

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 2005

Kathi Williams, Director



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PHA Plan Agency Identification

PHA Name: Colorado Division of Housing

PHA Number: CO911

PHA Fiscal Year: State Fiscal Year 2005 (July 1, 2004 – June 30, 2005)

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:

www.dola.state.co.us/Doh/RentalAssistance.html.

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

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ATTACHMENTS

- 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
- Housing Colorado: The challenge for a growing state
- 2004 State of Colorado Consolidated Plan can be viewed at:
www.dola.state.co.us/Doh/Publications.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:
www.state.co.us/gov_dir/audit_dir/backgrnd/reports.html.

5-YEAR PLAN

DOH FISCAL YEAR 2005 For the Period July 1, 2004 - June 30, 2005

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, our annual Housing Colorado Report (both needs and Regulatory Barriers combined), 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 OBJECTIVES

Strategy I

Increase the capacity of local housing and service providers by furnishing information, education, training, and additional capital sources so that they are better able to meet the housing needs of their communities.

Strategy II

Increase and preserve the supply of affordable decent, safe, and sanitary rental units through new construction and moderate and substantial rehabilitation for very low, low, and moderate income households.

Strategy III

Increase and preserve homeownership for low and moderate-income people.

Strategy IV

Provide affordable, safe, and sanitary housing opportunities for extremely low, low and moderate-income people needing housing linked with supportive services, which may help people maintain or achieve independent living.

Strategy V

Increase and/or expand the availability of emergency shelter facilities, transitional housing opportunities, and prevention programs for homeless persons, victims of domestic violence and formerly homeless persons.

The above objectives are fully addressed in the State Consolidated Plan and can be viewed at www.dola.state.co.us/Doh/Publications.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.
- Increase the 75% Voucher Program Federal mandate of serving 30% AMI families by an additional 10%.

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 governs the program.
- DOH will annually serve as a conduit between Colorado Housing Authorities (HAs) and the Department of Labor so that HAs may continue to receive online access to the Colorado Unemployment Benefits System (CUBS) database.
- DOH will annually provide financial support by paying the yearly fee payment of \$800 and billing HAs for their use of CUBS.
- DOH Quality Assessment Team will conduct an annual quality of service survey; DOH staff will review survey and identify areas of improvement concerning the Voucher Program. These suggestions will be utilized to develop future action items.
- Improve annually 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.

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.
- Provide annually on a case-by-case basis, information to Section 8 Contractors and Colorado HAs on how to gather data, which will justify increasing the payment standard from HUD by 20%.
- 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 a semi-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.

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 25 families by June 30, 2005.
- 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 working, or who are 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 by 2005.
- 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.
- By June 30, 2005 have 10 DOH voucher families participating in the Homeownership Program.
- By June 30, 2005 DOH will enter into 3 agreements with state finance authorities, mortgage lenders and other providers to facilitate homeownership opportunities for families.

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 trainings.
- Annually update the DOH Tenant Briefing Packet to expand the information on fair housing.

ANNUAL PHA PLAN

ANNUAL PLAN TYPE

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

EXECUTIVE SUMMARY

The Colorado Housing Act of 1970 created the Colorado Division of Housing (DOH). DOH provides coordination of the state's low - moderate income housing efforts. On February 1, 1983, the DOH entered into its first Annual Contributions Contract with HUD and received an allocation of Section 8 Certificate units. Today, DOH administers roughly 2,455 vouchers in forty-seven (47) counties of the state. DOH is a public housing agency, not a public housing authority. 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. A legal opinion regarding this status was rendered on September 16, 1980 by the State of Colorado Department of Law Office of the Attorney General.

DOH emphasizes housing production and not the ownership and management of public housing units. For this reason, the DOH administers HOME, Community Development Block Grant, Emergency Shelter Grant, and the Section 8 Housing Choice Voucher Program (Voucher Program) through local housing agency contractors. The contractors working with the Voucher Program focus on family eligibility and ensure that housing units meet housing quality standards. DOH administers all financial aspects of the program, develops both the agency and administrative plans and provides guidance to contractors on the required federal regulations.

