chance to rebuild our lives. Everyone deserves the opportunity to get back on track."

Incentives for long term tenants. Rent goes up yearly. I work, I receive no rental assistance, and can barely afford my rent.

Safer access to Battlefield HS. Build the 234 bi-county before one of hundreds of trucks per hour traveling through Haymarket slams into the cars of high school students trying to turn onto Gaudation Drive.

Enough with the 55+ housing; our schools will be empty in 20 years and, let's be honest, some of our traffic problems are the seniors who shouldn't be driving anymore.

People moved to Northwest PWC to get away from overcrowding, crime, traffic just to get to the grocery store, panhandling, etc. Please please please don't try to recreate Fairfax, Arlington, Alexandria here by forcing low-income housing, etc. There are tons of low-income housing options currently in Dale City and Woodbridge and we know how much police presence those areas require.

I feel like the city of Manassas needs more than just 1 project based apartment community . The one where I currently reside do not care about their residents and have rude management . They should have more options for people in need

Universal Basic Income, Better Health Care

Universal Basic Income, Better Healthcare

more public indoor pools

There is a severe need for collaborations to assist local families, organizations and public services. Services such as moving trucks, flexible baby sitters, household necessities, vehicle ride/share, pantry deliveries, etc for single parents that are at risk of homelessness or chronic homelessness.

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Prince William county is a help thy neighbor community and would better serve by supporting the financial needs of impoverished county residents. We don't need another vacant sports arena but we do need a place to permanently house our houseless population and care for the elderly who are surviving on Social Security payments that are less than \$1000 per month. Federal SNAP guidelines regulate \$291 as the federal subsidy-Prince William county evaluates families by using the highest income level instead of ACTUAL income level. Also, homeless veterans and others are entitled to receive SNAP allotments, SSI payments, etc. Concentrate on proactively providing beneficial and mandatory federal allotments instead of using federal funds for developers tax incentives. Prince William county residents should be the recipients of tax incentives, not wealthy real estate developers. Bring back empathetic workers who care and give homeless their dignity-clean bathrooms, showers, etc. Ferlazzo Building should be filled with county workers on payroll, not a shelter. Why tear down and build a vacant parking lot for \$25 million to temporarily house 50 people-this is not a common sense approach. The \$25 million could benefit the houseless residents permanently. We have enough new apartment complexes to house all who need low income housing via the Low Income Housing Tax Credit. Developers are required to provide at least 20% of their apartments to low income residents. This has not happened. You are building additional new construction single family homes, which creates a need in the future for additional medical facilities to accommodate the overflow of residential traffic. Animals are displaced because reforestation has not been practiced.

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Need to foster more intra-agency partnerships if PWC, MC and MP jurisdictions are unsuccessful in their efforts. Local agencies and groups know their communities better than larger jurisdictions, its just a public health fact.

We need to stop the criminalization of homelessness by police departments across the county. Have compassion for those experiencing homelessness near Sudley Rd and Route 1 corridors.

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Develop partnership/mentorship with City of Alexandria Housing and Community Development. Learn from the best-the ones who got it right the first time. Request assistance to implement housing program within Prince William county that follows the same fair and equitable application process as Alexandria Virginia. Learn from the best role models how to inventory what you already have before building another vacant apartment without low income tenants. Request assistance from Northern Virginia leadership in housing and community development

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**¿Tiene algún otro comentario sobre las necesidades en su comunidad o en el condado?**

Que cuando se pide ayuda contesten rápido, si aplica o no . Hace tres meses pedí ayuda para la luz y me la cortaron .

Hi. I know 5 % are has mental issues .  
And I know working the system over 50 homeless people. All are living free homes most in tents so they keep getting the street drugs and alcohol is there number 1 caring for. Some has rooms in houses were work the streets to get street drugs money and all extras from pwc & church's food cloths and money from organization to sell supplies to get the street drugs

Construir drenaje para el agua de lluvia , acera instalar cámaras de seguridad y reducir el límite de velocidad en al calle principal .

Que se ajude a qualquer persona no importa se es criança ou adulto se tinem problemas ou no apoio completo para tudo e todos em qualquer circunstância

Necesitamos 1-centros de capacitación laboral para JÓVENES ,Y ADULTOS que no pueden pagar una carrera universitaria . 2-Acceso a Viviendas para personas de bajos ingresos. Publicidad de los recursos disponibles a la comunidad en cada condado .

## **EMERGENCY SOLUTIONS GRANT (ESG)**

Catalog of Federal Domestic Assistance (CFDA) Number: 14.231) (Code of Federal Regulations (CFR) Citation Number: 24 CFR Part 576)

### **Background**

The Emergency Shelter Grants Program was established by the Homeless Housing Act of 1986 in response to the growing issue of homelessness in the United States. In 1987, the program was incorporated into Title IV of the Stewart B. McKinney Homeless Assistance Act (42 U.S.C. Sec. 11371- 11378), now known as the McKinney-Vento Homeless Assistance Act. ESG funds are federal funds awarded to Prince William County by the U. S. Department of Housing and Urban Development (HUD).

On May 20, 2009, President Obama signed into law a bill to reauthorize HUD's McKinney-Vento Homeless Assistance programs. The bill was included as part of the Helping Families Save Their Homes Act and was enacted by Senate bill 896. The new Act, which amended the McKinney-Vento Homeless Assistance Act, is the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act.

Subtitle B – Emergency Solutions Grant Program is the section of the HEARTH Act pertaining to the Emergency Solutions Grants Program and replaces what was formerly the Emergency Shelter Grants

Program. Because the program regulations were still being revised when the funding became available, HUD released the funding in a two (2)-stage allocation process. The first allocation was made immediately available to avoid a lapse in funding for existing Emergency Shelter Grant activities. These funds were subject to the Emergency Shelter Grant regulations in effect at that time.

The new ESG program provides funding for street outreach, homelessness prevention, rapid re-housing of homeless people, emergency shelter, supportive services to the homeless, and Homeless Management Information System (HMIS) activities. All Subrecipients that receive funding will be required to participate in HMIS.

The American Recovery and Reinvestment Act of 2009 created the innovative Homeless Prevention and Rapid Re-Housing Program (HPRP), which laid the groundwork for preventive and re-housing activities included in the new Emergency Solutions version of ESG. The Emergency Solutions program represents

HUD's now greater emphasis on preventing homelessness for those at risk and responding rapidly to re- house individuals and families that have become homeless.

HUD strongly encourages each jurisdiction to focus as much of its new ESG as possible on rapid re- housing individuals and families living on the streets or in emergency shelters. While both rapid re- housing and homelessness prevention are eligible activities, only rapid re-housing assistance targets those individuals and families living on the streets or in emergency shelters. Effective rapid re-housing helps people transition out of the homeless assistance system as quickly as possible, decreasing the number of persons who are homeless within the community. Rapid re-housing also ensures that emergency shelter resources are used to serve individuals and families with the most urgent housing needs. As public and nonprofit resources become increasingly strained, rapid re-housing should be given the highest priority under ESG to help ensure that existing resources – both within and outside of the homeless assistance system – are used as efficiently as possible to help those most in need.

