

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

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# FAIRFAX COUNTY REDEVELOPMENT AND HOUSING AUTHORITY

Annual Plan for Fiscal Year 2008  
(FCRHA Fiscal Year 2009)

Adopted March 6, 2008

## PHA Plan Agency Identification

**PHA Name:** Fairfax County Redevelopment and Housing Authority

**PHA Number:** VA019

**PHA Fiscal Year Beginning: (mm/yyyy)** 07/2008

**PHA Programs Administered:**

**Public Housing and Section 8**     
  **Section 8 Only**     
  **Public Housing Only**  
 Number of public housing units: 1063     
 Number of S8 units:     
 Number of public housing units:  
 Number of S8 units: 3014 (FY 2007 average lease-up)

**PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

### Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

Main administrative office of the PHA

Fairfax County Department of Housing and Community Development  
 Office of Housing Management  
 3700 Pender Drive, Suite 100  
 Fairfax, Virginia 22030-6039

- PHA development management offices  
 PHA local offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA  
 PHA development management offices

- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

South County Government Center/Region I  
 8350 Richmond Highway  
 Suite 527  
 Alexandria, Virginia 22309

Fairfax County Department of Systems Management for Human Services

1. Region II (East County)  
 6245 Leesburg Pike, #300  
 Falls Church, Virginia 22044
2. Region III (Reston/Herndon Area)  
 11484 Washington Plaza, West, #400  
 Reston, Virginia 20190
3. Region IV (West County)  
 12011 Government Center Parkway, #232  
 Fairfax, Virginia 22035

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA

Fairfax County Department of Housing and Community Development  
 Office of Housing Management  
 3700 Pender Drive, Suite 100  
 Fairfax, Virginia 22030-6039

- PHA development management offices
- Other (list below)

**Annual PHA Plan**  
**PHA Fiscal Year 2008**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

**PURPOSE**

This Fiscal Year 2008 Annual Plan, which covers the period July 1, 2008 to June 30, 2009 (Fairfax County's Fiscal Year 2009), was prepared to comply with the requirements of Section 511 of the Quality Housing and Work Responsibility Act (the Act) of 1998. The Act requires the Fairfax County Redevelopment and Housing Authority (FCRHA) to submit to the Department of Housing and Urban Development (HUD) every fiscal year on or after October 1, 1999, an annual plan that responds to 17 specific components.

**BACKGROUND**

The FCRHA is a political subdivision of the Commonwealth of Virginia and is empowered to implement housing, community development, and redevelopment programs within Fairfax County and such towns, cities and counties with which it has cooperation agreements. The Fairfax County Board of Supervisors created the Department of Housing and Community Development (HCD) in 1973 for the purpose of carrying out the programs and serving as the staff of the FCRHA. The Annual Plan focuses on the public housing and Housing Choice Voucher (HCV) programs as required by HUD and does not encompass all programs and activities of the FCRHA or HCD.

Fairfax County's Five-Year Consolidated Plan for Fiscal Years 2006-2010 disclosed that about 45,376 families in Fairfax County had incomes that were less than 80 percent of the area's median income and had need for rental housing units in the county. About 20,000 of these families had incomes that were 30 percent or less than the area's median income.

The FCRHA's public housing and HCV tenant-based assistance is a primary source of federal housing assistance for the County's low-income residents living in the FCRHA's three service areas—Service Area I (South County), Service Area II (Central County), and Service Area III (North County)\*. The FCRHA provides public housing units to 1,063 families and has 3,204 Housing Choice Vouchers authorized to provide rental assistance payments to families living throughout the three service areas. In March 2004, the FCRHA initiated a new on-line registration system, which gives interested applicants access 24 hours a day, seven days a week, 365 days a year. It is unlikely that all families on the waiting lists will have the opportunity to obtain housing assistance through the FCRHA programs since the expected turnover of families in public housing and HCV is generally averaging about 10 percent per year.

### **Income Mixing**

The FCRHA Public Housing Admissions and Occupancy Policy states that the FCRHA must avoid concentrations of the most economically and socially disadvantaged families in any one or all of the FCRHA's public housing projects. Effective October 1, 1999, the FCRHA modified its policy to include semi-annual reviews of public housing admissions to ensure compliance with the FCRHA income mixing policy and HUD guidance. The policy was further modified in March 2000, after HUD issued additional guidance on income mixing.

In order to ensure relative parity among its housing developments, effective with the FY 2006 annual plan, HCD is analyzing the income levels of public housing tenants on a twelve-month timetable to determine the average incomes of families in each development, per HUD guidance. High-income developments are defined as those with family incomes over 115 percent of the average and low-income developments as those with family incomes under 115 percent of the average. Reasonable income mixing is then obtained by either admitting higher income tenants where the development is more than 15 percent under the average or admitting lower income tenants where the development is more than 15 percent over the average.

### **Housing Choice Voucher Homeownership Program**

The FCRHA implemented an HCV homeownership program effective January 2002. The program began as a pilot program to use vouchers to secure housing for 25 families over five years. The pilot program has concluded and the FCRHA is considering the lessons learned and best practices, in preparation for a potential expansion of the program.

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\* The FCRHA's three service areas are analogous to and overlay Fairfax County's four Human Service Regions.

### **ROSS Homeownership Program**

The FCRHA Resident Opportunity and Self-Sufficiency (ROSS) Family and Homeownership Program will target 167 Public Housing families that are participating in the flat rent program, a program developed to help families create savings to meet certain goals - particularly homeownership, as well as participants in the Family Self Sufficiency Program. A Program Coordinator, together with FCRHA partners, will promote homeownership education to families that could afford to purchase housing under several FCRHA first-time homebuyer initiatives. The ROSS Family and Homeownership Program will help prepare these families for homeownership and provide financial literacy training, homebuyer education, and other life skills and job training. It is anticipated that this pilot program will move 45 households into homeownership. This program is currently under development.

### **Safety and Crime Prevention Measures**

In the Annual Plan, the FCRHA places a high priority on crime prevention and safety issues that affect the quality of life and economic vitality of families in assisted housing. The FCRHA recognizes the importance of providing for a safe and secure environment for residents who live in its neighborhoods. Throughout the years, the FCRHA has instituted numerous security practices to prevent and control crime related problems in its developments. This plan discusses many of these practices.

### **Asset Management**

The new public housing Operating Fund program rule, signed into law on September 19, 2005, requires that all PHAs with 250 or more units to convert to asset management: funding, budgeting, and accounting focused on individual public housing projects (“assets”), rather than on the PHA as a whole. The FCRHA has 1,063 units comprising the 27 developments in the public housing inventory scattered throughout the three service areas. For the FCRHA, whose fiscal year begins on July 1<sup>st</sup>, the initial compliance year was PHA Fiscal Year 2007/FCRHA Fiscal Yea 2008 (July 1, 2007 – June 30, 2008).

As of July 1, 2007, the FCRHA has met the asset management conversion steps of its public housing portfolio required to date, including HUD’s requirement to develop project-based budgets approved by the FCRHA prior to the start of the fiscal year. By the end of the fiscal year the FCRHA will submit project-based financial statements to HUD and will move towards HUD compliance regarding cost-reasonableness for centralized services, including management fees.

### **Community Service Reinstated**

The FCRHA's policy on performing community service while a resident in a public housing unit is that each adult public housing resident, not exempted by the Act, shall perform at least 8 hours of community service per month for 96 hours per year. Generally, eligible tenants perform the required service throughout the year, on a month-to-month basis. The FCRHA monitors resident compliance on an ongoing basis.

The FCRHA's notice to the tenants states that the FCRHA will not renew the lease at the end of the twelve month lease unless (1) the tenant, and any other noncompliant resident, enters into a written agreement with the FCRHA to cure the noncompliance, or (2) the family provides written assurance satisfactory to the FCRHA that the tenant or other noncompliant resident no longer resides in the unit. The tenant may also request a grievance hearing on the FCRHA determination. In the agreement, the tenant will be required to cure the noncompliance by completing the additional hours of community service or economic self-sufficiency activity needed to make up the total number of hours required over the twelve-month term of the new lease.

