

Haywood County, North Carolina

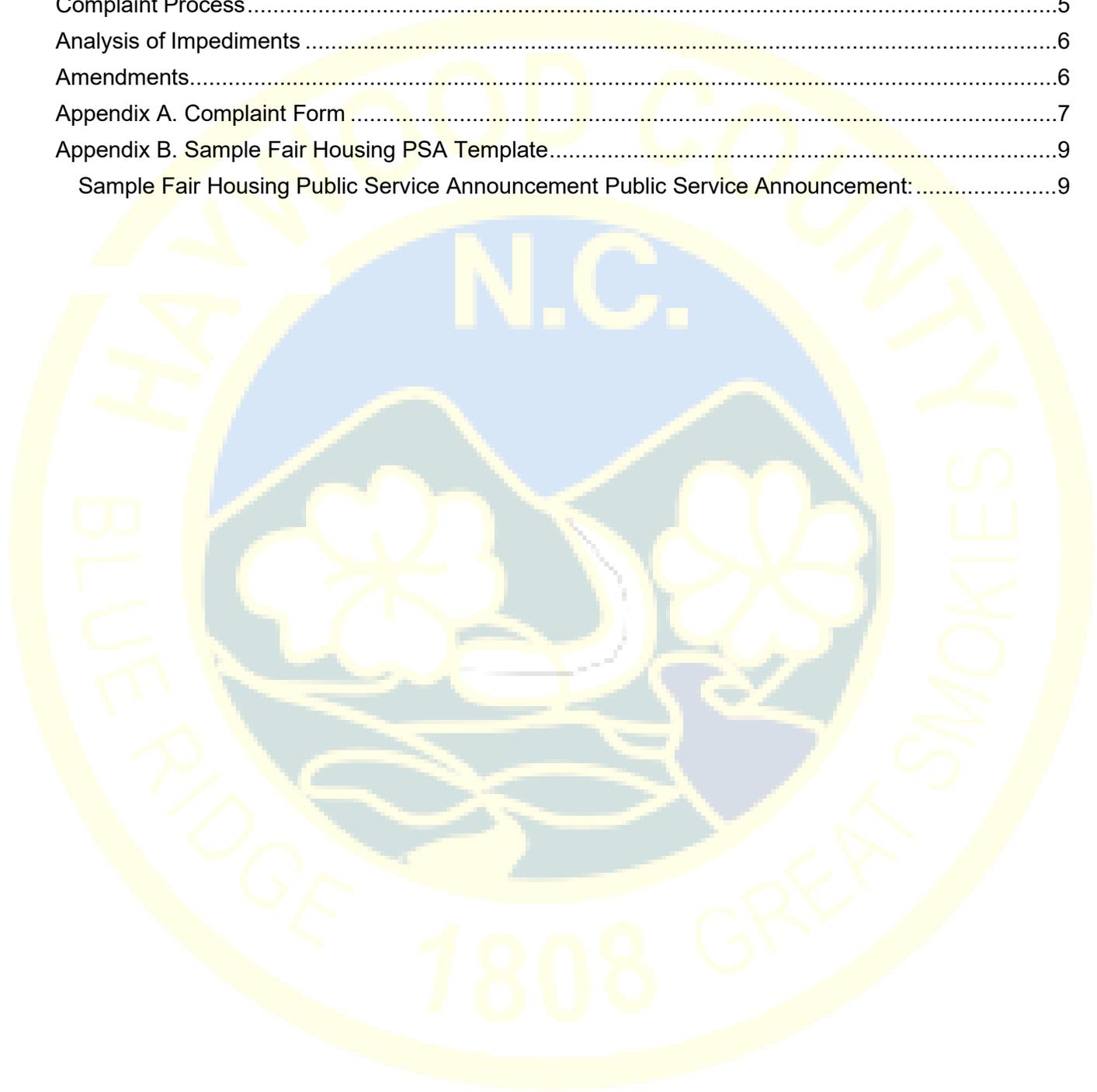


Fair Housing Policy

For U.S. Department of Housing and Urban Development
CDBG-DR Programs

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Revision History

Version Number	Date Updated	Summary of Changes
1.0	June 1, 2025	First version





Policy Statement

It shall be the policy and commitment of Haywood County to ensure that fair and equal housing opportunities are granted to all persons, in all housing programs, services, opportunities, and development activities funded by Haywood County regardless of race, color, religion, gender, sexual orientation, marital status, lawful source of income, familial status, national origin, ancestry, age, or mental or physical disability. This shall be done through a program of education, an analysis of impediments, implementation of the Limited English Proficiency (LEP) policy, and designation of a Fair Housing Officer and development of a procedure for allegations of discrimination. This plan will incorporate the directives of State and Federal laws and Executive Orders, including, but not limited to:

- Title VI of the Civil Rights Act of 1964
- The Fair Housing Act – Title VIII of the Civil Rights Act of 1968, as amended
- Executive Order 11063, as amended by Executive Order 12259
- Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended
- Section 109 of Title I of the Housing and Community Development Act of 1974, as amended
- Section 3 of the Housing and Community Development Act of 1968, as amended
- Sections 503 and 504 of the Rehabilitation Act of 1973, as amended
- The Americans with Disabilities Act of 1990
- The Age Discrimination Act of 1975, as amended
- Executive Order 11246 (as amended by Executive Orders 12375 and 12086) Equal Opportunity Under HUD contracts and HUD-assisted Construction Contracts
- Executive Order 12892, Leadership and Coordination of Fair Housing
- North Carolina General Statutes 41A Fair Housing Act (§41A), including Enforcement (§41A-7)

Haywood County commits to providing and promoting equal opportunities in all housing and programs and will take affirmative steps to reach out to all eligible program beneficiaries. Haywood County hereby certifies that it will assist with the coordination and implementation of Fair Housing practices to comply with federal statutory requirements.

