

Housing & Community Development

Mission Statement

The Office of Housing & Community Development will transform lives by developing 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.

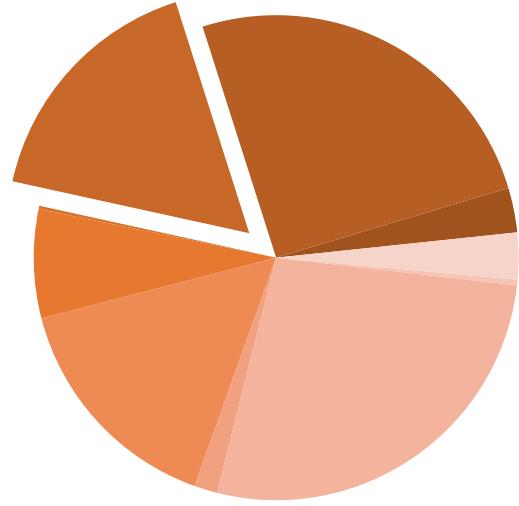
Quadrant Area

% of Health, Wellbeing & Environmental Sustainability

15.9%

Quadrant Expenditure Budget:

\$382,324,748



Programs

Community Preservation & Development \$6,137,888

Housing Finance & Development \$2,088,056

Rental Assistance \$48,303,520

Affordable Housing Support \$3,625,050

Affordable Dwelling Unit \$753,576

Agency Expenditure Budget: **\$60,908,090**

Mandates

The Office of Housing & Community Development does not provide a state or federal mandated service. Some federal grants require certain activities to be performed; however, these are not considered mandates since the County is not obligated to accept the grant funding.

Housing & Community Development

Expenditure and Revenue Summary

\$

Expenditure by Program	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Proposed	% Change Budget FY26/ Budget FY27
Community Preservation & Development	\$2,496,646	\$9,549,548	\$3,498,981	\$6,115,255	\$6,137,888	0.37%
Housing Finance & Development	\$787,423	\$1,038,433	\$938,920	\$2,061,820	\$2,088,056	1.27%
Rental Assistance	\$31,231,041	\$33,314,586	\$36,964,535	\$48,344,615	\$48,303,520	(0.09%)
Affordable Housing Support	\$510,645	\$660,408	\$849,329	\$3,504,138	\$3,625,050	3.45%
Affordable Dwelling Unit	-	-	\$87,811	\$645,058	\$753,576	16.82%
Total Expenditures	\$35,025,755	\$44,562,975	\$42,339,576	\$60,670,886	\$60,908,090	0.39%

Expenditure by Classification

Salaries & Benefits	\$2,713,531	\$3,128,039	\$3,556,498	\$4,783,873	\$4,942,828	3.32%
Contractual Services	\$1,781,561	\$6,314,779	\$3,249,424	\$7,763,796	\$7,824,825	0.79%
Internal Services	\$159,688	\$168,928	\$168,215	\$121,041	\$138,411	14.35%
Purchase of Goods & Services	\$30,197,715	\$34,646,134	\$35,181,732	\$47,778,251	\$47,778,101	0.00%
Capital Outlay	\$0	\$121,902	\$0	\$0	\$0	-
Leases & Rentals	\$0	\$0	\$514	\$40,732	\$40,732	0.00%
Debt Maintenance	\$69	\$0	\$0	\$0	\$0	-
Transfers Out	\$173,193	\$183,193	\$183,193	\$183,193	\$183,193	0.00%
Total Expenditures	\$35,025,755	\$44,562,975	\$42,339,576	\$60,670,886	\$60,908,090	0.39%

Funding Sources

Revenue from Federal Government	\$35,325,187	\$43,537,990	\$40,765,703	\$49,608,995	\$47,640,617	(3.97%)
Use of Money & Property	\$0	\$0	\$67,530	\$0	\$0	-
Miscellaneous Revenue	\$0	\$5,000	\$870	\$0	\$0	-
Charges for Services	\$779,555	\$776,754	\$590,333	\$7,970,100	\$7,970,100	0.00%
Revenue from Commonwealth	\$689,846	\$889,000	\$1,885,716	\$1,209,243	\$3,238,650	167.82%
Transfers In	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	0.00%
Total Designated Funding Sources	\$36,804,587	\$45,218,744	\$43,320,151	\$58,798,338	\$58,859,367	0.10%
(Contribution to)/Use of Fund Balance	(\$2,023,424)	(\$923,631)	(\$1,248,437)	\$959,628	\$902,586	(5.94%)
Net General Tax Support	\$244,592	\$267,862	\$267,862	\$912,920	\$1,146,137	25.55%
Net General Tax Support	0.70%	0.60%	0.63%	1.50%	1.88%	