### **Preventing and Ending Homelessness**

Fairfax County has committed to ending homelessness in 10 years. This commitment requires that no later than the end of 2018, every person who is homeless or at risk of being homeless in the Fairfax County is able to access appropriate affordable housing and the services needed to keep them in their homes. To achieve this goal, Fairfax County plans to use the "Housing First" model, which aims to eliminate the time that people spend in interim or temporary housing, and to use the triage services to quickly coordinate services and to locate suitable permanent housing. The FCRHA plays a critical role in the implementation of the county's homelessness plan, and will undertake a number of activities in Fiscal Year 2008 to facilitate the role Fairfax County's Housing Choice Voucher and Public Housing resources will play in this effort.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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#### **Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

#### Required Attachments:

- Admissions Policy for Deconcentration (va019a08.doc)
- FY 2008 Capital Fund Program Annual Statement (va019b08.doc)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- List of Resident Advisory Board Members (va019c08.doc)
- Community Service Description of Implementation (va019d08.doc)
- Information on Pet Policy (va019e08.doc)
- Section 8 Homeownership Capacity Statement, if applicable (va019f08.doc)
- Description of Homeownership Programs, if applicable (va019g08.doc)

#### Optional Attachments:

- PHA Management Organizational Chart (va019h08.pdf)
- FY 2008 Capital Fund Program 5 Year Action Plan (va019i08.doc)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (va019j08\_PT1.doc; va019j08\_PT2.pdf; va019j08\_PT3.pdf)
- Other (List below, providing each attachment name)
  - List of Certifications to be Submitted by April 15, 2008 (va019k08.doc)
  - The FCRHA's definition of "substantial deviation" and "significant amendment or modification". (va019l08.doc)
  - Violence Against Women Act Statement (va019m08.doc)
  - Performance and Evaluation Reports; Capital Fund Program (va019n08\_PT1\_FFY2007.pdf; va019n08\_PT2\_FFY2006.pdf; va019n08\_PT3\_FFY2005.pdf; va019n08\_PT4\_FFY2004.pdf)

**Supporting Documents Available for Review**

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility,

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
		Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable	Annual Plan: Conversion of

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Public Housing
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
NA	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

## A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Name of Jurisdiction: <b>Fairfax County, VA</b>		Source of Data <b>CHAS Data Book</b>				Data is Adjusted per Community 2020 Projections for the Year: <b>2002</b>			
	Renters					Owners			
Household by Type, Income, & Housing Problem	Elderly 1 & 2 member households	Small Related (2 to 4)	Large Related (5 or more)	All Other Household s	Total Renters	Elderly	All Other Owners	Total Owners	Total Household s
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
1. Very Low Income (0 to 50% MFI)	4,664	10,646	2,991	5,470	23,771	4,513	6,989	11,502	35,273
2. <b>0 to 30% MFI</b>	2,849	4,412	1,280	2,388	10,929	2,081	2,859	4,940	15,869
6. <b>31 to 50% MFI</b>	1,815	6,234	1,711	3,082	12,842	2,432	4,130	6,562	19,404
10. <b>Other Low-Income (51 to 80% MFI)</b>	1,025	4,693	1,411	3,366	10,495	2,028	5,457	7,485	17,980
14. <b>Moderate Income (81 to 95% MFI)</b>	700	4,311	1,266	3,805	10,082	2,370	7,708	10,078	20,160
18. Total Households* *	9,666	48,103	10,945	37,141	105,855	35,166	211,711	246,877	352,732

\*\* Includes all income groups -- including those above 95% MFI

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

Consolidated Plan of the Jurisdiction/s  
Indicate year:

- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset, as included on the HUD website on October 15, 2003 (<http://www.comcon.org/resources/chas/reports.asp>)
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

**B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<b>Housing Needs of Families on the Waiting List</b>			
February 26, 2008			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Registration list total	10,114 (includes 5 applicants with incomes over 80% AMI)		
Extremely low income <=30% AMI	7,678	75.9%	
Very low income (>30% but <=50% AMI)	2,161	21.4%	
Low income (>50% but <80% AMI)	270	2.7%	
Families with children	5,585	55.2%	
Elderly families	1,567	15.5%	
Families with Disabilities	1,909	18.9%	

### Housing Needs of Families on the Waiting List

February 26, 2008

Race/ethnicity Black*	1,476	14.6%	
Race/ethnicity White*	3,002	29.7%	
Race/ethnicity Asian*	651	6.4%	
Race/ethnicity Other/not reported*	4,985	49.3%	
Race/ethnicity Hispanic**	2,225	22.0%	
Race/ethnicity Non-Hispanic/not reported**	7,889	78.0%	

\* The FCRHA does not collect race or ethnicity data at the time of initial application. This information is collected when applicants update their information on the waiting list or when they are called for an interview. Therefore, the 4,985 applicants listed under "Race/ethnicity Other/not reported" either reported as not belonging to the white, black or Asian groups, or have not yet reported. The numbers reported under white, black and Asian only reflect those applicants that have provided that information via updates or interviews.

\*\* As with race, information concerning ethnicity (Hispanic/Non-Hispanic) is not collected at the time of initial application; this information is collected only when applicants update their information or when they are called for an interview. The 7,889 applicants listed under "Race/ethnicity Non-Hispanic/not reported" either have reported as non-Hispanic, or have not yet reported their information.

Characteristics by Bedroom Size (Public Housing Only)	# of families	% of total families (rounded to nearest whole percentage)	Annual Turnover
1BR	2,630	35%	67
2 BR	2,685	35%	181
3 BR	1,506	20%	171
4 BR	725	10%	30

Is the waiting list closed (select one)?  No  Yes

Note: The waiting list for Public Housing is open; the Housing Choice Voucher Program waiting list only was closed on March 1, 2007.

If yes:

How long has it been closed (# of months)? For the Housing Choice Voucher program, approximately 13.5 months (at the time of anticipated submission of this Plan on April 15, 2008)

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes (Participants in the Project Homes, Special Needs Homeless Assistance, Transitional Housing and Health Danger programs.)

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

There are over 10,000 families on the FCRHA's combined HCV and Public Housing registration lists who have indicated an immediate unmet need for subsidized housing units. The FCRHA's Public Housing Program, consisting of 1,063 units available for housing, and the HCV Program, which pays rental subsidies to over 3,000 families, do not have sufficient housing and financial resources to meet this unmet housing need. Because the annual unit turn-over rate for these programs is about 10 percent, the FCRHA will continue to focus during Fiscal Year 2008 on the self-sufficiency and asset development of families living in public housing and HCV households.

The FCRHA is committed to being an active participant in the implementation of Fairfax County's Ten-Year Plan to Prevent and End Homelessness and plans to analyze strategies, such as focusing coordinated services upon clients with extremely low incomes. To improve the quality of assisted housing and to comply with HUD's new asset management rules, the FCRHA will assess the financial viability of the FCRHA public housing inventory and develop a strategy for the overall inventory and each individual property. The FCRHA will make more public housing units available by terminating assistance to families whose incomes are at or above 100 percent of the area median income. Finally, the FCRHA will endeavor to place residents in the most appropriate sized unit.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)
  - Over-income policy that results in the termination of assistance to families above 100 percent of the Area Median Income in public housing, thereby making those units available to families in greater need.