The current economic conditions warrant the need for affordable housing in Colorado. Shelter costs continue to rise. While vacancy rates are increasing, low-income units are still in very short supply. As renter incomes decrease, so do housing options. Homebuyers have unique opportunities. With historic low interest rates and growing inventories of homes on the market, first time buyers may find that modest homes are within their purchasing range.

Colorado's changing market dynamics have increased the challenge for affordable housing producers. As a result of new Census data as well as income declines and higher unemployment among service sector occupations, the annual estimate of the demand for affordable rental housing has climbed to 36,502 units. The PHA Survey indicates that in February of 2003 there were 37,652 families and individuals waiting for vouchers and public housing.

The following information on the affordable housing needs of the state of Colorado was taken from the DOH annual report called Housing Colorado: The challenge for a growing state (November 1, 2002). For a copy of this publication please go to www.dola.state.co.us/Doh/Publications.html

STATEMENT OF AFFORDABLE HOUSING NEEDS

Both state and national economies are sluggish. The latest economic indicators project our state's economy will remain flat. Colorado's economic recovery will depend on many factors. According to the State Office of Planning and Budgeting, Colorado's recovery will be delayed compared with the nation's for several reasons.

First, the national recovery, while picking up speed, remains tentative. Colorado will have slow economic performance until the nation's economy accelerates more vigorously, which has not yet begun to happen. Second, the state's advanced technology sector remains affected by the

recession, and as long as this sector continues to struggle, it will hamper the Colorado economic recovery. Demand for technology workers in the western region of the United States, including Colorado, fell 71 percent between 2000 and 2002 and demand for advanced technology workers is not yet improving. Finally, Colorado's third most important sector, tourism, has yet to fully recover from the aftershocks of September 11th 2001. Although airline passenger traffic at Denver International Airport is increasing, it remains below last year's levels. The tourism sector is showing signs of strengthening.

Most Colorado economists agree our economy will improve — but our state will recover at a slower rate than the nation as a whole and the economy will look different than it did during the high times of the Internet boom. While those who made large salaries in computer related industries may notice shrinking paychecks, they will be more insulated from economic changes compared to those working in jobs created by disposable income — waiters and waitresses, construction workers and store clerks.

The real estate sector shows few signs of a 1980's style slump. During the 1990s, housing production did not keep pace with new households, and consequently demand exceeded supply. This inequity caused home prices to increase much faster than wages for low- and moderate-income households. Even in the current economy affordable housing is out of reach for many working families.

According to the Rocky Mountain Office of Policy Development and Research at HUD, Colorado median incomes increased 24 percent between 1996 and 2001, while the House Price Index increased 52 percent according to the Office of Federal Housing Enterprise Oversight (OFHEO). The median price of a single-family home in the state rose 22.3 percent between 2000 and 2001 — from \$140,047 to \$171,310, or an average of 5.6 percent per quarter. In 2002, the median price statewide stood at \$192,121 for the second quarter of the year, an average increase of 6.1 percent per quarter.

The rate of price increase in the metro Denver area has slowed during the past year to 4.3 percent. This is a significant change from the past four years when prices were rising at rates over ten percent. The House Price Index shows the appreciation rate in Colorado homes is decreasing. Colorado was ranked seventh in the nation for appreciation gains during the second quarter of 2001, and has dropped each quarter since. Colorado now ranks eighteenth as of the second quarter of 2002. Some economists and real estate professionals predict that Colorado real estate prices will stabilize as the number of active listings grows and the number of homes under contract decreases.

Rental prices are also stabilizing in many Colorado real estate markets. Unfortunately, renter incomes have not kept up with rent increases during the past decade and many households remain rent burdened. Low-income persons who have lost work during the past year's economic slump can afford even less for rent than they could when working. Vacancy rates are on the rise, with overall vacancies in some markets at nine percent. Vacancies for affordable rentals, however, are still low in most markets. Many new high-priced rental units have been added to the rental stock in the past few years and high vacancy rates for these units are driving up overall vacancy rates.

