

<p>B.1</p>	<p>Mission. State the PHA’s mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA’s jurisdiction for the next five years.</p> <p>The mission of the Housing Authority of Washington County is to provide decent, safe and affordable housing solutions that strengthen our community by focusing on local needs.</p>
<p>B.2</p>	<p>Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.</p> <ol style="list-style-type: none"> 1. Increase the availability of suitable, safe, and affordable housing. <ol style="list-style-type: none"> a. Increase voucher program utilization by conducting outreach efforts, recruiting new, and retaining current landlords, and educating the public on the goals and vision of the Housing Choice Voucher Program. b. Apply for additional rental vouchers should they become available. Plan to apply for opportunities to expand existing special purpose voucher programs, such as VASH and Mainstream Voucher programs. c. Explore the process of noncompetitively selecting one or more PHA-owned projects, currently occupied by Housing Choice Voucher participants, for Project-Based Voucher assistance, improving utilization, compliance, and performance of program services for PHA-owned units. d. Explore ways to strategically expand housing opportunities in the community by continuing to search for options to purchase or develop additional low-income housing units throughout the PHA’s jurisdiction. 2. Promote self-sufficiency of families and individuals in the local community. <ol style="list-style-type: none"> a. Promote, educate, and recruit more individuals and families to increase Family Self-Sufficiency (FSS) program participation. b. Collaborate with referring agencies to connect participants to resources that improve their access to economic opportunities, such as employment, transportation, and affordable mortgages. c. Increase number of Homeownership Vouchers, and thus long-term housing security, by partnering with community organizations and certified Housing Counseling Agencies to prepare families and individuals with the knowledge and resources required to transition into homeownership. 3. Strengthen organizational infrastructure and community standing to support mission and goals. <ol style="list-style-type: none"> a. Engage in local networking as an agency to build partnerships with organizations in the area, establishing a network of service providers to further support the needs of program participants. b. Participate in community service initiatives to support efforts aimed to meet the needs of low-income, very low-income, and extremely low-income families of the local community, . c. Leverage resources through private and public funds to create additional housing opportunities. 4. Strengthen organizational infrastructure to improve processes and performance. <ol style="list-style-type: none"> a. Maintain High Performer status under Section Eight Management Assessment System (SEMAP). b. Improve program administration by performing consistent internal auditing, correcting deficiencies, and utilizing software system features to proactively identify reporting and program errors. c. Conduct 100% timely Annual Recertifications for all Programs. d. Review and update PHA’s Administrative Plan, Family Self-Sufficiency Program Action Plan, and PHA Annual Plan each year, submitting all required documentations to HUD timely and accurately. e. Develop, review, and improve policies to clarify processes, ensuring staff competence and compliant program administration.