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
  - The FCRHA will continue to seek support from the Fairfax County Board of Supervisors to increase the number of affordable dwelling units in the County for low and moderate-income families.
  - The number of accessible affordable dwelling units and the extent of accessibility will be tracked to guide ongoing efforts to increase the number and quality of accessible units.
  - The FCRHA will continue to seek Low Income Housing Tax Credits.
  - The FCRHA will assist in the preservation of existing HUD subsidized housing as well as non-subsidized affordable developments.
  - The FCRHA will leverage available sources of funding (tax credits, tax exempt bonds, HOME funds, etc.) to develop or preserve affordable housing either directly or through provision of assistance to other non-profit or for-profit developers.
  - The FCRHA will identify opportunities to link and coordinate affordable housing preservation and production activities with the goals of Fairfax County's Ten-Year Plan to Prevent and End Homelessness. This will include identifying opportunities to provide specialized rental housing consistent with the homelessness plan. In FY 2008, it is anticipated that this will include giving priority for "Housing First" for 50 federal HOME Investment Partnership-funded Tenant Based Rental Assistance (TBRA) certificates and potentially, depending on federal regulations and the availability of willing landlords, 50 Housing Choice Vouchers. It is also anticipated that the FCRHA will assist non-profit developers in acquiring as many as 18 units for "Housing First". Finally, the FCRHA will conduct benchmarking and review its admissions, occupancy and administrative data and policies to identify

opportunities to better facilitate with its partner agencies the “Housing First” model.

Other: (list below)

- Fairfax County Homeownership Programs.
- Fairfax County Rental Housing Program.
- Acquisition of Multifamily Properties.
- Development of Single Occupant Units, if feasible.
- Project-Based Section 8.
- Development of Magnet Housing Programs.
- Partnership for Permanent Housing Program: Five-year pilot using HOME funds via Tenant Based Rental Assistance (TBRA) vouchers to move 25 families from Fairfax County’s homeless shelters, into permanent housing, and on to self-sufficiency, with a final goal of homeownership.

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)
  
- Over-income policy that results in the termination of assistance to families above 100 percent of the Area Median Income in public housing, thereby making those units available to families in greater need.

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)
  
- Over-income policy that results in the termination of assistance to families above 100 percent of the Area Median Income in public housing, thereby making those units available to families in greater need.

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Elderly make up over 15 percent of applicants on the waiting lists. Assistance available through a number of project-based assistance for developments for the elderly.
- Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- There are 100 vouchers specified for persons with disabilities under the Mainstream Housing for Persons with Disabilities Program and administers Medicaid-waiver vouchers.
- It should be noted that current Mainstream Voucher selection criteria works against Fairfax County. The County has high numbers of disabled persons in poverty, but they are a small percentage of the overall population of more than 1 million residents of this affluent jurisdiction.
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)
- Set-aside public housing units for occupancy for disabled individuals in the Supportive Shared Housing Program administered by the Community Services Board.

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)
  - The Consolidated Plan analysis shows that there were no racial or ethnic groups within any income category identified by the HUD Comprehensive Housing Affordability Strategy (CHAS) data with a disproportionately greater need in Fairfax County. Per the Consolidated Plan, a "disproportionate need" exists when the percentage of persons in a category of need, who are members of a particular racial/ethnic group, is at least ten percentage points higher than the percentage of persons in the category as a whole. The HUD CHAS data used in the Consolidated Plan is from the year 2000 and evaluates housing needs for the entire population of the County at that time. The race/ethnicity estimates shown on pages 9 and 10 are based specifically on families that had registered for the FCRHA waiting list as of November 14, 2007, and represent the demand for FCRHA public housing and housing choice voucher programs at that time.

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**Need: Specific Family Types: All renter families below 95% MFI**

Initial occupancy in Public Housing and FCRHA-owned non-Public Housing units is limited to 80 percent of the Area Median Income (AMI). However, it should be noted that the FCRHA has updated its definition of "moderate income" to include individuals and families earning up to 100 percent of the area median income. The FCRHA may authorize the use of the 100 percent standard in its residential rental properties and programs on a case-by-case basis, depending on the program and income limits associated with the financing for the program or property. To date, the FCRHA has applied the 100 percent AMI standard to 273 units in eight non-Public Housing FCRHA-owned rental property. These 273 units represent an additional resource to serve incomes above 80 percent who otherwise would not be eligible for Public Housing or other FCRHA-owned housing.

**Strategy 1: Facilitate the self-sufficiency of FCRHA residents as they move toward financial independence, while recognizing the needs of special populations**

- X Increase the number and percentage of employed persons in assisted households
- X Provide or attract supportive services to improve assistance recipients' employability

- X Provide or attract supportive services to increase independence for the elderly or persons with disabilities
- X Support the establishment of computer learning centers at assisted housing locations
  - o Applied for and were awarded FY 2006 PH and HCV FSS Grants.
  - o Applied for and were awarded FY 2007 PH and HCV FSS Grants.
  - o Applied for and were awarded FY 2006 Resident Opportunities and Self-Sufficiency (ROSS) grant for Family and Homeownership
  - o Received \$200,000 Resident Opportunities and Self-Sufficiency (ROSS) Neighborhood Networks award to continue computer learning services at Ragan Oaks, Barros Circle, and Robinson Square public housing properties.

**Strategy 2: To generate and increase opportunities for homeownership as a means to self-sufficiency, asset growth, neighborhood stability and allow those who work in Fairfax County to live in the County.**

- X Continue to expand voucher homeownership program
  - o Leverage private or other public funds to create additional housing opportunities
- X Acquire and build units and developments
- X Provide a storefront for homebuyer education and counseling
  - o Applied for FY 2007 Homeownership Supportive Services Grant
  - o Received \$99,000 EDI grant to provide technology and other support for the Fairfax County First-Time Homebuyers program

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA’s selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Homeless Shelter and Transitional Housing Programs operated by community-based organizations, such as the Fairfax County Department of Family Services, Reston Interfaith, New Hope Housing, Inc., Good Shepherd Housing, Fairfax-Falls Church Community Services Board, and private contract vendors.
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government

- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

- Quarterly dialogue with non-profit partners
- Fairfax County Single Resident Occupancy (SRO) Task Force
- Fairfax County Community Council on Homelessness

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2008 grants)</b>		
a) Public Housing Operating Fund	\$2,440,682	
b) Public Housing Capital Fund	\$1,664,142	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$40,428,246	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	\$218,000	
h) Community Development Block Grant	\$6,162,472	Eligible purposes
i) HOME	\$2,439,575	Eligible purposes
Other Federal Grants (list below)		
Emergency Shelter Grant	\$265,518	Eligible purposes
Section 8 New construction		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	\$4,700,678	Eligible purposes
<b>4. Other income (list below)</b>		
Investment income	\$232,913	Eligible purposes
<b>4. Non-federal sources (list below)</b>		
County General Fund	\$959,658	Public housing operations
<b>Total resources</b>	<b>\$59,511,884</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
  - HCD verifies a family's eligibility for admission to a public housing unit at the time the applicant is being considered for the suspense pool, generally within six-months of admission.
- Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
  - Credit reports
  - Tenant checks to determine if applicant owes another Housing Authority money.

c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

##### **(2) Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

- Fairfax County's Public Housing Program is scattered over a 400-square mile county. This necessitates administering the units through three service areas (I-South County, II-Central County, and III-North County).
- Sub-lists within Fairfax County are proposed to be used once program operations are decentralized and made operational.

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

- Fairfax County South County Government Center Office
- Fairfax County Human Services Coordinated Services Planning Offices at various geographic locations including the Reston/Herndon, Alexandria\Mount Vernon, Falls Church, and Fairfax County Human Services Center (Pennino) building areas.
- Computer kiosks at various public sites throughout the County.
- County FCRHA application site through the Internet.

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists? 2 (one site-based and one sub-jurisdictional)

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

**(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

One

- Applicants who decline a unit for a valid reason, such as medical (i.e., unable to climb stairs), or too far from employment or special education needs of a dependent, will remain on the waiting list until a more suitable unit is available. The second unit will meet the applicant's need; but if it is declined, the name will be removed from the waiting list.

Two

Three or More

b.  Yes  No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

a. Income targeting:

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

- HCD anticipates targeting more than 50% of all new admissions based on the incomes of the families who are on HCD's waiting lists.

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

Emergencies

Overhoused

Underhoused

Medical justification

Administrative reasons determined by the PHA (e.g., to permit modernization work)

Resident choice: (state circumstances below)

Other: (list below)

- Proximity to employment.

- Medical justification includes reasonable accommodation.

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

- Ranking Preference: Rent Burden (rent + utilities are >30 percent of income).
- Sole adult working less than 30 hours/week due to care for disabled dependent household member.

