ISOTHERMAL PLANNING & DEVELOPMENT COMMISSION

NC161

5-YEAR PLAN FOR FISCAL YEARS 2015-2020

APPROVED ANNUAL PLAN FOR

FISCAL YEAR BEGINNING 7/1/2019

Prepared by:

Isothermal Planning & Development Commission
P O Box 841
Rutherfordton NC 28139
ISOTHERMAL PLANNING & DEVELOPMENT COMMISSION
FIVE-YEAR PLAN
2010-2019

Mission
To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

Goals
- Increase the availability of decent, safe and affordable housing.
- Improve community quality of life and economic vitality.
- Promote self-sufficiency and asset development of participants.
- Ensure Equal Opportunity in Housing.

Specific programs and planned activities detailed within each of the following categories are targeted to achieve goals of the PHA mission “to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination” in a Five-Year Plan and Annual Plan beginning 7/01/2019:

- Statement of housing needs
- Statement of financial resources
- Statement of eligibility policies
- Statement of rent determination policies
- Statement of the PHA operations and management
- Statement of hearing & grievance procedures
- Statement of homeownership
- Statement of community service and self-sufficiency programs
- Statement for project-based assistance
- Civil Rights Certifications
- Audit report
- Other Information
  1. Tenant Advisory Board Comments and/or Recommendations and Statement of Consistency with the NC Consolidated Plan
  2. Addressing Housing Needs for Victims of Domestic Violence
  3. Homeownership Capacity Statement
  4. Family Self-Sufficiency Program Statement
  5. Statement of Progress in Meeting 5-Year Mission and Goals
  6. Fair Housing & Equal Opportunity Statement
  7. Amendments and/or Modifications to the Plan
  8. Project-Based Voucher Statement
  9. Organization Chart

The full plan is available for review at the Main Office of Isothermal Planning & Development Commission, 111 W Court Street, Rutherfordton, NC and on the agency website www.regionc.org.
FIVE-YEAR PLAN
2015-2020

MISSION STATEMENT

OF THE ISOTHERMAL PLANNING & DEVELOPMENT COMMISSION

Our Mission is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

GOALS:

HUD Strategic Goal: Increase the availability of decent, safe and affordable housing.

PHA Goals:

1. Expand the supply of assisted housing
   - Apply for additional rental vouchers; (50 units over 5 years)
   - Develop partnerships among public and private entities to increase the housing opportunity for the people we serve; (+5 over 5 years)
   - Conduct business in a manner that respects the diversity of our clients and staff;
   - Work to build communication and alliances among the neighborhoods within Region C.

2. Improve the quality of assisted housing
   - Monitor voucher management to maintain SEMAP score of 95% or greater;
   - Increase client and landlord satisfaction;
   - Concentrate on efforts to improve voucher unit inspections;
   - Reduce marginal units (15% or less over 5 years);
   - Maximize voucher turnover within funding constraints.

3. Increase assisted housing choices
   - Provide voucher mobility counseling;
   - Conduct outreach efforts to potential voucher landlords;
   - Ensure that voucher payment standards are relative to the rental market.
   - Provide homeownership counseling and assistance.
HUD Strategic Goal: Improve community quality of life and economic vitality.

PHA Goal: Provide an improved living environment

Objectives:
1. Implement measures to deconcentrate poverty by bringing higher income assisted housing households into lower income developments.
2. Implement measures to promote income mixing of program participants by assuring access for lower income families into higher income developments.
3. Partner with private and non-profit agencies to promote development of housing for all populations (i.e., family, elderly, disabled).

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals.

PHA Goal: Promote self-sufficiency and asset development of assisted households.

Objectives:
1. Increase the number and percentage of employed persons in assisted families (25% increase over 5 years).
2. Provide or attract supportive services to improve employability of assisted families.
3. Promote participation in the HCV Family-Self Sufficiency and Homeownership programs.
4. Provide or attract supportive services to increase independence for elderly or families with disabilities.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

PHA Goal: Ensure equal opportunity and affirmatively further fair housing.

Objectives:
- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability;
• Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability;
• Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.
• Undertake affirmative measures to ensure accessible housing to persons who are victims of acts of domestic violence, dating violence and/or stalking.
ANNUAL PLAN

i. EXECUTIVE SUMMARY

The Annual Plan for the Isothermal Planning & Development Commission includes the following:

- Statement of housing needs
- Statement of financial resources
- Statement of eligibility policies
- Statement of rent determination policies
- Statement of the PHA operations and management
- Statement of hearing & grievance procedures
- Statement of homeownership
- Statement of community service and self-sufficiency programs
- Statement for project-based assistance
- Civil Rights Certifications
- Audit report
- Other Information
  1. Tenant Advisory Board Comments and/or Recommendations and Statement of Consistency with NC Consolidated Plan
  2. Addressing Housing Needs for Victims of Domestic Violence
  3. Homeownership Capacity Statement
  4. Family Self-Sufficiency Program Statement
  5. Statement of Progress in Meeting 5-Year Mission and Goals
  6. Fair Housing & Equal Opportunity Statement
  7. Amendment/Modification to the Plan
  8. Project-Based Voucher Statement
  9. Organization Chart

Specific programs and planned activities detailed within each of the above categories are targeted to achieve goals of the PHA mission "to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination" in a Five-Year Plan.
ANNUAL PLAN
Fiscal Year Beginning 7/01/2019

ii. TABLE OF CONTENTS

i. Executive Summary

ii. Table of Contents

1. Housing Needs 3-7
2. Financial Resources 8
3. Policies on Eligibility, Selection & Admissions 9-11
4. Rent Determination Policies 12-13
5. Operations & Management Policies 14
6. Statement of Hearing & Grievance Procedures 15
7. Homeownership 16
8. Community Service/Self-Sufficiency Programs 17-18
9. Civil Rights Certifications 19
10. Audit 20
11. Other Information 21