Staff History by Program



Future Outlook

Increased Cost of Affordable Housing – In the administration of the Housing Choice Voucher Program (HCVP), Small Area Fair Market Rent (SAFMR) established at the ZIP code level replaced the 50th percentile Fair Market Rents previously required for metropolitan areas with high concentrations of voucher families. SAFMRs are intended to provide families residing in low-income areas the opportunity to move to areas with higher rents, thereby making them affordable. Public Housing Authorities are required to use SAFMRs in establishing families' payment standards. This change has increased the payment standards for the HCVP. The new SAFMR's have been published and represent higher rents which affect the allowable Payment Standards that the HCVP must implement. Increased rents, increase program costs, thereby reducing the number of people served.

Families Waiting for Affordable Housing – The waiting list for the HCVP lottery wait list was last opened in October 2024. The Office of Housing & Community Development (OHCD) has successfully reduced the current HCVP wait list by prioritizing and serving applicants under the two category preferences on the waitlist(s). OHCD also opened the Lottery Wait List for both the Non- Elderly Disabled (NED) and Mainstream special voucher programs in FY24 and continues to call in applications from these two waitlists.

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Special Voucher Program Funds – OHCD receives grant funding for the State Rental Assistance Program (SRAP) through the Department of Behavioral Health and Development Services (DBHDS) which serves persons with a developmental disability. There was a reduction in the Tenant Based Rental Assistance (TBRA) Vouchers from 35 to 32, due to funding reductions by the State. This brings the total number of SRAP vouchers to 43, which is made up of a total of 32 TBRA Vouchers and 11 Project-Based Vouchers through SRAP.

OHCD entered into a Memorandum of Agreement (MOA) in March 2025 with the DBHDS, for OHCD to administer an additional 72 Permanent Supportive Vouchers, which will provide housing assistance to persons with serious mental illness.

General Overview

A. The SRAP Special Voucher Program Funds – The DBHDS and OHCD have signed a MOA Ref. 720-5143 to enhance the Permanent Supportive Housing (PSH) initiative for adults with serious mental illness and co-occurring disorder. This initiative provides housing assistance, direct support in securing housing units, and mental health case management to help individuals achieve stable and safe housing. OHCD will receive an additional \$2,029,407 in FY27 to administer 72 additional PSH vouchers, which will provide housing assistance to persons with serious mental illness. The budget is fully supported by the state revenue and there is no impact on the general fund.

B. Redistribution of Internal Service Fund (ISF) Technology Budget – The County allocates information technology (IT) costs to agencies through an ISF for all technology activities including computer support (hardware replacement, software licenses, and helpdesk customer services), IT security, business systems support (public safety communications, financial systems, human services systems, etc.), geographic information system, web services, capital equipment replacement, messaging, cloud storage, network and infrastructure services, telecommunications, and radios.

In FY26, funding was allocated in Non-Departmental to support the FY26 internal services fund billings for the Department of Information Technology, and in FY27 this funding is being reallocated to specific agencies to better represent the functional areas supported by these initiatives. In FY27, OHCD's technology bill increases by \$22,060. No technology service levels are changed, and there is no impact to the technology services individual agencies currently receive.

C. General Fund Support for Compensation Adjustment – OHCD is primarily funded through federal and state revenues, which do not provide dedicated funding for merit or general compensation adjustments. This creates a structural funding gap affecting compensation equity and workforce stability. To address this issue and align OHCD with County compensation policies, general compensation increases will be supported by the general fund beginning in FY27. The total general fund impact for FY27 associated with OHCD compensation adjustments is \$124,699, which has been incorporated into the agency's FY27 budget.

D. Removal of One-Time Cost – A total of \$4,840 has been removed from the OHCD FY27 budget for a one-time supplies and equipment costs related to Affordable Housing/Dwelling Unit staffing initiative.

E. Removal of One-Time Revenue – A total of \$1,968,378 has been removed from the OHCD FY27 budget related to the additional revenue received in FY26 for the SRAP Special Voucher Program serving seriously ill clients. This funding represents state revenue that was reflected under federal revenue in the FY26 budget. For FY27, SRAP revenue has been appropriately classified under state revenue to ensure accurate alignment with the funding source.