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

- FCRHA maintains waiting lists for both the public housing and HCV programs based on the date and time that a family applies for the programs and the priority ranking which FCRHA awards in the evaluation process. FCRHA's evaluation process uses local and ranking preferences in assigning priority ranking. First priority is awarded to applicants whose head or spouse, (1) is employed, attending school, or participating in a job training program for a combination of 30 hours per week; or (2) is 62 or older; or (3) meets the HUD definition of being disabled; or (4) is the only adult in the household, is working less than 30 hours per week, and who is the primary caretaker of a disabled dependent; AND who pays more than 30% of their gross annual income for rent and utilities; AND who lives and/or works in Fairfax County. The rent burden preference is applied when applicants are paying, during the past 90 days or longer, more than 30 percent of their gross income for rent and utilities (excluding telephone and cable/satellite television costs).
- Up to 55 percent of the annual public housing admissions available through turnover are selected from a special priority admissions pool. These applicants, who meet local priorities, are referred by human service providers and enrolled in certain human services programs, including transitional housing and the Special Needs Homeless Initiative Assistance and Project Homes, a program cooperatively administered by HCD and the Department of Family Services to serve homeless families.

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

- Sole adult household member working less than 30 hours per week in order to care for their disabled dependent.
- High rent burden (where rent and utilities are greater than 30 percent of income).

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers

- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease  
 The PHA's Admissions and (Continued) Occupancy policy  
 PHA briefing seminars or written materials  
 Other source (list)

➤ Affidavit of understanding.

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal  
 Any time family composition changes  
 At family request for revision  
 Other (list)

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b.  Yes  No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

Note: The FCRHA's policy is not reflective of a deficiency; rather, it is a tool intended to maintain compliance with HUD deconcentration requirements under the Quality Housing and Work Responsibility Act of 1998 (QHWRA)

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site-based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

- Villages at Falls Church
- Greenwood
- Belle View
- Barros Circle
- The Atrium
- Old Mill Gardens
- Heritage Woods South
- Robinson Square
- Heritage Woods North, Colchester Town, Springfield Green
- Greenwood II
- Barkley Square
- Water's Edge
- West Ford II
- Reston Town Center
- Ragan Oaks
- West Glade, Copper Mill, Monroe Chase, Virginia Station, Townes at Walney Oaks, Townes at Woodland Glen

Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

Other (list policies and developments targeted below)

d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

- Villages at Falls Church
- Greenwood

- Belle View
- Barros Circle
- The Atrium
- Old Mill Gardens
- Heritage Woods South

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

- Robinson Square
- Heritage Woods North, Colchester Town, Springfield Green
- Greenwood II
- Barkley Square
- Water's Edge
- West Ford II
- Reston Town Center
- Ragan Oaks
- West Glade, Copper Mill, Monroe Chase, Virginia Station, Townes at Walney Oaks, Townes at Woodland Glen

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)
- Tenant's prior landlords and addresses
  - Any information regarding damage claims paid on behalf of the tenant

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- The pre-application process or the "registration list" is the same for all three programs (Public Housing, Housing Choice Voucher and local rental program); however, the list can be sorted by the program requested by applicants.
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)
- Fairfax County South County Government Center Office
  - Fairfax County Human Services Coordinated Services Planning Offices at various geographic locations including the Reston/Herndon, Alexandria\Mount Vernon, Falls Church, and Fairfax County Government Office (Pennino Bldg) areas.
  - Computer kiosks at various public sites throughout the County.
  - County application site through the Internet.

**(3) Search Time**

- a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?

- Current policy is that no extensions are given beyond the initial 60-day period. However, the FCRHA may choose to adjust this policy dependent upon market conditions, lease-up rates, reasonable accommodation request approvals, and the status of program finances.

If yes, state circumstances below:

**(4) Admissions Preferences**

a. Income targeting

- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

- Ranking Preference: Rent Burden (rent + utilities are greater than 30 percent of income.)
- Sole adult working less than 30 hours/week due to care for disabled dependent household member.

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1      Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

- The FCRHA maintains waiting lists for both the public housing and HCV programs based on the date and time that a family applies for the programs and the priority ranking which the FCRHA awards in the evaluation process. The FCRHA’s evaluation process uses local ranking preferences in assigning priority ranking. First priority is awarded to applicants whose head or spouse, (1) is employed, attending school, or participating in a job training program for a combination of 30 hours per week; or (2) is 62 or older; or (3) meets the HUD definition of being disabled; or (4) is the only adult in the household, is working less than 30 hours per week, and who is the primary caretaker of a disabled dependent; AND who pays more than 30% of their gross annual income for rent and utilities; AND who lives or works in Fairfax County. The rent burden preference is applied when applicants are paying, during the past 90 days or longer, more than 30 percent of their gross income for rent and utilities (excluding telephone and cable television costs).
- Up to 55 percent of the annual HCV admissions available through turnover are selected from a special priority admissions pool. These applicants, who meet local priorities, are referred by human service providers and enrolled in certain human services programs, including transitional housing and the Special Needs Homeless Initiative Assistance and Project Homes, a program cooperatively administered by HCD and the Department of Family Services to serve homeless families. A small number of HCV placements are also reserved for applicants living and working in Fairfax County with a household member who is disabled and who resides in a housing unit with housing conditions that

represent an imminent danger to the health and well-being of the family member listed on the application.

- A preference is also given on the HCV waiting list to households who meet the qualification for the Family Unification Program voucher.
- Finally, special priority admissions are given in the HCV program to individuals who are disabled and under 62 years of age and qualify for the County's Mainstream Disabilities Program.

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

- See above description of preferences.

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

- Extensive targeted mail-out to human service providers, applicants on waiting lists, and other interested parties.

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0  
 \$1-\$25  
 \$26-\$50

2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

- The family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996;

- The family would be evicted as a result of the imposition of the minimum rent requirement;
- The income of the family has decreased because of changed circumstances, including loss of employment;
- A death in the family has occurred; and
- Other situations as may be determined by FCRHA.

c. Rents set at less than 30% than adjusted income

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

Yes for all developments

Yes but only for some developments

No (see flat rents section)

2. For which kinds of developments are ceiling rents in place? (select all that apply)

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)

➤ Any time the family experiences an income decrease of more than 10 percent of their annual income and any time there is a change in family composition.

g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood

☒ Other (list/describe below)

- Flat rents are determined for each type of unit in a public housing development. The purpose of a flat rent schedule is to allow the FCRHA to create rental structures that would reflect the asset value of the unit, similar to the private market and which would remove disincentives to families obtaining employment and achieving self-sufficiency, while maintaining income protections for the residents. HUD has stated that flat rents are to be based on a reasonable market value of the unit.
- The FCRHA's flat rents are determined based on a formula-driven model. The model's methodology takes into consideration factors related to the cost of operating and providing the dwelling units in individual public housing developments and other key factors related to the specific characteristics about the FCRHA's public housing developments, such as the property's age, location, and physical condition. Also, comparable property rental values were used to determine if further adjustments in the flat rent schedule were necessary.
- The FCRHA's flat rent schedule is mainly driven by costs incurred by the FCRHA to operate, maintain, and provide the rental units in 27 public housing developments. Costs were developed for each public housing development and include operating expenses incurred to maintain the developments, general fund expenses such as garbage collection, miscellaneous expenses such as painting, capital improvements costs, and costs related to maintaining a replacement reserve.
- The model's methodology also calculates adjustments to the cost-driven flat rents to account for a property's age, location, and physical condition. For example, our analysis showed that rental rates for properties in Service Areas II and III generally run higher than Service Area I. The cost-driven flat rents for properties in Service Areas II and III were adjusted upward to account for these differences.
- Comparing cost-driven flat rents with subsidized rental properties in the County also provided us with information to further adjust the flat rent schedule.

## B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Payment Standards

Describe the voucher payment standards and policies.