RENTAL HOUSING NEED

The Division of Housing prepares annual estimates of renter households in need of affordable rental units and new affordable rental units needed to meet annual demand. These annual demand estimates are important for state and local planning and budgeting processes. Rather than planning production strategies for the total, global need for affordable housing, it is best to

strategize using an estimate based on annual demand, as not all households are in the market to move in one year.

The methodology estimating annual demand for new affordable rental units is illustrated in the table below. First, the number of rent-burdened households is determined. The Division of Housing used 2000 U.S. Census data on the number of households paying more than 30 percent of income for housing and the *Estimates of Households by Income for Colorado and Its Regions* report to update census numbers. This new census information means that the Division of Housing no longer is assuming that households that earn a certain income live in a unit affordable to them. The census information tabulates exactly what percent of income each renter household in Colorado was paying for rent in 2000.

The number of rent burdened households in each income range is then multiplied by the average monthly turnover rate as reported in the *Denver Metro Apartment Vacancy and Rent Survey* for the second quarter 2002 and the *Colorado Division of Housing Multi-Family Housing Vacancy and Rental Survey* of February 2002. This turnover rate represents the level of market activity for rentals and indicates how many households are in the market looking for an affordable unit at any time.

The number of vacant affordable units is subtracted from the number of households likely to move. A vacancy rate for each range is calculated using the two rent surveys mentioned above. The rate is then applied to the total number of unsubsidized rental units in that range. A monthly vacancy rate for subsidized rental units is based on a sampling of properties financed by the Colorado Housing and Finance Authority. The number of vacant affordable units is then subtracted from the number of low-income households in the market for a rental unit. This number is multiplied by 12 (months) to determine the annual demand for new affordable rental units in Colorado.

**ANNUAL DEMAND FOR AFFORDABLE RENTALS
HOUSEHOLDS EARNING 0-30% RENTER MEDIAN INCOME**

Rent Burdened Households -----	49,289
Likely to Move -----x 0.0557-----	2,749
Minus Vacant Affordable Units -----	1,796
Likely to Remain Rent Burdened -----	953
ANNUAL DEMAND -----	11,437

**ANNUAL DEMAND FOR AFFORDABLE RENTALS
HOUSEHOLDS EARNING 30-60% RENTER MEDIAN INCOME**

Rent Burdened Households -----	72,414
Likely to Move -----x 0.0557-----	4,038
Minus Vacant Affordable Units -----	1,950
Likely to Remain Rent Burdened -----	2,089
ANNUAL DEMAND -----	25,065

The number of rent burdened households earning 0 to 60 percent of RMI increased this year — to 121,703. The primary reason for this increase is the availability of 2000 census data. The Division of Housing calculated the number of rent-burdened households in the state in 2002 by using the actual number that were rent burdened in 2000. Improved data combined with the fact that

household income has decreased in Colorado during the past year have increased the number of rent-burdened households.

The number of rent-burdened households earning 0 to 30 percent RMI is similar to last year, with 49,289 households paying in excess of 30 percent of their wages for housing expenses. The largest increase in rent-burdened households occurred in the 31 to 60 percent RMI category. Over 70,000 households earning 31 to 60 percent of renter median income were rent burdened in 2002. This is substantially larger than the 2001 estimate of 18,881, for the reasons stated above.

The total annual need for rental units in 2003 has also grown, though the percent increase is less than that of rent-burdened households. While the number of households looking for units has increased, so have vacant affordable units — especially in the 31 to 60 percent RMI category. In 2001, 692 affordable rental units were available; that number jumped to 1,950 in 2002. Though Colorado's rental market has softened, the 2003 need for affordable rental units has risen to 36,502. Even though rents are stabilizing and vacancy rates have increased, there are still many households who need new affordable rental opportunities.

RENTAL ASSISTANCE

Increasing the supply of affordable rental units is very important. Equally important is the provision of rental assistance to qualifying households. The Section 8 Voucher program allows households to pay only 30 percent of their income for rent. The program then pays the balance of the rent to landlords up to a threshold called the Fair Market Rent. This is the most significant program serving very low-income households in the state. Currently 26,620 vouchers are distributed in Colorado. The Division of Housing administers 2,455 of these vouchers for 47 counties in the state. The Section 8 Vouchers represent the largest federal contribution toward affordable housing in Colorado.