To receive allocation of funds for the Federal Fiscal Year 2020 - 2024 Emergency Solutions Grants (ESG) program, the County is required to submit, and obtain HUD approval in accordance

with the County's Citizen Participation Plan and 24 CFR part 91, as amended by the Interim Rule. This will make the ESG program consistent with other HUD programs such as Community Development Block Grant (CDBG), the HOME Investment Partnership (HOME) program, and the Housing Choice Voucher (HCV) program to increase efficiency and coordination among the different programs.

### **Eligible Applicant Organizations**

***Units of general local government*** to be considered as a unit of general local government, an organization must have, among other responsibilities, the authority to assess and collect local taxes and to provide general governmental services.

***Private nonprofit organizations*** to be considered as a private nonprofit organization, an organization must document existing status as a 501(c)(3) tax-exempt entity. ESG funded private nonprofit organizations must be established for charitable purposes and whose activities include, but are not limited to, the promotion of social welfare and the prevention or elimination of homelessness as evidenced in its charter, articles of incorporation, resolutions or by-laws and experience in the provision of shelter and services to the homeless. The entity's net earnings may not benefit any individual(s) affiliated with the organization or their governing board and have standards of financial accountability that conform to the HUD Standards of Financial Management Systems.

***FAITH-based organizations*** receiving ESG funds, like all organizations receiving HUD funds, must serve all eligible beneficiaries without regard to religion.

All must have approved established ESG Written Standards in accordance with Continuum of Care Coordinated Entry process and be an active member of the CoC and compliant with all HMIS reporting.

### **Program Purpose**

The Emergency Solutions Grants Program is designed to be part of a continuum of assistance to enable homeless individuals and families to move toward independent living as well as to prevent homelessness. The objectives of the ESG Program shall be to:

- 1) Provide rental assistance for short-term and medium-term housing to homeless individuals or families or individuals at risk of homelessness.
- 2) Help support emergency shelters for the homeless, but only for use as temporary shelter for persons;
- 3) Help support the costs of operating and maintaining emergency shelters;
- 4) Provide essential services so that homeless individuals and individuals at risk of homelessness have access to the assistance they need to improve their situation and to obtain housing stability; and
- 5) Provide housing relocation and stabilization services homeless individuals and individuals at risk of homelessness.

### **Allocation of Funding**

***General Provisions:*** The Emergency Solutions Grants (ESG) program allows funding to be used in five program components:

- **Street Outreach:** Provision of essential services to eligible participants provided on the street or in parks, abandoned buildings, bus stations, campgrounds, and in other such settings where unsheltered persons are staying.
- **Emergency Shelter:** Provision of essential services to homeless families and individuals in emergency shelters and the operation of emergency shelters.
- **Rapid Re-Housing:** Provision of assistance to a homeless individual or family to move into permanent housing.
- **Homelessness Prevention:** Prevention of persons from becoming homeless and the assistance of participants in regaining stability in their current or other permanent housing.
- **Homeless Management Information Systems (HMIS):** Operation, maintenance, and contribution of data to the HMIS designated by the local Continuum of Care or, if a victim service provider to establish and operate a comparable database.

***Expenditure Limits for Street Outreach and Emergency Shelter Activities:***

Under the Interim Rule, the total amount of the County's fiscal year grant that may be used for street outreach and emergency shelter activities cannot exceed the greater of:

- 1) 60% of the County's fiscal year grant; or
- 2) The amount of the Federal Fiscal Year 2010-grant funds committed by contract between the date HUD signed the Federal Fiscal Year 2010 grant and January 4, 2012, the effective date of the Interim Rule. All Agreements were signed during this period.

HUD strongly encouraged each jurisdiction to focus as much of its new ESG funding as possible on rapidly re-housing individuals and families living on the streets or in emergency shelters. While both rapid re- housing and homelessness prevention are eligible activities, only rapid re-housing assistance targets those individuals and families living on the streets or in shelters. Effective rapid re-housing programs help people transition out of the homeless assistance system as quickly as possible, decreasing the number of persons who are homeless within the community.

***Spending Requirements & Funding Decisions:*** The funding provided in the allocation is subject to all ESG requirements under the Interim Rule. These funds must be expended within 24 months after the date HUD approves the FFY23 (FY2024) Annual Action Plan and signs the grant agreement. The Interim Rule shifts the focus from emergency shelter to assisting people to quickly regain stability in permanent housing, which is reflected in expenditure limits on street outreach and emergency shelter activities. Compliance with these expenditure limits is measured using the amount of the Federal grant. HUD encourages communities to focus as much of their funding as possible on rapidly re-housing people who are literally homeless in order to reduce the numbers of people living in shelters and on the streets, in an effort to end homelessness.

***Administrative Limits:*** The Interim Rule increases the expenditure limit for administrative activities from 5% to 7.5%.

Employee compensation and other overhead cost directly related to carrying out street outreach, emergency shelter, homelessness prevention, rapid re-housing and HMIS activities are eligible cost of those activities and not subject to the spending limits for administrative costs.

**Definitions**

***Recipient*** Any state, territory, metropolitan city, or urban county or in the case of reallocation, any unit of general-purpose local government, approved by HUD to assume financial responsibility and which enters into a grant agreement with HUD to administer Emergency

Solutions Grant (ESG). Private nonprofit organizations are excluded from the definition because they are not direct recipients under the program.

**Subrecipient's:** Any unit of general local government, private nonprofit organization, or faith-based organization to which recipient awards ESG grant funds.

**Continuum of Care** A group composed of representatives of relevant organizations, which generally includes nonprofit homeless providers; faith-based organizations; governments; businesses; advocates; public housing agencies; school districts; social service providers; mental health agencies; hospitals; universities; affordable housing developers; law enforcement; organizations that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons that are organized to plan and provide, as necessary, a system of outreach, engagement, and assessment; emergency shelters; rapid re-housing; permanent housing; and prevention strategies to address the various needs of homeless persons and persons at risk of homelessness for a specific geographic area.

**Homeless:** The HEARTH Act updated the McKinney Vento definition of homelessness. The new definitions went into effect January 4, 2012. A Homeless individual is defined under four (4) categories for ESG program:

HUD defines  
"homeless" as:

***Homeless means:***

**Category 1 Literally Homeless:**

- (1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
  - (i) Has a primary nighttime residence that is a public or private place not meant for human habitation; including a car, park, abandoned building, bus or train station, airport, or camping ground;
  - (ii) An individual or family living in a supervised publicly or privately-operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
  - (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

**Category 2 Imminent Risk of Homelessness:**

- (2) An individual or family who will imminently lose their primary nighttime residence, provided that:
  - (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
  - (ii) No subsequent residence has been identified; and
  - (iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith based or other social networks, needed to obtain other permanent housing;

**Category 3 Homeless under other Federal**

**Statutes:**

- (3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:
  - (i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C.