- The FCRHA's policy is to maintain the voucher payment standard between 90 and 100 percent of FMR. The FCRHA will adjust the standard as dictated by levels of program funding and market conditions.
- Assistance payments will be made using the same procedures specified in Section VI of the Administrative Plan, except that monthly assistance payments will not change if the monthly rent for a unit changes, but may change when the payment standard changes or an affordability adjustment is made.
- During the term of any five-year Annual Contributions Contract, annual adjustments of the payment standard may be made. HCD intends to make the affordability adjustments as needed.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families

Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

Annually

Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

Success rates of assisted families

Rent burdens of assisted families

Other (list below)

➤ Budget constraints.

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

\$0

\$1-\$25

\$26-\$50

b.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

- The family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996;
- The family would be evicted as a result of the imposition of the minimum rent requirement;
- The income of the family has decreased because of changed circumstances, including loss of employment;
- A death in the family has occurred; and
- Other situations as may be determined by FCRHA.

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:
  - The FCRHA is a political subdivision of the Commonwealth of Virginia and is empowered to implement housing, community development, and redevelopment programs within Fairfax County and such towns, cities and counties with which it has cooperation agreements. The Fairfax County Board of Supervisors created the Department of Housing and Community Development (HCD) in 1973 for the purpose of carrying out the programs and serving as the staff of the FCRHA.
  - Management and organization of the HCD:
    1. Administration Division
    2. Office of Housing Management
    3. Property Improvement and Maintenance Division
    4. Financial Management Division
    5. Real Estate Finance & Grants Management Division
    6. Design, Development and Construction Division
    7. Information Systems and Services Division
  - HCD's staffing level is 310 professional and support positions (includes merit, limited term, and vacant positions). The major programs that they administer include:
    1. Housing Choice Voucher (HCV) Program
    2. Public Housing Program management, maintenance, and modernization
    3. Fairfax County Rental Program (FCRP)
    4. FCRP/Senior Housing Program
    5. FCRP/Special Needs Housing Program
    6. Affordable Dwelling Unit (ADU) Homeownership and Rental Programs
    7. Home Repair and Improvement Programs
    8. First-Time Homeownership Programs, including Moderate Income Direct Sales (MIDS)

9. Homebuyer Downpayment and Closing Cost Assistance Programs, including American Dream Downpayment Initiative (ADDI) and Home Stride (VHDA) Program
10. Community Development Block Grant Program
11. HOME Investment Partnership Program
12. Neighborhood Improvement Program
13. Assisted Housing Development and Preservation Program
14. Relocation Services Program
15. Financing Affordable Housing and Community Projects Program

### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use “NA” to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	1,063	120
HCV Vouchers	3,204	276
HCV Portability Billed	232	N/A
Special Purpose HCV Certificates/Vouchers (list individually) Preservation	64	2
Other Federal Programs(list individually)		
Section 221 (d) (3)	286	38
Section 236	438	59
HOME (Rental Subsidies)	75	6
Section 8 New Construction	0*	0*

\*The FCRHA is no longer administering the new construction contracts. HUD has consolidated this function into one managing entity in Alabama.

### **C. Management and Maintenance Policies**

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

The FCRHA has 27 public housing developments with a total of 1,063 units in the public housing inventory. In many cases, the public housing units are scattered among other units in the development, meaning that FCRHA does not own the entire

property. Public housing units range in age from 50 years (Kingsley Park) to Affordable Dwelling Unit townhouses constructed within the last 10 to 12 years. Public Housing units include individual apartments scattered among market rate condominiums to townhouse units and garden apartments. The Department of Housing and Community Development (HCD) administers the Public Housing Program in accordance with HUD and FCRHA policies and procedures.

The public housing program serves households with incomes up to 50 percent of the area median income. The average annual income of tenant households as of August 2007 was about \$22,198 per year.

**Management** HCD's Property Management Division has the responsibility for the day-to-day management and operations of the FCRHA's Public Housing Program. The Division issues detailed policies and procedures that are used in managing and maintaining the 27 public housing developments. These procedures will be reviewed and revised to reflect the automation of many of these processes and changes in general practices. They include:

- File Maintenance Procedures
- Tenant Application Procedures
- Rent Calculation Procedures
- Procedures for Filling Vacant Units
- Procedures for Leasing Up Units
- Procedures for Transfers of Residents
- Procedures for Annual Recertifications
- Procedures for Interim Recertifications
- Procedures for Inspections, New Resident Home Visit & Exterminations
- Grievance Procedures
- Procedures for Terminations-Public Housing
- Procedures for Preparation for Court
- Procedures for Eviction
- Procedures for the Use of Management Aides
- Procedures for Special Residential Programs
- Procedures for Resident Services Activities
- Procedures for Case Notes
- Procedures for 30 Day Home Visit
- Procedures for Tenant Accounts Receivable
- Procedures for Financial Commitment Form
- Procedures for Crisis Intervention
- Procedures for Monthly Reporting Requirements for Service Providers
- Procedures for Volunteer Registrations and Registration Form
- Procedures for Solutions Program
- Procedures on Temporary Relocation of Public Housing Residents (in development)

- Procedures for performance-based budgeting and asset management (in development)

These documents are maintained at HCD's headquarters location, 3700 Pender Drive, Fairfax, Virginia.

**Maintenance:** The Property Improvement and Maintenance Division (PIMD) has direct responsibility to maintain FCRHA-owned properties in keeping with community standards and to ensure that all its properties are safe, decent, and affordable for the long-term. The public housing property managers coordinate maintenance activities with PIMD.

In performing its maintenance functions at public housing developments, PIMD's maintenance activities are guided by specific rules, standards, and policies that direct the Division in its maintenance function of keeping all public housing units in a viable living condition. PIMD handbooks contain the following subject matters related to the maintenance function.

- Resident Unit Inspection Procedures.
- Unit Work Order Procedures.
- Quality Control Procedures.
- Procedures for Statement of Maintenance Charges and Credits.
- Procedures for the Eradication of Pests.
- Procedures for Risk Management—Playground Health and Safety.

These documents are maintained at PIMD's headquarters location, 4500 University Drive, Fairfax, Virginia.

(2) Section 8 Management: (list below)

The HCV program is a federally subsidized program administered by the FCRHA in Fairfax County in which the FCRHA assists eligible low-income households rent privately owned housing by providing a monthly rent subsidy for units that meet Federal Housing Quality Standards. The HCV program serves households with incomes up to 50 percent of the area median income.

**Management:** HCD's Rental Services Division has the responsibility for the day-to-day management and operations of the FCRHA's HCV Program. The Division issues detailed policies and procedures in its HCV Administrative Plan that are used by the Rental Services Division in administering approximately 3,204 Annual Housing Assistance Payment Contracts. The Plan contains the following policies and procedures that are used in the administration of the program.

- Admission and occupancy policies and procedures.
- Housing Assistance Payments Procedure.
- Procedure to Reduce Program Abuse.

- Procedures on Tenant Services.
- Transition Provisions.
- Housing Voucher Program.
- Special HCV Housing Guidelines to Rental Rehabilitation Program.
- Monitoring of Program Performance.
- Project Homes and Special Needs Homeless Incentive Program.
- Transitional Housing Priority.
- Family Self-Sufficiency Program.
- Family Unification Program.
- HCV Homeownership Program.
- Exhibits (such as program brochures, form letters, applications, forms, etc.)

The HCV Administrative Plan is maintained at HCD's headquarters location, 3700 Pender Drive, Fairfax, Virginia

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### **A. Public Housing**

1.  Yes  No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

- Hearing procedures dated June 19, 1995, implements HUD's Final Rule on Restrictions on Assistance to Non-citizens.
- Hearing procedures implementing the FCRHA's Reasonable Accommodation Process.

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
- PHA development management offices
- Other (list below)

- Service Area I site office in County of Fairfax South County Center

**B. Section 8 Tenant-Based Assistance**

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

- Hearing procedures dated June 19, 1995, implements HUD’s Final Rule on Restrictions on Assistance to Non-citizens.
- Hearing procedures implementing the FCRHA’s Reasonable Accommodation Process.

