

Housing and Urban Development  
Office of Public and Indian Housing

# COLORADO DIVISION OF HOUSING

## PHA Plans

5-Year Plan for Fiscal Years 2005 - 2009  
Annual Plan for Fiscal Year 2009

Kathi Williams, Director



**COLORADO STATE HOUSING BOARD APPROVAL DATE:**

# PHA Plan Agency Identification

**PHA Name:** Colorado Division of Housing

**PHA Number:** CO911

**PHA Fiscal Year:** State Fiscal Year 2008 (July 1, 2008 – June 30, 2009)

**Public Access to Information:**

Information regarding any activities outlined in this plan can be obtained by contacting the main administrative office of the PHA and/or the DOH contractors listed within this plan. The PHA Plan can also be viewed at:

<http://www.dola.colorado.gov/cdh/index.html>

PHA Plan Supporting Documents are available for inspection at the main business office of the PHA at:

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Attachment A - Resident Advisory Board

Attachment B – 5-Year Strategy Statement of Progress

Attachment C – PHA Certifications of Compliance and Related Regulations

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Attachment F – Certification of Payment to Influence Federal Transactions

Attachment G – Certification of Consistency with the State of CO Consolidated Plan

### Supporting Documents Available for Review

- Division of Housing Administrative Plan
- State of Colorado Consolidated Plan can be viewed at:  
<http://www.dola.colorado.gov/cdh/index.html>
- Division of Housing Vacancy Study
- PHA Legal Authority Opinion
- Department of Local Affairs Budget Narrative
- PHA Certifications of Compliance with the PHA Plans and Related Regulations
- DOH Homeownership Plan
- FSS Action Plans for various locations in the state
- State of Colorado Fiscal Audit can be viewed at:

<http://www.leg.state.co.us/OSA/coauditor1.nsf/ReportPublicDept?OpenForm&Start=1&Count=900&Expand=40&Seq=2>

## **5-YEAR PLAN**

### **DOH FISCAL YEAR 2007 For the Period July 1, 2008- June 30, 2009**

#### **MISSION**

The mission of the Colorado Division of Housing (DOH) is to ensure that Coloradoans live in safe, decent and affordable housing. We do this by helping communities meet their housing goals. In addition to providing adequate and affordable housing, DOH provides family self-sufficiency, economic opportunity and a living environment free from discrimination.

#### **STATE OF COLORADO CONSOLIDATED PLAN**

Colorado Division of Housing (DOH), in conjunction with the Department of Local Affairs, Division of Local Government, prepares the State of Colorado Consolidated Plan. The State Consolidated Plan is an annual action plan, which identifies DOH strategies and goals to address the affordable housing needs of Colorado communities. DOH relies on a number of resources and publications to identify the households most in need of affordable housing in Colorado. These sources include our bi-annual Colorado Division of Housing Multi-family Housing Vacancy and Rent Survey, Regulatory Barriers, Public Housing Authority Waiting List Survey and Incomes for Colorado and its Regions. Information from these reports is supplemented by data from the Department of Local Affairs demographics section and other outside sources. All of the information referenced above is utilized in preparing the PHA Agency Plan and 5 Year Strategy for the Section 8 Voucher Program.

In addition, the Division of Housing has created a Community Housing Assistance Team, or “CHATS” staff that works one-on-one with agencies and communities throughout Colorado on identifying housing needs, preparing housing plans and strategies, identifying potential housing projects and creating financing packages for new housing units. This team has staff in Denver and in two field offices in Colorado, and maintains a pipeline of potential housing projects throughout the state.

The strategies and action items from the State Consolidated Plan are used as benchmarks to increase the production of affordable housing, to set goals and action items for the Public Housing Agency (PHA) Annual Plan and to develop the individual work objectives of DOH staff to improve program delivery and customer service in the state of Colorado.

#### **STATE OF COLORADO CONSOLIDATED PLAN FIVE YEAR STRATEGIC GOALS**

Goal 1: To preserve the supply of existing affordable rental housing.

Goal 2: To increase the supply of affordable rental housing to meet community needs.

Goal 3: To increase the capacity, stability, participation and independence of local housing and service providers and private enterprise so they are better able to meet the housing needs of their communities.

Goal 4: To increase homeownership and preserve existing properties for low and moderate-income people and minorities.

Goal 5: Meet the need for housing facilities or shelter beds for homeless persons.

Goal 6: To assist in creating an adequate supply of housing for persons with special needs coupled with appropriate services to increase independence.

Goal 7: To increase housing opportunities in revitalized neighborhoods.

Goal 8: Provide community at-large and policy-maker education and outreach about housing issues so that communities are better able to meet their housing needs.

The above goals are fully addressed in the State Consolidated Plan and can be viewed at: <http://www.dola.colorado.gov/cdh/index.html>

As stated above, DOH developed its PHA Annual Plan in conjunction with the State Consolidated Plan. Through this effort, the housing needs of low-income Coloradoans have been identified and action steps have been implemented to address these needs as indicated in the DOH Annual Plan strategic goals listed below:

### **DOH STATE AGENCY PLAN STRATEGIC GOALS AND ACTION ITEMS**

**DOH Strategic Goal: Increase the availability of decent, safe, and affordable housing for families earning 30% of the county Area Median Income (AMI).**

Action Items:

- Apply for at least 50 additional rental vouchers annually (when incremental vouchers are available through HUD) so that additional families in the state will have the opportunity to be assisted with rental assistance.

**DOH Strategic Goal: Increase the number of families receiving rental assistance who are disabled, homeless, and/or displaced due to domestic violence or a natural disaster.**

Action Items:

- Apply for at least 50 additional special population rental vouchers annually (when available through HUD) for homeless with substance abuse, mainstream or special funding for persons with disabilities so that additional families in the state will have the opportunity to be assisted with rental assistance.
- Require DOH contractors to annually implement the DOH Voucher Program admissions preference for those who are homeless, are victims of domestic violence, or victims of a natural disaster.
- DOH will respond to a natural disaster within 24 hours of a Governor's Declaration of Disaster.
- DOH staff will assist in coordinating local emergency housing services with agencies providing rental assistance to eligible families.

**DOH Strategic Goal: Improve the quality and delivery of the Section 8 Rental Assistance program.**

Action Items:

- Improve program management by annually reviewing and revising (if needed) the quality control processes in place regarding payments to landlords.
- Annually review and revise policy manuals such as the Administrative Plan, Home Ownership Plan and Agency Plan used to administer the program.
- Annually review and revise factors for monitoring frequency status to better identify

- contractors at risk of having monitoring findings.
- Annually provide on-site and Internet based training and publications on Section 8 federal funding regulations, HQS inspections, grant management, organizational management and homeownership design.
- Sponsor two annual DOH Section 8 Contractor trainings to review DOH policy and federal regulation, which govern the program.
- Annually improve the Voucher SEMAP score.
- Improve and maintain, on an annual basis, the HQS Interactive Training on the DOH website in order to educate landlords, families receiving rental assistance and our housing contractors.
- Improve and maintain the homeownership manual and homeownership interactive website training.

**DOH Strategic Goal: Increase assisted housing choices.**

Action Items:

- Increase voucher payment standards for Section 8 Contractors in high rental cost areas of the state by 10% where warranted.
- Annually update the DOH Tenant briefing packet to improve the information on housing choice and include census tract information for DOH contractors in the Denver Metro Area.
- Develop and send an annual newsletter to Section 8 landlords to provide outreach and information and to express appreciation for their participation in the Section 8 Voucher Program.
- Implement and update annually a flexible voucher homeownership program that can be adapted to all communities within the state.
- In conjunction with the Supportive Housing and Homeless Program (SHHP) sponsor the development of statewide utility allowances that are posted on the DOH website.

**DOH Strategic Goal: Promote self-sufficiency and asset development for assisted households.**

Action Items:

- Increase the number of families enrolled in the Family Self-Sufficiency (FSS) Program by an additional 20 families annually.
- When made available, apply for HUD Vouchers to increase rental assistance opportunities for those working toward self-sufficiency.
- Annually provide public and private grant information and technical assistance in preparing grants to the Section 8 Contractors so they may better operate their FSS programs.
- Annually promote and support cooperative agreements at the local level between the Department of Human Services, Department of Labor and Employment and other supportive service providers.
- Annually provide DOH Voucher Program admissions preference for families currently in the TBRA program or who are working and/or enrolled or were previously enrolled in educational, training or upward mobility programs and that are interested in working toward self-sufficiency.
- Administer at least 70 escrow accounts for families participating in the FSS programs
- Apply annually for the FSS Coordinator Funding (if made available by HUD) to distribute to the FSS coordinators working with families within the state contracted

- programs.
- Annually have 10 additional DOH voucher families participate in the Homeownership Program.

**DOH Strategic Goal: Provide equal opportunity in housing for all Coloradoans. DOH will continue to ensure equal opportunity and affirmatively further fair housing.**

Action Items:

- Annually review and revise information that is distributed to Coloradoans who contact the DOH wanting tenant/landlord and fair housing assistance.
- Incorporate a Fair Housing workshop into one of the annual Section 8 Voucher Program training.
- Ensure that CDOH staff attends Fair Housing Conferences to better understand the law so accurate technical assistance can be provided to our contractors.
- Update the statewide “Impediments to Fair Housing” annually.

## ANNUAL PHA PLAN

### ANNUAL PLAN TYPE

Streamlined Plan - For administration of the Section 8 Housing Choice Voucher Program

### EXECUTIVE SUMMARY

Colorado, located in the Rocky Mountain West, is a state with many faces. While best known for its ski and outdoor sport industry, Colorado is home to many small farming and ranching communities, large urban areas and small towns that have a history rooted in mining. Colorado - or “colored red” in Spanish - has a landscape of Midwest plains, snow capped mountain peaks, and desert mesas. Encompassing 104,247 square miles, Colorado is the eighth largest state in the country. It is also the highest of the 50 states, with an average altitude of 6,800 feet. While our geographic area is large, Colorado is still ranked 22nd in the nation for total population. The Demography Department of Local Affairs population count for Colorado on July 1, 2006 is 4,813,536. The current forecast for the population of Colorado as of July 1, 2007 is 4,909,989.

Denver is the largest city in Colorado with an estimated population of 580,223 on July 1, 2006. The entire metro Denver area has a population of 2,627,322<sup>1</sup>. The metro area is home to three major colleges and universities, four major league sports teams and a thriving downtown area. Other major cities in Colorado include Aurora, Boulder, Fort Collins, Grand Junction, Greeley, Colorado Springs, and Pueblo.

Colorado’s population will grow an average of 1% from 2005 to 2007, and is expected to grow at an average rate of 1.8% from 2005 to 2010. Tech industries are showing signs of recovery and will continue to gain as the business sector increases. The western slope of Colorado and its mountain communities experienced an influx of new residents from states such as California and Texas in the 1990s, but are now experiencing explosive growth due to the oil and gas development. Many of Colorado’s newer residents are self employed or retired. This slight slowdown in growth is expected to occur as the cost of living in Colorado continues to rise above that of other areas of the country.