5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42

U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)) or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);

- (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;
- (iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and
- (iv) Can be expected to continue in such status for an extended period of time due to special needs or barriers: i.e. chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment.

#### **Category 4 Fleeing/Attempting to Flee Domestic**

**Violence** (4) Any individual or family who:

- (i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;
- (ii) Has no other residence; and
- (iii) Lacks the resources or support networks, e.g., family, friends, faith based or other social networks, to obtain other permanent housing.

***At Risk of Homeless*** For an individual or family to qualify as "at risk of homelessness" the individual or family must meet two threshold requirements and must exhibit one or more specific risk factors.

#### ***At risk of homelessness means:***

(1) **An individual or family who:**

- (i) Has an annual income below 30 percent of median family income for the area, as determined by HUD;
- (ii) Does not have sufficient resources or support networks, e.g., family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place described in paragraph (1) of the 'homeless' definition in this section; and (iii) **Meets one of the following conditions:**
  - (A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
  - (B) Is living in the home of another because of economic hardship;
  - (C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;
  - (D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by Federal, State, or local government programs for low-income individuals;

- (E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 persons reside per room, as defined by the U.S. Census Bureau;
  - (F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or
  - (G) Otherwise lives in housing that has characteristics assorted with instability and an increased risk of homelessness, as identified in the recipient's approved Con Plan
- (2) **A child or youth** who does not qualify as "homeless" under this section, but qualifies as "homeless" under section 387(3) of the Runaway and Homeless Youth Act (42 U.S.C. 5732a(3)), section 637(11) of the Head Start Act (42 U.S.C. 9832(11)), section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2(6)), section 330(h)(5)(A) of the Public Health Service Act (42 U.S.C. 254b(h)(5)(A)), section 3(m) of the Food and Nutrition Act of 2008 (7 U.S.C. 2012(m)), or section 17(b)(15) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)(15)); or
- (3) **An unaccompanied youth** who does not qualify as "homeless" under this section but qualifies as "homeless" under section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a (2)), and the parent(s) or guardian(s) of that child or youth if living with her or him.

***Chronically homeless means:***

- (1) An individual who:
- (i) Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
  - (ii) Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least one year or on at least four separate occasions in the last 3 years, where each homeless occasion was at least 15 days; and
  - (iii) Can be diagnosed with one or more of the following conditions: substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance Bill of Rights Act of 2000 (42 U.S.C. 15002)), posttraumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability;
- (2) An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (1) before entering that facility; or
- (3) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraph (1), including a family whose composition has fluctuated while the head of household has been homeless.

***Emergency Shelter*** The definition of emergency shelter has been revised to distinguish this type of shelter from transitional housing. An emergency shelter provides temporary shelter for the homeless, which do not require occupants to sign leases or occupancy agreements. This distinction was necessitated by the McKinney-Vento Act's explicit distinction between what activities can or cannot be funded under the Continuum of Care program and the Rule Housing Stability program. In the final rule, HUD clarified that "Shelter" means "Emergency Shelter" but not "Transitional Housing" for qualifying as homeless under this provision. However, under the definition, any project that received funding in FY2010 as an emergency shelter may continue to be funded under the ESG program, regardless of whether the project meets the revised definition.

***Coordinated Entry System*** ***Coordinated*** entry is a process developed to ensure that all people experiencing a housing crisis have fair and equal access and are quickly identified, assessed for, referred, and connected to housing and assistance based on their strengths and needs.

**Homeless Management Information System (HMIS)** The HMIS information system designated by the Continuum of Care to comply with HUD's data collection, management and reporting standards and used to collect client level data and data on the provision of housing and services to homeless individuals, families, and persons at risk of homelessness.

**Rapid Re-Housing Assistance** The provision of housing relocation and stabilization services and short and/or medium-term rental assistance as necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing.

**Youth** is defined as less than 25 years of age. By establishing youth as less than 25 years of age, it is HUD's hope that the programs authorized by the HEARTH Act amendments to the McKinney Vento Act (42 U.S.C. 11301 *et seq*) will be able to address the unique needs of transition-aged youth adequately and appropriately, to include youth exiting foster care systems to become stable in permanent housing.

**Long-Term Period** The term long-term period is defined in the HEARTH Act to mean 60 days with two moves during that period.

### **Eligible Program Participants**

There are two eligible target populations identified for ESG funds: persons who are still housed but at risk of homelessness and persons who are already homeless. Subrecipients are responsible for verifying and documenting the individuals' risk of homelessness and qualifies them for receiving assistance. HUD requires that Subrecipient's evaluate and certify the eligibility of program participants at least once every three (3) months for all persons receiving medium-term rental assistance. If a household or individual needs more intensive services or long-term assistance, or is not at risk of homelessness, Subrecipient's should link them to other appropriate available resources. To receive financial assistance or services funded by ESG, individuals and families, whether homeless or housed, must at least meet the following minimum criteria:

1. Have at least an initial consultation with a case manager or other authorized representative who can determine the appropriate type of assistance to meet their needs.
2. The household must be at or below **30 percent** of the Area Median Income (AMI). Income limits are available on HUD's website found at <https://www.huduser.gov/portal/datasets/il.html> Subrecipients should use HUD's Section 8 income eligibility standards to determine income eligibility for ESG funded assistance.
3. The household must be either homeless or at risk of losing its housing and meet both of the following circumstances: 1) no appropriate subsequent housing options have been identified; and 2) the household lacks the financial resources and support networks needed to obtain immediate housing or remain in existing housing. Applicants must meet the "but for" test, that is, **but for** prevention assistance, the household would continue to remain homeless because they lack the financial resources or support networks to obtain housing and they have not subsequent housing options.

Other Selection Criteria would include:

1. Employment History – current and past
2. Transportation – ability to get to work/daycare
3. Household Budget – debt ratios
4. Lease – have lease in applicants name or ability to obtain lease in applicants' name

**Homelessness Prevention Assistance** is to be targeted to individuals and families at the greatest risk of becoming homeless. One question to ask is “Would this individual or family be homeless if they were not assisted with ESG funds?” The assistance must be necessary to avoid eviction or termination of utility services. Consideration should also be given to whether the individual or household will be able to resume payments after the ESG program cannot assist them. Case management services should be provided to assist the individual and family to work toward self-sufficiency.

**Rapid Re-Housing Assistance** is available for persons who meet HUD’s definition. Individuals and families who meet one of the following criteria, along with the minimum requirements, are eligible under the rapid re-housing portion. The criteria are:

- Sleeping in an emergency shelter;
- Sleeping in a place not meant for human habitation, such as cars, parks, abandoned buildings, streets/sidewalks;
- Staying in a hospital or other institution for up to 180 days but was sleeping in an emergency shelter or other place not meant for human habitation (cars, parks, streets, Etc.) immediately prior to entry into the hospital or institution; • Graduating from, or timing out of, a transitional housing program; and • Victims of domestic violence.