Jeannine Andasola-Valdez and her two boys benefit from the Section 8 program. Jeannine, like many other single parents, struggled to make ends meet when her husband left eight years ago. Jeannine now receives rental assistance (a Section 8 voucher) through the Commerce City Housing Authority. Jeannine works in the billing department at Brown and Ferris Industries making \$25,000 annually. Her rent is \$536 per month. Because her rent is capped at 30 percent of her income, she is able to afford health insurance and a reliable car. She has a better job, has reduced their household debt and participates more frequently in her children's school activities since living in affordable housing.

HOUSING PEOPLE WITH PHYSICAL OR MENTAL DISABILITIES

People with mental and physical disabilities face significant hurdles finding and maintaining affordable and appropriate housing. According to the 2000 U.S. Census, there were 406,742 non-institutionalized persons between the ages of 21 and 64 with disabilities in Colorado. Of course, not all persons with a disability have low incomes or need any sort of subsidized housing for their specific disability. In 2000, 252,180 of those with disabilities age 21 to 64 years were employed.

One way to measure the housing need for persons with disabilities is to quantify the number receiving Supplemental Security Income (SSI) benefits. A total of 44,756 blind or disabled persons received SSI in Colorado in 2000. SSI is a program for low-income elderly, blind or disabled persons. A 2000 study of the unmet needs for affordable rental housing for persons with disabilities estimated between 15,931 and 19,388 non-elderly, low income households with at least one physically disabled family member were still in need of an affordable, accessible rental unit. This study used Division of Housing, HUD, Social Security Administration, Colorado Department of Human Services and other data to arrive at this estimate.

The Colorado Developmental Disabilities Services Division of the Colorado Department of Human Services has 2,413 persons on the waiting list for residential services. Many of these people are living with parents or other caregivers who are aging and will not be able to provide the level of service needed by their disabled family member.

A January 2002 report sponsored by the Colorado Department of Human Services Mental Health Services Division estimates there are 115,681 persons age 18 or older in Colorado with a severe mental disability. Although the exact need number for this population is hard to pinpoint, the need is significant. As shown previously, an individual receiving SSI can only afford to pay for 13 percent of Colorado's average rent. The monthly SSI benefit of \$654 equates to 19 percent of Colorado's renter median income, and only 11 percent of HUD's median income for the state. A national publication estimated in 2000, it would take 91.6 percent of the SSI benefits of one person to rent an efficiency apartment in the state or 106.2 percent to rent a one-bedroom apartment.⁷ Low-income persons on fixed incomes such as SSI have suffered greatly as Colorado's rental prices have increased over the past decade.

Many people with special needs can live productive lives if they can find appropriate housing. Elizabeth Hutchison knows affordable housing is the foundation for a healthy lifestyle. While driving around in her car, Elizabeth does not appear to have a care in the world. However, when she pulls up to the parking lot at Pikes Peak Community College and retrieves her wheelchair from the back seat, it becomes clear that this woman is no average student.

Elizabeth lives on less than \$10,000 annually in Supplemental Security Disability Income. With a Section 8 voucher provided by the Independent Living Center in Colorado Springs, her monthly rent payment and utility expenses total approximately \$250. She shares her apartment with a live-in attendant. Her previous studio apartment cost \$420 per month. Access to affordable housing has freed up money in her budget for a car payment. Owning a car provides Elizabeth with increased freedom to attend school full time. In addition to attending classes, Elizabeth serves on the access committee at her community college. Overall, Elizabeth feels her life has been enhanced by her improved housing situation.

HOUSING FOR LOW-INCOME ELDERLY

Colorado has many low-income seniors. The median income of seniors renting in Colorado was \$19,458 in 2002. This income is 58 percent of the renter median income and 32 percent of HUD's median income for the state. The lowest income seniors — those earning \$10,000 or less a year, rely heavily on Social Security income. Almost 70 percent of all income earned by low-income seniors comes from Social Security. Twelve percent came from other forms of public assistance.