<p>B.3</p>	<p>Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p><i>Previous 5-Year Plan Goal - Increase the availability of decent, safe, and affordable housing:</i></p> <ul style="list-style-type: none"> • Developed 12 additional units in November 2024 at the Blue Mountain Estates project in Smithsburg, MD, serving 12 additional seniors in the community. • Received funding for 10 additional Mainstream Vouchers in 2023. • HCV Department staff attended the local Landlord Association meeting and gave a presentation on the program to prospective landlords. <p><i>Previous 5-Year Plan Goal - Promote self-sufficiency and asset development of families and individuals:</i></p> <ul style="list-style-type: none"> • Updated FSS Program Action Plan in October 2022. • Hired a part-time FSS program coordinator in October 2023 to increase program participation. • FSS coordinator completed a financial social work certification in October 2024 to assist families with managing finances and increasing financial literacy. <p><i>Previous 5-Year Plan Goal - Strengthen organizational and financial infrastructure to support mission and goals:</i></p> <ul style="list-style-type: none"> • HAWC engaged with Quadel Consulting Services in June 2023 to assess current organizational infrastructure, resulting in updates to staffing, policies and procedures, and improved performance. • HAWC hired a new Executive Director in April of 2024. • HAWC hired three HCV staff members in September of 2023 to improve program administration and utilization of the Yardi software system. • HAWC participated with numerous audits <p><i>Previous 5-Year Plan Goal - Continue to improve processes and performance:</i></p> <ul style="list-style-type: none"> • Converted to new and improved software system in July of 2021 to better support program administration. • Engaged with Quadel Consulting Services in June 2023 to assess current organizational infrastructure, resulting in updates to staffing, procedures, and improved performance. • Improved SEMAP score from “troubled” to “high performer.” • Completed annual program audits with no or minimal findings.
<p>B.4</p>	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA’s goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>The Housing Authority of Washington County has adopted a policy to ensure that program participants and applicants are aware of their rights under VAWA and to ensure that our procedures are consistent with HUD’s requirements. HAWC has added a VAWA preference to the Housing Choice Voucher wait list to ensure that victims of domestic violence, dating violence, sexual assault, and/or stalking are given priority. HAWC has partnered with local agencies, including CASA, Inc. and the Department of Social Services, that support victims of domestic violence, dating violence, sexual assault, and/or stalking and have shown support of their efforts during local events.</p>
<p>C. Other Document and/or Certification Requirements.</p>	
<p>C.1</p>	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>The Housing Authority of Washington County has determined the criteria for a “significant amendment or modification” to the 5-Year Plan as:</p> <ul style="list-style-type: none"> • A major change in the direction of HAWC pertaining to its mission and goals. • Any material changes to policies set forth in the Housing Choice Voucher Administrative Plan that change the fundamental structure of the HAWC’s mission, goals, objectives, or long-term plans for the Housing Choice Voucher programs. • Changes to the overall mission and/or long-term goals of the HAWC.
<p>C.2</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p>C.3</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD-5In0077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

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

D.1

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

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

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal
Goal

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

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

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

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

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

B. Plan Elements.

B.1 Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. (24 CFR § 903.6(a)(1))

B.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. (24 CFR § 903.6(b)(1))

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. (24 CFR § 903.6(b)(2))

B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR § 903.6(a)(3)).

C. Other Document and/or Certification Requirements.

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

C.2 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB have comments?

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

C.3 Certification by State or Local Officials.

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

C.4 Required Submission for HUD FO Review.

Challenged Elements.

(a) Did the public challenge any elements of the Plan?

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

D. Affirmatively Furthering Fair Housing.

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

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

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

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

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

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



HOUSING AUTHORITY OF WASHINGTON COUNTY

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Resident Advisory Board Meeting Minutes

Friday January 24, 2025

1:00 – 2:00 PM

Present:

Allison Palmer, HAWC, Director of Housing Stabilization
Stephanie San Nicolas, HAWC, HCV Program Specialist/FSS Coordinator
Frank Baxter
Charlton Roberts
Rolanna Roberts
Paul Souders
Karen Souders
Lacey Thomas

Absent:

Mandy Mazza
Pamela Sirbaugh

Agenda

1. Review Progress Report on current 5-Year PHA Plan 2020-2024
 - a. No Comment
2. Review Administrative Plan Updates
 - a. No comment
3. Review PHA Annual Plan 2025
 - a. No comment
4. Review 5-Year PHA Plan 2025-2029
 - a. No comment

Enclosed

Resident Advisory Board Listing
PHA Plan Progress Report
Administrative Plan Updates 2025
Draft PHA Annual Plan 2025
Draft 5-Year PHA Plan 2025-2029

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 3/31/2024

**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Jacob R. Day, the Secretary of MD Department of Housing and Community Development
Official's Name *Official's Title*

certify that the 5-Year PHA Plan for fiscal years 2025-2029 and/or Annual PHA Plan for fiscal
year 2025 of the Housing Authority of Washington County is consistent with the
PHA Name

Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair
Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

Housing Authority of Washington County

Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State
Consolidated Plan.

Increase the availability of suitable, safe, and affordable housing in Washington County, focusing on
reducing homelessness and expanding homeownership opportunities.

Promote self-sufficiency of families and individuals in the local community, including financial literacy
and homeownership opportunities.

Strengthen organizational infrastructure and community standing to support mission and goals,
participating in local initiatives aimed to revitalize the community.

Strengthen organizational infrastructure to improve processes and performance to provide better
service to more people in need of affordable housing.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will
prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official:

Title:

Signature:

Date:

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

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.