



PLAIN WRITING ACT
COMPLIANCE REPORT

April 2014



Federal Housing Finance Agency
Plain Writing Act Compliance Report
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This report describes the Federal Housing Finance Agency's compliance with the Plain Writing Act of 2010 (Act).

The Act is intended to make it easy for the public to understand government documents by requiring executive agencies to use plain writing in new or substantially revised "covered documents." The Act defines a covered document as one that is needed for obtaining any federal government benefit or service or filing taxes; provides information about any federal government benefit or service; or explains to the public how to comply with a requirement that the federal government administers or enforces.

Although relatively few of FHFA's documents are covered by the Act (FHFA does not directly provide benefits to the public), the agency is committed to writing documents that are clear, concise, and well organized. FHFA has redesigned its entire Web site with plain language in mind.

FHFA makes plain writing courses available to all employees, keeping class sizes small to ensure opportunity for individual feedback on each participant's written work. We provide training and personalized coaching, using their own documents, to employees who regularly write or edit documents; and, we provide training to those employees for whom writing or editing is not a significant responsibility, but who seek to improve their writing. We tailor all writing courses to the attendees' type of work products.

FHFA established a plain writing website at <http://www.fhfa.gov/PlainLanguage> . The senior agency official for plain writing is Sandy Comenetz, Executive Advisor to the Director, plainlanguage@fhfa.gov