### *Economic Trends – provided by the Communities Strategies Institute (CSI)*

Both state and national economies are producing positive numbers for businesses, investors and wage earners:

According to Jason Shrock, economist of the Legislative Council staff, “The overall economy continued to slow in the third quarter of 2006 which was caused mainly by the weakening housing market. However, consumer spending, the largest driver of the nation's economy, continued to be strong. Although there are some weaknesses in the nation's job market, notably in construction and manufacturing, it continues to be positive overall...” However, the slowing of the housing market will begin to exert a slowing effect on the national economy as employment and spending related to housing construction continues to decrease. Jason Shrock, Legislative Council staff:

“The once booming **housing market** continues to show signs of weakening and represents the nation's largest economic concern. Since the booming housing market was an important component in the nation's economic recovery, the economy could likewise be negatively impacted by the housing downturn. Eight of the last ten contractions in the housing market were followed by a recession.”

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1 State Demographer, preliminary

“In addition to the decline in residential construction, other data confirms the weakening of the housing market. For example, existing home sales were down 14.2 percent at a seasonally adjusted rate...”

While the national economy seems to be making the desired soft landing without sliding into a recession, consumers are challenged to keep up with increases in the cost of daily essentials. Jason Shrock, Legislative Council staff:

“Disposable personal income, or personal income after taxes, increased a significant 0.8 percent in September, adjusted for price changes, mostly due to declining energy prices. However, the personal savings rate remained negative in September, as consumers continued to spend more than they earn in income by borrowing, using cash from the sale of assets, or by tapping into their savings.”

Recent economic analysis suggests that our state’s economy will continue to grow through 2007. According to Natalie Mullis of Legislative Council staff:

“After increasing 2.1 percent in 2005, **non-farm employment** in Colorado increased 2.2 percent year-to date through September. Colorado's unemployment rate fell to 4.4 percent in September. The state added an average of 3,600 jobs per month in 2006, and has regained all of the jobs it lost during the recession plus an additional 32,200 jobs, on a *seasonally adjusted* basis.”

“Jobs have moved outside of the Denver-Aurora- Boulder region as local economies in other areas of the state have experienced strong growth. The western slope economy is expanding rapidly as a result of ongoing increases in the production of oil and gas. The mountain, southwest, and southern regions of the state are showing healthy growth as baby boomers retire there, tourism flourishes, and more second homes are built. These sources of growth are heavily dependent on the service industries, which have fueled job growth statewide during the recovery.”

As is the case with national economy the housing industry remains an item of concern. However, as employment and income increases in the non-metro areas of Colorado, the housing market shows appreciation and increased demand for second homes in many markets. Natalie Mullis of Legislative Council reports:

“The number of **housing permits** decreased 10.5 percent through September, with permits for single family homes down 17.7 percent. After years of weak market indicators, there is renewed interest in the multi-family housing market. Permits for multifamily homes are showing a 38.3 percent increase through September. Higher mortgage rates, a large supply of homes on the market, and the high cost of single-family housing in Colorado, coupled with declining vacancy rates for apartments, has prompted speculators to look to the apartment market for construction opportunities. Overall, the housing market is expected to undergo a small correction over the next three years before recovering in 2009.”

Colorado’s economy should continue in a balanced pattern through 2007. Some areas of the state will experience growth as a result of in migration and increase resource extraction activity. Other area will see little growth in employment or population. Natalie Mullis of Legislative Council reports:

“The state's economy is expected to continue growing at a moderately healthy pace through 2007, fueled by Colorado's advanced technology, defense, tourism, and natural resource industries. Concerns related to inflationary pressure and trouble in the housing market remains, but the economy appears to be headed for a soft landing rather than a prolonged and severe downturn.”

The Governor's Office of State Planning and Budget (OSPB) remain moderately upbeat about the 2007 Colorado economy:

“The December 2006 forecast indicates that the Colorado economy will continue on its expansion. Since January 2006, the State's labor markets have surpassed their pre-recession levels, personal income rose 6.8 percent through second quarter 2006, and retail sales remain solid. Furthermore, Colorado's October 2006 employment increase of 2.1 percent is 15th highest in the country. Meanwhile, unemployment remains on a downward trajectory, averaging 4.4 percent through October 2006. In 2005, unemployment rate fell to 5.1 percent, the lowest level since 2001.

- Colorado employment will increase 2.1 percent in 2006, a net increase of 46,300 new jobs compared with 2005. In 2007, employment growth will gradually slow as a result of more moderate national economic activity and average 2.0 percent.
- The 2006 unemployment rate is forecast to average 4.5 percent, compared with the 5.1 percent rate posted in 2005. The unemployment rate will remain under five percent through 2010.
- Personal income growth will average 7.0 percent in 2006 and 6.2 percent in 2007.
- Retail trade sales are forecast to increase 5.6 percent in 2006 and 2007.
- Consumer prices in the Denver-Boulder-Greeley area will rise 3.5 percent in 2006 and 3.1 percent in 2007.
- In 2006, net in-migration to Colorado will be over 51,000 — the largest increase since 2001 — and total population growth will be 1.9 percent.”

New residents moving into the state will increase demand for housing units. OSPB predicts a 2.2 % decline in new housing permits for 2007. Coupled with over a 14% decrease during 2006, there will be fewer for sale and rental units available for new residents. Increased demand and shrinking supply usually results in increases in sales prices as well as increase in monthly rents.

Other economists are not optimistic that demand for housing will put pressure on prices. The National Association of Realtors in a report issued in January of 2007, measured an 8 % drop in sales of existing homes. Some economists believe that if inflation stays moderate the Federal Reserve may lower interest rates in 2007. Such a move could result in a decrease in mortgage interest rates from 6.4% to a high 5% according to Vectra Band economist, Jeff Trudged. The lowering of mortgage interest could more than offset any moderate increase in housing prices as a result of stronger demand.

Colorado's oil and gas industry continues to grow on the Western slope. While new high paying jobs affiliated with oil and gas will be welcome in West Slope communities, it will be more difficult for service sector employees to compete for housing in markets with increased demand. Richard Wobbekind, economist at CU Leeds School of Business, believes that “by far the strongest sector growth will be in natural resources and mining.”

Colorado's Front Range and in particular the northern sector of the Front Range is experiencing a softer economy. Martin Shields, the regional economist at Colorado State University, believes “northern Colorado seems to have an oversupply of new residential construction. Any significant interest rate hikes could do substantial harm to the sector.”

2007 saw a housing market in Colorado which residential sales prices show a slight decline in most markets except those impacted by oil and gas employment and expanded retiree tourism. Those who wish to purchase their first home should find friendly interest rates and reasonable sales prices. Colorado home prices compare favorably with those recorded for bordering states such as Arizona, Utah, and New Mexico.

Renters with incomes greater than \$20,000 should be able to afford decent rental housing. Those renters under that threshold will continue to find too few units with rent rates affordable on a limited income. Because of high vacancy rates extending back to 2002, landlords have lowered rents and even as vacancies have diminished, rent increases have not kept up with the increases in operating costs.

Those with lower income will be challenged to find a unit with an affordable rent rate. However, because net operating income for rental properties has declined over the past couple of years, sales prices for rental properties have declined. This trend represents opportunities for affordable housing providers to purchase existing units at prices that can be sustained with the right financing and equity contributions.

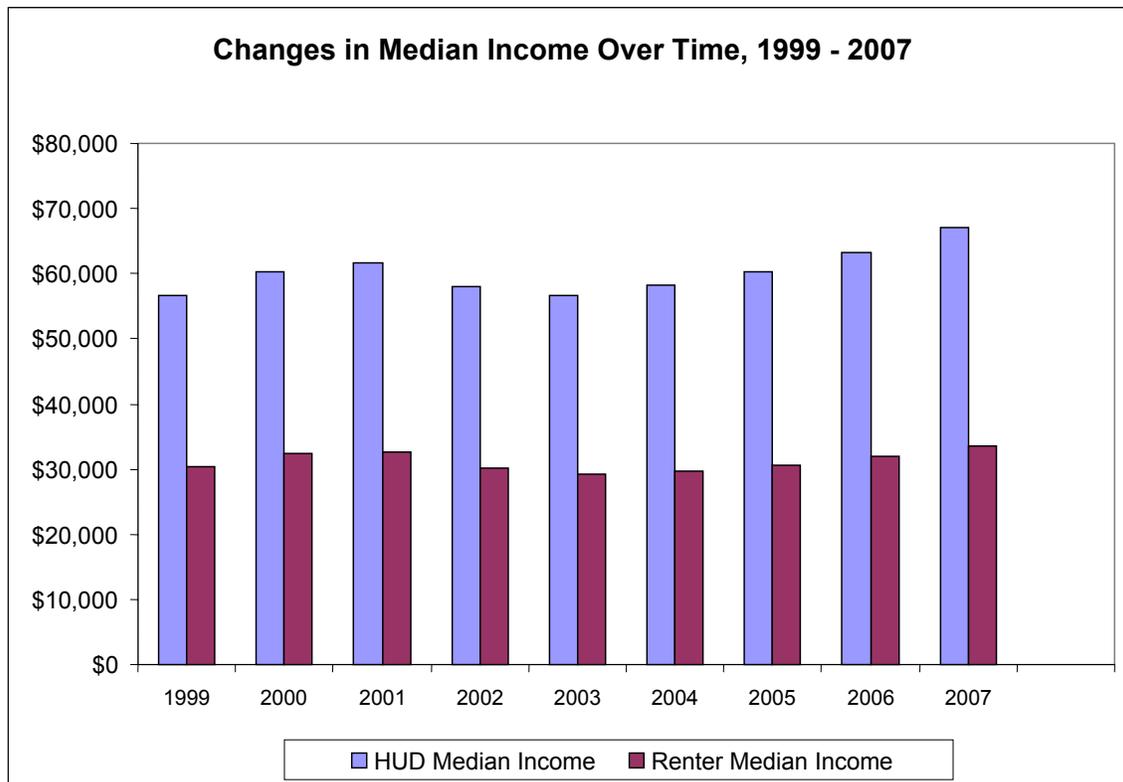
**HOUSING AND COMMUNITY DEVELOPMENT NEEDS**

Median incomes vary in Colorado depending upon which region of the state a household resides. The regions along Colorado’s front range have a higher median income than those in other parts of the state. The metro area’s median income in 2006 is \$71,200. The only part of the state that has a higher median income is Region 12, which includes most of the state’s largest ski areas. The area with the lowest median income in 2005 is Region 14, which includes Huerfano and Las Animas Counties.

To better understand Colorado’s incomes and housing conditions, DOH contracted with the Communities Strategies Institute (CSI) to produce a report that examines rent burden, issues of homeownership and a demographic picture of these issues.

There are 1,310,326 owner households and 504,824 renter households in Colorado. Not surprisingly, owner households have a higher median income than renters.

In 2007, the HUD Area Median Income (AMI) in Colorado was \$65,400 while the Renter Median Income in Colorado was \$32,765. Traditionally, governments, non-profit organizations and the private sector analyze housing need based on the HUD AMI. However, Renter Median Income (RMI) is a more accurate presentation of low income households in Colorado. The table below demonstrates the difference between the HUD AMI and RMI since 1999.



In addition to seeing the contrast between the HUD Area Median Income and the Renter Median Income, the table below demonstrates the annual income earned by renter households in Colorado.