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Program Summary

Community Preservation & Development

Community Preservation & Development administers two federal programs through the Department of Housing and Urban Development (HUD). The Community Development Block Grant (CDBG) program and the Emergency Solutions Grant program. The County has a Cooperative Agreement with the Cities of Manassas and Manassas Park to conduct their housing and community development activities. A portion of the CDBG funds is set aside on a competitive basis to eligible activities that meet CDBG National Objectives and further the Prince William Area's goals and objectives, as stated in the five-year consolidated plan. The largest portion of CDBG funds is devoted to housing rehabilitation activities of owner-occupied low and moderate-income households, and the Affordable Rental Rehabilitation Program for non-profits and landlords willing to rent to low-income Housing Choice Voucher Participants. Both rehabilitation programs preserve and improve owner occupied and affordable rental properties to bring properties up to applicable building codes and standards, to correct exterior and interior deficiencies; make accessibility modifications; correct health and safety violations; improve weatherization and energy conservation; and correct lead-based paint violations, asbestos, mold like substances and radon gas. General improvements are also eligible under this program. General improvements include alterations, kitchen, bathroom, accessibility modifications, carpeting, fencing, and landscaping.

Key Measures	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Proposed
Persons provided with housing and other related services - CDBG	4,490	1,875	2,484	2,000	2,200
Persons provided with homelessness prevention and emergency shelter	665	899	710	700	500
Families completing transitional housing program and moving to permanent housing	100%	50%	50%	50%	50%

Program Activities & Workload Measures <i>(Dollar amounts expressed in thousands)</i>	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Proposed
Housing Rehabilitation	\$1,623	\$6,680	\$2,180	\$4,593	\$4,667
Substandard single-family housing units rehabilitated	4	11	13	10	11
Community Improvement & Housing Supportive Services	\$704	\$2,445	\$1,010	\$858	\$804
Persons provided with homelessness prevention and emergency shelter services	665	899	698	700	700
Improvement projects managed	6	11	17	12	13
Manage Transitional Housing at Dawson Beach	\$170	\$424	\$309	\$664	\$667
Homeless families served	3	3	5	5	5

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Housing Finance & Development

PWC, along with the Cities of Manassas and Manassas Park through a Cooperative Agreement, receives an annual allocation of Home Investment Partnerships (HOME) federal funding from HUD. The program objective is to provide decent affordable housing to low-income households; expand the capacity of non-profit housing providers; strengthen the ability of state and local governments to provide housing; and leverage private-sector participation. HOME federal funds are utilized for the First-Time Homebuyer Program, which provides down payment and closing cost assistance for low-moderate income families who live or work in PWC and the cities of Manassas and Manassas Park. Also, at least 15% of the allocation is set aside for specific activities to be undertaken by a special type of non-profit called a Community Housing Development Organization that develops affordable housing for the community it serves.

OHCD administers the Tenant-Based Rental Assistance (TBRA) program using federal HOME funds, and American Rescue Plan (HOME-ARP) funds. Both funding sources require a targeted population to be served and specific income levels with limited funding.

HOME Housing Investment Partnerships Program (HOME TBRA) restricts eligibility to households with annual income below or equal to 60% of Area Median Income (AMI) at initial application and at or below 80% thereafter. For each fiscal year at least 90% of eligible households assisted through HOME ARP-TBRA must be at or below 60% of AMI, adjusted for household size.

Key Measures	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Proposed
Federal & state funds for households to become first-time homebuyers	\$655K	\$7.0M	\$19.0M	\$4.0M	\$5.0M
Private mortgage financing generated on behalf of first-time homebuyers	\$1.4M	\$6.0M	\$1.4M	\$4.0M	\$2.0M

Program Activities & Workload Measures <i>(Dollar amounts expressed in thousands)</i>	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Proposed
Homeownership Assistance	\$787	\$1,038	\$939	\$2,062	\$2,088
Families assisted to become first-time homebuyers	6	9	7	10	20
Affordable units added, with counseling to the families that rent/purchase units	9	9	7	10	10

Rental Assistance

PWC receives federal funding to administer the HCVP, which provides rental assistance to very low-income families, the elderly, and the disabled to decent, safe, and affordable housing in the private market. Housing assistance is provided on behalf of eligible families or individuals, allowing them to secure housing (single-family homes, townhouses, mobile homes, and apartments) that meets their needs. OHCD assists approximately 1,750 families monthly with rental assistance. Participants are required to meet federal eligibility guidelines, maintain a lease agreement, and contribute 30% – 40% of their income toward the rent. Additionally, OHCD conducts regular home inspections to ensure safety and compliance with regulatory standards.