## **Eligible Activities**

### **Street Outreach Component**

ESG grant amounts may be used for one or more of the following activities:

1. **Street Outreach:** Essential services to eligible participants provided on the street or in parks, abandoned buildings, bus stations, campgrounds, and in other such settings where unsheltered persons are staying. Staff salaries related to carrying out street outreach are also eligible.

**Eligible Program Participants:** Unsheltered individuals and families who qualify as homeless under Category 1 of HUD’s Definition of “Homeless”.

ESG funds may be used for costs of providing essential services necessary to reach out to unsheltered homeless people; connect them with emergency shelter, housing, or critical services; and provide urgent, non- facility-based care to unsheltered homeless people who are unable to access emergency shelter, housing, or an appropriate health facility.

The eligible cost and requirements for essential services consist of:

- 1) **Engagement** The cost of activities to locate, identify and build relationships with unsheltered homeless people and engage them for the purpose of providing immediate support, intervention, and connections with homeless assistance programs and/or mainstream social services and housing programs. These activities consist of making an initial assessment of needs and eligibility; providing crisis counseling; addressing urgent physical needs (meals, blankets, clothes, toiletries) and actively connecting and providing information and referrals to programs targeted to homeless people and mainstream social services and housing programs (emergency shelter, transitional housing, community-based services, permanent supportive housing, and rapid re-housing programs. Eligible costs include the cell phone costs of outreach workers during the performance of these activities.

- 2) **Case Management** The cost of assessing housing and service needs arranging, coordinating, and monitoring the delivery of individualized services to meet the needs of program participants.
- 3) **Emergency Health Services** Eligible cost are for the direct outpatient treatment of medical conditions and are provided by licensed medical professionals operating in community-based settings to include streets, parks, and other places where unsheltered homeless are living.
- 4) **Emergency Mental Health Services** Cost for direct outpatient treatment by licensed professionals of mental health conditions, operating in community-based settings to include streets, parks, and other places where unsheltered homeless are living.
- 5) **Transportation** Cost of travel by outreach workers, social workers, medical professionals, or other service providers are eligible provided that the travel takes place during the provision of serviced eligible under this section. The cost of transporting unsheltered people to emergency shelters or other service facilities is also eligible.
- 6) **Services for Special Population** ESG funds may be used to provide services for homeless youth, victim services and services for people living with HIV/AIDS so long as the cost of providing these services are eligible under number 1-5.

## **Emergency Shelter Component**

### **Eligible Participants:**

Individuals and families who qualify as homeless under Categories 1,2,3 and 4 of HUD'S Definition of "Homeless"

ESG Funds may be used to cover the costs of providing essential services to homeless families and individuals in emergency shelters and operational expenses of emergency shelters.

### **2. Allowable Activities:**

- a. *Essential Services.* This includes services concerned with employment, health, drug abuse, education, and staff salaries necessary to provide these services and may include, but are not limited to:

**(i) Case Management.** The cost of assessing, arranging, coordinating, and monitoring the delivery of individualized services to meet the needs of the program participant is eligible.

Component services and activities consist of:

- (A) Using the centralized or coordinated assessment system as required under §576.400(d);
- (B) Conducting the initial evaluation required under §576.401(a), including verifying and documenting eligibility; (C) Counseling;
- (D) Developing, securing, and coordinating services and obtaining Federal, State, and local benefits; (E) Monitoring and evaluating program participant progress;
- (F) Providing information and referrals to other providers;
- (G) Providing ongoing risk assessment and safety planning with victims of domestic violence, dating violence, sexual assault, and stalking; and
- (H) Developing an individualized housing and service plan, including planning a path to permanent housing stability.

**(ii) Child Care.** The costs of childcare for program participants, including providing meals and snacks, and comprehensive and coordinated sets of appropriate developmental activities, are eligible. The children must be under the age of 13 unless they are disabled. Children with disabilities must be under the age of 18. The child-care center must be licensed by the jurisdiction in which it operates for its costs to be eligible.

**(iii) Education Services.**

When it is necessary for the program participant to obtain and maintain housing, the costs of improving knowledge and basic educational skills are eligible. Services include instruction or training in consumer education, health education, substance abuse prevention, literacy, English as a Second Language and GED.

**(iv) Employment Assistance and Job Training.**

The cost of employment assistance and job training programs are eligible, including classroom, online, and/or computer instruction; on the job instruction and services that assist individuals in securing employment, acquiring learning skills. The cost of providing reasonable stipends to program participants in employment assistance and job training programs is also eligible.

**(v) Outpatient Health Services.** Eligible costs are for the direct outpatient treatment of medical conditions and are provided by licensed medical professionals. Emergency Solutions Grant (ESG) funds may be used only for these services to the extent that other appropriate health services are unavailable within the community. Eligible treatment consists of assessing a program participant's health problems and developing a treatment plan; assisting program participants to understand their health needs; providing directly or assisting program participants to obtain appropriate medical treatment, preventive medical care, and health maintenance services; including providing medication and follow-up services; and providing preventive and non-cosmetic dental care.

**(vi) Legal Services.**

Eligible costs are the hourly fees for legal advice and representation by Attorneys, licensed and in good standing with the bar association in Virginia, regarding matters that interfere with the program participant's ability to obtain and retain housing. Emergency Solutions Grant funds may be used only for these services to the extent that other appropriate legal services are unavailable or inaccessible within the community.

Eligible subject matters are child support, guardianship, paternity, emancipation and legal separation, orders of protection and other civil remedies for victims of domestic violence, dating violence, sexual assault and stalking, appeal of veterans and public benefit claim denials and the resolution of outstanding criminal warrants. Component services or activities may include client intake, preparation of cases for trial, provision of legal advice, representation at hearings and counseling.

Fees based on the actual service performed are also eligible, but only if the cost would be less than the cost of hourly fees.

Legal services for immigration and citizenship matters and issues relating to mortgages are ineligible cost as well as retainer fee arrangements and contingency fee arrangements.

**(vii) Life Skills Training** The cost of teaching critical life management skills that may never have been learned or have been lost during the course of physical or mental illness, domestic violence, substance abuse use and homelessness are eligible costs. These costs for services must be necessary to assist the program participant to function independently in the community.

**(viii) Mental Health Services** Eligible costs are the direct outpatient treatment by licensed professionals of mental health conditions where other appropriate mental health services are unavailable or inaccessible within the community. Eligible treatment consists of crisis intervention, individual, family or group therapy sessions, the prescriptions of psychotropic medications or explanations about the use and management of medications and combinations of therapeutic approaches to address multiple problems.

**(ix) Substance Abuse Treatment Services** Eligible substance abuse treatment services are designed to prevent, reduce, eliminate, or deter relapse of substance abuse or addictive behaviors and are provided by licensed or certified professionals. ESG Funds may only be used to the extent that other appropriate substance abuse treatment services are unavailable in the community. Treatment consists of client intake, assessment, and outpatient treatment for up to 30 days. Inpatient detoxification and other inpatient drug or alcohol treatment are not eligible costs.

**(x) Transportation** Eligible cost consists of transportation cost of a program participant's travel to and from medical care, employment, childcare, or other eligible essential services facilities.

