

**EXHIBIT 4.33
COUNTY OF ORANGE
CONSOLIDATED PLAN CERTIFICATION OF CONSISTENCY PROCESS**

All entities that apply for federal funds must receive a certification from the jurisdiction in which the project is located, which indicates that the proposed program activities are consistent with the priorities and implementation plan contained in the City or County's Consolidated Plan. This certification is accomplished through the following three-step process:

1. **LETTER OF REQUEST:** Send a letter to one of the governing bodies listed below, requesting a Certification of Consistency to the Consolidated Plan for your funding application or proposal. Your letter should provide, at a minimum, the information specified in the sample letter.
2. **REVIEW:** Staff of the governing authority will review the request and make a determination of Consistency with the Consolidated Plan.
3. **NOTIFICATION:** If all the necessary information has been included with the request, and if the funding application or proposal is found to be consistent, the applicant will receive a [Form HUD-2991](#) - Certification of Consistency from either the City or County. If the request is not complete, or if the proposal is not found to be consistent with the Consolidated Plan, the applicant will receive a notification from the City or County explaining the reason for denial. The applicant will be asked to provide the missing information or to respond to the denial.

Selection of the Proper Jurisdiction

Orange County is designated as an Urban County by HUD and represents the 12 Participating Cities listed below with populations under 50,000, the 2 Metro Cities listed below with a population over 50,000, 14 Target Areas, and other unincorporated areas of the County.

Participating Cities

Brea, Cypress, Dana Point, Laguna Beach, Laguna Hills, Laguna Woods, La Palma, Los Alamitos, Placentia (Metro City), San Juan Capistrano, Seal Beach, Stanton, Villa Park, & Yorba Linda (Metro City).

To request Certification of Consistency with the Consolidated Plan for projects located in the Unincorporated County, Participating Cities, and Metro Cities, contact Craig Fee of Housing and Community Development at 714-480-2996 or craig.fee@occr.ocgov.com.

To request Certification of Consistency with the Consolidated Plan for rental housing that is NOT located in the Unincorporated County, Participating Cities, and Metro Cities, applicants must contact the jurisdiction where the project is located.

The following is a sample letter to request consolidated plan certification from a jurisdiction. All of the information in the sample letter must be included in all request letters.

Sample Letter

(on company letterhead)
Requesting Consolidated Plan Certification

(Date)

Dear (Contact person at the City or the County):

[First Paragraph: Identify your organization.]

The (name of organization), located at (address, including zip code), will submit an application to the County of Orange, Housing and Community Development located at 1501 E. St. Andrew Place Santa Ana CA 92705 for (Project Name), (Project location, Address, City and Zip Code).

[Second Paragraph: State your request]

(name of organization) is requesting certification from the (name the governing jurisdiction, i.e. City of Anaheim) demonstrating that its funding application activities are consistent with the (name the governing jurisdiction's) Consolidated Plan.

[Third Paragraph: Name the Program to which you are applying. Describe your application/proposal, Include the amount being requested, the location of the facility or site where the funding will be used, the purpose for which the funds will be used, the number of families who will be served, the income of families who will be served, and a timeline indicating when the project will be completed.]

[Fourth Paragraph: Describe how the application/proposal coincides with the jurisdiction's priorities, resource allocations, implementation plans, and site selection policies:

Thank you for your consideration, (name of organization) looks forward to receiving a response from the (name of jurisdiction/department) to this request for Consolidated Plan Certification.

Sincerely,

(Type name, title, and organization title)
Signature

List contact person and phone number.