Key Measures	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Proposed
Eligible elderly and disabled persons in HCVP provided with rental assistance	89%	59%	80%	70%	75%
Family Self Sufficiency Grant families who successfully meet program goals	95%	77%	75%	80%	75%
Rental income paid to local property owners on behalf of families	28.5M	\$29.6M	\$31.8M	\$39.8M	\$34.1M
Annual HCVP performance evaluation score from HUD	100%	100%	100%	100%	100%
Families assisted by OHCD with low-income housing	7,881	5,900	4,852	5,500	5,000

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Program Activities & Workload Measures <i>(Dollar amounts expressed in thousands)</i>	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Proposed
Housing Assistance Program Payments	\$28,882	\$30,982	\$33,225	\$43,359	\$43,486
Families provided with rental assistance	2,539	2,162	2,157	2,750	2,200
Housing Assistance Program Administration	\$2,349	\$2,332	\$3,739	\$4,985	\$4,817
Participant eligibility determinations	2,539	2,162	2,081	2,300	2,000
Families on the HCVP rental assistance waitlist	327	215	251	300	300

State Rental Assistance Program (Affordable Housing Support)

OHCD receives grant funding for the SRAP through DBHDS which serves people with a developmental disability. The goal of this funding is to increase access to mainstream and integrate independent rental housing assistance options for people in the Settlement Agreement population. A total of 11 Project-Based Vouchers has been awarded to OHCD and are located throughout the Prince William Area, with units within proximity to supportive services, transportation and shopping centers. Additionally, a total of 32 Tenant-Based Vouchers has been awarded to OHCD, along with 72 Permanent Supportive Vouchers, which will provide housing assistance to persons with serious mental illness.

Key Measures	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Proposed
Rental income paid to local prop. owners on behalf of families in PBRA program	1,542	1,691	1,745	1,750	1,775
Rental income paid to local prop. owners on behalf of family in TBRA program	2,207	3,701	4,869	3,900	5,000
PBRA referrals successfully assisted with housing	100%	100%	100%	100%	100%
TBRA referrals successfully assisted with housing	80%	96%	95%	90%	95%

Program Activities & Workload Measures <i>(Dollar amounts expressed in thousands)</i>	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Proposed
Affordable Housing Support	\$511	\$660	\$849	\$3,504	\$3,625
PBRA families assisted by OHCD with low-income housing	11	11	11	11	11
TBRA families assisted by OHCD with low-income housing	20	26	28	50	40
Families referred to State Rental Assistance Program	15	7	5	20	20

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Affordable Dwelling Unit (AfDU)

The Prince William County's AfDU Program mission and goals will be to support and encourage the development of a full range of housing choices, through a collaboration with the development industry and promote continued existence of such AfDU dwelling units. An Affordable Dwelling Unit is defined as a dwelling unit that is affordable to households with income at or below the AMI and occupied by affordable dwelling unit residents. The AfDU Rental Program component provides for homes that are affordable for households with incomes at or below fifty percent (50%) [very-low income] and incomes at or below eighty percent (80%) [low income] of the AMI, adjusted for household size as determined by HUD, and adjusted annually. Through development proffers executed between developers and Prince William County Board of County Supervisors (BOCS), opportunities for the creation of affordable units are being realized.

The Committed Affordable For-Sale Units Program (Voluntary Proffers) component provides for affordable housing units that are affordable for households with income at or below eighty percent (80%) [low income] of the AMI, and Workforce Housing Units available to households with income at or below one-hundred and twenty percent (120%) of the AMI, adjusted for household size as determined by HUD. The Committed Affordable Rental Units (CARU) Program provides for affordable housing units that are affordable for households with income at or below eighty percent (80%) [low income] of the AMI, and Workforce Housing Units available to households with income at or below one-hundred and twenty percent (120%) of the AMI [moderate income], adjusted for household size as determined annually by the HUD.

Key Measures	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Proposed
Total Covenants Monitored	-	-	-	-	21
Affordable Housing Fund Loans	-	-	-	-	3

Program Activities & Workload Measures <i>(Dollar amounts expressed in thousands)</i>	FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 Adopted	FY27 Proposed
Affordable Dwelling Unit	\$0	\$0	\$88	\$645	\$754
Number of Affordable Household Applications Processed	-	-	-	-	50
Number of Household(s) Served (Housed)	-	-	-	-	21
Number of Re-Zoning/AfDU Application Reviewed	-	-	-	-	5
Affordable Housing Fund Application Submission, Reviewed & Scored	-	-	-	-	7