Haywood County, Program Staff

In accordance with Title VIII, Civil Rights Act of 1968, as amended, the identified program staff to handle fair housing complaints and compliance activities:

Hannah White,
Community & Economic Development Manager
215 N Main St,
Waynesville, NC 28786
O: 828.356.2638 or C: 828.246.7801

The program staff is responsible for the intake and processing of all housing discrimination allegations as well as implementation of Fair Housing Plan activities and compliance. The Officer will be familiar with the complaint process and federal and State Laws which address Fair Housing. Records which show the date, time, nature of complaint, and decisions made in the complaint process(es) will be fully documented. A separate file will maintain a record of all housing discrimination complaints and follow-up actions.

Complaint Process

The Haywood County program staff will reasonably assist the complainant in submitting the complaint to the appropriate body in accordance with the grievance procedure of the NC Office of Recovery & Resiliency (NCORR).

The individual(s) filing the complaint will then be advised of the option of filing directly with the U.S. Department of Housing and Urban Development (HUD), the North Carolina Human Relations Commission (NCHRC), or with both agencies simultaneously. The Fair Housing Officer will keep a record of the progress on the number of complaints filed, any actions taken, and the status of each complaint.

Complaint Process for HUD

Any person who feels that their housing rights have been violated may submit a complaint to HUD via phone, mail, or the Internet:

Office of Fair Housing and Equal Opportunity
Department of Housing and Urban
Development Room 5204
451 Seventh Street SW
Washington, DC 20410-
2000
202-708-1112 or 800-669-9777

<https://www.hud.gov/fairhousing/fileacomplaint>

Complaint Process for the North Carolina Human Relations Commission

In North Carolina, the North Carolina Human Relations Commission (HRC) accepts fair housing complaints as they are related to violations of the federal Fair Housing Act or the North Carolina Human Rights Act. This agency accepts complaints that are alleged to have occurred in areas that are not covered by existing Fair Housing Assistance Program agencies.

