

Prince William County
Office of Housing and Community
Development



Public Housing Agency
5-Year Plan
Fiscal Year 2025-2029

DRAFT

5-Year PHA Plan (For All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals, and objectives for serving the needs of low- income, very low- income, and extremely low- income families

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

A.	PHA Information.																																
A.1	<p>PHA Name: <u>Prince William County Office of Housing and Community Development</u> PHA Code: <u>VA046</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/01/2025</u> The Five-Year Period of the Plan (i.e., 2019-2023): <u>2025-2029</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><i>Prince William County Office of Housing and Community Development (OHCD) as indicated within the Open Comment and Notice of Availability document for both the DRAFT and the FINAL PHA Plan for Fiscal Year 2025 will be uploaded and placed on our County Office of Housing website, hard copies for review will be located at all County Government Buildings, both OHCD’s main and satellite offices and the County Libraries. The notice was also provided through the County’s communication department and through social media.</i></p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)</p> <table><tr><th rowspan="2">Participating PHAs</th><th rowspan="2">PHA Code</th><th rowspan="2">Program(s) in the Consortia</th><th rowspan="2">Program(s) not in the Consortia</th><th colspan="2">No. of Units in Each Program</th></tr><tr><th>PH</th><th>HCV</th></tr><tr><td>Lead PHA:</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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B.	Plan Elements. Required for <u>all</u> PHAs completing this form.																																

<p>B.1</p>	<p>Mission. State the PHA’s mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA’s jurisdiction for the next five years.</p> <p><i>Prince William County Office of Housing and Community Development will develop affordable housing opportunities and neighborhood resources for low and moderate-income area residents by implementing appropriate policies and programs, which provide a safe and healthy environment in which to work and play.</i></p>
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B.2

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

Prince William County Office of Housing and Community Development will develop affordable housing opportunities and neighborhood resources for low and moderate-income area residents by implementing appropriate policies and programs, which provide a safe and healthy environment in which to work and play.

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

Strategy 1: Expand the supply of assisted housing

Objectives:

1. Apply as available and manageable for additional rental vouchers
2. Leverage private or other public funds to create additional housing opportunities
3. Encourage development of affordable and assisted housing in PW County

Strategy 2: Improve the quality of assisted housing

Objectives:

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

Strategy 3: Increase assisted housing choices

Objectives:

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

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

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

Objectives:

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

Goal 3: Ensure Equal Opportunity in Housing for all Americans

Strategy 1: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

B.3

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

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

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

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

- I. Increase the availability of decent, safe, and affordable housing.***
PHA Goals – Expand the supply of assisted housing by:

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

Leverage private or other public funds to create additional housing opportunities: Develop relationships with Virginia Housing, The Prince William County Continuum of Care (CoC), OHCD's HOME Administered Program, local Nonprofit Organizations and Local County Human Service Agencies to identify funds and/or services available to HCV participants.

Five-Year Progress Report:

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

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

PHA Goal – Improve the quality of assisted housing by:

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

Five-Year Progress Report:

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

OHCD has established an internal quality control system, which allows for identifying potential case file errors prior to submission. OHCD has also reclassified a current staff as the Training Supervisor, allowing for one-on-one staff training in applicant certification, continued HUD regulations and OHCD

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

B.4

Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

The Prince William County Office of Housing and Community Development (OHCD) will promote and abide by the VIOLENCE AGAINST WOMEN'S ACT (VAWA) that was signed by President Bush on January 5, 2006. OHCD will support or assist victims of domestic violence, dating violence, sexual assault, stalking, economic abuse, technological abuse and/or others as required by the law to prevent them from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim. OHCD will adhere to HUD requirements regarding the VAWA pertaining to Public Housing and Housing Choice Voucher Program (formally referred to as Section 8). VAWA 2013 expanded notification requirements to include the obligation for PHAs to provide applicants who are denied assistance with a notice of rights and the form HUD-5382 at the time the applicant is denied.

OHCD will take action to protect the safety and welfare of all our residents when repeated offenses occur. In the event the victim being protected shows a willingness to continue relationships with such abusers, continues to have them as guests in their home and incidents continue to occur, the victim could be evicted in order to protect other residents.

A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking, economic and technological abuse; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, economic and technological abuse to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, stalking, economic and technological abuse or to enhance victim safety in assisted families.

The Act has been reviewed and OHCD applies that statute of the law concerning occupancy issues and termination proceedings. Under current Preference Standards, applicants on the waiting list are identified as domestic violence victims and receive a Preference 1 rating if they also live and/or work in Prince William County. Sensitivity to issues of domestic violence is also considered as one of the factors in the determination of a voucher issuance in instances of split housings assisted by the Housing Choice Voucher program. OHCD refers clients to various County Agencies as well as to local nonprofit agencies such as Action in Community Shelter (ACTS), and Northern Virginia Family Services/Serve Housing Programs that provides domestic violence assistance /services.

OHCD also provides owners with VAWA information during our monthly new landlord orientations; we also provide VAWA information at recertification and during the initial certification process. This information includes but not limited to:

- Form HUD-5380, Notice of Occupancy Rights under VAWA
- Form HUD-5381, Model Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault or Stalking,
- Form HUD-5382, Certification of Domestic Violence, Dating Violence, Sexual Assault or Stalking, and Alternate Documentation
- Form HUD-5383, Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

C.	Other Document and/or Certification Requirements.
C.1	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>Federal law permits a housing authority to amend its approved Annual, Five-Year, and Capital Plans (Annual Plan). Significant Amendments to the Annual Plan are subject to the same requirements as the original plan including Resident Advisory Board consultation, a 45-day comment period, public hearing, and approval of the Prince William County Housing Board.</p> <p>Significant amendment is defined as any revision to policy governing the Housing Choice Voucher Program. Significant amendments not requiring HUD's prior approval will be addressed in the following Annual Plan submission.</p> <p>Substantial deviation/modification is defined as any change to previously approved 5-Year Plans or Annual Plans which substantially revises goals or strategies.</p> <p>OHCD will make future amendments to its PHA plan in the following instances:</p> <ol style="list-style-type: none"> 1. Changes to the PHA Plan Goals. 2. Updates to OHCD's Administrative Plan that effect PHA Plan Key Element Areas <p>The exception to this Significant Amendment or Modification Policy rule are as follows:</p> <ul style="list-style-type: none"> • Changes under the above definitions that are required due to HUD regulations, federal statutes, state or local laws/ordinances, or because of a declared national or local emergency will not be considered substantial deviation or significant amendment/modification. • • Changes under the above definitions which are funded by any source other than federal funds will not require Plan amendment or modification. • Discretionary or administrative amendments consistent with the Housing Agencies stated overall mission and objectives will not be considered substantial deviations or modifications. This includes the means in which Prince William County Office of Housing should expand the supply of assisted housing by adding affordable housing units to the market that does not change program guidelines, OHCD's goals, adjust major strategies, and adheres to OHD's Administrative Plan.
C.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.3	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

C.4	<p>Required Submission for HUD FO Review.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>
D.	<p>Affirmatively Furthering Fair Housing (AFFH).</p>

D.1

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

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

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

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

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

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Supply of affordable housing

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

	Fair Housing Goal:		
	<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>		

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

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

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

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

B. Plan Elements.

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

C. Other Document and/or Certification Requirements.

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

C.2 Resident Advisory Board (RAB) comments.

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

C.3 Certification by State or Local Officials.

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

C.4 Required Submission for HUD FO Review.

Challenged Elements.

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

D. Affirmatively Furthering Fair Housing.

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

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

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

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals, and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.