



**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

Financial Management Center  
2380 McGee Street, Suite 400  
Kansas City, MO 64108-2605

OFFICE OF PUBLIC AND INDIAN HOUSING

May 8, 2020

VA041

JAMES CITY COUNTY HSG & COMMUNITY DEVELOPEMENT  
5320 PALMER LANE, SUITE 1A  
WILLIAMSBURG, VA 23188-3188

Dear Executive Director:

SUBJECT: CY 2020 Housing Choice Vouchers – CARES Act Administrative Fees,  
Mainstream Administrative Fees, and MTW Embedded Fees

Your agency was notified in a letter date May 7, 2020 that it has been awarded administrative fee funding under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). This letter and enclosed table provide the specific details of the funding awarded and information concerning the disbursement of these funds. Funds have been obligated and scheduled for disbursement in May 2020.

These funds must be administered in accordance with the CARES Act requirements. Information about these requirements is provided in PIH Notice 2020-08.

Enclosed is your Notice to Amend the Consolidated Annual Contributions Contract (CACC) with revised funding exhibits reflecting the change(s) described above. The amendment notice and revised funding exhibits should be filed with your most recent CACC. No execution by HUD or your PHA is required.

Public housing agencies receiving an increment in excess of \$100,000 in Budget Authority (BA) are required to submit Form HUD-50071, Certification of Payments to Influence Federal Transactions, and if applicable, Form SF-LLL, Disclosure of Lobbying Activities. If this letter notifies you of a renewal in excess of \$100,000, and your PHA has not submitted the Form(s) HUD-50071 (and SF-LLL where applicable) for your current fiscal year; the documents must be submitted to your local field office and Financial Analyst at the Financial Management Center (FMC) within 30 days of the date of this letter. These forms are located on the Internet at the following addresses:

Form HUD-50071

<https://www.hud.gov/sites/documents/50071.PDF>

Form SF-LLL

<https://www.hudexchange.info/resources/documents/HUD-Form-Sflll.pdf>

Please contact your Financial Analyst at the FMC if you have any questions.

Sincerely

**June E. Burnes**

Digitally signed by June E. Burnes  
DN: CN = June E. Burnes, C = US  
O = Financial Management Center.  
OU = Division Director.  
Reason: I am approving this document

Division Director

Enclosure(s)

Memo Reference: 20-097

## Increment Number Table

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

Housing Choice Voucher Program

Section 8

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May 8, 2020

Funding Increment Number	Effective Date	Term (Months)	BA Assigned
VA041AF0132	5/1/2020	1	\$22,420

**Consolidated  
Annual Contributions Contract**

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

Housing Choice Voucher Program

Section 8

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**HUD NOTICE TO HOUSING AGENCY AMENDING  
CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT**

**Housing Agency:      VA041**  
**JAMES CITY COUNTY HSG & COMMUNITY DEVELOPEMENT**

In accordance with Paragraph 2.c. of the Consolidated Annual Contributions Contract between HUD and the HA, you are notified that the funding exhibits of the Consolidated Annual Contributions Contract is hereby revised to add a new funding increment as provided in the attached revised funding exhibit. (This notice adds one or more funding increments listed on the attached funding exhibit.)

The revised funding exhibit is attached to this HUD notice. This revised funding exhibit replaces and revises the prior funding exhibit.

In accordance with Paragraph 2.d. of the Consolidated Annual Contributions Contract, this HUD notice and the attached funding exhibit constitutes an amendment to the Consolidated Annual Contributions Contract.

**United States of America**

Secretary of Housing and Urban Development  
Authorized Representative

Date of Document:

Robert H. Boepple, Director  
Financial Management Center

5/8/2020

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