These costs include the following:

- a) Cost of program participant's travel on public transportation
- b) If service worker uses their own vehicle, mileage allowances for service worker to visit program participants;
- c) Cost of purchasing or leasing a vehicle for the County or Subrecipient to which staff transports program participants and/or staff serving program participants and the cost of gas, insurance, taxes, and maintenance for the vehicle; and
- d) Travel cost of County or Subrecipient staff to accompany or assist program participants to use public transportation.

**(xi) Services for Special Populations** ESG funds may be used to provide services for homeless youth, victim services and services for people living with HIV/AIDS so long as the cost of providing these services are eligible under categories listed above.

**Operations.** Eligible costs are the costs of maintenance (including minor or routine repairs), rent, security, fuel, equipment, insurance, utilities, food, furnishings, and supplies necessary for the operation of the emergency shelter. Where no appropriate emergency shelter is available for a homeless family or individual, eligible costs may also include a hotel or motel voucher for that family or individual.

**(xii) Renovation, Rehabilitation or Conversion of Building for Shelters** Eligible cost includes labor, materials, tools, and other costs for renovation (including major rehabilitation of an emergency shelter or conversion of a building into an emergency shelter). The emergency shelter must be owned by a governmental entity or private nonprofit organization.

Examples of allowable rehabilitation projects include, but are not limited to, accumulated deferred maintenance (i.e., replacing flooring), replacement of principle fixtures and components, improvements to increase energy efficiency (i.e., replacing a furnace or air conditioning unit), and structural changes necessary to make the facility accessible for persons with physical disabilities. Rehabilitation projects include deferred repairs for items that are inoperable or broken and in need of replacement prior to the request of the ESG funds. Rehabilitation does not include non-deferred repairs.

**Types of rehabilitation projects include:**

- a) **Conversion:** a change in the use of a building to an emergency shelter or transitional housing where rehabilitation costs exceed 75% of the value of the building **after** conversion. If selected for funding, the facility would be required to be used as a shelter for the homeless for at least **10 years**.
- b) **Major rehabilitation:** rehabilitation or conversion involving costs in excess of 75% of the value of the building **prior to** the proposed rehabilitation or conversion. If selected for funding, the facility would be required to be used as a shelter for the homeless for at least **10 years**.
- c) **Renovation:** rehabilitation that involves costs of 75% or less of the value of the building **prior to** the proposed rehabilitation. If selected for funding, the facility would be required to be used as a shelter for the homeless for at least **3 years** to 10 years depending upon the type of renovation and the value of the building after completion of renovations.

**Operations & Maintenance of Shelter**

ESG funds may be used for maintenance, operation, insurance, provision of utilities, and furnishings related to emergency shelter.

**Maintenance** costs include contract services for copier or security system maintenance, pest control, lawn care, contracted janitorial service, etc.

**Operation** costs include facility rent, utilities, internet service, and telephone; building maintenance and non-deferred repairs; food for shelter residents; vehicle maintenance, registration, repairs, and fuel; building or equipment insurance; fidelity bond coverage; office and maintenance supplies; contracted security services, staff mileage reimbursement (for travel relating to ESG service delivery), and pre-award travel expenses.

ESG funds may not be used for recruitment or on-going training of staff, mortgage payments for the organization, or depreciation. If a building is owned by the ESG Subrecipient or a subsidiary, rent may not be charged to ESG. Only the allocable share of maintenance, utilities, and insurance may be charged.

Non-deferred repairs are items that break during the contract period, such as:

- a) repairing a window that is broken;
- b) repairs due to water damage; or
- c) repairing a broken furnace or air conditioning unit.

**Furnishings** may include beds, mattresses, linens, desks, tables, chairs, etc.

**Homelessness Prevention Component**

ESG funds may be used to provide housing relocation and stabilization services and short and/or medium- term rental assistance necessary to prevent an individual or family from moving into an emergency shelter or another place. This assistance, referred to as homelessness prevention,

may be provided to individuals or families who meet the criteria under the “at risk of homelessness” definition or homeless definition and have an annual income below 30% of median family income for area as determined by HUD.

The costs of homelessness prevention are only eligible to the extent that the assistance is necessary to help the program participant regain stability in the program participant’s current permanent housing or move into another permanent housing and achieve stability in the housing.

### **Rapid Re-Housing Assistance Component**

ESG funds may be used to provide housing relocation and stabilization services and short and/or medium- term rental assistance necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing. This housing, referred to as rapid re-housing assistance, may be provided to program participants who live in an emergency shelter or other place described in the homeless definition. The rapid re-housing assistance must be provided in accordance with housing relocation and stabilization services requirements, as well as the short- and medium-term rental assistance requirements.

### **Housing Relocation and Stabilization Services**

#### **Financial Assistance Costs**

ESG funds may be used to pay housing owners, utility companies and other third parties for the following costs:

**Rental Application Fees** ESG funds may pay for the rental housing application fee that is charged by the owner to the applicant.

**Security Deposits** ESG funds may pay for a security deposit that is equal to no more than two months’ rent.

**Last Month’s Rent**, If necessary, to obtain housing for a program participant, the last month’s rent may be paid from ESG funds to the owner of the housing at the time the owner is paid the security deposit and the first month’s rent. This assistance must not exceed one month’s rent and must be included in calculating the program participant’s total rental assistance, which cannot exceed 24 months during any 3-year period.

**Security Deposits** ESG funds may pay for a standard utility deposit required by the utility company for all customers for the utilities.

**Utility Payments** ESG funds may pay for up to 24 months of utility payments per program participant, per service, including up to 6 months of utility payments in arrears, per service. A partial payment of a utility bill counts as one month. Assistance may only be provided if the program participant or a member of the same household has an account in his or her name with the utility company or proof of responsibility for making utility payments.

**Moving Cost** ESG funds may pay for moving costs, such as truck rental or hiring a moving company. This assistance may include payment of temporary storage fees for up to 3 months, provided that the fees are accrued after the date the program participant begins receiving assistance and before the program participant moves into permanent housing. Payment of temporary storage fees in arrears is not eligible.

### **Service Cost**

This category includes the provision of housing relocation or stabilization services for homeless individuals or families or individuals or families at risk of homelessness, including housing search, mediation or outreach to property owners, legal services, credit repair, providing security or utility deposits, utility payments, rental assistance for a final month at a location, assistance with moving costs, or other activities that are effective at **(a)** Stabilizing individuals and families in their current housing; or **(b)** Quickly moving such individuals and families to other permanent housing

Housing search and placement funds may be used for services or activities designed to assist individuals or families in locating, obtaining, and retaining suitable housing. Component services may include tenant counseling, assisting participants to understand leases, securing utilities, making moving arrangements, representative payee services concerning rent and utilities, and mediation and outreach to property owners related to locating or retaining housing.

Regarding legal services to help pay people stay in their homes, such services must be provided by a lawyer or other person(s) under the supervision of a lawyer to assist program participants with legal advice and representation in administrative or court proceedings related to tenant/landlord matters or housing issues. Legal services related to mortgages are not allowable.