Attachments:
1. PHA Management Organizational Chart 22
3. Tenant Advisory Board 25
4. Homeownership Capacity Statement 26
5. Family Self-Sufficiency Program Statement 27
6. Project-Based Voucher Statement 28-29
7. Statement of Progress in Meeting Prior Year Goals 30-31
8. Amendments/Modifications to the Plan 32
9. Fair Housing Statement 33-34
10. Statement Regarding Steps the Agency Will Take To Affirmatively Further Fair Housing 35-36

Items Available for Public Review:

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Applicable Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations</td>
<td>X</td>
</tr>
<tr>
<td>Fair Housing Documentation</td>
<td>X</td>
</tr>
<tr>
<td>Backup data to support Statement of Housing Needs</td>
<td>X</td>
</tr>
<tr>
<td>Section 8 Administrative Plan</td>
<td>X</td>
</tr>
<tr>
<td>FSS Action Plan</td>
<td>X</td>
</tr>
<tr>
<td>Most recent fiscal year audit</td>
<td>X</td>
</tr>
</tbody>
</table>

2
STATEMENT OF HOUSING NEEDS

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

<table>
<thead>
<tr>
<th>Family Type</th>
<th>Overall</th>
<th>Affordability</th>
<th>Supply</th>
<th>Quality</th>
<th>Accessibility</th>
<th>Size</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income &lt;=30% of AMI</td>
<td>6,245</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Income &gt;30% but&lt;=50% of AMI</td>
<td>5,270</td>
<td>4</td>
<td>4</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Income &gt;50% but&lt;80% of AMI</td>
<td>5,450</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>3</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Elderly</td>
<td>2,229</td>
<td>4</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Families with Disabilities</td>
<td>3,086</td>
<td>3</td>
<td>4</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Race/Ethnicity *1</td>
<td>11,693</td>
<td>4</td>
<td>4</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Race/Ethnicity *2</td>
<td>4,458</td>
<td>3</td>
<td>4</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Race/Ethnicity *3</td>
<td>994</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>2</td>
<td>4</td>
</tr>
</tbody>
</table>

*1 – White/Non-Hispanic

*2 – Black/Non-Hispanic

*3 – Hispanic

The following sources of information were used by the PHA to conduct this analysis:

- ACS data – 2011-2015
- IPUMS ACS data 2009-2013
## B. Housing Needs of Families on the Waiting List

**Waiting List Type:** (select one)
- ☑️ Section 8 Tenant-based Assistance
- ☐ Public Housing
- ☐ Combined Section 8 and Public Housing
- ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)
- ☐ (If used, identify which development/sub-jurisdiction)

<table>
<thead>
<tr>
<th></th>
<th># of families</th>
<th>% of total families</th>
<th>Annual Turnover</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waiting List Total</td>
<td>539</td>
<td>N/A</td>
<td>16%</td>
</tr>
<tr>
<td>Extremely Low Income ≤ 30% AMI</td>
<td>523</td>
<td>97%</td>
<td>N/A</td>
</tr>
<tr>
<td>Very Low Income (&lt;30% but ≤50% AMI)</td>
<td>13</td>
<td>2%</td>
<td>N/A</td>
</tr>
<tr>
<td>Low Income (&gt;50% but &lt;80% AMI)</td>
<td>3</td>
<td>1%</td>
<td>N/A</td>
</tr>
<tr>
<td>Families with children</td>
<td>390</td>
<td>72%</td>
<td>N/A</td>
</tr>
<tr>
<td>Elderly Families</td>
<td>63</td>
<td>12%</td>
<td>N/A</td>
</tr>
<tr>
<td>Families with Disabilities</td>
<td>101</td>
<td>19%</td>
<td>N/A</td>
</tr>
<tr>
<td>Race/ethnicity *1</td>
<td>189</td>
<td>35%</td>
<td>N/A</td>
</tr>
<tr>
<td>Race/ethnicity *2</td>
<td>347</td>
<td>64%</td>
<td>N/A</td>
</tr>
<tr>
<td>Race/ethnicity *3</td>
<td>4</td>
<td>1%</td>
<td>N/A</td>
</tr>
</tbody>
</table>

*1 = White/Non-Hispanic  
*2 = Black/Non-Hispanic  
*3 = Hispanic

In accordance with the agency’s Administrative Plan, the application process is opened upon determination that the eligible pool of applicants on the Waiting List have been served. Applications were accepted during the month of August 2018. Eligible families are notified by time and date of application as funding becomes available to support issuance of a Voucher. Applications are accepted for project-based units at Charles Road, Caitlin Station, Ashley Meadows or Kings Row upon determination that there are no interested applicants on the current Waiting List (elderly and/or disabled families receive a local preference).
C. Strategies for Addressing Needs

Need: Shortage of affordable housing for all eligible populations

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

- Maintain or increase Section 8 lease-up rate by maintaining 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 applicants to increase owner acceptance of program.
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies.

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

- Apply for additional Section 8 units should they become available.
- Leverage affordable housing resources in the community through the creation of mix-finance housing.
- Collaborate with local governments, private developers and non-profits to promote development of new affordable housing stock.

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

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

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in Section 8 housing.
- Promote Family Self-Sufficiency programs to support and encourage work.
- Maximize turnover of exception units in project-based assistance that affords educational and training opportunities for low-income families.

Need: Specific Family Types – Families at or below 50% of AMI

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

- Promote Family Self-Sufficiency programs to support and encourage improvement in education, job skills and success in achieving a higher level of employment.
• Promote the Homeownership Program through pre-homeownership counseling and related training.