Low-income seniors renting homes face similar challenges as those with disabilities. It is difficult to live on a fixed income as real estate prices rise. Those owning homes struggle to pay for maintenance and upkeep. As seniors age and become frail, many seek housing options to meet their changing needs. Some seniors choose to sell their homes and move into independent rental housing with services. Others may need more comprehensive service offered in congregate care or assisted living housing. All of these options can cost more than low-income seniors can afford, unless the costs are subsidized.

Low-income seniors make up 14.8 percent of the renter households earning 0 to 60 percent of RMI in Colorado in 2002. Assuming the portion of seniors still needing an affordable unit is the same as for any other type of household, the Division estimates 18,012 senior renter households

have a housing need in 2002; the corresponding need for new senior rental opportunities in 2003 is 5,402 units.

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 2004, roughly 46,080 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 (see 3rd survey on page 20). As stated in the executive summary of this plan, DOH is a state public housing agency with the jurisdiction for the state of Colorado. DOH currently contracts its Section 8 Tenant- Based Rental Assistance Program in forty-seven (47) counties within the state. In addition, DOH administers portable vouchers in numerous counties where housing authorities do not exist. Please note the following observations:

- The asterisk placed at the end of the housing agency name indicates that the DOH contracts with this organization to administer either all or a portion of their Section 8 tenant based program.
- Thirty one percent (31%) of the waiting lists consist of families with a disability.
- Forty-six percent (46%) of the waiting list consists of families with children.
- Seventy percent (70%) of the waiting list is of non-Hispanic origin.
- Eighty-one percent (81%) of the families earn less than 30 percent of their Area Median Income.
- Utilization rates for Colorado Voucher and Public Housing Programs is very high, ranging from 95% - 100%.

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PUBLIC HOUSING AUTHORITY WAITING LISTS

Jan-04

ELDERLY

ON THE <30% AMI >30% thru > 50% thru FAMILIES ELDERLY AND FAMILIES
HOUSING AUTHORITY WAITING LIST < 50% AMI < 80% AMI W/CHILDREN FAMILIES W/DISABILITIES

	1734	1503	198	33	1330	48	109
ADAMS COUNTY							
AGUILAR	8	2	3	3	6	0	0
AKRON	6	6	0	0	0	6	1
ALAMOSA*	56						
ANTONITO	9	9	0	0	7	0	3
ARAPAHOE COUNTY*	84	75	8	1	64	6	14
ARAPAHOE HOUSE*	20	20	3	2	10	1	0
ARVADA	384	309	60	15	203	46	65
ASPEN/PITKIN*	15	12	3	0	6	4	7
ATLANTIS*	253	151	76	25	182	23	48
AURORA	2876	2539	305	32	1391	280	924
BOULDER CITY	2157	1704	280	173	1394	496	367
BOULDER COUNTY	1543	1,422	110	5	850	247	688
BRIGHTON	51	44	7	0	36	15	12
BRUSH*	314	237	63	12	245	6	56
BURLINGTON*	22	18	4	0	20	0	2
CALHAN	4	0	4	0	0	4	4
CENTER*	29	12	10	7	20	9	15
CHEYENNE WELLS	6	5	1	0	1	2	0
CO COALITION*	425	274	135	16	400	5	0
CO HEALTH NETWORK*	68	58	6	4	6	2	68
CO SHHP	1398	1392	6	0	82	42	1320
CO SPRINGS (El Paso)*	10290	8565	1483	210	4744	690	2206
CO SPRINGS ILC*	23	23	0	0	6	1	23
COMMERCE CITY*	374	319	52	3	357	17	47
CONEJOS*	39	30	9	1	31	2	3
CONNECTIONS FOR ILC*	50	46	4	0	18	16	50
COSTILLA	3	0	3	0	2	0	1
CRESTED BUTTE							
DELTA							
DENVER	8922	7227	1517	178	178	2409	5175
EADS							
EATON	31	6	21	4	0	31	31
EAGLE*	39	32	7	0	31	1	12
ENGLEWOOD (Sheridan/Douglas)*	508	394	114	0	414	264	140
ESTES PARK	61	40	21	1	37	16	
FLAGLER							
FORT COLLINS	1114	1055	55	4	685	94	257
FORT LUPTON	30	15	10	5	16	10	4
FORT MORGAN	6	5	0	1	0	4	2
FOUNTAIN	273	214	56	3	177	39	76
GARFIELD	142	110	31	1	89	7	35
GRAND* (Routt)	118	108	11	0	79	14	25
GRAND JUNCTION*	1377	1121	249	7	983	75	231
GREELEY	1500	1235	225	22	1187	13	263
GUNNISON*	55	36	15	4	23	2	10
HAXTUN	5	4	1	0	5	0	0
HOLLY							