Credit repair includes costs associated with assisting program participants with critical skills related to household budgeting, money management, accessing a free personal credit report, and resolving personal credit issues.

### **Short Term & Medium-Term Rental Assistance**

This category includes a provision of rental assistance to provide short-term or medium-term housing to homeless individuals or families or individuals or families at risk of homelessness. Such rental assistance may include tenant-based or project-based rental assistance.

In order to assist with rental assistance program, the participant must have a written lease with the property owner and the Subrecipient and property owner must have a rental assistance agreement.

**Short-term rental assistance** may not exceed rental costs accrued over a period of three (3) months.

**Medium term rental assistance** may not exceed actual rental costs accrued over a period of 4 to 24 months. No participant may receive more than 24 months of assistance.

After three (3) months of assistance, a participant must be re-evaluated for eligibility to receive additional months of medium-term rental assistance, for a total of 24 months. HUD encourages Subrecipient's to provide ongoing case management to all program participants in order to transition them to independence, including permanent housing arrangements.

**Arrears** Rental assistance may be used to pay up to six (6) months of rental arrears for eligible participants including any late fees on those arrears. Such may be paid if the rental payment enables the participant to remain in the housing unit for which the arrears are being paid or to move to another unit. If funds are used to pay arrears, the arrears are included in determining the maximum 24 months of assistance.

**Rent Restrictions** Rental assistance cannot be provided unless the rent does not exceed the Fair Market Rent established by HUD. <http://www.huduser.org/portal/datasets/fmr.html>

For purposes of calculating rent, the rent shall equal the sum of the total monthly rent for the unit. If the tenant pays separately for utilities, the monthly allowance for utilities (excluding phone) is established by

OHCD Housing Choice Voucher Program and is added to the requested rent to determine if the rent is within the Fair Market Rent. Rental assistance must be in compliance with HUD's standard of "rent reasonableness". Information can be located at:

[www.hud.gov/offices/cpd/affordablehousing/library/forms/rentreasonablechecklist.doc](http://www.hud.gov/offices/cpd/affordablehousing/library/forms/rentreasonablechecklist.doc)

**Rental Assistance Agreement** the Subrecipient can only make payments to owners if they have entered into a Rental Assistance Agreement. The Agreement must:

- Set forth the terms under which rental assistance will be provided;
  - Provide that during the term of the Agreement the owner must give the Subrecipient a copy of any notice to program participant to vacate the housing unit or any compliant used under state law to commence an eviction action.
  - Subrecipient must make timely payments to the owner and the Agreement must contain the same payment due date, grace period and late payment penalty requirements as the program participant's lease. The Subrecipient is solely responsible for paying late payment penalties that incurs with non-ESG funds.
- Agreement may be terminated under the following conditions:
  - Program participant moves out of the housing unit for which the program participant has a lease;
  - The lease terminates and is not renewed; or
  - The program participant becomes ineligible to receive ESG rental assistance.

### **Homelessness Management Information System (HMIS) Component**

Eligible costs related to data collection and reporting for ESG conducted through the Homeless Management Information Systems (HMIS) are an eligible expense under the ESG program. Reasonable and appropriate costs associated with operating an HMIS for purposes of collecting and reporting data required under ESG and analyzing patterns of use of ESG funds are eligible. Eligible costs include purchase of HMIS software and/or user licenses, leasing or purchasing needed computer equipment for providers and the central server, costs associated with data collection, entry and analysis, and staffing associated with the operation of the HMIS, including training.

HMIS activities that are ineligible include planning and development of HMIS systems, development of new software systems, and replacing local government funding for existing HMIS. Only those Subrecipient's that do not have an HMIS already implemented may use a portion of these funds for HMIS implementation or start-up activities.

### **Acceptable Documentation & Recordkeeping Requirements:**

Third party documentation, where it is available, is the preferable documentation of homeless status. The exception to this is for recipients that provide emergency assistance, including emergency shelters that provide a bed for one night, and victim service providers.

Utilizing other forms of already available documentation is acceptable evidence of an individual or family's homeless status. Already available documentation includes certification or other appropriate service transactions recorded in a Homeless Management Information System (HMIS) or another database. This also includes discharge paperwork, to verify a stay in an institution.

### ***Literally Homeless***

- Written observation by the outreach worker; or
- Written referral by another housing or service provider; or
- Certification by the individual or head of household seeking assistance stating that he/she/they were living on the streets or in shelter;
- For individuals exiting an institution-one of the forms of evidence above and:
  - Discharge paperwork or written/oral referral, or
  - Written record of intake worker's due diligence to obtain above evidence and

certification by individual that they exited institution

Would include oral statement made by a social worker, case manager, or other appropriate official at an institution documented by the intake worker of housing or service program. Where the intake worker is not able to obtain a written or oral statement from a social worker, case manager or other appropriate official at an institution, the intake worker may document his or her due diligence in attempting to obtain a statement from the appropriate official in the case file.

### ***Imminent Loss of Housing***

- A court order resulting from an eviction action notifying the individual or family that they must leave; or
- For individual or families leaving a hotel or motel – evidence that they lack the financial resources to stay; or
- A documented and verified oral statement; and
- Certification that no subsequent residence has been identified and
- Self-certification or other written documentation that the individual lack the financial resources and support necessary to obtain permanent housing

### ***Homeless status of an unaccompanied youth or family with children and youth who qualify for homeless under "other federal statutes."***

- Certification by the nonprofit or state or local government that the individual or head of household seeking assistance met the criteria of homelessness under another federal statute; and
- Certification of no PH in last 60 days; and
- Certification by the individual or head of household, and any available supporting documentation, that (s)he has moved two or more times in the past 60 days; and
- Documentation of special needs or two or more barriers

### ***Homeless status by providers serving individuals and families fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, and stalking that are not victim service providers***

- The rules impose additional verification requirements for oral statements by individuals or families who are fleeing, or attempting to flee, domestic violence,

dating violence, sexual assault, and stalking who are seeking or receiving shelter or services from providers who are not victim service providers.

***For victim service providers:***

- An oral statement by the individual or head of household seeking assistance which states
  - They are fleeing; they have no subsequent residence; and they lack resources
  - Statement must be documented by a self-certification or a certification by the intake worker

***For non-victim service providers:***

- Oral statement by the individual or head of household seeking assistance that they are fleeing. This statement is documented by a self-certification or by the caseworker. Where the safety of the individual or family is not jeopardized, the oral statement must be verified; and
- Certification by the individual or head of household that no subsequent residence has been identified; and
- Self-Certification, or other written documentation, that the individual or family lacks the financial resources and support networks to obtain other permanent housing

***Disability Status*** 1) written verification from a professional who is licensed by the state to diagnose and treat that condition, that the disability is expected to be long-continuing or of indefinite duration and that the disability substantially impedes the individual's ability to live independently; and 2) written verification from the Social Security Administration, or the receipt of a disability check (e.g., Social Security Disability Insurance check or Veterans Disability Compensation). Where disability is an eligibility requirement, the intake staff recorded observation of disability status as long as the disability is confirmed by the aforementioned evidence within 45 days of the application for assistance.