Need: Specific Family Types – The Elderly

Strategy 1: Target available assistance to the elderly:

• Apply for vouchers specifically allocated for the elderly population should they become available.
• Partner with area non-profits and/or private developers to provide quality affordable elderly housing by committing Section 8 vouchers through project-based set asides.

Need: Specific Family Types – Families with Disabilities

Strategy 1: Target available assistance to families with disabilities:

• Apply for special-purpose vouchers targeted for families with disabilities when available.
• Affirmatively market the program with local non-profit and/or private developers to provide affordable housing for families with disabilities by attaching Section 8 vouchers through project-based set asides.
• Make reasonable adjustments to rules, policies, practices and procedures to ensure that participants with a disability have equal opportunity to use and enjoy a housing unit.

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:

• Affirmatively market to races/ethnicities show to have disproportionate housing needs.
• Participate in outreach efforts conducted by schools, grassroots and faith-based organizations, community groups and groups working with various races and ethnicities.
• Promote collaboration with local service providers (Departments of Social Services, Health Departments, United Way, Salvation Army, homeless shelters, etc) for distribution of information pertaining to housing options provided by the PHA.
Strategy 2: Conduct activities to affirmatively further fair housing

- Counsel Section 8 tenants as to location of units outside of poverty, minority concentration or high crime areas and assist them in locating those units.
- Market the Section 8 program to owners outside of areas of poverty, minority concentrations and high crime areas.
- Utilize project-based vouchers to encourage new construction of quality affordable housing in areas traditionally not available to families served by the Section 8 program.

Other Housing Needs & Strategies

The following factors have influenced the PHA's selection of strategies it will pursue:

- Funding constraints;
- Staffing constraints;
- Limited availability of sites for quality affordable housing;
- Extent to which particular housing needs are met by other organizations in the community;
- 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;
- Resistance to development of "affordable housing" (not in my back yard)
- Results of consultation with local or state governments;
- Results of consultation with Section 8 families and the Tenant Advisory Board;
- Results of consultation with advocacy groups.
STATEMENT OF FINANCIAL RESOURCES

Listed below are the financial resources that are anticipated to be available to the PHA for the support of:

- Tenant-based Housing Choice Voucher program

<table>
<thead>
<tr>
<th>Source</th>
<th>Planned $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Projected HAP Renewal Funding</td>
<td>$5,897,297</td>
</tr>
<tr>
<td>(based on CY 2018 HAP expenses</td>
<td></td>
</tr>
<tr>
<td>Using HUD pro-ration of 99%)</td>
<td></td>
</tr>
<tr>
<td>Administrative Fees</td>
<td>716,939</td>
</tr>
<tr>
<td>(projected at 93% lease-up using</td>
<td></td>
</tr>
<tr>
<td>HUD pro-ration factor of 76%)</td>
<td></td>
</tr>
<tr>
<td>FSS Grant Funding</td>
<td>35,143</td>
</tr>
<tr>
<td>Fraud Recovery</td>
<td>2,449</td>
</tr>
</tbody>
</table>

Total Resources                             $6,651,828

Planned Uses:                               $6,651,828
PHA POLICIES GOVERNING ELIGIBILITY, SELECTION AND ADMISSIONS

A. Public Housing – N/A
B. Section 8
   (1) Eligibility
      a. What is the extent of screening conducted by the PHA?
         • Criminal or drug related activity only to the extent required by law or regulation.
         • Search of the Dru Sjodin National Sex Offender database to ensure that member of applicant household is not a registered sex offender.
      b. The PHA requests criminal records from local law enforcement agencies for screening purposes.
      c. The PHA obtains a national criminal report if applicant/participant has not lived within the four-county jurisdiction for the past three years or as deemed appropriate by PHA staff.
      d. The PHA may request criminal records from State law enforcement agencies when needed to determine eligibility for admissions and/or continued housing assistance.
      e. The PHA does not access FBI criminal records from the FBI for screening purposes.
      f. The PHA shares the following information with prospective landlords:
         • Criminal or drug related activity
         • Names and addresses of prior landlords
         • Any known history of tenant damages
         • Any known history of tenant lease violations
   (2) Waiting List Organization
      a. The Section 8 tenant-based assistance waiting list is not merged with any other programs.
      b. Interested persons may apply for admission to the Section 8 Housing Choice Voucher program. Appointments for application are scheduled at the local housing office within the four-county service area following public notice of the date the application process is opened. Appointments are scheduled
during "open periods" until such time that all appointment slots have been filled.

(3) Search Times

a. The PHA grants extensions to the standard 60-day period to search for a unit. Extensions are granted based on the following:

- Family requests approval of a 30-day extension at the end of the initial 60-day period.

- At the end of 90 days, an additional 30-day extension may be granted if hospitalization or other family emergency has affected the family's ability to find a unit or if the family demonstrates that a consistent effort had been made to locate a unit.

- The family has located a unit prior to the 30-day period, but the unit has not passed Housing Quality Standards (HQS) and the landlord is actively involved in bringing it into compliance.

b. The PHA may grant an additional extension (beyond the normal 120-day duration of a Voucher with approval of the Housing Director. Factors that would warrant consideration would be:

- As a reasonable accommodation to make the program accessible to and usable by a person with disabilities.

- Extenuating circumstances such as a death or illness that prevents the family from locating a unit.

- When family size or other special requirements make finding a unit difficult.

- When availability of quality affordable housing limits the family's ability to locate suitable housing.

The length of this additional extension would be contingent upon the circumstances on a case-by-case basis.

(4) Admission Preferences

a. Income targeting – The PHA plans 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. The PHA has established preferences for admission to the Section 8 tenant-based assistance program.