HOLYOKE							
HOUSING SOLUTIONS SW*	169	136	33	0	91	11	31
(Archuleta, La Plata, San Miguel)							
HUDSON							
INDEPENDENT LIFE CTR.*	31	16	10	0	23	0	7
JEFFERSON	1264	416	692	156	629	179	215
JOHNSTOWN	3	0	3	0	0	3	0
JULESBURG	3	1	2	0	2	1	0
KEENESBURG							
LAKEWOOD	1277	1073	188	16	972	95	172
LAMAR*	172	142	29	1	86	15	18
LAS ANIMAS	29	7	19	3	11	3	7
LIMON*	59	34	22	3	37	3	7
LITTLETON	1011	943	59	9	506	211	295
LOVELAND*	1391	642	490	259	915	376	99
LONGMONT	342	334	8	0	231	38	87
MEEKER	18	8	10	0	12	6	0
MOFFAT	8	2	6	0	0	8	0
MONTE VISTA*	78	78	0	0	44	3	0
MONTEZUMA	235	220	15	0	175	17	44
MONTROSE*	249	196	0	0	143	14	0
OTERO*	169	122	47	7	150	30	30
PUEBLO*	1684	1375	383	6	943	133	345
PUEBLO ILC*	137	130	7	0	52	3	137
RANGELY	2	2	0	0	0	2	0
ROCKY FORD	99	99	0	0	71	2	8
SAGUACHE*	5	5	0	0	3	0	2
SALIDA	37	37	0	0	0	37	2
SPRINGFIELD							
SW CTR. ILC*	58	47	10	1	16	3	58
STERLING*	219	187	31	1	139	9	17
SUMMIT*	97	81	11	5	55	10	32
TELLURIDE H.A.*	47	37	10	0	38	0	3
TRINIDAD	103	31	70	2	76	7	2
UAACOG*	493	460	33		304	40	218
(Chaffee, Fremont, Custer, Lake, Teller)							
WALSENBURG*	89	63	15	11	47	10	12
WELLINGTON							
WRAY	14	10	8	4	6	8	0
YUMA*	66	46	17	3	36	6	18
(Phillips, Sedgewick, Washington, Yuma)*							
TOTAL	46,080	37,357	7,394	1,259	21,178	6,236	14,160

*CO DOH Contractors

COLORADO DIVISION OF HOUSING

PUBLIC HOUSING AUTHORITY WAITING LISTS
JANUARY 2004

1313 SHERMAN ST. RM 518

DENVER, CO 80203

(303) 866-2033

HOUSING AUTHORITY	# ON THE WAITING LIST	NON HISPANIC	HISPANIC	BLACK	NATIVE AMERICAN	ASIAN PACIFIC
ADAMS COUNTY	1734	871	863	360	0	24
AGUILAR	8	6	2	0	0	0
AKRON	6	6	0	0	0	0
ALAMOSA*	56	15	41	15	0	0
ANTONITO	9	0	9	0	0	0
ARAPAHOE COUNTY*	84	81	3	15	2	3
ARAPAHOE HOUSE*	20	18	2	9	0	0
ARVADA	384	226	158	51	0	13
ASPEN/PITKIN*	15	14	1	0	0	0
ATLANTIS*	253	215	38	101	0	0
AURORA	2876	2516	360	518	53	122
BOULDER CITY	2157	1143	1014	65	22	43
BOULDER COUNTY	1543	1355	188	77	47	34
BRIGHTON	51	18	33	21	2	0
BRUSH*	314	188	126	3	2	0
BURLINGTON	22	12	10	0	0	0
CALHAN	4	4	0	0	0	0
CENTER*	29	10	19	0	0	0
CHEYENNE WELLS	6	6	0	0	0	0
CO COALITION*	425	289	136	100	18	4
CO HEALTH NETWORK*	68	57	11	18	2	0
CO DEPT. OF HUMAN SERVICES	1398	1200	193	174	26	13
CO SPRINGS (El Paso)*	10290	8756	1534	1880	235	201
CO SPRINGS ILC*	23	19	4	1	2	0
COMMERCE CITY*	374	192	182	73	21	4
CONEJOS*	39	8	31	0	0	0
CONNECTIONS ILC*	50	32	18	3	3	2
COSTILLA	3	1	2	0	0	0
CRESTED BUTTE	0	0	0	0	0	0
DELTA						
DENVER	8922	5977	2944	2944	89	892
EADS						
EATON	31	28	3	0	0	0
EAGLE*	39	15	24	0	0	0
ENGLEWOOD (Sheridan/Douglas)*	508	116	392	4	15	4
ESTES PARK	61	55	6	1	0	0
FLAGLER						