## **Other Program Requirements**

***Confidentiality*** to ensure the safety and security of ESG project participants fleeing domestic violence situations, ESG recipients are required to develop and implement procedures to guarantee the confidentiality of records concerning project participants. In addition, the address and location of family violence shelter facilities receiving ESG funding may not be publicly disclosed except with the written authorization of the person(s) responsible for the shelter facility's operation. To comply with this requirement, recipient organizations should, for example, keep written records or files pertaining to families under lock and key with only particular personnel granted access to those files.

***Termination and Appeals Process*** the Subrecipient may terminate assistance to a program participant who violates program requirements. Subrecipients may resume payments to a program participant who was previously terminated. Subrecipients must develop a formal process that recognizes the rights of individuals receiving assistance to due process of law. In terminating assistance to a program participant, the Subrecipient must at a minimum consist of: (1) written notice to the program participant containing a clear statement of the reasons for termination; (2) a review of the decision, in which the participant is given the opportunity to present written or oral objections before a person other than the person (or a subordinate of that person) who made or approved the termination decision; and (3) prompt written notice of the final decision of the program participant.

**Program Accessibility** The recipient (County) and Subrecipient must operate each existing program or activity receiving federal financial assistance so that the program or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities. Reasonable accommodations must be provided for persons with disabilities in order to enable program participants with disabilities to have equal opportunity to participate in program or activity. If an activity involves alterations to shelters, they may be subject to additional accessibility requirements in accordance with 24 CFR part 8.

**Compliance with Fair Housing and Civil Rights Laws** Subrecipient's must comply with all applicable fair housing and civil rights requirements in 24 CFR Part 5.105(a).

**Conflict of Interest With** respect to procurement activities, the Subrecipient must maintain written standards of conduct governing the performance of its employees engaged in the award and administration of contracts. At a minimum, these standards must:

- Require that no employee, officer, or agent may participate in the selection, award, or administration of a contract supported by Federal funds if a real or apparent conflict would be involved. Such a conflict would arise when any of the following parties has a financial or other interest in the firm selected for an award:
  - an employee, officer, or agent of the Subrecipient;
  - any member of an employee's, officer's, or agent's immediate family;
  - an employee's, agent's, or officer's partner; or
  - an organization which employs or is about to employ any of the in the preceding section
- Require that employees, agents, and officers of the Subrecipient neither solicit nor accept gratuities, favors, or anything of value from contractors, or parties to sub agreements. However, Subrecipient's may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value.
- Provide for disciplinary actions to be applied for any violations of such standards by employees, agents, or officers of the Subrecipient.

With respect to all other assisted activities, the general standard is that no employee, agent, or officer of the Subrecipient, who exercises decision-making responsibility with respect to funds and activities, is allowed to obtain a financial interest in or benefit from activities, or have a financial interest in any contract, subcontract, or agreement regarding those activities or in the proceeds of the activities. Specific provisions include that:

- This requirement applies to any person who is an employee, agent, consultant, officer, or elected or appointed official of the County, a designated public agency, or a Subrecipient, and to their immediate family members, and business partner(s).
- The requirement applies for such people during their tenure and for a period of 1 year after leaving the County or Subrecipient organization.
- Upon written request, exceptions may be granted by HUD on a case-by-case basis, after consideration of the cumulative effect of various factors and only with: (a) full disclosure of the potential conflict, and (b) a legal opinion of the County attorney that there would be no violation of state or local laws in granting the exception.

**Reallocation of Funds** if the amount of unused or returned funds is not sufficient to justify the administrative burden of reallocating those funds; the funds may be added to the next fiscal year's allocation.

**Systems Coordination** Emergency Solutions Grants recipients (County) must consult with Continuums of

Care in allocating funds for eligible activities; developing performance standards, evaluating outcomes of ESG assisted projects and developing funding policies and procedures for the administration and operation of the HMIS.

**Centralized or Coordinated Assessment** Emergency Solutions Grants recipients (County) and Subrecipient's are to use a centralized or coordinated system to initially assess the eligibility and needs of each individual and family who seeks homeless assistance or homelessness prevention assistance. This centralized or coordinated assessment system has been developed and implemented by the Continuum of Care in accordance with minimum requirements to be established by HUD.

**Shelter and Housing Habitability Standards** The revised habitability standards incorporate lead-based paint remediation and disclosure requirements. All shelters must meet the minimum habitability standards adopted from the SHP regulations. Shelters renovated with ESG funds are also required to meet state or local government safety and sanitation standards including emergency efficient appliances and materials. If ESG funds are used to help program participants remain in or move into permanent housing, that housing must meet habitability standards. See ESG Housing Habitability Standards Inspection Checklist.

Subrecipient's who provide rental assistance with ESG funds will be required to conduct initial and any appropriate follow-up inspections of housing units into which a program participant will be moving. Units should be inspected on an annual basis and upon a change of tenancy. The minimum ESG Housing Habitability Standards Inspection Checklist must be completed.

**Coordination with Continuum of Care (CoC) Planning Efforts** Subrecipient's must coordinate with the local CoC to ensure that ESG activities are aligned with the CoC's strategies for preventing homelessness and ending homelessness. The impact of people receiving ESG assistance will ultimately be reported by CoC's through required point-in-time counts and through other data collected by HUD.

**Consultation with Homeless Participates** the Continuum of Care must provide for participation of not less than one (1) homeless individual or former homeless individual on the board of directors or other equivalent policymaking entity, to the extent that such entity considers and makes policies and decisions regarding any facility services, or other assistance of the recipient assisted under this part. The Secretary may grant waivers if the Continuum of Care is unable to meet the requirement under the preceding sentence if they agree to otherwise consult with homeless or formerly homeless individuals in considering and making such policies and decisions. Participation of homeless or formerly homeless persons in a policymaking or operations function can pose a challenge for ESG-funded program administrators.

### **Ineligible Activities**

Rehabilitation activities funded through ESG cannot increase the square footage of the structure involved and must occur within the existing structure. (Refer to Section 504 of the Rehabilitation Act of 1973, as amended, as provided in 24 CFR 8.23 (1) or (b).)

ESG funds shall not be utilized acquisition of real property; new construction; addition of square footage, property clearance or demolition; support inherently religious activities such as worship, religious instruction, or proselytization; or to rehabilitate or repair buildings such as sanctuaries, chapels, and other rooms that a congregation uses as its principal place of worship.

ESG funds shall not be used for recruitment or on-going training of staff, depreciation, advertisement, entertainment, conferences, or retreat, public relations, advertising, bad debts/late fees, or mortgage payments of the Subrecipient organization.