2. The PHA has established the following admission preferences:
   - Victims of domestic violence (former Federal preference)
   - Substandard housing/homelessness (former Federal preference)
   - Victims of natural disaster (fire, flood, government action)
   - Referrals from local and state agencies (Departments of Social Services, Health Departments, Mental Health Agencies) faith-based organizations and churches.
   - Elderly and/or disabled head of household or spouse

3. Admission preferences adopted by the PHA will be given equal weight in determining selection from the waiting list.

4. Applicants with equal preference status on the waiting list will be selected by time and date of application.

5. The pool of applicant families ensures that the PHA will meet income-targeting requirements.

(5) Special Purpose Section 8 Assistance Programs

a. The policies governing eligibility, selection, and admissions to any special purpose Section 8 tenant-based program administered by the PHA can be referenced in the following documents:
   - The Section 8 Administrative Plan
   - Briefing Packets
   - Federal Regulations (24 CFR Section 984)

b. The PHA announces the availability of any special-purpose Section 8 programs to the public through:
   - Published notices
   - Application Process
   - Word of mouth
PHA RENT DETERMINATION POLICIES

A. Public Housing – N/A

B. Section 8

(1) Payment Standard

a. The payment standard adopted by the PHA is as follows:

- Cleveland County is set at 110% of the FMR for the zero- and three-bedroom sizes and is set at 105% of the FMR for the one, two, four, five and six-bedroom sizes.
- Rutherford County is set at 110% of the FMR for the zero, one, two and three-bedroom sizes and is set at 105% for the four, five and six-bedroom sizes.
- McDowell County is 100% of the FMR for all bedroom sizes.
- Polk County is set at 105% of the FMR for all bedroom sizes.

b. Need for payments standards higher than the FMR are the result of:

- FMR’s are not adequate to ensure success among assisted families in the PHA’s segment of the FMR area.
- To increase housing options for families

c. Payment standards are reevaluated annually for adequacy.

d. The factors considered by the PHA in its assessment of the adequacy of its payment standard are as follows:

- Success rate of assisted families
- Rent burdens of assisted families
- Open market rent comparables
(2) Minimum Rent

a. The PHA has established minimum rent at $25.

b. The PHA has adopted a discretionary minimum rent hardship exemption policy when a family is unable to pay "minimum rent" due to a financial hardship. Financial hardships include:
   
   - Family has lost eligibility or is awaiting an eligibility determination for a Federal, State or local assistance program.
   
   - Family would be evicted as a result of imposing the minimum rent requirement.
   
   - Family income has decreased because of changed circumstances including the loss of employment.
   
   - Death in the family.
OPERATIONS AND MANAGEMENT

A. **PHA Management Structure**

(1) An organization chart showing the PHA's management structure is shown in Attachment 1.

(2) The PHA is located within Isothermal Planning & Development (IPDC) Commission in Rutherfordton, NC, with outreach offices located within the four-county service area (Cleveland/McDowell/Polk/Rutherford). The Housing Director is responsible for administration of the program and staff and reports directly to the Executive director. Success of the program is contingent upon cooperative efforts between program staff located in outreach offices and the IPDC Main Office.

B. **HUD Programs Under PHA Management**

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Families Served At Beginning of Year</th>
<th>Expected Turnover</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Choice Voucher Program</td>
<td>1,318</td>
<td>16%</td>
</tr>
</tbody>
</table>

C. **Management and Maintenance Policies**

(1) Public Housing Maintenance and Management – N/A

(2) Section 8 Management

- IPDC Personnel Policy
- Federal Register
- Section 8 Administrative Plan
ISOTHERMAL
PLANNING & DEVELOPMENT COMMISSION

SECTION 8 HOUSING PROGRAM

ORGANIZATIONAL CHART

IPDC
Board of Directors

IPDC
Executive Committee

Executive Director

Housing Director

Housing Counselors
Cleveland County
(2)

Housing Counselor
Rutherford / Polk Counties
(1)

Program Specialist
Main Office
(3)

Waiting List Specialist
Main Office
(1)

Housing Counselor
McDowell County
(1)

Family Self-Sufficiency Program Coordinator
Main Office (1)

Family Self-Sufficiency Program Coordinating Committee

Housing Inspector
Rutherford / Polk Counties
Cleveland/McDowell
(1 Part-Time)
A. Public Housing – N/A

B. Section 8 Tenant-Based Assistance

(1) The PHA has 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.

- Anonymous complaints are checked as time permits.
- An informal review and/or hearing must be requested within 10 working days from receipt of notice.
- The final decision of the Hearing Officer will be given in writing within seven (7) to ten (10) days following the informal hearing.

(2) Applicants or assisted families may contact either of the following offices to initiate the informal review and informal hearing processes:

- PHA Main Administrative Office
- Local housing offices within the four-county service area
HOMEOWNERSHIP PROGRAMS ADMINISTERED BY THE PHA

A. **Public Housing – N/A**

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

(1) The PHA administers a Section 8 homeownership program pursuant to Section 8 of the U.S. Housing Act of 1937, as implemented by 24 CFR Part 982.

(2) Program Description

- The PHA will limit the number of families participating in the Section 8 homeownership option to a maximum of sixty-five (65) participants.

(3) Eligibility for participation in the PHA’s program will be in accordance with HUD criteria only.
PHA COMMUNITY SERVICE AND SELF-SUFFICIENCY PROGRAMS

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

(1) The PHA has entered into verbal agreements with TANF agencies in each locality to share information and/or target supportive services (as contemplated by Section 12(d)(7) of the Housing Act of 1937).