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- Other (list below)

- Service Area I site office in the County of Fairfax South County Center

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

**A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

**(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA’s option, by completing and attaching a properly updated HUD-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) VA019bV08

-or-

- The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

**(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name VA019iV08

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:

Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description: Not applicable

## **9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1.  Yes  No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

### **B. Voluntary Conversion Initial Assessments pursuant to Section 22 of the U.S. Housing Act of 1937**

- A. How many of the PHA's developments are subject to the Required Initial Assessments? 27
- B. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g. elderly and/or disabled developments not general occupancy projects)? 1
- C. How many Assessments were conducted for the PHA's covered developments? 27
- D. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: 0
- E. If the PHA has not completed that Required Initial Assessments, describe the status of these assessments: N/A

### **C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

## **11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description: Not applicable. However, it should be noted that The FCRHA Resident Opportunity and Self-Sufficiency (ROSS) Family and Homeownership Program will target 167 Public Housing families that are participating in the flat rent program, a program developed to help families create savings to meet certain goals - particularly homeownership, as well as participants in the Family Self Sufficiency Program. A Program Coordinator, together with FCRHA partners, will promote homeownership education to families that could afford to purchase housing under several FCRHA first-time homebuyer initiatives. The ROSS Family and Homeownership Program will help prepare these families for homeownership and provide financial literacy training, homebuyer education, and other life skills and job training. It is anticipated that this pilot program will move 45 households into homeownership. This program is currently under development.

### **B. Section 8 Tenant Based Assistance**

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

Yes  No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants  
 26 - 50 participants  
 51 to 100 participants  
 more than 100 participants

- It should be noted that the FCRHA is evaluating the HCV Homeownership Program and may opt to expand the number of participants during FY 2008.

b. PHA-established eligibility criteria

Yes  No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

See Attachment F, "FCRHA Section 8 Homeownership Capacity Statement".

## **12. PHA Community Service and Self-Sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

Yes  No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

- FCRHA/HCD and the Fairfax County Department of Family Services (DFS) have been collaborators in self-sufficiency programs. DFS and HCD are two departments within the Fairfax County government structure and the service collaboration predates cooperative agreements. FSS participants' service plans include the use of a Release of Information that permits the exchange of information between the agencies.

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
  - Information sharing regarding mutual clients (for rent determinations and otherwise)
  - Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
  - Jointly administer programs
  - Partner to administer a HUD Welfare-to-Work voucher program
  - Joint administration of other demonstration program
  - Other (describe)
- Administers a special program to award Housing Choice Vouchers for homeless families in conjunction with supportive services. (Project Homes).
  - Administers the Family Unification Program.

## **B. Services and programs offered to residents and participants**

### **(1) General**

#### a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

- FCRHA Resolutions Implementing Economic Uplift and Self-Sufficiency:
- Adoption of Moderate Income Direct Sales (MIDS) Homebuyers Eligibility Requirements;
- Adoption of Policies and Regulations Concerning the Sale and Rental of Affordable Dwelling Units (First Time Homebuyers' Program);
- Maintaining Family Self-Sufficiency Program & Conducting Outreach;
- Continue Current Practices for Economic Uplift and Self-improvement Initiatives.

b. Economic and Social self-sufficiency programs

Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or HCV participants or both)
Resident Mgmt. Aides	12	Emp. Interview	PHA Main Office	Public Housing
Section 8 Housing Choice Voucher Homeownership	25	Specific Criteria	PHA Main Office	HCV
Sponsor-Education Homeownership Seminars- First Time Homebuyer’s Program & Moderate Income Direct Sales Program-Homeownership Education	200	Other – Voluntary sign-up	PHA Main Office	Both
Sales/Program Purchaser’s	10	Specific Criteria	PHA Main Office	Both
Downpayment & Closing Cost Program	23	Specific Criteria	PHA Main Office	Both
Fairfax Area Christian Emergency and Transitional Services, Inc.- Robinson Square, Barros Circle and Ragan Oaks: Pre-employment. Program; Household Mgmt.; ESL; Parent/Child Enrichment Program; Resident Employment Opportunities.	Varies upon the program	Restricted to property residents	PHA Main Office or FACETS office or the respective property’s Activity Center	Public Housing
Center for Multi-Cultural Human Services-Kingsley Park: Career and employment workshops; Family Support Services.	Varies upon the program	Restricted to property residents	PHA Main Office or CMHS office or Kingsley Park Activity Center	Public Housing

**(2) Family Self-Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	30 (as of 8/2007)
Section 8	50 (waiver)	48 (as of 8/2007)

b.  Yes  No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

- HUD approved a waiver allowing the reduction to the mandated number of participants.

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents  
(select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children

➤ Based on the results of resident satisfaction surveys conducted on public housing properties, the majority of residents feel safe in their homes and when walking in the development during the daytime. However, residents report feeling somewhat unsafe when walking in the developments after dark. Main tenant complaints relate to loitering. Remedies include lighting, installation of security fences, posting no parking and loitering signs to prevent drug dealing and loitering at the properties. Other remedies include increased contact with the police to help enforce the no trespass letters and prosecution efforts.

Observed lower-level crime, vandalism and/or graffiti

➤ Crime statistics are generally low, with police calls mainly for domestic disputes, auto theft, and truancy. Analysis of crime trends reveals that property crimes, such as vandalism, is a problem on selected properties. It is important to note that property crimes are only documented when the victim decides to report an incident. As such, any increase in property and nuisance crimes (loitering, trespassing and truancy) can be attributed to higher incidences of reporting on the part of public housing residents. A greater police presence may have also contributed to the increase in reported property and nuisance crimes.

People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime

➤ The FCRHA is divided into three service areas. Potential applicants appear to have a negative perception about drugs and crime in Service Area I. The perception is not necessarily directed toward FCRHA properties, rather toward the region as a whole. This region of the county has areas of older housing,

low rents, and higher poverty compared to the rest of Fairfax County, which could contribute to the negative perceptions held by FCRHA applicants.

Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

Safety and security survey of residents

- The FCRHA conducts annual Security Audits of its public housing developments. Each audit includes a comprehensive safety and security resident survey. The survey asks residents for information regarding their perceptions of safety in the community and what factors or conditions they believe contribute to the problems. These reports are included in the planning process for budgets, Capital Grant. This survey enables FCRHA staff to identify the safety and risk control issues for each property and develop strategies to resolve the problems. Residents of selected properties are also surveyed on an annual basis.
- The FCRHA conducts annual inspections combining risk management and security audits.

Analysis of crime statistics over time for crimes committed “in and around” public housing authority

- The FCPD provides crime statistics to the FCRHA for analysis. The report itemizes Part I and Part II Calls for Service and field reports for each public housing development. Generally this information is analyzed in the Security Audit to identify crime trends for each public housing development. Arrest data is also provided on a weekly basis from FCPD. The arrest data is used to detect drug related and violent criminal activity of tenants not necessarily of community. The arrest data also reveals unauthorized persons residing in units and households in need of referrals for service to determine if intentional fraud has been committed.

Analysis of cost trends over time for repair of vandalism and removal of graffiti

- PIMD is responsible for repairing vandalism and removing graffiti from FCRHA properties. PIMD maintains a record of work orders and regularly monitors cost trends of repairs and other property improvements.

Resident reports

PHA employee reports

Police reports

- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

1. Barros Circle
2. Audubon Apartments
3. West Ford I, II, III
4. West Glade (formerly The Green)
5. Kingsley Park
6. Rosedale Manor
7. Robinson Square
8. Ragan Oaks
9. Greenwood
10. Old Mill Gardens

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
  - The FCRHA has an excellent track record of leveraging resources. Other county agencies and local non-profits such as FACETS, Alcohol and Drug Services, the Office of Partnerships and Northern Virginia Family Service provide programs for adults and youth living in public housing. These and other agencies conduct a variety of programs on-site, such as: computer classes, academic enrichment programs, and drug prevention/ awareness activities. Most of these organizations sustain their programs through a combination of County funds and their own funding, with the FCRHA providing space and other resources as they become available.
- Crime Prevention Through Environmental Design
  - HCD and the FCPD both have staff who are trained in CPTED. These officers generally provide CPTED consultations prior to implementing physical improvement projects on PHDEP properties. FCPD officers also provide input regarding landscaping, lighting, and other risk control issues on public housing properties to housing staff. New property managers will receive CPTED training as soon as possible after they are hired.
- Activities targeted to at-risk youth, adults, or seniors

- FCRHA provides activities for residents of all ages living in public housing, including, recreational and cultural opportunities, on-site educational programs, wellness and fitness programs, academic enrichment, holiday and back-to-school celebrations, substance abuse prevention programs, alternative recreational programs, therapeutic group activities, and employment/career counseling programs.