FORT COLLINS	1114	827	287	47	52	8
FORT LUPTON	30	10	20	0	0	0
FORT MORGAN	6	6	0	0	0	0
FOUNTAIN	273	224	54	50	4	2
GARFIELD	142	126	38	0	7	0
GRAND*	118	103	15	10	4	1
GRAND JUNCTION*	1377	1293	84	8	9	0
GREELEY	1500	700	800	17	14	3
GUNNISON	55	54	1	0	0	0
HAXTON	5	4	1	0	0	0
HOLYOKE						
HOUSING SOLUTIONS SW* (Archuleta, La Plata, San Miguel)	169	19	34	2	19	6
INDEPENDENT LIFE CTR.*	31	0	3	0	2	0
JEFFERSON	1264	801	463	141	43	38
JOHNSTOWN	3	2	1	0	0	0
JULESBURG		2	1	0	0	0
KEEESBURG						
LAKEWOOD	1277	704	573	235	62	37
LAMAR*	172	100	72	2	4	0
LAS ANIMAS	29	22	7	1	1	0
LIMON*	59	50	9	0	0	0
LITTLETON	1011	784	227	179	23	23
LOVELAND*	1391	969	422	49	2	12
LONGMONT	342	191	144	4	13	4
MEEKER	18	18	0	0	0	0
MOFFAT	8	7	1	0	0	0
MONTE VISTA	78	19	59	0	4	0
MONTEZUMA	235	208	27	4	32	3
MONTROSE*	249	198	51	1	13	1
MT. MASSIVE MANOR	0	0	0	0	0	0
OTERO*	169	79	90	1	0	1
PUEBLO*	1684	604	1080	48	0	2
PUEBLO CTR. FOR DISABILITIES*	137	60	77	5	2	0
RANGELY	2	2	0	0	0	0
ROCKY FORD	99	11	88	0	0	0
ROUTT/JACKSON						
SAGUACHE		3	2	0	0	1
SALIDA	37	35	2	0	0	0
SW CTR. FOR INDEPENDENCE*	58	44	14	0	7	0
SPRINGFIELD						
STERLING*	219	181	38	3	0	0
SUMMIT*	97	76	5	1	4	0
TELLURIDE H.A.*	47	28	7	0	3	0
TRINIDAD	103	21	82	0	1	0
UAACOG*	493	306	64	3	13	2

(Chaffee, Fremont, Custer, Lake, Teller)						
WALSENBURG	89	36	53	0	0	0
WELLINGTON						
WRAY	14	14	0	0	0	0
YUMA*	66	52	14	0	0	0
(Phillips, Sedgewick, Washington, Yuma)						