(2) Other coordination efforts between the PHA and TANF agency include:

- Client referrals
- Information sharing regarding mutual clients (for rent determination, etc.)
- Coordinate the provision of specific social and self-sufficiency services and programs for eligible families
- Jointly administer programs

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

(1) General

a. Self-Sufficiency Policies

The PHA will employ discretionary policies in the FSS Action Plan to enhance the economic and social self-sufficiency of assisted families.

b. Economic and Social self-sufficiency programs

The PHA will coordinate, promote and/or provide referral of Section 8 waiting list and/or active participants to the Work Force Investment job training team in an effort to provide the education and training needed to enhance the economic and social self-sufficiency of participants.
(2) Family Self-Sufficiency (FSS) Program

a. Mandated slots beginning FY 2018 – 0

b. Actual number of participants a/o 02/01/2019 – 23

c. The FSS Action Plan identifies the following steps that the PHA plans to take to achieve at least the minimum program size.

  • Presentation and solicitation of new membership during:
    1. Initial briefing session (new participants)
    2. Recertification update (current participants)

  • Utilization of a specialized case manager

C. Welfare Benefit Reduction

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:

  • Adopting appropriate changes to the PHA's tenant-based rent determination policies and train staff to carry out those policies;
  • Informing participants of new policy on admission and re-examination;
  • Actively notifying participant of new policy at times in addition to admission and re-examination;
  • Establishing or pursuing a cooperate 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.
CIVIL RIGHTS CERTIFICATIONS

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

The PHA is 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)).

- The most recent audit was submitted to HUD.
- There were no findings as a result of that audit.
Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further fair housing that require the PHA’s involvement and by maintaining records reflecting these analyses and actions.

Other Planning and Development Commission

PHA Name

NC161

PHA Number/HA Code

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, 3731)

Name of Authorized Official

Max Hopper

Title

Vice Chairman of the Board

Signature

Date 4/16/2019
OTHER INFORMATION

A. Resident Advisory Board Recommendations

- The PHA provides opportunity for adult recipients of Section 8 tenant-based assistance to register with the PHA for participation on a tenant advisory board. The current tenant board was supportive of the goals and objectives of the annual and five-year plans with no additional comments following review of the plans.
- The PHA meets the exemption criteria provided in section 2(b)(2) of the U.S. Housing Act of 1937.

B. Statement of Consistency with the Consolidated Plan

1) Consolidated Plan Jurisdiction: State of North Carolina

2) The PHA has taken the following steps to ensure consistency of the PHA Plan with the Consolidated Plan for the jurisdiction:

- The PHA has based its statement of needs of the families in the jurisdiction on the needs expressed in the Consolidated Plan.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiative contained in the Consolidated Plan.
  a) Provision of quality affordable housing.
  b) Reduce homelessness
  c) Improve quality of housing stock
  d) Promote economic self-sufficiency

C. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

- Supports Emergency Assistance (TANF), Federal and other housing resources provided by local, state or federal program
- Proponent for development of affordable housing stock and economic opportunity regardless of race, religion, national origin, sex, familial status and/or disability;
- Community development objectives consistent with Housing & Community Development Act of 1974;
- Collaborative efforts for exchange of information pertaining to available resources to meet housing assistance needs.
ADDRESSING HOUSING NEEDS FOR VICTIMS OF DOMESTIC VIOLENCE

In accordance with the federal Violence Against Women Reauthorization Act of 2013 (VAWA), the PHA's Administrative Plan which included provisions for the protection of an applicant, a tenant or member of the tenant's family who are victims of domestic violence, dating violence or stalking from being either denied application or being evicted and/or terminated from housing assistance based on acts of violence against them, expanded these protections to included victims of sexual assault.

Policies utilizing definitions as incorporated by the United States Housing Act and applicable language required to inform applicants and/or tenants of their rights mandated by VAWA are included in the following sections of the Administrative Plan:

1. Statement of Policies & Objectives (confidentiality requirements regarding domestic violence, dating violence sexual assault or stalking victims)
2. Eligibility for Admissions
3. Briefing of Families
4. Family Moves
5. Termination or Denial of Assistance
6. Notice of eligibility or denial

The PHA provides all participants with notification of protections and/or rights under VAWA at the time of admissions, upon request for relocation and at annual re-examination. The notice explains the protections afforded under the law, reasons for termination of assistance, procedures for removal of an abuser from the household, documentation that would be required to prove a claim that the application/participant is a victim of domestic violence, dating violence, sexual assault and/or stalking, the PHA confidentiality requirements and contact information for local victim advocacy groups and/or service providers to further enhance the victim safety for assisted families.

In accordance with the agency's Administrative Plan, victims of acts of domestic violence are given a local preference on the waiting list in an effort to provide affordable housing upon availability of funding to support the voucher. Section 8 staff also works in a collaborative effort with crisis intervention agencies and social service agencies within each of the localities served by the program in filling vacancies in project-based housing with qualifying victims of domestic violence.
Effective with Housing Assistance Payments contracts initiated beginning February 1, 2007, and continuing, the PHA utilizes the applicable Housing Assistance Payments contract (HUD-52641), the Tenancy Addendum (HUD-52641-A) and a generic lease that includes the language required to protect victims of domestic violence, dating violence and/or stalking in the Housing Choice Voucher Program.
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

11.0 (F) RESIDENT ADVISORY BOARD COMMENTS

NO COMMENTS AND/OR RECOMMENDATIONS

11.0 (G) CHALLENGED ELEMENTS

NONE
ISOTHERMAL PLANNING & DEVELOPMENT COMMISSION

NC161

SECTION 8 HOMEOWNERSHIP CAPACITY STATEMENT

In accordance with the final rule issued on September 12, 2000, and guidelines provided at 982.625, Isothermal Planning & Development Commission (IPDC) has developed specific guidelines to implement a “Section 8 Homeownership Program.” The IPDC Board of Directors approved the agency’s updated Administrative Plan on November 12, 2002, that included the addition of the “homeownership option” through the Housing Choice Voucher Program.