### **Match Requirement**

ESG Subrecipient's must match their award amount with **an equal amount** or greater amount of resources other than ESG funds. Therefore, ESG applicant organizations must demonstrate access to resources that may be used as a match **after** the date of the grant award. Matching funds used for this ESG project may not be used to match any other project or grant. Supportive Housing Program and Community Development Block Grants from the U.S. Housing and Urban Development Department may be used as match sources. Match resources must be documented and may include:

- 1) Donated Supplies:** Donated goods such as clothing, furniture, equipment, etc. Include the source and an estimated value for all donated goods.
- 2) Cash Donations or Grants:** Private donations or grants from foundations, nonprofits, or local, state, and federal sources. A single grant may serve as the required match.
- 3) Value of Donated Building:** The fair market value of a donated building in the year that it is donated. The building must be proposed for ESG-related activities and must not currently be in use for these activities. The verification should state when the building was donated and for what purpose, the current use of the building, and how long the building has been used for its current purpose. A licensed real estate salesperson, broker or licensed appraiser may be used to determine the fair market value of the property.
- 4) Rent or Lease:** Rent paid for space currently used to provide services to the homeless must *include the source of funds used to pay rent*. The fair market rent, or lease value of a building owned by or space that is donated (rent-free) to the organization is also an acceptable match resource. To document fair market value a letter from a licensed real estate salesperson, broker or licensed appraiser that specifies the location of building, square footage, value per square foot, and total lease or rent value based on 12-month occupancy.
- 5) Salaries:** Any staff salary paid with general operating funds or grant funds (CDBG, United Way, etc.). The position(s) used as match must be involved in ESG related activities and the

hours utilized for match must be for hours worked for ESG related activities. For each position, include the title, annual salary, percentage of time dedicated to ESG activities, source of funds and the dollar amount proposed as match.

**6) Volunteers:** Time and services contributed by volunteers, with a value not to exceed \$5 per hour. [Note: Volunteers providing professional services such as medical or legal services are valued at the reasonable and customary rate in the community.]

## **Environmental Review**

ESG projects are subject to meeting the environmental review requirements as set for under HUD 24 CFR Part 58.

## **Financial Management & Documentation**

### **1. Financial Management**

The financial management system used by the applicant is to provide for an annual audit, if required, in accordance with 2 CFR 200 Sub-part F 200.507 for Local Governments and private, nonprofit organizations are subject to the audit requirements, as applicable, which states that,

“Subrecipient’s that expend \$750,000 or more in a year of Federal funds shall have a single or program specific audit for that year. Entities that expend less than \$750,000 are exempt from federal requirements for that year, but all [financial and program] records are to be available for the grant period under audit for review by appropriate officials of the federal agency and the pass-thru entity [OHCD] 2 CFR 200.503.”

The Subrecipient agrees to ensure the grant is administered in accordance with the requirements of this part and the guidelines and requirements for Local Governments outlined in 2 CFR 200.327-329 Financial

Monitoring and reporting as they relate to the acceptance and use of ESG funds, and all other applicable federal and state requirements in effect for the period for which it receives grant funding;

The Subrecipient agrees to comply with 2 CFR 200 Subpart D §302 - §303 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all cost incurred.

### **2. Cost Principles**

The non-profit Subrecipient shall administer its program in conformance with 2 CFR, Part 200 subpart E, as applicable and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

If the Subrecipient is a governmental or quasi-governmental agency, the applicable sections of 2 CFR 200 via 2CFR 2400.101, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," and OMB Circular A-87 which has been relocated to 2 CFR, Part 225 would apply.

An organization must include its most recent complete audit report and if applicable, management letters as part of the financial documentation before contracts are executed. If an organization is not required to have a single audit performed, end-of-the-year financial statements (balance sheet, income statement, and statement of cash flow) are required.

## **Contracts and Reporting**

Projections of outputs and outcomes will be incorporated into contracts as performance measures. Applicant organizations must have a computer and access to the Internet. ESG monthly reporting will be electronic via the Internet. Organizations must have a computer on-site with the capability to transmit monthly financial and programmatic reports and receive electronic transmissions. Specific information on the format and due dates of required reports will be provided within contracts to Subrecipient's. Subrecipients must submit reports monthly, by the due date specified in the contract.

Subrecipient's are also required to report client-level data in a Homeless Management Information Systems (HMIS) and must have an agreement with the local HMIS Administrator for reporting. Domestic Violence providers must report in a comparable database. The Office of Housing and Community Development (OHCD) reserves the right to enter into direct agreement with the HMIS Administrators to provide OHCD with required data. OHCD may terminate the contract with a Subrecipient if any Subrecipient, including partners in a collaborative effort, is not complying with the requirements of the contract and HUD requirements related to ESG.

## **ESG Housing Habitability Standards Inspection Checklist**

The standards for housing unit inspections under Emergency Solutions Grant (ESG) are the housing habitability standards. These standards apply only when a program participant is receiving financial assistance and moving into a new (different) unit. Inspections must be conducted upon initial occupancy and then on an annual basis for the term of the ESG assistance.

The habitability standards are from the Housing Quality Standards (HQS) used for other HUD programs. HQS inspections standards do not require a certified inspector complete the inspection. As such, ESG program staff can conduct the inspections, using a form such as this one to document compliance.

### **Element**

1. **Structure and materials:** The structures must be structurally sound so as not to pose any threat to the health and safety of the occupants and to protect the residents from hazards.
2. **Access:** The housing must be accessible and capable of being utilized without unauthorized use of other private properties. Structures must provide alternate means of egress in case of fire.

3. **Space and security:** Each resident must be afforded adequate space and security for themselves and their belongings. Each resident must be provided with an acceptable place to sleep.
4. **Interior air quality:** Every room or space must be provided with natural or mechanical ventilation. Structures must be free of pollutants in the air at levels that threaten the health of residents.
5. **Water Supply:** The water supply must be free from contamination.
6. **Sanitary Facilities:** Residents must have access to sufficient sanitary facilities that are in proper operating condition, may be used in privacy, and are adequate for personal cleanliness and the disposal of human waste.
7. **Thermal environment:** The housing must have adequate heating and/or cooling facilities in proper operating condition.
8. **Illumination and electricity:** The housing must have adequate natural or artificial illumination to permit normal indoor activities and to support the health and safety of residents. Sufficient electrical sources must be provided to permit use of essential electrical appliances while assuring safety from fire.
9. **Food preparation and refuse disposal:** All food preparation areas must contain suitable space and equipment to store, prepare, and serve food in a sanitary manner.
10. **Sanitary condition:** The housing and any equipment must be maintained in sanitary condition.
11. **Fire safety:** Each unit must include at least one battery-operated or hard-wired smoke detector, in proper working condition, on each occupied level of the unit. Smoke detectors must be located, to the extent practicable, in a hallway adjacent to a bedroom. If the unit is occupied by hearing-impaired persons, smoke detectors must have an alarm system designed for hearing-impaired persons in each bedroom occupied by a hearing-impaired person.

### **CERTIFICATION STATEMENT**

I certify that I have evaluated the property located at the address and find the following:

☐ Property meets all of the above standards and is approved.

☐ Property does not meet all of the above standards and is not approved.

Case Name: \_\_\_\_\_