**Renter Incomes In Colorado 2007**

2007 Renter Median Income = \$32,765

2007 HUD Median Income = \$65,400

<u>Percent of Renter Median Income</u>	<u>Income</u>	<u>Percent of HUD Median</u>
30 %	\$9,830	15%
50 %	\$16,383	25%
60%	\$19,659	30%
80 %	\$26,212	40%
100%	\$32,765	50%

There are approximately 24,073 households in Colorado that earn less than \$9,830 annually. These families are represented in the 30 percent RMI category. There are approximately 23,891 households in Colorado that earn between \$9,831 and \$19,620 annually. These families are represented in the 60 percent RMI category. A total of 47,964 households in the state are extremely rent burdened.

The analysis conducted by CSI also demonstrates that in Colorado households making 50 percent or less of RMI have a shortage of affordable rental units available to them. As incomes rise, the number of units affordable at those incomes also increases. At 60 percent RMI, there are 103.51 affordable rental units per 100 renter households in Colorado. There are more units affordable to renters at 60 Percent of RMI Income than there are units. Many of the households that earn 0 – 60 percent of RMI are most likely living in these units.

In contrast, for households at 30 percent of RMI, there are only 64.26 affordable rental units per 100 renter households in Colorado available. Those at 50 percent RMI have only 55.85 affordable rental units per 100 renter households available. This information demonstrates that the greatest need for rental subsidies and affordable rental units are for those earning less than 50 percent of the RMI.

**Rental Units Available per 100 Households**

Colorado Renter Median Income	30%	50%	60%	80%
UNITS	64.26	55.85	103.51	137.78

The Colorado Division of Housing is working with local governments, non-profit housing and service organizations, and citizens to make available information that allows communities to identify issues and tailor solutions for their community housing needs.

**SPECIAL NEEDS HOUSING**

Colorado’s population is aging. The age group with the most dramatic change is those in the 55 – 75 age range – reflecting the aging of the “baby boomers.” While the elderly as a percentage of the total population will not change dramatically, the total number of persons age 55 and older will increase by over 189,000 between 2005 and 2010. Almost 133,000 of these persons will be aged 55-64. The housing needs of this population will play an increasing role in our economy in years to come.

**Facts about Senior Renters**

Senior Renter Median Income (RMI)	\$21,059
Senior RMI as Percentage of RMI	63%
Senior RMI as percentage of AMI	32%
Seniors as percentage of all 0 - 60% RMI renters	11%
Senior rent burdened (estimated as percentage of all rent burdened households)	5,111

DOH continues to work to create housing opportunities for other special populations, including those with chronic mental illness, physical disabilities, developmental disabilities, alcohol and drug addiction, and HIV/AIDS. This population is generally unable to hold full-time employment, has higher than normal medical expenses, and may require assistance with activities of daily living (ADL). Most significantly, these populations have limited income and may have a need for special accommodations.

**HOMELESS NEEDS**

The Bush Administration has targeted an end to chronic homelessness by the year 2009, and the Division of Housing is taking serious aim at this target. The State believes that chronic homelessness is a serious issue that must be solved through maximization of federal, state and local resources to create additional permanent housing opportunities for the chronically homeless population. This housing must be linked with supportive, mainstream, and community-based services that address the long-term needs and issues of chronically homeless individuals.

The Colorado Interagency Council on Homelessness (CICH) initiated Colorado’s August 2006 homeless count, which was primarily led by the Colorado Division of Housing (CDH). The project included active participation and collaboration from numerous agencies, organizations, and individuals, including Colorado Housing Finance Authority (CHFA); Colorado Coalition for the Homeless; Supportive Housing and Homeless Programs; Colorado Department of Human Services; Adams County Housing Authority; Volunteers of America; Posada; Fannie Mae; Metropolitan Denver Homeless Initiative; United Way; Rocky Mountain Housing Development Corporation; and homeless advocates. CHFA, CDH, the Daniels Fund, and Fannie Mae funded the project, and the Colorado Coalition for the Homeless agreed to serve as the fiscal agent.

The Colorado Statewide Homeless Count required a phenomenal amount of collaboration. Throughout every phase of the project, participants exhibited consistent patience, dedication and skill in resolving issues and reconciling differing opinions. Coordination of agencies and volunteers occurred primarily at the county and local level, through regional and county coordinators. All Colorado counties participated in the statewide point-in-time survey and count, although three reported no homeless. Hundreds of agencies participated in collecting data and

distributing the survey. Agency staff and volunteers from government programs, nonprofit organizations, supportive service and food distribution programs, meal sites and faith-based organizations literally worked thousands of hours to help organize the count in their area, recruit volunteers, and disseminate and collect surveys, among many other tasks. The Housing Subcommittee conducted the planning and communications of the count as a campaign.

The Housing Subcommittee contracted with the Center for Education Policy Analysis/Center for Public-Private Sector Cooperation (CEPA/CPPSC), Graduate School of Public Affairs, University of Colorado at Denver, and the National Research Center, Inc. (NRC). CIPA/CPPSC's primary role was to develop the point-in-time methodology, analyze data, and write a comprehensive final report. NRC primarily served as the statewide project coordinator and principle trainer.

Following are some of the findings of the statewide count:

- On Monday night, August 28, 2006, an estimated 16,203 people were homeless in Colorado.
- People in households headed by a single parent accounted for the largest group (39.2%) of all homeless people followed by single individuals (33.7%).
- Nearly two-thirds (62.1%) of all homeless persons in Colorado are in households with children.
- Homeless persons ranged in age from less than one year to 98 years old. Half (51.2%) of all homeless persons were adults age 25-64. There were a total of 3,643 homeless children and teens; they comprised one-third (34.0%) of all people who were homeless on Monday night, August 28, 2006.
- Almost six in 10 (56.7%) respondents were male. Single individuals were predominantly male, while most single parent households were headed by females.
- Thirteen percent (13.2%) of all survey homeless were unsheltered. Of the unsheltered homeless, one-quarter (24.3%) were people in families with children.
- Half of all respondents (50.9%) had at least one of the following disabling conditions – serious mental illness, a serious medical condition, chronic substance abuse problems, a developmental disability, or HIV/AIDS. One in four (26.0%) had a chronic substance abuse issue, and approximately one in five had a serious mental illness (21.2%) or a serious medical condition (19.5%)

### **VOUCHER PROGRAM AND HOUSING AUTHORITY TENANT NEEDS**

Twenty-five years ago, the Federal Government created the Section 8 Housing Assistance Payments Program. This program contained two parts, one called “project-based” and the other “tenant-based.” Project-based rental assistance is tied to units in privately owned apartment buildings where the owner has entered into a contract with HUD to receive a rental subsidy for a certain number of years. Tenant-based rental assistance, most commonly known as the “Voucher Program” provides rental assistance directly to families so that they may live anywhere they wish in the private market.

Several years ago the project-based programs faced a major challenge in losing affordable housing stock because owners had the ability to “opt out” of their contracts with HUD and list their units at market rate. Fortunately, only six percent of HUD's project-based inventory was lost to owner opt outs. Part of the success of keeping units affordable was due to HUD's emergency initiative called Mark-To-Market. This program increased project-based rents to market rates and restructured existing debt to a level that would support these rents. During this same time, Colorado Division of Housing worked with a number of owners and potential buyers

to offer financing that kept units affordable. Using property information compiled by HUD and the National Housing Trust, DOH staff identified properties with expiring Section 8 contracts. Our financial assistance included rehabilitation loans, subordinated loans, grants, and tax- exempt bond financing.

A similar effort took place with the Department of Agriculture's Rural Development (RD) Office. USDA Rural Development Section 515 properties faced the threat of owners opting out of their rental agreements through prepayment of their loans. Approximately 2,550 apartment units currently financed under the Section 515 program could allow prepayment of their mortgage. Property owners seeking to prepay their mortgage filed a class action suit against USDA to exercise this option. The class action suit is still pending. USDA is currently working with owners whose properties were financed prior to 1989, to provide options in maintaining their affordability.

With a housing market that is not as strong as in the past, private owners prefer not to sell because the rental subsidies received from HUD help maintains property lease up and cash flow. DOH has the opportunity to work with these existing owners using HOME, CDBG, and state monies to keep the units in safe, decent and livable condition so that they may compete with the lower rents offered in a softer market. By doing so, the Division of Housing has made the preservation of these units a priority.

There is still not enough deep-subsidy rental assistance available to the lowest income renters in Colorado. The Section 8 tenant-based Voucher Program is undergoing budget cuts due to rising costs. Housing Authorities throughout Colorado have to reduce the number of families they serve based on HUD's funding authority, and yet, the demand is great.

#### **STATEWIDE SECTION 8 TENANT-BASED WAITING LIST**

Annually, DOH conducts a statewide housing survey to assess the number of families on Colorado's PHA waiting lists. The survey, although a snapshot in time, indicates that in January 2008, roughly \_\_\_\_ families were waiting for government rental assistance. This number does not truly reflect the need for subsidized housing in Colorado. Many housing agencies have closed their waiting list and others accept applications only once a year because there has been no new federal funding available for this program for some time. The attached spreadsheets provide information on the January 2008 survey. DOH contractors have 1 \_\_\_\_ families on their combined waiting list.



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PUBLIC HOUSING AUTHORITY WAITING LISTS  
 Jan-07

HOUSING AUTHORITY	# ON THE WAITING LIST	<30% AMI	>30% thru < 50% AMI	> 50% thru < 80% AMI	FAMILIES W/CHILDREN	ELDERLY W/OUT DISABILITIES	ELDERLY WITH DISABILITIES	FAMILIES W/DISABILITIES
HOLLY	2	0	0	2	10	1	0	1
HOLYOKE	5	1	3	1	0	4	1	0
HUGO HOUSING AUTHORITY								
HOUSING SOLUTIONS FOR THE SOUTHWEST* (Archuleta, La Plata, San Miguel)	114	83	31	0	68	1	5	23
INDEPENDENT LIFE CTR.*	9	6	3	0	3	0	0	6
JEFFERSON	1635	893	641	101	1017	319	106	190
JOHNSTOWN								
JULESBURG	3	0	1	2	2	0	1	
KERSEY	4	4						
KEENESBURG	30	25	5	0	16	7	0	1
LAKEWOOD	601	530	68	3	343	7	7	25
LAMAR*	224	175	49	0	174	22	28	0
LAS ANIMAS								
LIMON*	57	40	11	6	36	5	9	2
LITTLETON								
LOVELAND*	3163	2715	417	33	1606	528	62	92
LONGMONT	16	16	0	0	16	0	0	2
MEEKER	26	15	4	2	21	0	5	0
MOFFAT	5	25	12	9				
MONTE VISTA*	13	13			8	3		
MONTEZUMA								
MONTROSE*	163	116	47	0	102	8	0	31
OTERO*	264	200	56	8	249	21	46	2
PARK								
PITKIN/EAGLE*	61	56	5	0	25	11	2	16
PUEBLO*								
PUEBLO CTR. FOR DISABILITIES								
RANGELY								
RIFLE	14	6	5	3		10	2	2
ROCKY FORD	86	49	6	31	46	0	5	10
SAGUACHE*								
SALIDA	70	35	33	2	0	46	24	0
SPRINGFIELD	11	11	0	0	0	9	0	2
SOUTHWEST CTR. FOR INDEPENDENCE*	83	63	20	0	16	0	7	83
STERLING*	165	132	26	7	103	21	8	33
SUMMIT*	118	105	12	1	52	8	1	59
TELLURIDE H.A./ SAN MIGUEL HA*								
TRINIDAD								
UAACOG* (Chaffee, Fremont, Custer, Lake, Teller)	567	511	56		301	32	29	168
WALSENBURG*	52	23	28	1	23	8	0	7
WELD								
WELLINGTON								
WINDSOR								
WRAY	33	25	5	3	10	23	0	0
YUMA* (Phillips, Sedgewick, Washington, Yuma)*	88	65	12	11	48	18	3	12
TOTAL	30,420	25,236	6,378	1,334	19,364	3,017	933	4,236