1. IPDC established a minimum homeowner down payment requirement of three (3) percent of the purchase price and will require that a least one (1) percent of the purchase price come from the family’s resources.

2. IPDC will require that financing for purchase of a home under our “Section 8 Homeownership Program” be provided, insured or guaranteed by the state or Federal government and that it complies with secondary mortgage market underwriting standards or generally accepted private sector underwriting standards.

3. Section XXX of the Administrative Plan was updated and approved by IPDC’s Board of Directors on March 8, 2011, to reflect that the PHA shall not impose or enforce any requirement for the recapture of voucher homeownership assistance on the sale or refinancing of a home purchase under the homeownership option. (CFR 980.625 Subpart H).

As of December 2018, four (4) families have become self-sufficient and no longer qualify for subsidy through the HCV program. Since the program inception in 2002, a total of fourteen families have successfully transitioned from the Housing Choice Voucher (HCV) Program to homeownership. Five families completed the pre-homeownership counseling, graduated from the Family Self-Sufficiency program and became homeowners without the need for assistance through the HCV program. There are no families currently being assisted through the HCV Homeownership Program. A total of twenty-four (24) participants in the FSS program have escrow balances and are potential candidates for transitioning into the Homeownership Program.
The PHA implemented a Family Self-Sufficiency (FSS) program in late 1997. This program is designed to provide assistance to low-income families participating in the Section 8 tenant-based program who have expressed a desire to achieve self-sufficiency and are willing to enter into a FSS Contract of Participation whereby the participant identifies and establishes goals that are geared to achieve self-sufficiency. Through case management, the participants are linked with housing and other services needed to enable them to achieve economic independence and self-sufficiency.

The PHA was approved by HUD beginning early 2000 and continuing through 2014 for grant funding of a FSS Coordinator. The coordinator is responsible for recruiting participants and working closely with the family in assessment of needs, development of individualized training and services plans, securing services to meet identified needs, providing ongoing emotional support and encouragement for the families and conducting interagency meetings with the Coordinating Committee.

As of April 19, 2002, there were a total of fifty-one (51) required FSS Slots mandated by HUD. Approval was granted in August 2008 by HUD to reduce the number of mandatory slots to 35 following a review of documentation for sixteen (16) participants who successfully completed the FSS program. However, effective May 1, 2018 there are no mandatory slots, due to successful completion. The PHA maintains an average of 25 to 35 participants each year.

The PHA will continue its commitment to the support and implementation of the FSS Program for the 2018 Plan year and pledges to:

- Improve coordination of both planning and delivery of services to participants of FSS based on the commitment to assist families in becoming self-sufficient;
- Renew interagency partnerships to achieve high quality comprehensive service delivery to all members of a family with long-term results.
- Assess the accountability of the family, case management and the entities providing services and resources.

For FYE 06/30/18, counseling service and progress monitoring activities were provided to 23 Family Self-Sufficiency (FSS) participants. A total of two (2) new families were recruited into the program. Five (5) FSS participants successfully completed the program. A total of $19,030.00 was awarded to eligible families upon completion of the FSS Contract of Participation. A total of eighteen (18) participants have escrow balances and are potential candidates for the Housing Choice Voucher Home Ownership Program.
In accordance with Section 232 of the fiscal year 2001 Department of Veterans Affairs and Housing and Urban Development and Independent Agencies Appropriations Act and revisions published in the Federal Register Notice on October 13, 2005 (24 CFR Part 983), the PHA administers project-based tenant assistance. The PHA Administrative Plan (Section XXIX Part 5) contains policies and procedures required for submission and selection of qualifying units for project-based assistance in addition to the requirements for implementation of the Statement of Responsibility for exception units.

Annual Budget Authority (ABA) 1,408 units
20% of available ABA 282 units
Total units allocated to date 116 units

Contingent upon funding for the 2015-2020 plan years, the PHA will continue to support project-based assistance as follows:

<table>
<thead>
<tr>
<th>Location</th>
<th>Units</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charles Road</td>
<td>8</td>
<td>Disabled families</td>
</tr>
<tr>
<td>Caitlin Station</td>
<td>48</td>
<td>Multi-family</td>
</tr>
<tr>
<td>Ashley Meadows</td>
<td>48</td>
<td>Multi-family</td>
</tr>
<tr>
<td>Kings Row</td>
<td>12</td>
<td>6 multi-family/6 disabled</td>
</tr>
<tr>
<td>Total</td>
<td>116</td>
<td></td>
</tr>
</tbody>
</table>

By partnering with local non-profit organizations and private developers, it is hopeful that the PHA will be able to expand housing options during the 2015-2020 plan years for families in Cleveland, McDowell, Rutherford and/or Polk Counties (Region C service area).

Through HUD’s project-based Voucher option, the program has been successful in providing newly constructed market rate multi-family units that are affordable and in the best interest of the low-income families in the counties served. This action is consistent with the North Carolina Consolidated Plan and the goals established in the annual and five-year plans:
• Increasing the availability of decent, safe and affordable housing;
• Improving community quality of life and economic vitality;
• Promoting self-sufficiency and asset development of families and/or individuals;
• Ensuring equal opportunity in housing for all eligible families;
• Expanding housing options for elderly and/or disabled families.
In accordance with Isothermal Planning & Development Commission's (IPDC) mission to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination, an average of 1,318 families per month were served by the Housing Choice Voucher Program during fiscal year ending 6/30/18:

A summary of the accomplishments is as follows:

- Achieved 93% utilization of funding and a 94% lease-up.
- Utilized 105 Section 8 vouchers in providing quality affordable housing through HUD's project-based assistance program.
- Issued 365 vouchers to qualifying families from the Waiting List.
- Processed 563 applications for determination of eligibility for placement on the Waiting List.
- Initiated housing assistance contracts for 128 first-time Voucher holders.
- Continued partnerships and collaboration with private and/or public agencies (North Carolina Housing Partnership, Habitat for Humanity, Cleveland County Community Development Corporation, McDowell Ministries, Thermal Belt Outreach Ministries) in support of development of affordable housing thus increasing options for HCV participants.
- Through implementation of an “initial inspection checklist and rent reduction schedule” detailed and approved in the Administrative Plan, marginal units have been reduced by approximately 10%. Acquisition of a part-time inspector has improved the turn-around time required for re-inspections.
- Continued collaborative efforts with health departments and the North Carolina Attorney General’s office in a proactive effort to identify pre-1978 housing units occupied by a child (children) ages six or under that have been diagnosed with an elevated blood level have enabled the PHA to identify families with children at risk and to access and eliminate risk factors if determined to be associated with units contracted through the program.
• Administration of the “Section 8 Homeownership Program” has resulted in continuation of homeownership assistance to two (2) active homeownership participants. The Family Self-Sufficiency Program (FSS) promotes self-sufficiency, asset development and opportunities to pursue homeownership. Counseling services and progress monitoring activities were provided to an average of 23 participants. Five (5) participants graduated from the FSS program and no longer need assistance. An average of 18 participant’s maintained escrow balances for the year. A total of $19,030 in earned escrow was awarded to FSS participants upon successful completion of their Contract of Participation.

• In an effort to ensure equal opportunity in housing for all Americans, additional information obtained from the North Carolina Low-Income Housing Coalition pertaining to housing discrimination and specific examples of housing discrimination was provided to all participants. The PHA, through coordination and collaboration with legal aid providers (Pisgah Legal Services and North Carolina Legal Aid) and program participants, advocated for provision of non-discriminatory housing.

• The PHA continues to provide a local preference for an elderly and/or disabled head of household or spouse. Justification for this local preference was in a collaborative effort to increase housing choices for seniors and individuals with disabilities by offering greater control over access to Medicaid-funded long-term care services and in support of the President’s New Freedom Initiative and the Money Follows the Person Rebalancing Initiative.

• Through effective utilization of HUD’s Employment Income Verification (EIV) procedures, the program recovered $4,898 resulting from tenant fraud.

• Utilized fifteen (15) Vouchers through the HUD-VASH program (a partnership between Housing and Urban Development (HUD) and the Veterans Affairs Supportive Housing (VASH) to support homeless veterans in finding and maintaining permanent housing.
Per 24 CFR 903.21, the PHA may amend or modify the Annual or Five-Year Plan after submission to HUD. Modification, amendment or change to any policy, rule, regulation or other aspect of the approved PHA Plan must comply with HUD requirements.

PHA Definition of modification changes:

1. **Significant Amendment** - addition of and/or a change of importance in a policy, rule, regulation or other aspect of the plan that affects eligibility, admissions, continued assistance, administrative and/or programmatic requirements set forth by the agency plan.

2. **Substantial Deviation/Modification** - addition of and/or a change of importance in a policy, rule, regulation or other aspect of the plan that would fundamentally alter the nature of the provider's operations as set forth by the agency plan.

Any significant amendment or substantial deviation or modification to the PHA Plan is subject to the following requirements:

- The PHA must ensure consistency with the Consolidated Plan of the jurisdiction as defined in 24 CFR 903.15; and,
- The PHA must provide for a review of the amendments/modifications by the public during a 45-day public review period (as defined in 24 CFR 903.17).
- The PHA may not adopt the amendment or modification until the PHA has duly called a meeting of its Board of Directors. The meeting, at which the amendment or modification is adopted, must be open to the public.
- The PHA may not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures (as defined in 24 CFR 903.23).

The PHA may submit a significant amendment or substantial deviation modification to HUD up until the last day prior to the date when the next year's plan is due. Submission of a significant amendment or substantial deviation modification would need to be completed in the same manner required for submission of the original PHA Plan.
ISOTHERMAL PLANNING & DEVELOPMENT COMMISSION

NC161

Fair Housing & Equal Opportunity Statement

It is the policy of Isothermal Planning & Development Commission (referred to as the PHA-Public Housing Authority) to comply fully with all federal, state, and local non-discrimination laws and in accordance with the rules and regulations governing Fair Housing and Equal Opportunity in housing.

Specifically, the PHA shall not on account of race, color, sex, religion, creed, national or ethnical origin, age, family or marital status, handicap, or disability, deny any family or individual the opportunity to apply for or receive assistance under HUD's Section 8 Housing Choice Voucher program.

The PHA Administrative Plan includes:

1. A "Reasonable Accommodation" policy to ensure that an applicant and/or program participant with a disability is provided with equal opportunity to obtain and enjoy the use of a housing unit contracted through the Housing Choice Voucher Program.

2. Expansion of program services by improving access to service for persons with Limited English Proficiency (LEP). The plan defines the conditions requiring an implementation plan for LEP families in addition to guidelines for oral and/or written translation of the program.

3. Language required by the Violence Against Women Act of 2005 that prohibits denial and/or termination of assistance for a family or family member who is a victim of domestic violence, dating violence, or stalking.

To further its commitment to full compliance with applicable Civil Rights Laws, the PHA provides federal/state/local information to Voucher holders regarding "discrimination" and any recourse available to them should they feel they have been the victim of discrimination. The HUD 903.1 pamphlet, "Are you a Victim of Housing Discrimination" is provided with the initial briefing packet to assist Voucher holders in determining if their housing rights have been denied or if they have experienced housing discrimination. Upon request, staff will assist the tenant and/or
applicant relative to information on how to fill out and file the discrimination complaint.