Complaints can be submitted to the HRC by completing the Housing Discrimination Complaint Form (Appendix A), which requires information regarding who was involved in the alleged discriminatory act and where and when the alleged act occurred:

North Carolina Human Rights
Commission 1318 Mail Service Center
116 W. Jones Street, Suite 2109
Raleigh, NC 27699-1318
919-807-4420 or 866-324-7474

Additional Steps for Haywood County and recipients of HUD funding

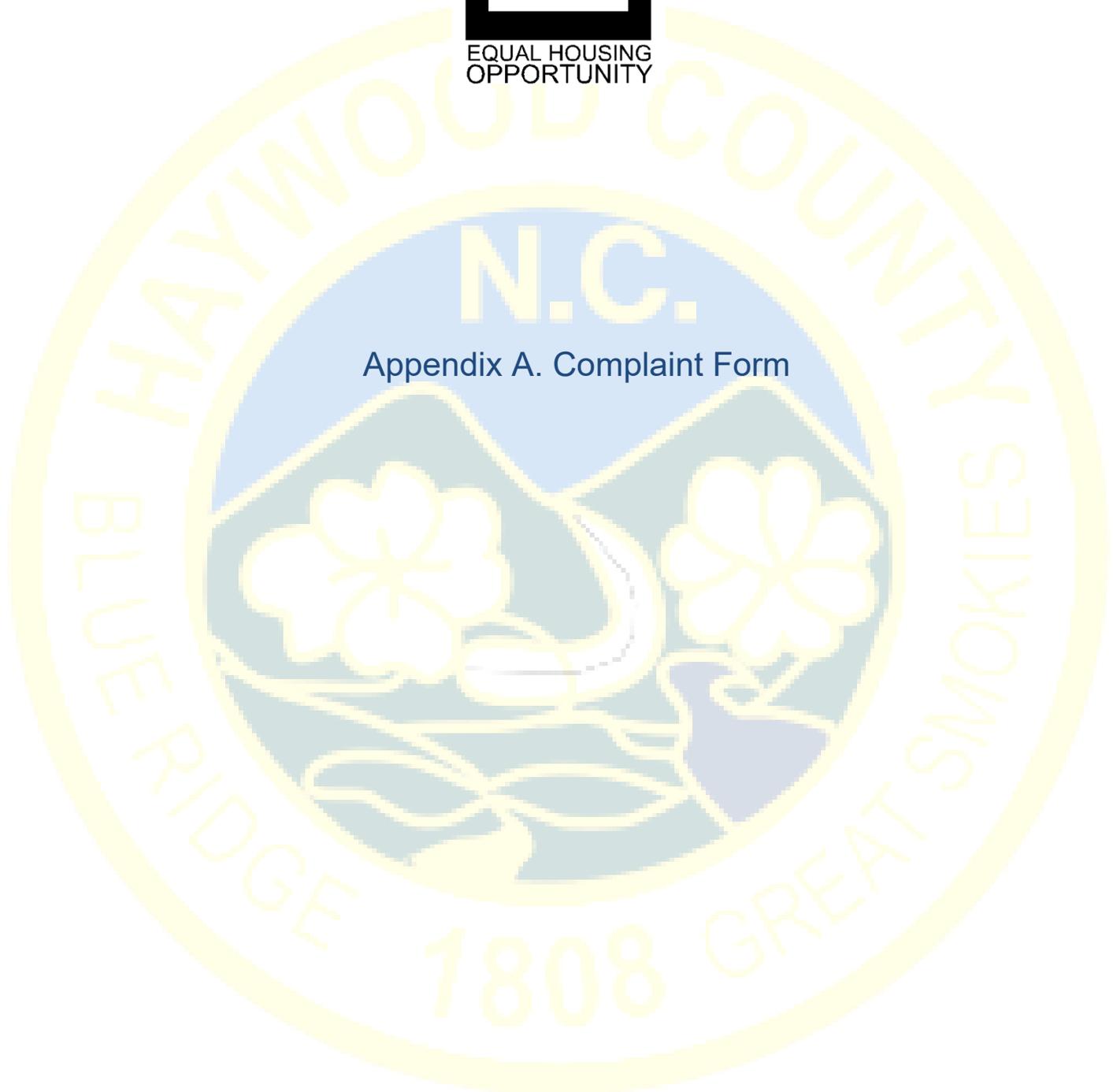
- Haywood County will adopt a Fair Housing Policy Statement Required as a subgrantee / subrecipient of federal funds.
- Haywood County will display Fair Housing posters identifying the agency's Fair Housing Officer, title, address, and phone number in prominent locations, including the agency's website. In addition, Fair Housing information will be distributed outside of the agency to traditional housing partners, including local realtors and banks and other referral sources.
- All signage crediting HUD, Haywood County, and, if applicable, program developers for project funding and development shall prominently display the Fair Housing logo. Solicitations for procurement, brochures, bid advertisements, etc. by Haywood County for any assisted program must include the phrase "Equal Housing Opportunity/Affirmative Action Employer." The type of logo, statement or slogan will depend on the type of media being used (visual or auditory). All logos/statements shall appear at the end of the document.
- All builders, contractors, and developers of housing units will be required to certify that they are affirmatively furthering Fair Housing in their design and construction activities, including accessibility for persons with disabilities, reaching out to persons of protected classes to increase housing choice and opportunities through location of new construction and rehabilitated housing, conduct any program activities as sites that meet Section 504/ADA compliance, and provide translation services to LEP individuals.