HOUSING AUTHORITY	# ON THE WAITING LIST	NON HISPANIC	HISPANIC	WHITE	BLACK	AMER. INDIAN AK NATIVE	ASIAN	HAWAIIAN PACIFIC	OTHER	# SEC. 8 VOUCHERS	PUBLIC HOUSING UNITS
ADAMS COUNTY	963	443	520	761	154	12	12	12	12	1345	76
AGUILAR	15	5	10	15							18
AKRON	0									0	0
ALAMOSA*	130	24	106	130						73	199
ANTONITO											
ARAPAHOE COUNTY*	18	18	0	15	2		1			80	0
ARAPAHOE HOUSE*	105	30	75	39	56	8		1	1	72	
ARVADA	1098	738	360	841	176	28	17	1	35	508	
ASPEN/PITKIN*	0										
ATLANTIS*	6	4	2	5	1					115	
AURORA	1206	1073	133	301	712	12	24		157	1160	130
BOULDER CITY	621	510	111	596	12	6	7			650	335
BOULDER COUNTY	574	433	141	499	40	17	13	5		724	
BRIGHTON	117	45	72	113	3		1			212	44
BRUSH*	198	99	99	186	10	2				115	108
BURLINGTON	12	5	7	12						14	31
CALHAN											
CENTER*	44	21	23	36	4	2			2	80	0
CHEYENNE WELLS	6	4	2	6							25
CLEAR CREEK											
CO COALITION*											
CO HEALTH NETWORK*	75	55	20	41	26	2	3		3	39	0
CO DEPT. OF HUMAN SERVICES											
COLORADO SPRINGS (EI Paso)*	2850	2451	399	2109	570	85	58	28		2181	707
COMMERCE CITY*	363	193	170	276	63	20	3	1		76	
CONEJOS*	40	2	38	40						11	44
CONNECTIONS FOR INDEPENDENT LIVING*	60	33	27	58	1			1		80	
COSTILLA											
CRESTED BUTTE - ADM. BY GUNNISON HA											
CROWLEY	29	19	10	29						24	
DELTA	253	215	38	250	1	2	0	0	0	226	75
DENVER	8070	5649	2421	4277	2986	242	484	81		5504	3299
DOUGLAS COUNTY											
EADS	0										
EATON	12	11	1	12							60
EAGLE*											
ENGLEWOOD (SHERIDAN & Douglas Cty.)*	1547	897	650	897	526	77	32		15	678	115
ESTES PARK HA	56	52	4	55	1					50	
FLAGLER											
FORT COLLINS	2025	1660	365	1823	92	63	45	2		844	196
FORT LUPTON	50	7	43	49	0	1	0	0	0	0	50
FORT MORGAN	6	3	3	6						0	86
FOUNTAIN	237	204	33	188	43	2	2	2		238	40
GARFIELD	3	2	1	3						434	0
GRAND*	83	74	9	82	1					93	0
GRAND JUNCTION*	1260	1071	189	1162	24	50	12	12		880	0
GREELEY	573	172	401	559	7	2	3	0	2	873	86

HOUSING AUTHORITY	# ON THE WAITING LIST	NON HISPANIC	HISPANIC	WHITE	BLACK	AMER. INDIAN AK NATIVE	ASIAN	HAWAIIAN PACIFIC	OTHER	# SEC. 8 VOUCHERS	HOUSING UNITS
GUNNISON	33	27	6	30	2	1				40	0
HAXTON											
HOLYOKE	5	5	0	5	0	0	0	0	0	0	30
HOLLY	2	0	2	2						0	16
HUGO HOUSING AUTHORITY											
HOUSING SOLUTIONS FOR THE SOUTHWEST* (Archuleta, La Plata, San Miguel)	114	92	22	93	1	18	1	0	1	63	0
INDEPENDENT LIFE CTR.*	9	9		9						81	0
JEFFERSON	1635	940	695	1423	155	34	23	0	0	1500	
JOHNSTOWN											
JULESBURG	3	2	1	3						0	52
KERSEY	4	4		4						0	20
KEENESBURG	30	25	5	30						0	20
LAKESWOOD	601	307	294	426	112	36	14	0	13	1251	158
LAMAR*	224	128	96	222	1	1				172	30
LAS ANIMAS											
LIMON*	57	53	4	56	1					45	40
LITTLETON											
LOVELAND*	3163	2643	520	2725	59	57	18	4	300	430	80
LONGMONT	16	8	8	15	0	1	0	0	0	509	
MEEKER	26	22	4	25	1					0	36
MOFFAT	5	5		5						0	84
MONTE VISTA	13	7	6	11		2				40	0
MONTEZUMA											
MONTROSE*	163	133	30	156	4	3				172	0
OTERO*	264	102	162	260		4				174	86
PARK											
PITKIN/EAGLE*	61	34	27	56	0	0	1	0	4	25	0
PUEBLO*											
PUEBLO CTR. FOR DISABILITIES*											
RANGELY											
RIFLE	14	13	1	13		1				60	0
ROCKY FORD	86	16	70	86						50	
SAGUACHE											
SALIDA	70	60	10	70						0	50
SOUTHWEST CTR. FOR INDEPENDENCE*	83	55	28	75	1	7				75	0
SPRINGFIELD	11	2	9	2	9					32	0
STERLING*	165	144	21	150	12	1	1		1	90	110
SUMMIT*	118	105	13	100	1	4	4		9	48	0
TELLURIDE H.A./ SAN MIGUEL HA*											
TRINIDAD											
UAACOG* (Chaffee, Fremont, Custer, Lake, Teller)	567	515	52	516	18	24			9	302	0
WALSENBURG	52	19	33	49		1	1		1	45	129
WELD											
WELLINGTON											
WINDSOR											
WRAY	33	27	6	33						0	41
YUMA* (Phillips, Sedgewick, Washington, Yuma)	88	74	14	88						36	50
TOTAL	30,420	21,798	8,622	22,209	5,888	828	780	150	565	22,619	6,756

## **1. STRATEGIES**

### **Need: Shortage of affordable housing for all eligible populations.**

#### **Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction.
- Undertake measures to ensure access to affordable housing among families assisted regardless of unit size required.
- Maintain or increase Section 8 lease-up rates by providing technical assistance to DOH contractors in successful techniques in marketing the program to owners, particularly those outside of areas of minority and poverty concentration.
- Maintain or increase Section 8 lease-up rates by providing information to owners twice a year through a “Landlord Newsletter.”
- Maintain or increase Section 8 lease-up rates by providing technical assistance to DOH contractors in effectively screening Section 8 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:**

- Applying for additional Section 8 units should they become available.
- Leveraging affordable housing resources in the community through the creation of mixed - finance housing.
- Pursuing housing resources other than public housing or Section 8 tenant-based assistance to increase affordable housing rentals.
- Continuing to assist other funding entities to increase annual statewide production of affordable rental units.

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

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

- Meet HUD federal targeting requirements for families at or below 30% of AMI in tenant-based Section 8 assistance.
- Employ admissions preferences aimed at families with economic hardships.

- Adopt policies to support and encourage work.

**Need: Specific Family Types: Families at or below 50% of median**

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

- Employ admissions preferences aimed at families who are working.
- Adopt policies to support and encourage work.

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

- Apply for special-purpose vouchers, should they become available, targeted to the elderly.
- Apply the same admission preference for elderly families as for those who are working toward self-sufficiency.

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to families with disabilities:**

- Apply for special-purpose vouchers, should they become available, targeted to families with disabilities.
- Encourage and provide guidance to contractors to affirmatively market to local non-profit agencies that assist families with disabilities.
- Continue to develop partnerships and work with independent living centers throughout the state to provide rental assistance to those with disabilities.
- Apply the same admission preference for disabled families as for those who are working toward self-sufficiency.

**Need: Specific Family Types: Families who are homeless or displaced due to domestic violence or a natural disaster.**

**Strategy 1: Target available assistance to Homeless Families or those displaced due to domestic violence or a natural disaster:**

- Apply for special-purpose vouchers, should they become available, targeted to families who are homeless or those displaced.
- Encourage and provide guidance to contractors to affirmatively market to local non-profit agencies that assist families who are homeless, and/or displaced due to domestic violence or a natural disaster.

**Need: Specific Family Types: Races or ethnicity with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources for families of race and ethnicity with disproportionate needs:**

- Encourage and provide guidance to contractors to affirmatively market to races/ethnic groups shown to have disproportionate housing needs.

**Reasons for Selecting Strategies**

- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the DOH
- Influence of the housing market on DOH programs.
- Social priorities regarding housing assistance.
- Results of consultation with DOH Section 8 contractors in various areas of the state.

## 2. STATEMENT OF FINANCIAL RESOURCES

<b>FY 2009 Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>Federal Grants (FY 2000 grants)</b>		
Annual Contributions for Section 8 Tenant-Based Assistance and Mod Rehab Program	\$18,202,200	
Family Self-Sufficiency Grants	\$ 62,016	
Community Development Block Grant	\$3,514,946	DOH allocation awarded on a competitive application process to local governments for acquisition, rehabilitation, new construction, homebuyer assistance, public services, facilities and administration costs.
ESG	\$942,220	Grants provided on a formula basis to states and local governments for operating costs, essential services, and homeless prevention activities, including financial assistance to families who have received eviction notices or notices of termination of utility service.
HOPWA	\$379,000	State block grant funds to help individuals and families with AIDS, primarily with rental assistance.
HOME	\$7,262,808	Awarded competitively to local governments, non-profits, private developers for the activities of acquisition, rehabilitation, new construction, and tenant based rental assistance. All activities require a 25% non-federal match. Ninety percent of rental units produced must benefit families with incomes 60% or below area median income. One hundred percent of funds invested in homebuyer programs must benefit families whose incomes are equal to or less than 80% of area median income.

Housing Development Grant	\$2,100,000	Funds for acquisition, rehabilitation, and new construction are awarded through a competitive application process on a continuous basis with applications reviewed monthly by the State Housing Board. Applications are reviewed for management capacity, project impact on need, project feasibility, and benefit to very low and low-income persons
State Revolving Loan	\$3,349,129	This program provides construction loans to non-profits, and city and county governments for up to seven years. Interest rates normally range from 0% - 6%. These funds are also leveraged with other funding organizations.
TOTAL REVENUES	\$35,812,319	

### **3. POLICIES GOVERNING ELIGIBILITY, SELECTION, AND ADMISSIONS**

#### **ELIGIBILITY**

- The DOH conducts criminal or drug-related activity screening to the extent required by law or regulation.
- The DOH requests criminal records from State law enforcement agencies (Colorado Bureau of Investigation) for screening purposes.
- The DOH shares the following kinds of information with prospective landlords before lease signing: family's current address, name and address of current landlord (if known) and name and address of prior landlord (if known).