Also included in the briefing packet is a brochure entitled "A Good Place to Live." This brochure details specific items that a home must have in order to be approved by the PHA in addition to other pertinent information the tenant should consider that would help the family to choose a good rental unit. After reading this brochure, it is hopeful the Voucher holder will have a clearer understanding of housing quality standards, why they are important, and ultimately help them to find a good place to live.

Participants in the Housing Choice Voucher Program are informed of the protections and rights afforded by the Violence Against Women Act of 2005 upon admissions and at each annual re-examination. A pamphlet is provided explaining the protections afforded under the law and informs the participant of PHA confidentiality requirements. Contact information for local victim advocacy groups and/or service providers is made available to an applicant, a tenant, or member of a tenant's family who is determined to be a victim of acts of domestic violence, dating violence and/or stalking against them.

Information packets are available for landlords who express an interest in renting to tenants through the Section 8 program. The Fair Housing Information pamphlet, the brochure entitled "A Good Place to Live," and a brochure informing the owner/agent of the protections provided by the Violence Against Women Act of 2005 are included in this packet along with other pertinent information regarding the Section 8 program and its requirements.

Program staff actively participated in an Analysis to Impediments to Fair Housing for the counties of Cleveland, McDowell, Polk and Rutherford. The analysis is an exploration of many housing and housing related policies and/or practices in use throughout Region C that may inadvertently or deliberately prevent families from living where they choose. This analysis serves as a tool to assist in the development of the Annual Action Plan for fair housing activities and as an educational tool for housing planners, policymakers, housing providers and other stakeholders in the community.
ISOTHERMAL PLANNING & DEVELOPMENT COMMISSION (NC161)

STATEMENT REGARDING THE STEPS THE AGENCY WILL TAKE TO
AFFIRMATIVELY FURTHER FAIR HOUSING

Isothermal Planning & Development Commission (IPDC) conducts activities in accordance with federal laws to ensure that all applicants and tenant families are treated equally and provided the same quality of service regardless of family characteristics and/or background. IPDC is committed to affirmatively further fair housing opportunities for classes protected under the Fair Housing Act. Protected classes include race, color, national origin, religion, sex, disability, and familial status. IPDC staff participated in development of the Analysis of Impediments to Fair Housing for the jurisdictions served by the Housing Choice Voucher (HCV) program.

1. Steps to Overcome the effects of impediments to fair housing choice that were identified in the jurisdictions Analysis of Impediments to Fair Housing Choice:
   a. Provide landlord and tenant guides to educate property owners and residents of housing problems, housing availability and housing discrimination.
   b. Display fair housing posters and provide brochures in housing offices within each jurisdiction.
   c. Provide landlord information packets as a marketing and educational tool for the HCV program (includes information on landlord/tenant rights, housing discrimination and protections provided by the Violence Against Women Act of 2005).
   d. Staff participation in fair housing workshops and training activities.
   e. Provide equal opportunity for HCV participants to obtain education (high school diploma, GED, associates degree, technical training, etc), job training, financial literacy, credit counseling, and life enrichment skills through the Family Self Sufficiency and Homeownership programs.
   f. Collaboration with local realtors, lenders, service providers and non-profit organizations to expand opportunities for low-income home buyers.
   g. Participation in regional efforts to identify and analyze impediments to fair housing.

2. Steps to remedy discrimination in housing:
   a. Educate owners, landlords and agents on Fair Housing Laws and Regulations via meetings and distribution of “HCV Landlord Packets.”
   b. Marketing the program to all eligible persons, including persons with disabilities and persons with limited English proficiency.
   c. Making buildings and communications that facilitate applications and service delivery accessible to persons with disabilities.
d. Provide assistance to clients in documenting allegations of housing discrimination and/or completing and submission of a housing discrimination claim (includes providing the toll-free number for the Housing Discrimination Hotline: 1-800-669-9777).

e. Refer allegations of discrimination to the applicable “Citizen’s Advisory Committee” and HUD’s Department of Fair Housing.

f. Participate in the investigation of fair housing and/or discrimination complaints.

g. Participate in fair housing and predatory lending workshops.

h. Advocating for HCV participants to ensure equal opportunity in acquiring quality affordable housing of their choice.

3. **Steps to promote fair housing rights and fair housing choice:**

a. Provide fair housing education and related printed materials (includes specific examples of discrimination and procedures for filing a housing discrimination claim) for first-time Voucher holders during the initial briefing session.

b. Provide information and related printed materials (i.e., A Good Place to Live) to HCV participants to assist the family in selecting a good place that will meet the needs of the family.

c. Collaborating with local governments, non-profit legal aid providers and the North Carolina Low Income Housing Coalition.

d. Updating and distribution of fair housing and housing discrimination related materials to program participants, property owners/agents and the community.

e. Leverage HCV vouchers through HUD’s project-based assistance option in providing newly constructed housing units outside of high minority and/or high poverty areas.

IPDC strives to protect the rights of citizens and is dedicated to the mission of promoting adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination. Record keeping covers, but is not limited to, race, ethnicity, familial status and disability status of participants.
PHA Certifications of Compliance with the PHA Plan and Related Regulations including Required Civil Rights Certifications

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the _5-Year and/or X_ Annual PHA Plan for the PHA fiscal year beginning 2019, hereinafter referred to as" the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
   - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
   - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
   - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
   - The PHA shall take reasonable measures to ensure that such a waiting list is consistent with affirmatively furthering fair housing;
   - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.

14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.

15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.

17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).

18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.

19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

 Isothermal Planning & Development Commission
 PHA Name

 NC161
 PHA Number/HA Code

 X Annual PHA Plan for Fiscal Year 20 19

 _____ 5-Year PHA Plan for Fiscal Years 20____ - 20____

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 Max Hopper
Title Vice Chairman of the Board
Signature
Date 4/16/2019