Analysis of Impediments

Haywood County will follow NCORR's processes. NCORR will evaluate and assess the previously conducted Analysis of Impediments (AI) every 5 years, and then conduct a review of its policies, programs, practices, and procedures to ensure conformance. All future Analyses of Impediments will be reviewed and utilized to guide program delivery methodology and validate the unmet needs focusing on patterns of integration and segregation, racially and ethnically concentrated areas of poverty, disparities in access to opportunity, and disproportionate housing needs.

Amendments

Haywood County shall amend and revise this Plan as required to keep it current with State and Federal Fair Housing, affirmative action, and equal opportunity policies and procedures along with local actions and activities to further the purposes of this policy statement.



Appendix A. Complaint Form

Haywood County

HOUSING DISCRIMINATION COMPLAINT

Case Number:

Date:

1. Complainant(s):
2. Other Aggrieved Persons:
3. The following is alleged to have occurred or is about to occur:
4. The alleged violation occurred because of:
5. Address and location of the property in question (or if no property is involved, the city and state where the discrimination occurred):
6. Respondent(s):
7. The following is a brief and concise statement of the facts regarding the alleged violation:
8. The most recent date on which the alleged discrimination occurred:
9. Types of Federal Funds identified:
10. The acts alleged in this complaint if proven, may constitute a violation of the following:

Sign and Date this Form

I declare that I have read this complaint (including all attachments) and certify that it is true and correct, to the best of my knowledge.

_____ (Type Complainant's name)

_____ Date

NOTE: HUD WILL FURNISH A COPY OF THIS COMPLAINT TO THE PERSON OR ORGANIZATION AGAINST WHOM IT IS FILED.

Appendix B. Sample Fair Housing PSA Template



Sample Fair Housing Public Service Announcement Public Service Announcement: Fair Housing, It's the Law

To promote fair housing practices, the County of Haywood _____ encourages potential homeowners and renters to be aware of their rights under the National Fair Housing Law.

Title VIII of the Civil Rights Act of 1968, as amended, prohibits discrimination against any person on the basis of race, color, religion, sex, disability, familial status or national origin in the sale or rental of units in the housing market.

For more information on fair housing or to report possible fair housing discrimination, call the North Carolina Human Rights Commission at (919) 807-4420 or (866) 324-7474.