#### **WAITING LIST ORGANIZATION**

- The DOH is a state agency, which contracts with local Public Housing Authorities, Councils of Governments, and non-profit organizations. The waiting lists are maintained at the local level at the contracted agency's office. DOH allows each contracted agency some flexibility in structuring their waiting lists as long as there is compliance with Federal and DOH Administrative Plan requirements.
- Interested persons may apply for admission to the DOH Section 8 tenant-based assistance at the following offices:

**AL FSS ALAMOSA CITY HOUSING AUTHORITY**  
(Alamosa County)  
Doris Abeyta, Acting Executive Director  
Terri Lucero, Sec 8  
213 Murphy Drive  
Alamosa, CO 81101  
(719) 589-6694/6695 x14  
(719) 589-8474 fax  
[tlucero@alamosaha.org](mailto:tlucero@alamosaha.org)

**AR FSS ARAPAHOE COUNTY HOUSING AUTHORITY**  
(Arapahoe County)  
James Taylor, Director  
1690 West Littleton Blvd., suite 300  
Littleton, CO 80120  
(303) 738-8060  
(303) 38-8069 fax  
No email

SUBCONTRACTED TO:  
**Littleton Housing Authority**  
Dan Burnham  
Shirley Baca, Sec. 8  
5844 S. Datura  
Littleton, CO 80120  
(303) 794-9608  
(303) 798-6244 fax  
[danburnham80128@yahoo.com](mailto:danburnham80128@yahoo.com)  
[sbaca@lhahousing.org](mailto:sbaca@lhahousing.org)

**AH FSS ARAPAHOE HOUSE**  
(Denver Metro)  
Gene Medina, Program Manager  
Wendy Zerfas, Sec. 8  
6195 W. 38<sup>th</sup> St  
Wheatridge, CO 80033  
(303) 412-3922  
(303) 412- 3419 fax  
[wzerfas@ahinc.org](mailto:wzerfas@ahinc.org)  
[emedina@ahinc.org](mailto:emedina@ahinc.org)

**ARCHULETA COUNTY HOUSING AUTHORITY**  
SUBCONTRACTED TO:  
**Housing Solutions for the Southwest**  
Tami Miller, Sec. 8

**AP ASPEN/PITKIN CO. HOUSING AUTHORITY**  
**(Subcontracted to Garfield Co. See Below)**  
Tom McCabe, Executive Director  
530 East Main St. Lower Level  
Aspen, CO 81611  
(970) 920-5050  
(970) 920-5580 fax  
[tomm@ci.aspen.co.us](mailto:tomm@ci.aspen.co.us)

SUBCONTRACTED TO:  
**Garfield County Housing Authority**  
Kathryn Grosscup, Executive Director  
Karen Sandblom, Sec 8 Manager  
2128 Railroad Ave  
Rifle, CO 81650  
(970) 625-3589  
(970) 625-0859 fax  
[kathryn\\_j\\_grosscup](mailto:kathryn_j_grosscup)  
[Karen-gcha@qwestoffice.net](mailto:Karen-gcha@qwestoffice.net)

**AT ATLANTIS COMMUNITY INC.**  
(Denver Metro)  
Tim Thornton, Co-Director  
Mark Cunningham, Sec 8  
201 S. Cherokee  
Denver, CO 80223  
(303) 733-9324  
(303) 733-6211 fax  
[mark@atlantiscommunityinc.com](mailto:mark@atlantiscommunityinc.com)

**BR FSS BRUSH HOUSING AUTHORITY**  
(Morgan County)  
Ed Loose, Executive Director  
Rachel Helberg, Sec 8  
418 Edison/P.O. Box 666  
Brush, CO 80723-0666  
(970) 842-5046  
(970) 842-5007 fax  
[brushhousing@brushhousing.com](mailto:brushhousing@brushhousing.com)  
[Rachel@brushhousing.com](mailto:Rachel@brushhousing.com)

**BU BURLINGTON HOUSING AUTHORITY**  
(Kit Carson County)  
Sandy Erker  
944 Lowell Avenue  
Burlington, CO 80807  
(719) 346-5464  
(719) 346-5077 fax  
[erker@centurytel.net](mailto:erker@centurytel.net)

**CE CENTER HOUSING AUTHORITY**  
(Saguache County)  
Theresa Chavez, Executive Director  
Geraldine Martinez, Office Assistance  
138 South Worth/P.O. Box 759  
Center, CO 81125  
(719) 754-2537  
(719) 754-2477 fax  
[housing000@centurytel.net](mailto:housing000@centurytel.net)

**IS HOUSING AUTHORITY OF THE CITY COLORADO SPRINGS**  
(El Paso)  
Jeanne Thomason, Sec.8  
719-387-6722  
CeCe Martinez  
831 S. Nevada Ave.  
Colorado Springs, CO 80901-1575  
(719) 387-6734  
(719) 632-7807 fax  
Email : [jmt@csha.us](mailto:jmt@csha.us)  
Email: [ccm@csha.us](mailto:ccm@csha.us)

**CM FSS COMMERCE CITY HOUSING AUTHORITY**  
(Adams County)  
Peter Crane, Housing Specialist  
7887 East 60th Avenue  
Commerce City, CO 80022  
(303) 289-3696  
(303) 289-3731 fax  
[pcrane@c3gov.com](mailto:pcrane@c3gov.com)

**CI CONNECTIONS FOR INDEPENDENT LIVING**  
Beth Danielson, Executive Director  
Chanel Luna, Sec 8  
1024 9<sup>th</sup> Ave, Suite E  
Greeley, CO 80631  
(970) 352-8682  
(970) 353-8058 fax  
[beth@connectionsil.com](mailto:beth@connectionsil.com)  
[chanel@connectionsil.com](mailto:chanel@connectionsil.com)

**CN CONEJOS CO. HOUSING AUTHORITY**  
(Conejos County)  
Simona Guillen Executive Director  
510 Richfield Road/P.O. Box 366  
La Jara, CO 81140  
(719) 274-5417  
(719) 274 -0417 fax  
[rabbit44@centurytel.net](mailto:rabbit44@centurytel.net)

**CO COLORADO COALITION FOR THE HOMELESS**

(Denver Metro)  
 John Parvensky, Executive Director  
 Mark Mastro, Sec. 8 Coordinator  
 2111 Champa Street  
 Denver, CO 80205  
 (303) 298-8995/303 293-2309 fax  
[pjacobs@coloradocoalition.org](mailto:pjacobs@coloradocoalition.org)  
[mmastro@coloradocoalition.org](mailto:mmastro@coloradocoalition.org)  
[lsova@coloradocoalition.org](mailto:lsova@coloradocoalition.org)  
[kdickey@coloradocoalition.org](mailto:kdickey@coloradocoalition.org)

**CP COLORADO HEALTH NETWORK**

(Denver Metro)  
 Laurie Tomlinson, Program Manager  
 Tracie Smith, Sec 8 Coordinator  
 PO Box 48120  
 2490 W 26th Ave Ste 300  
 Denver, CO 80204-2618  
 (303) 837-1501 x292  
 (303) 861-8900 fax  
[tracies@coloradohealthnetwork.org](mailto:tracies@coloradohealthnetwork.org)

**DC DOUGLAS COUNTY HOUSING PARTNERSHIP**

**FSS** Craig Maraschky, Executive Director  
 9350 Heritage Hills Circle  
 Lone Tree, CO 80124  
 (303) 814-2965  
 (303) 814-2966 fax  
[cmarasch@douglas.co.us](mailto:cmarasch@douglas.co.us)

**SEC 8 - SUBCONTRACTED TO:****Sheridan/Englewood Housing Authority**

Dawn Shepherd, Executive Director  
 Delicia Olguin, Sec 8  
 3460 S. Sherman #101  
 Englewood, CO 80113  
 (303) 761-6200  
 (303) 781-5503 fax  
[dshepherd@englewoodhousing.org](mailto:dshepherd@englewoodhousing.org)  
[dolguin@englewoodhousing.org](mailto:dolguin@englewoodhousing.org)

**HOUSING SOLUTIONS FOR THE SOUTHWEST**

Administers the following programs:

**DU** La Plata County & Durango  
**SJ** San Juan County  
 Kim Welty, Executive Director  
 Tami Miller, Section 8  
 295 Girard  
 Durango, CO 81301  
 (970) 259-1086 x13  
 (970) 259-2037 fax  
[kwelty@sw housingsolutions.com](mailto:kwelty@sw housingsolutions.com)  
[tmiller@sw housingsolutions.com](mailto:tmiller@sw housingsolutions.com)

**EA EAGLE COUNTY HOUSING AUTHORITY**

**FSS** (Eagle County)  
**(Subcontracted to Garfield Co. See Below)**  
 500 Broadway/P.O. Box 179  
 Eagle, CO 81631  
 (970) 328-8770  
 (970) 328-7185 fax

**SUBCONTRACTED TO:****Garfield County Housing Authority**

Kathryn Grosscup, Exec Director  
 Karen Sandblom, Sec 8  
 2128 Railroad Ave  
 Rifle, CO 81650  
 (970) 625-3589  
 (970) 625-0859 fax  
[kathryn\\_j.\\_grosscup](mailto:kathryn_j._grosscup)  
[karen-gcha@qwest.net](mailto:karen-gcha@qwest.net)

**GC GRAND CO. HOUSING AUTHORITY**

(Grand County, Jackson County, & Routt County)  
 Jim Sheehan, Director  
 (970) 887-7271  
 Linda Blackwell, Sec 8  
 (970) 887-7270  
 (970) 726-4579-fax  
 P.O. Box 264  
 Hot Sulphur Springs, CO 80451  
[jsheehan@grandhousing.org](mailto:jsheehan@grandhousing.org)  
[lindab@grandhousing.org](mailto:lindab@grandhousing.org)

**GJ GRAND JUNCTION HOUSING AUTHORITY**

(Mesa County)  
 Jody M. Kole, Executive Director  
 Mary Gregory, Housing Specialist  
 Lori Rosendahl  
 1011 N 10<sup>th</sup> Street  
 Grand Junction, CO 81501  
 (970) 245-0388  
 (970) 241-5514 fax  
[lorirosendahl@gjha.org](mailto:lorirosendahl@gjha.org)

**GU GUNNISON COUNTY HOUSING AUTHORITY**

**FSS** (Gunnison County)  
 Denise Wise, Executive Director  
 Davina Ray, Sec. 8  
 202 E. Georgia Avenue  
 Gunnison, CO 81230  
 (970) 641-7900  
 (970) 641-7931 fax  
[dwise@gunnison.county.org](mailto:dwise@gunnison.county.org)  
[dray@gunnison.county.org](mailto:dray@gunnison.county.org)

**MC INDEPENDENT LIFE CENTER, INC.**

**RB** (Moffat County & Rio Blanco County)  
 Evelyn Tileston, Executive Director  
 Barbara Barrientex Section 8  
 P.O. Box 612  
 Craig, CO 81626  
 (970) 826-0833  
 (970) 826-0832 (fax)  
[evelyn@indlife.org](mailto:evelyn@indlife.org)  
[barbara@indlife.org](mailto:barbara@indlife.org)