Volunteer Resident Patrol/Block Watchers Program

- The FCRHA has worked in conjunction with the Crime Prevention Unit of the FCPD to actively promote Window Watch as a viable strategy to reduce drug and other criminal activity on or near FCRHA owned properties. To date, this program's success has been marginal. However, FCRHA and FCPD continue to promote the program and support any residents interested in forming a Neighborhood Watch/Window Watch program.

Other (describe below)

- Compliance and Community Relations (CCR) Unit -- The CCR Unit was established in April, 1999 to investigate fraud and program abuse in the HCV and Public Housing programs. The CCR Unit has developed innovative techniques to detect program fraud and will now use its expertise to handle public housing safety and security issues. It should be noted that the CCR Unit was a recipient of the HUD 1999 Best Practice Award for its efficient handling of program abuse.
- Security Coordinator - The Security Coordinator position was consolidated with the Drug Grant Coordinator position. The position is supported by the Public Housing Capital Fund. The Security Coordinator position is responsible for the security audits, working with Property Managers in establishing programs to address effective techniques to combat crime, as well as prevention methods on and around Public Housing sites, working with the local police, helping to build cases to evict tenants that are involved with violent and drug related crimes. This position monitors the security guard contracts and security guard budget as well as other funding related to the security issues for Public Housing.
- No Trespass Letters – HCD issues “No Trespass” letters to any person found in violation of FCRHA or property regulations, engaging in criminal activity, acting abusive towards staff or residents, or otherwise acting in an inappropriate manner. This information is maintained and tracked by Property Managers, FCPD and the Compliance Unit.

2. Which developments are most affected? (list below)

- The following properties have been included in FCRHA’s security patrols in the last seven years based on factors such as resident perception of crime, tenant characteristics, and FCPD calls for service.
  1. Barros Circle
  2. Audubon Apartments
  3. West Ford I, II, III
  4. West Glade (formerly The Green)
  5. Kingsley Park
  6. Rosedale Manor
  7. Robinson Square
  8. Ragan Oaks
  9. Old Mill Gardens
  10. Greenwood

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- As established by an agreement between FCRHA and FCPD, reports containing Calls for Service and Field Investigative Reports for Part I and Part II crimes are provided semi-annually to HCD. The agreement also allows HCD, to the extent authorized by law, to access all public information that in any way deals with criminal activity on any FCRHA property. FCPD also provides copies of public records that document or substantiate actual or potential criminal activity in or connected with the public housing developments. This information is provided at no cost to HCD. Weekly arrest data is also provided to HCD by FCPD. This data is provided on disk and is then matched with the HCD database.
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- The Fairfax County police officers have access to site offices. Police may use this space to meet with residents, and discuss warnings to any person found to be in violation of HCD rules and regulations that could be considered illegal. HCD also has offered public housing units to police officers in accordance with HUD regulations.
- Police regularly testify in and otherwise support eviction cases

- The FCPD officers involved in investigations, arrests and other law enforcement activities involving public housing residents will appear at grievance hearings, as well as in courts of law, as necessary. In termination actions for violent criminal activity and drug related activity, they will offer testimony, present evidence, be cross-examined and be an expert witness to support HCD's termination action against a public housing resident. The partnership of HCD and the FCPD in eliminating such activity from public housing properties demonstrates the mutually shared investment both parties have in improving the living conditions for public housing residents and the safety of public housing properties.

Police regularly meet with the PHA management and residents

- Meetings are held with the FCPD at the station level with Police, and generally including probation officers, HCD Property Managers, the Security Coordinator, and Lead and Senior Housing Services Specialists, as well as private market property management representatives. The meeting is used to discuss any new or emerging crime trends in the neighborhood as well as in the public housing development, issues related to problem tenants, and to determine the schedule for additional police patrols. Senior staff from HCD and FCPD also meet for policy meetings to evaluate the progress of the ongoing partnership and make any necessary adjustments to the community policing efforts. FCPD Crime Prevention Officers are available to meet with residents upon request and attend community functions on a regular basis.

Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services

Other activities (list below)

2. Which developments are most affected? (list below)

- Barros Circle
- Audubon Apartments
- West Ford I, II, III
- West Glade (formerly The Green)
- Kingsley Park
- Rosedale Manor
- Robinson Square
- Ragan Oaks
- Old Mill Gardens
- Greenwood

#### **D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

#### **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

Pet policy included in Attachment E.

#### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

#### **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
  - The most recent independent auditors' report was submitted to HUD for the fiscal year end June 30, 2006.
3.  Yes  No: Were there any findings as the result of that audit?
4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

### **Long-Term Asset Management Goals and Objectives**

- The operating needs of the public housing stock are:
    1. Project-based budgeting for all developments.
    2. Improved resident training in basic home and equipment maintenance.
    3. Establishing a review process that will look at existing and new property management policies in terms of their economic impact on the public housing program.
    4. Establishing a program of property rehabilitation in conjunction with the Capital Grant Fund.
    5. Continuing implementation of a computer facility management software package that will integrate rent records with work orders and capital construction history. Implementation of the progress in underway, Phase I is complete.
  - The capital investment and rehabilitation needs of the public housing stock are assessed as follows:
    1. The FCRHA contracts with an independent engineering consultant for periodic inspections of its public housing units to update replacement reserve computations/preventative maintenance recommendations and capital needs recommendations.
    2. The FCRHA will continue with semi-annual inspections of public housing developments to identify risk management needs, security needs, and physical improvement needs.
    3. Capital improvements are underway in the FCRHA's older developments in order to meet a compatibility standard with the surrounding market environment.
    4. Disposition of public housing units is not being planned during the annual plan period.
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable

- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
  - Attached at Attachment J (va019j08PT1.doc)
  - Provided below:
  
3. In what manner did the PHA address those comments? (select all that apply)
  - Considered comments, but determined that no changes to the PHA Plan were necessary.
    - In Attachment J (File name: va019j08PT1.doc), HCD has included its responses to the Resident Advisory Council's comments and recommendations.
  - The PHA changed portions of the PHA Plan in response to comments  
List changes below:
  - Other: (list below)

### **B. Description of Election process for Residents on the PHA Board**

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
  
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

- The Board of Commissioners of the FCRHA are selected and appointed by the Board of Supervisors of Fairfax County.

3. Description of Resident Election Process – not applicable.

**C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

- The FCRHA is one of the organizations designated to be represented on the citizen advisory committee – the Consolidated Community Funding Advisory Committee (CCFAC) – which oversees the County’s Consolidated Plan development process; an FCRHA Commissioner is an appointed member of the CCFAC.

- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

- The FCRHA will use Capital Grant Funds to improve and upgrade existing public housing developments.
- If HUD issues a Notice of Funding Availability for additional HCV rental vouchers, FCRHA will apply for funding based on the housing needs of families in the County.
- The FCRHA will leverage private and/or other public funds, including the use of low income housing tax credits and bonds, to create additional housing opportunities for low and moderate-income families.
- The FCRHA will expand homeownership opportunities through the Fairfax County First-Time Homebuyer Program, the Moderate Income Direct Sales Program and potentially the HCV homeownership option.

- Other: (list below)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in HUD CHAS dataset for 2002; CHAS data is used throughout the Consolidated Plan.

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

On September 13, 1999, the Fairfax County Board of Supervisors approved the following mission statement.