**LA LAMAR HOUSING AUTHORITY**

(Prowers County)  
 Melanie Gurule, Executive Director  
 Melanie Gurule, Sec 8  
 804 S. Main St.  
 Lamar, CO 81052-3431  
 (719) 336-9575  
 (719) 336-9529 fax  
[executivedirector@lamarhousing.org](mailto:executivedirector@lamarhousing.org)  
[gurule@lamarhousing.org](mailto:gurule@lamarhousing.org)

**LI LIMON HOUSING AUTHORITY**

**FSS** (Lincoln County, Elbert County)  
 Carolyn Miller, Executive Director  
 1880 Circle Lane  
 Limon, CO 80828  
 (719) 775-9309  
 (719) 775-9309 fax  
[lhauthority1001@qwest.net](mailto:lhauthority1001@qwest.net)

**LO LOVELAND HOUSING AUTHORITY**

(Larimer County)  
 Sam Better, Executive Director  
 970.635.5917  
 Moofie Miller, Housing Director  
 970.635.5935  
 Peggy Mayben, Sec8  
 970.635.5921  
 375 West 37th Street, Suite 200  
 Loveland, CO 80538  
 (970) 667-2860 fax  
[mmill@lovelandhsg.org](mailto:mmill@lovelandhsg.org)  
[pmayb@lovelandhsg.org](mailto:pmayb@lovelandhsg.org)

**MV MONTE VISTA HOUSING AUTHORITY**

(Rio Grande County)  
 Alonzo Espinoza, Executive Director  
 551 Monroe/P.O Box 581  
 Monte Vista, CO 81144  
 (719) 852-5505  
 (719) 852-9873 fax  
[mvhsection8@yahoo.com](mailto:mvhsection8@yahoo.com)

**MO MONTROSE CO. HOUSING AUTHORITY**

**FSS** (Montrose County)  
 Tim Heavers, Executive Director  
 Cindy Schmalz, FSS Coordinator  
 222 Hap Court  
 Olathe, CO 81425  
 (970) 323-5445  
 (970) 323-6179 fax  
[heavers@montrose.net](mailto:heavers@montrose.net)  
[mcha@montrose.net](mailto:mcha@montrose.net)

**OC OTERO COUNTY HOUSING AUTHORITY**

(Otero County, Crowley County)  
 Tony Mascarenas, Director  
 Bob Apodaca, Sec 8 (x15)/Donna McClain (x10)  
 315 East 5th Street/P.O. Box 376  
 La Junta, CO 81050  
 (719) 384-9055  
 (719) 384-7221 fax  
[ljhous@yahoo.com](mailto:ljhous@yahoo.com)

**PU PUEBLO CITY HOUSING AUTHORITY**

**FSS** (Pueblo County)  
 Frank Pacheco, Executive Director  
 Sheila Bradburn, Sec 8  
 1414 North Santa Fe Ave., 10th fl.  
 Pueblo, CO 81003  
 (719) 544-6230  
 (719) 546-5364 fax  
[swbradburn@hapueblo.com](mailto:swbradburn@hapueblo.com)

**SC PUEBLO CENTER FOR DISABILITIES**

Dr. Larry Williams, Executive Director  
 Anthony Gonzales, Section 8  
 1304 Berkeley  
 Pueblo, CO 81004  
 (719) 546-1271  
 (719) 546-1374 fax  
[ilcpueblo@yahoo.com](mailto:ilcpueblo@yahoo.com)

**SW SOUTHWEST CENTER FOR INDEPENDENCE**

Isabel Viana Director  
 Maggie March, Section 8  
 835 E. 2<sup>nd</sup> Ave. #200  
 Durango, CO 81301  
 (970) 259-1672  
 (970) 259-0947 fax  
[director@swcidurango.org](mailto:director@swcidurango.org)  
[housing@swcidur.org](mailto:housing@swcidur.org) (Maggie)

**ST STERLING HOUSING AUTHORITY**

**FSS** (Logan County)  
 William Herboldt, Director  
 970.522.0869  
 Sharon Boyd, Sec 8  
 970.522.1999  
 1200 North 5th Street  
 Sterling, CO 80751  
 (970) 522-6902 fax  
[sharon@sterlinghousing.com](mailto:sharon@sterlinghousing.com)

**SU SUMMIT CO. HOUSING AUTHORITY**

**FSS** (Clear Creek, Park Cty, & Summit County )  
 Ellen Coughlan, Section 8 Administrator 970/453-3558  
 106 N. Ridge St./P.O. Box 188  
 Breckenridge, CO 80424  
 (970) 453-3557  
 (970) 453-3554 fax  
[ellenc@summithousing.us](mailto:ellenc@summithousing.us)

**TL SAN MIGUEL REGIONAL HOUSING AUTHORITY**

(San Miguel County)  
 Shirley Greve, Executive Director  
 Elke Mullins, Sec. 8 (X2)  
 820 Black Bear Road, #G17  
 P.O. Box 840 (mailing address)  
 Telluride, CO 81435  
 (970) 728-3034  
 (970) 728-5371 fax  
[shirley@smrha.org](mailto:shirley@smrha.org)  
[elke@smrha.org](mailto:elke@smrha.org)

**UPPER ARKANSAS AREA OF COUNCIL OF GOVERNMENTS - UAACOG**

Administers the following programs:

- CC** FREMONT COUNTY (Canon City)
- CH** CHAFFEE COUNTY
- CU** CUSTER COUNTY
- LE** LAKE COUNTY
- TE** TELLER COUNTY

**FSS** Judy Lohnes, Executive Director  
 Sharon McKinsey, Housing Director 719-269-7687  
 Autumn Dever, Housing Specialist 719-275-9566  
 330 Royal Gorge Blvd./P.O. Box 510  
 Canon City, CO 81215  
 (719) 275-9566 x3  
 (719) 275-2907 fax  
[housing@uaacog.com](mailto:housing@uaacog.com)  
[section8@uaacog.com](mailto:section8@uaacog.com)

**WA WALSENBURG HOUSING AUTHORITY**

(Huerfano County)  
 David Mockmore, Executive Director  
 Sandy Wagner, Sec 8  
 220 Russell Avenue/ P.O. Box 312  
 Walsenburg, CO 81089  
 (719) 738-2720  
 (719) 738-2258 fax  
[1wha@bresnan.net](mailto:1wha@bresnan.net)

**YU YUMA CITY HOUSING AUTHORITY**

**FSS** (Yuma County, Washington County)  
 (Sedgwick County, Phillips County)  
 Janelle Devlin, Executive Director  
 700 West 3rd Avenue  
 Yuma, CO 80759  
 (970) 848-5590  
 (970) 848-5611 fax  
[jkdevlin@plains.net](mailto:jkdevlin@plains.net)

### SEARCH TIME

The DOH gives extensions to the standard 60-day period to search for a unit in the following circumstances:

- Hospitalization
- Family emergency
- Request For Lease Approval turned in but unit never passed HQS, and remaining search period too brief
- Barriers in locating accessible unit
- Family needs a unit size which the PHA determines is difficult to locate

### ADMISSIONS PREFERENCE

- Income targeting:  
The DOH plans to satisfy the federal targeting requirements of 75 percent of all new admissions to the Voucher Program to families at or below 30 percent of the area median income, and the remaining 25 percent of new admissions to families at or below 50 percent of the area median income.
- Preferences:  
DOH employs the following admission preferences:
  - Victims of violence, natural disaster or government action
  - Homelessness
  - Those currently enrolled in educational, training, or upward mobility programs.
  - Those previously enrolled in educational, training, or upward mobility programs.
  - Those who are currently working.
  - Those currently participating in one of the three (3) DOH TBRA pilot programs.

The DOH admission preferences are prioritized by a “1” that represents our first priority, a “2” representing our second priority, and so on. DOH gives equal weight to one or more of these choices. **Note: Elderly and disabled families will be given equal preference to those who are working toward FSS.**

- 1 Victims of violence, natural disaster or government action
- 1 Homelessness

- 2 Those enrolled currently in educational, training, or upward mobility programs
- 2 Those previously enrolled in educational, training, or upward mobility programs
- 2 Families currently working
- 2 Those currently participating in one of the DOH Tenant Based Rental Assistance pilot programs
- 2 Elderly and Disabled Families
- 3 Date and Time

Applicants on the waiting list with equal preference status are selected by date and time of application. DOH contractors may alternate between the preference list and those without a preference to ensure all families on the list are given a chance to participate in the program.

The relationship of preferences to income targeting requirements is not applicable because the pool of applicant families ensures that the PHA will meet income-targeting requirements.

SPECIAL PURPOSE SECTION 8 ASSISTANCE PROGRAMS

- The policies governing eligibility, selection, and admissions to any special-purpose Voucher Program administered by the PHA are contained in the Section 8 Administrative Plan.
- The DOH announces the availability of any special-purpose Voucher Programs to the public through published notices and announcements to local government agencies.

#### **4. RENT DETERMINATION POLICIES**

##### **PAYMENT STANDARDS**

- The DOH payment standard is set at 100 percent of the FMR. A contractor may request a payment standard increase up to 110 percent of the FMR. Each request will be reviewed by the DOH on a case-by-case basis.
- Agencies may request payment standards higher than the FMR for their area for the following reasons:
  - FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
  - Increase reflects market or sub-market
  - To increase housing options for families
  - Payment standards are reevaluated for adequacy annually.
  - The factors the DOH considers in its assessment of the adequacy of its payment standard are:
    1. Success rates of assisted families
    2. Rent burdens of assisted families
    3. Cost of vacancies
    4. Number of vacancies
    5. Housing Agency Board resolution to increase the payment standard

##### **MINIMUM RENT**

- The DOH minimum rent is set at \$50.00.
- The DOH follows the minimum rent exceptions as established by the QHWRA, and has not adopted any discretionary minimum rent hardship exemption policies.

## **5. OPERATIONS AND MANAGEMENT**

### **ORGANIZATIONAL SETUP**

Under the direction of the Colorado State Housing Board and the Director of the Colorado Division of Housing (DOH), staff of the DOH administers the Voucher Program's day-to-day operations. The staffing information contained in this section includes only those positions directly responsible for the Program at the State level.

### **COLORADO STATE HOUSING BOARD**

The Colorado State Housing Board (SHB) was created in 1970 to advise the General Assembly, the Governor, and the Colorado Division of Housing on Colorado's Housing needs. The governor-appointed seven member SHB reviews financing requests and adopts regulations and policies for the administration of the DOH programs. Colorado SHB approves DOH PHA Agency Plan, Administrative Plan and SEMAP reporting requirements.

### **EXECUTIVE DIRECTOR**

The Director of the Colorado Division of Housing serves as the Executive Director of the State of Colorado public housing agency.

### **PROGRAM MANAGER**

This position is responsible for contracting with local agencies for delivery of the program services and fiscal year activities. The program manager is also responsible for the overall coordination of the program and development of necessary agreements between participating local agencies. In addition, the manager establishes and maintains effective contact with groups or individuals representing program related interests and is responsible for the general program management. The program manager develops program materials and disseminates information to local agencies, supervises day-to-day activities of the DOH staff, and develops training sessions for the Contractors in program regulatory requirements as well as agency responsibilities.

### **HOUSING ASSET MANAGERS**

There are six Asset Managers on staff and each is assigned a different geographical area of the state. These positions are responsible for programmatic monitoring of the Contractors in Section 8 compliance and Housing Quality Standards. The Asset Managers train new and existing housing agencies in federal rules and regulations concerning Section 8 rental assistance and FSS programs. In addition, Asset Managers review vacancy reports on utilization of the program. Technical assistance to trouble shoot problems is also provided to the Contractors concerning family moves, income/rent adjustments, recertification, tenant/landlord relations, terminations, etc.

### **PROGRAM ASSISTANT**

This position is responsible for supervising three Administrative Assistants who enter HUD form 50058 information into the Section 8 Program database. The Program Assistant is responsible for PIC transmittal, administrative fee payment to contractors, software interface with the COFRS accounting system and assisting in training Section 8 contractors on the requirements for payment through the state system. This position is also responsible for numerous spreadsheets that are used for tracking financial information for the program and the overall office administration for tracking payments for various aspects of the Program.

### **ADMINISTRATIVE ASSISTANTS**

These three positions are responsible for daily data entry, filing, and preparation of electronic and paper payment vouchers. These positions answer complex informational calls from DOH

contractors, landlords and families, receiving rental assistance. Each assistant maintains and updates 50058 family files, which contain information on the rental subsidy to be paid and utility allowance. This position assists in landlord payment reimbursement process and the monthly reconciliation of the Section 8 database to the DOH contractor request. This position organizes logistics for meetings and trainings for the Section 8 Program and other programs in DOH.

#### ACCOUNTING DEPARTMENT

The Department of Local Affairs Accounting Division works closely with the Section 8 staff to approve all financial payments generated concerning the Program. Accounting staff maintains escrow spreadsheets, year-to-date budget spreadsheets, CUBS payment reconciliation spreadsheets and other tracking mechanisms to assist in maintaining the financial integrity of the program. The year-end and quarterly financial statements are also submitted to REAC by this office.

#### DOH STAFF FUNCTIONS

The DOH staff is responsible for administering the Section 8 Rental Assistance Program beginning with responding to HUD's Notice of Fund Availability (NOFA) to training Contractors in program administration and landlord housing assistance payments throughout the state.

The DOH considers the housing needs throughout the state by referencing the Colorado Consolidated Plan, which provides the guidance for the development of the state public housing agency strategies. DOH and its Contractors are charged with full responsibility of administering the housing programs designed to provide rental assistance to qualified families in privately owned dwelling units.

DOH activities include:

- Payment of rental subsidy to the landlords
- Payment of administrative fees to contractors
- Prepare budgets, financial reports and control/monitor funding allocations
- Set policy, procedures and strategies for Administrative Plan and Agency Plan
- Applicant preference determinations
- Technical Assistance in tenant/owner issues
- Mediator for informal hearings
- Coordinate and prepare funding applications
- Prepare DOH housing reports
- Quality control HQS inspection of 5% of dwelling units
- Quality control monitoring of Section 8 family files
- Develop and revise housing forms
- Provide training and on-going technical assistance to contractors

Activities of the DOH contractor include:

- Marketing and outreach in local community
- Income qualifying families and annual income certifications
- Notifications to applicants, participants and landlords on critical program rules
- Maintaining the Section 8 Waiting List
- Issuing of vouchers
- Conducting individual/group briefings
- Monitoring and assisting Voucher holders in finding suitable housing
- Initial and annual HQS unit inspections
- Negotiating rents and preparing contract and lease documents

- Maintaining active leases and contracts during year
- Resolving tenant/owner disputes
- Conducting move-out inspections
- Preparing special claims
- Conduct informal reviews and hearings
- Provide input for budgets, policies and procedures

EARNED ADMINISTRATIVE FEES

HUD determines administrative fees paid on the PHA's lease up rate. Administrative fees will be calculated by the number of units leased up on the first day of each month. The DOH portion of the administrative fee earned is 30% and the contractor portion is 70%.

LEGAL JURISDICTION

The Colorado Division of Housing is a Public Housing Agency. The DOH Public Housing Agency satisfies the statutory definition of a public housing agency that has been set forth in 24 C.F.R. 982.51. DOH's legal jurisdiction is the state of Colorado, and the State of Colorado Department of Law Office of the Attorney General rendered a legal opinion regarding this on September 16, 1980. This opinion is on file at the Colorado Division of Housing.

STATUTORY AUTHORITY

**Colorado Revised Statutes, Part 7, Division of Housing - Colorado Housing Act of 1970, 24-32-701. Legislative declaration.** It is hereby declared that there exists in this state a need for additional adequate, safe, sanitary, and energy-efficient new and rehabilitated dwelling units; that a need exists for assistance to families in securing new or rehabilitated rental housing; and that, unless the supply of housing units is increased, a large number of residents of this state will be compelled to live under unsanitary, overcrowded, and unsafe conditions to the detriment of their health, welfare, and well-being and to that of the communities of which they are a part. It is further declared that coordination among private enterprise and state and local government are essential to the provision of adequate housing, and to that end it is desirable to create a Division of Housing within the Department of Local Affairs. The general assembly further declares that the enactment of these provisions as set forth in this part 7 are for the public and statewide interest.

**HUD PROGRAMS UNDER PHA MANAGEMENT**

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Section 8 Vouchers	2,278	13%
Section 8 Mod Rehab	52	5%
Special Purpose Section 8 Vouchers (list individually)	Mainstream Vouchers for Disabled 50	10%
	Homeless with Substance Abuse 75	
	Designated Vouchers for AIDS Victims 40	
Family Unification Program	100	
		11%
<b>TOTAL</b>	<b>2,595</b>	

**MANAGEMENT AND MAINTENANCE POLICIES**

Section 8 Management

- Administrative Plan
- State PHA Plan
- State of Colorado Management Policies

**6. GRIEVANCE PROCEDURES**

The DOH 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:

- All written correspondence by the agency or the family must be answered by the other party within 10 business days
- Applicants or assisted families must contact their local office, to review the State Administrative Plan that governs Eligibility, Selection, and Admissions, and to initiate the informal review and informal hearing process

## **7. HOMEOWNERSHIP PROGRAMS ADMINISTERED BY THE DOH**

### **SECTION 8 TENANT BASED ASSISTANCE**

DOH plans to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982.

#### **Program Description:**

DOH will not limit the number of families participating in the Section 8 homeownership option.

#### **PHA-established eligibility criteria**

DOH program will have eligibility criteria for participation in its Section 8 homeownership option program in addition to HUD criteria.

- Section 8 participants must be receiving the rental assistance for one year and be in good standing with the housing agency contractor and DOH.
- Section 8 participants must provide \$1,000 of their own money toward the purchase of the house.
- DOH will provide the mortgage subsidy to the lender via an electronic fund transfer.
- Each DOH contracting agency may establish a policy of performing an annual HQS inspection for the duration of the homeownership assistance. It is the responsibility of the contractor to assess the need for the annual HQS Inspection.

## **8. DOH COMMUNITY SERVICE AND SELF-SUFFICIENCY PROGRAMS**

### **PHA COORDINATION WITH THE WELFARE (TANF) AGENCY**

#### **Cooperative agreements:**

Several DOH contractors have entered into cooperative agreements with TANF agencies (as listed in the table below), to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937). Funding for TANF is provided to each county based on a formula basis and each county develops a plan for the use of their funds. The DOH feels the cooperative agreements established at the local level are most effective.

#### **Coordination efforts between the DOH agencies and TANF agencies include:**

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration programs
- **Other** (describe):

The DOH will require that Housing Agencies under contract to the DOH must demonstrate coordination efforts between the HA and TANF agency before participants in that jurisdiction can participate in the home ownership program. These coordination efforts may include any of the efforts listed above.

### **SERVICES AND PROGRAMS OFFERED TO RESIDENTS AND PARTICIPANTS**

#### **Self-Sufficiency Policies**

The DOH will employ the following discretionary policies to enhance the economic and social self-sufficiency of assisted families in the following areas:

- Section 8 admissions policies
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for Section 8 homeownership option participation

**Economic and Social self-sufficiency programs**

**Yes** No:

DOH contracted agencies coordinate, promote, and/or provide programs to enhance the economic and social self-sufficiency of families. The following agencies have entered into the agreements with TANF, and other supportive service agencies to enhance the economic and social self-sufficiency of the families they serve.

	ALAMOSA COUNTY	ELBERT COUNTY	CHAFFEE/CUSTER, FREMONT, PARK & TELLER COUNTY	GUNNISON COUNTY	LA PLATA COUNTY	LOGAN COUNTY	SAGUACHE COUNTY	YUMA and WASHINGTON COUNTIES	MONTROSE COUNTY
TANF	X	X	X	X	X	X	X	X	X
DOLE	X	X	X	X	X	X	X	X	X
Family Crisis			X						
Local Community College	X		X						
Cooperative Extension				X					
Watershed District				X					
Consumer Credit Counseling					X				
Mental Health Center	X				X				
Resource & Other Center(s)	X	X		X	X			X	X
Rural Development	X	X							
Local Health Dept	X		X	X					
County Govt			X	X		X		X	X

FAMILY SELF-SUFFICIENCY PROGRAMS

**Participation Description**

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (As of: 01/01/08)</b>	<b>Actual Number of Participants (As of: 01/01/08)</b>
Public Housing	N/A	N/A
Section 8	89	111

**Yes** No: The most recent FSS Action Plan addresses the steps the DOH plans to take to achieve at least the minimum program size.

WELFARE BENEFIT REDUCTIONS

The DOH 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:

- Establishing or pursuing a cooperative 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
- Other: Establishing a protocol for exchange of information with the Department of Labor and other agencies that provide direct services providers, e.g.: entering into memorandums of understanding or service agreements.

**9. CIVIL RIGHTS CERTIFICATIONS**

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations. This certification can be viewed at the main PHA office and is listed as supporting documentation.

**10. FISCAL AUDIT**

**Yes** No: Is the PHA 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))?

**Yes** No: Was the most recent fiscal audit submitted to HUD?

Yes **No**: Were there any findings as the result of that audit?

Yes No **N/A**: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? NONE

Yes No **N/A**: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **11. STATEMENT OF CONSISTENCY WITH THE CONSOLIDATED PLAN**

Consolidated Plan jurisdiction: **State of Colorado**

- The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction:
- The DOH has based its statement of needs of families in the jurisdiction on the needs expressed in the current State of Colorado Consolidated Plan (Strategic Action Plan).
- DOH prepares the State of Colorado Consolidated Plan.
- The State of Colorado Consolidated Plan includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice.
- The DOH Section 8 Tenant Based Program staff consulted, planned and collaborated with DOH staff that is responsible for the preparation of the state's Consolidated Plan.
- All DOH staff members were involved with the public hearings held throughout the state for public comment

The Consolidated Plan for the State of Colorado supports the PHA Plan with the following actions and commitments:

- The DOH will direct 75% of its Section 8 Rental Assistance to families at or below 30% Area Medium Income meeting the federal mandate.
- Leverage private or other public funds to create additional housing opportunities for households with incomes below 30% AMI transitioning from welfare to work and for households transitioning from homelessness.
- Implement DOH Voucher Program admissions preference for those who are homeless or are a victim of domestic violence or a natural disaster or are in the TBRA program.
- Implement DOH Voucher Program admissions preference for those currently working or who are enrolled or previously enrolled in educational, training or upward mobility programs that have an interest in working toward self-sufficiency.
- Implement a flexible voucher homeownership program that can be adapted to all communities within the state.
- Update the DOH Tenant briefing packet to expand the information on fair housing, Voucher Program regulations and DOH Voucher policy.