- The mission of the County is to maximize the effective and efficient use of resources in the Consolidated Plan through a citizen-driven, staff-supported process to develop and preserve affordable housing, promote healthy, thriving and safe neighborhoods, and provide quality, accessible human services that meet essential existing and emerging needs throughout Fairfax County.

On September 25, 2005, the Fairfax County Board of Supervisors approved the following Vision statements for the County's Five-Year Consolidated Plan for FY 2006-2010.

- A community that cares about its children, the elderly, persons with disabilities and those less able to meet their basic needs.
- A community that values creative endeavors, arts and diversity which creates a strong, diverse, and vibrant community that cares about the strengths and needs of its residents, where all can live to the best of their abilities in thriving, supportive neighborhoods.
- A community which adequately supports its human services system to ensure optimal service delivery.
- A community which actively participates in the planning, needs assessment, priority setting and decision-making processes to allocate community resources to meet the needs of its citizens.
- A community which addresses these needs by building dynamic, flexible partnerships among the public, private, and non-profit sectors, and community volunteers.

The existing FCRHA goals statement was utilized as one source for the development of broad goal statements for sections of the Consolidated Plan for Fiscal Years 2006-2010.

#### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

#### **1. a. RESIDENT ASSESSMENT – FOLLOW-UP PLAN 2006**

Communication Plan

- Survey residents to identify Limited English Proficiency households as well as primary language spoken at home to provide more language specific information.
- Have more on-site property management oversight
- Continue to provide area and program newsletters
- Provide residents with summary results/outcomes of property surveys
- Review REAC survey results with staff.
- Provide email addresses and phone numbers of staff so residents will have up-to-date information as staff assignments change or staff turnover occurs.

Status: It has been certified in REAC that these goals will be implemented by April 2007.

### **1. b. RESIDENT ASSESSMENT – FOLLOW-UP PLAN 2006**

#### Communication Plan

- Review results of resident survey with managers and supervisors
- Mail out Area and Program newsletters
- Provide tenants with e-mail addresses for public housing staff
- Provide staff with training to improve voice mail and e-mail responses and response time
- Provide information about the Resident Advisory Council and the meetings that are held in the quarterly newsletters
- Provide public notices of when management-resident meetings are being held and highlights of those meetings.
- Provide flyers for concerns that cannot wait for quarterly newsletters

Status: It has been certified in REAC that we will have these goals implemented by April 1, 2006.

### **1.c. RESIDENT ASSESSMENT – FOLLOW-UP PLAN 2005**

#### Communication Plan

- Review results of resident survey with managers, supervisors
- Continue to mail out quarterly newsletters
- Provide all tenants with e-mail addresses for public housing staff
- Provide staff with training to improve voice mail and e-mail responses and response time
- Distribute more information out about the Resident Advisory Council and the meetings that are held
- Conduct at least two focus groups with residents and management to discuss issues relating to public housing developments and management and maintenance issues.
- Provide more advance public notices of when property meetings are being held and improve on publishing results of those meetings.

Status: It has been certified in REAC that we will have these goals implemented by March 1, 2005.

As of February 2005 all of the above tasks have been implemented or completed depending on the ongoing nature of the item. Funding will be utilized from the Public Housing operating budget, resident participation funding.

## **2. ANNUAL PLAN STATEMENT: PROJECT-BASED ASSISTANCE PROGRAM**

The project-based voucher regulation was initially enacted in 1998, as part of the statutory merger of the certificate and voucher tenant-based assistance programs. This regulation permitted a Public Housing Authority (PHA) to project-base up to 20 percent of its Housing Choice Vouchers. At its March 1, 2001 meeting, the FCRHA approved a plan to convert up to 278 Housing Choice tenant-based vouchers to project-based assistance, including criteria for participation in the program. This plan was subsequently approved by HUD. To date, 167 units in eight properties have been approved for subsidy with project-based voucher assistance under the Project-Based Voucher program (PBV). At its meeting on September 20, 2007, the FCRHA authorized the advertisement of a solicitation for proposals for the remaining 111 vouchers. On December 13, 2007, the FCRHA authorized an additional advertisement to utilize the remaining vouchers with a priority for organizations providing housing and services for seniors.

HUD adopted new rules for the program on October 13, 2005 with an effective date of November 14, 2005. HUD's Final Rule makes some significant changes to program definitions and the Final Rule institutes comprehensive changes in every area of the regulations governing the PBV program. Changes made by PHAs to comply with this Final Rule must be consistent with the PHA Administrative Plan and Annual Plan.

The FCRHA approved a variety of changes to its Administrative Plan to comply with the new Final Rule at its March 16, 2006 meeting. The approved changes to the FCRHA Administrative Plan include utilizing PBV assistance for up to 20% of budget authority, and the use of administrative fees for relocation costs.

**SELECTION CRITERIA:** The chart below revises the criteria for FCRHA awards of project-based assistance. A prerequisite criterion is that sites meet the Housing Quality Standards, site control be demonstrated and the units cannot be in high poverty census tracts unless an exception is granted by the FCRHA for the project.

Category	Criteria	Weight
Site/ Community Amenities/ supportive services	To receive maximum points, must be in HCV utilization census tracts of 4% or less (not including existing project-based HCV) as identified by HCD's Analysis of HCV Use by Census Tract as contained in the Action Item of March 1, 2001 (or as subsequently revised). Lesser points awarded for census tracts with higher percentage utilization. Points are also in this category for proximity to job centers, public transportation, medical facilities, and accessible units, if applicable.	10
Owner Experience and Management	Owner/developer has successful record of property development or rehabilitation. Must have a staffing plan, written administration plan, and successful occupancy and management record of multi-family or similar properties and experience with the Housing Choice Voucher program, or applicant plans to use a management company with a record of such experience (25), experience with Housing Choice Vouchers (5), on-site management (5).	35
Consistency with FCRHA's initiatives	Project must meet one or more of the FCRHA's priorities including: housing for persons with disabilities, fully accessible; housing for very low income seniors; single-room occupancy (SRO) housing; or housing that preserves affordable rental housing for a minimum of 30 years. Points will be awarded for utilizing the FCRHA's waiting list to fill vacancies and for multi-family units with large bedroom sizes (4 or more).	35
Feasibility of the Project	Sound Financial operations of the property and sound financial position of the ownership/management entity. If new construction, overall feasibility of the project and expected timeliness of completion. Maximum points are awarded based on a proposal with all financial commitments and funding, complete proforma (15 years) which demonstrates a cash flow after one year unless lease up is lengthy, construction is complete and delivery is feasible, time from financial commitment to occupancy is less than one year, and requested rents as compared to similar unassisted units are reasonable according to HUD methodology.	20

## Attachments

Use this section to provide any additional attachments referenced in the Plans.

Attachment A: Admissions Policy for De-concentration (va019a08.doc)

Attachment B: Annual Statement for FY 2006 (va019b08.doc)

Attachment C: List of Resident Advisory Board Members (va019c08.doc)

Attachment D: FCRHA Policy Statement on Residents Who Must perform Community Service (Community Service Description of Implementation) (va019d08.doc)

Attachment E: Information on FCRHA Pet Policy (va019e08.doc)

Attachment F: Section 8 Homeownership Capacity Statement (va019f08.doc)

Attachment G: Description of Homeownership Programs (va019g08.doc)

Attachment H: FCRHA Management Organizational Chart (va019h08.ppt)

Attachment I: FY 2006 Capital Fund Program 5-Year Action Plan (va019i08.doc)

Attachment J: Comments of the Resident Advisory Board and other Boards (va019j08\_PT1, va019j08\_PT2, va019j08\_PT3)

Attachment K: List of Certifications to be Submitted by April 15, 2008 (va019k08.doc)

Attachment L: The FCRHA's definition of 'substantial deviation' and "significant amendment or modification". (va019l08.doc)

Attachment M: Violence Against Women Act Statement (va019m08.doc)

Attachment N: Performance and Evaluation Reports; Capital Fund Program (va019n08.pdf) *IN DEVELOPMENT*

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