**12. RESIDENT MEMBER ON THE PHA GOVERNING BOARD**

Colorado Division of Housing is a state public housing agency that only administers the Section 8 Housing Choice Voucher Program. The DOH State Housing Board is not required to have a resident on its board. The State Housing Board is a bi-partisan board appointed by the governor. DOH invites all Section 8 families to participate on the Resident Board by making comments on the PHA Plan that can be viewed at the local contractor's office or on the DOH website.

## ATTACHMENT A

### MEMBERSHIP OF RESIDENT ADVISORY BOARD

Colorado Division of Housing will conduct a state public hearing on **March 25 2008**, inviting comment and participation concerning the Colorado Division of Housing (DOH) PHA Agency Plan.

DOH has required its contractors to post a notice of the Resident Advisory Board requirements at the contractors' onsite offices. The notice contains information on how Voucher Program participants can access the PHA Plan on the DOH web page or at the contractor's office. To date, DOH has not received any responses via e-mail, mail or telephone concerning the DOH PHA Plans.

Therefore, per Notice 2000-36, all Section 8 participants have been appointed to the Resident Advisory Board and have been given the opportunity to comment on the Agency Plan via access to the document at each contractor's office or on the Internet.

## ATTACHMENT B

### STATEMENT OF PROGRESS IN MEETING THE FIVE-YEAR STRATEGY

**DOH Strategic Goal: To increase the number of 30% AMI families receiving rental assistance and leverage funds to create additional housing for 30% AMI families.** (HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing).

- **Apply for additional rental vouchers so that additional families in the state will have the opportunity to be assisted with rental assistance.** *DOH received the following:*

**Fiscal Year 2005** – Fair Share vouchers were not available this year. DOH will receive 21 vouchers through an opt-out in Leadville, Colorado.

**Fiscal Year 2006** – Fair Share vouchers were not available this year. DOH received 10 vouchers through an opt-out in Grand County.

**Fiscal Year 2007** – Fair Share vouchers were not available this year.

**Fiscal Year 2008** – Fair Share vouchers were not available this year

**DOH Strategic Goal: To increase the number of families receiving rental assistance who are disabled, homeless or displaced due to domestic violence or a natural disaster.**

- **Apply for additional special population rental vouchers (homeless with substance abuse or mainstream for persons with disabilities) so that additional families in the state will have the opportunity to be assisted with rental assistance.**

**Fiscal Year 2005** – DOH applied for 20 Mainstream Vouchers but has not heard from HUD on this application.

**Fiscal Year 2006** – No funding available.

**Fiscal Year 2007** – No funding available.

**Fiscal Year 2008** – No funding available.

- **Implement DOH Voucher Program admissions preference for those who are homeless, victims of domestic violence, a natural disaster or are in a DOH sponsored TBRA Program.** DOH has implemented these preferences in its annual and administrative plans to ensure that those who are the most in need receive assistance as soon as possible.
- **DOH will respond to a natural disaster within 24 hours of a Governor's Declaration of Disaster.**

**Fiscal Year 2005** – To date, DOH fortunately has not had to respond to a disaster this year.

**Fiscal Year 2006** – DOH staff, in conjunction with Catholic Charities, worked to house over 950 Katrina/Rita hurricane evacuees in September and October of 2005.

**FEMA Rental assistance to these evacuees is scheduled to end March 31, 2006.**

**DOLA also provided assistance to evacuees through a Toll Free number staffed 10 hours a-day and coordinated furniture assistance.**

**Fiscal Year 2007** – DOH fortunately has not had to respond to a disaster this year.

**Fiscal Year 2008** – DOH fortunately has not had to respond to a disaster this year.

- **DOH staff will assist in coordinating efforts to place victims in emergency housing and provide rental assistance if the family is eligible.** DOH provides rental assistance in 47 counties of the state, therefore DOH has Section 8 Contractors who can be called upon to administer rental assistance when a natural disaster hits. DOH has also developed a housing plan to assist victims of natural disaster.

**DOH Strategic Goal: Improve the quality and delivery of the Section 8 Rental Assistance program.**

**Improve Voucher Program management by reviewing and revising (if needed) the current quality control processes in place regarding payments to landlords and HQS inspections.** Since DOH is a state government agency, several processes are in place for quality control on landlord payments. For example, every landlord or organization that is paid a rental subsidy must submit a federal identification number or a Social Security number to ensure that the person or organization is valid. The IRS crosschecks the federal identification and Social Security information on landlords annually. DOH staff enter HUD form 50058 information on the family and the landlord into the DOH Voucher Program database. The database interfaces with the state accounting system. Accounting information is entered by state accounting staff. DOH staff does not approve any subsidy payments; only state accountants are allowed to approve payments. DOH staff reconcile monthly HAP requests from its contractors to what is actually within its database, which eliminates overpayments to landlords. DOH has developed a system to cross reference and reconcile accounting reports to payments generated in the database. DOH and DOLA OIS staff have developed a report that shows the funds downloaded into the state accounting system prior to approval of payment. Electronic Fund Transfers are monitored monthly by staff for irregularities, and Asset Managers monitor the family units of those landlords who receive this type of payment when doing on-site monitoring. Currently DOH performs HQS inspections on 5% of all of the units assisted to ensure quality control. DOH has implemented a system that allows contractors to access their family files through the web in order to eliminate duplicative work.

- **Revise factors for monitoring frequency status to better identify projects at risk of having monitoring findings.** DOH has revised its monitoring documents to reflect the requirements of SEMAP and the RIM review. DOH continually reviews its monitoring documents to ensure that its contractors are being reviewed correctly regarding implementation of the Rental Assistance Program.
- **Provide on-site and Internet based training/publications on Section 8 federal funding regulations, grant management, organizational management and homeownership design.** *DOH provides on-and off-site training for all of its contractors.* DOH has developed a web based training on Housing Quality Standards Inspection. DOH received national recognition in October of 2005 for its web based internet Housing Quality Standards (HQS) training from the National Association of Housing and Redevelopment Officials (NAHRO).
- In June of 2006 DOH, along with Colorado Housing Development Organization and USDA Rural Development, sponsored a website called Coloradohousingsearch.com. The site is an internet search engine for affordable rentals and homes for sale. Currently it receives 400-500 hits a day from people trying to locate housing. DOH is promoting this website to all PHAs in Colorado to use as their rental unit list provided to Section 8

Voucher holders.

- DOH has formalized its Homeownership Guidelines since the publication of the final rule on the homeownership program, and DOH has since trained its contractors on this program. DOH has a new training on its website called “The Puzzle of Homeownership.” The purpose of this interactive training is to educate potential homebuyers on a variety of topics. CDOH is a firm believer in providing adequate homeownership education prior to purchasing a home.
- **Sponsor twice-yearly DOH Section 8 Contractor training to review DOH policy and federal regulation, which governs the program. DOH sponsors a state contractor meeting twice a year.**

**Fiscal Year 2005** – DOH conducted a contractor training September 16<sup>th</sup> & 17<sup>th</sup>, 2004. A Section 8 101 course was held on November 15, 2004 for new contractor staff. An FSS training is scheduled for May of 2005.

**Fiscal Year 2006** – DOH conducted a Section 8 Contractor training on July 20th and 21st of 2005. A homeownership Manual was produced in February of 2006. The Section 8 101 class is scheduled to be held April 18th and 19th of 2006.

**Fiscal Year 2007** – DOH conducted a Section 8 Contractor training on September 11th and 14th of 2006.

**Fiscal Year 2008** – DOH contracted with Nan McKay and Associates to provide "Eligibility and Occupancy" training for its contractors in September of 2008.

#### **DOH Strategic Goal: Increase assisted housing choices.**

- **Increase voucher payment standards for Section 8 Contractors in high rental cost areas of the state by 10%, where warranted.** Contractors must submit documentation to DOH annually to justify an increase in their payment standard. Several high cost areas within the state have done so, and DOH has granted the allowable 10% increase.
- **Update the DOH Tenant briefing packet to improve the information on housing choices.** Updating the briefing packet is done annually to provide current information to families receiving rental assistance and to state contractors.
- **Implement a flexible voucher homeownership program that can be adapted to all communities within the state.** DOH has implemented a statewide homeownership program and a guideline book that can be used by both state contractors and families wishing to participate in this program. To date, DOH has fifty-three (53) families currently taking advantage of the home ownership program. DOH has formed partnerships with Colorado Housing Finance Authority, Bank One, Wells Fargo and Rural Development to provide mortgage assistance to families receiving rental assistant and those who are disabled. DOH provides on-going contractor training on the homeownership program.
- **Coordinate DOH Homeownership Down Payment and Single Family Owner Occupied Rehabilitation Programs with Section 8 Contractors who are interested in implementing a voucher homeownership program in their community.** DOH has

provided within the State Homeownership Guidebook a listing of DOH down payment and single-family owner occupied rehabilitation programs available throughout the state along with other resources a family may use.

- **Statewide utility allowances.** In conjunction with Supportive Housing and Homeless Programs (SHHP), DOH has partnered in developing statewide utility allowance for four geographical areas of the state. This service will assist all housing authorities in the state along with developers of multi family housing units.

**DOH Strategic Goal: Promote self-sufficiency and asset development for assisted households.** (HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals).

**Increase the number of families enrolled in the Family Self-Sufficiency (FSS) Program by an additional 10 families annually.** DOH has developed a preference for families working toward self-sufficiency (see Section 3 - Policies Governing Eligibility, Selection and Admissions). DOH currently has 111 families participating in the FSS Program; this is a decrease of six families from last year. A total of 177 families have graduated from the FSS program since its inception.

- **Continue to promote and support cooperation agreements at the state and local level between the Department of Human Services and other supportive service providers.** DOH has requested that its contractors enter into Certifications of Cooperation Agreements with DOLE and DHS to better serve low-income families within the state. In coordination with Supportive Housing and Homeless Programs (SHHP), DOH has developed a state wide utility allowance. This will assist contractors and public housing authorities that do not have the capacity to develop their own.
- **Continue to set-up and administer escrow accounts for families participating in the FSS programs.** Roughly 60 families within the state are taking advantage of the escrow account offered through the FSS program.

**DOH Strategic Goal: Ensure equal opportunity and affirmatively further fair housing.** (HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans)

**Continue to improve the distribution of information to Coloradoans who contact the DOH wanting fair housing information.** DOH has sponsored several workshops on Fair Housing and accessibility standards. DOH incorporates fair housing and equal opportunity training on a regular basis into its annual trainings. DOH developed a technical brief called “What Renters Should Know about Fair Housing,” and another called “Landlord/Tenant Rights,” to assist renters and voucher holders in knowing what their rights are. DOH is currently working with the Denver Apartment Association to develop a user manual for Renters in Colorado. DOH plans to conduct several statewide fair housing workshops in 2008.