TOTAL

46,080 32,442 13,357 7,244 877 1,503

* CO DOH Contractors

CO DIVISION OF HOUSING
 1313 SHERMAN ST. RM 518
 DENVER, CO 80203
 (303) 866-2033

Jan-04

HOUSING AUTHORITY	TURNOVER	UTILIZE RATE	ACCEPT APPLICATIONS	NEED FOR VOUCHERS	NEED FOR UNITS	NEED ACCESSIBLE UNITS
ADAMS COUNTY	18%	100%	ONCE A YEAR	YES	YES	YES
AGUILAR	35%	100%	YEAR ROUND	YES	YES	YES
AKRON	10%	90%	YEAR ROUND	NO	YES	NO
ALAMOSA*	28%	90%	YEAR ROUND	YES	NO	NO
ARAPAHOE COUNTY*	2%	100%	CLOSED	YES	NO	NO
ARAPAHOE HOUSE*	2%	100%	ONCE A YEAR	YES	YES	NO
ANTONITO	7%	93%	YEAR ROUND	YES	NO	NO
ARVADA	12%	98%	EVERY 2 YEARS	YES	YES	YES
ASPEN/PITKIN*	1%	100%	YEAR ROUND	YES	YES	NO
ATLANTIS*	2%	99%	2 TIMES A YEAR	YES	YES	YES
AURORA	11%	99%	ONCE EVERY 2-3 YEARS	YES	YES	YES
BOULDER CITY	13%	98%	YEAR ROUND	YES	YES	YES
BOULDER COUNTY	15%	100%	YEAR ROUND	YES	YES	NO
BRIGHTON	46%	96%	ONCE A YEAR	YES	NO	YES
BRUSH*	14%	100%	YEAR ROUND	YES	YES	YES
BURLINGTON*		100%	YEAR ROUND	YES	YES	NO
CALHAN	1%	100%	YEAR ROUND	NO	YES	YES
CENTER*	3%	100%	YEAR ROUND	YES	YES	NO
CHEYENNE WELLS	48	100%	YEAR ROUND	YES	YES	NO
CO HEALTH NETWORK*	18%	100%	CLOSED	YES	YES	YES
CO SUPPORTIVE HOUSING PROGRAMS	7%	99%	CLOSED	YES	YES	YES
CO COALITION*	13%	98%	YEAR ROUND	YES	YES	NO
CO SPRINGS (El Paso)*	11%	99%	YEAR ROUND	YES	NO	YES
CO SPRINGS. ILC.*	11%	100%	ONCE A YEAR	YES	YES	YES
COMMERCE CITY*	6%	100%	EVERY 2-3 YEARS	YES	NO	YES
CONEJOS*	43%	97%	YEAR ROUND	NO	NO	NO
CONNECTIONS FOR ILC*	7%	100%	YEAR ROUND	YES	YES	YES
COSTILLA	5%	97%	YEAR	NO	NO	NO
CRESTED BUTTE	0	0	NEVER	NO	NO	NO
DELTA						
DENVER	10%	96%	ONCE A YEAR	YES	YES	YES
EADS						
EAGLE*	40%	100%	YEAR ROUND	YES	YES	NO
EATON	7%	100%	YEAR ROUND	YES	YES	YES
ENGLEWOOD (Sheridan, Douglas)*	0%	100%	ONCE A YEAR	YES	NO	NO
ESTES PARK						
FLAGER						
FORT COLLINS	15%	99%	CLOSED	YES	YES	NO
FORT LUPTON	13%	92%	YEAR ROUND	NO	NO	NO
FORT MORGAN	6%	98%	YEAR ROUND	YES	NO	NO
FOUNTAIN	18%	98%	CLOSED	YES		NO

GRAND*	50%	100%	YEAR ROUND	YES	YES	YES
GRAND JUNCTION*	33%	99%	YEAR ROUND	YES	YES	YES
GARFIELD	36%	97%	YEAR ROUND	NO	YES	YES
GREELEY	26%	98%	CLOSED	YES	YES	YES
GUNNISON*	7%	100%	YEAR ROUND	YES	YES	YES
HAXTUN	70%	70%	YEAR ROUND	NO	NO	NO
HOLLY						
HOLYOKE						
HOUSING SOLUTIONS SW*	10%	100%	YEAR ROUND	YES	YES	NO
HUDSON						
ILC-CRAIG*	6%	91%	CLOSED	YES	YES	YES
JEFFERSON	15%	100%	ONCE A YEAR	YES	YES	YES
JOHNSTOWN	17%	92%	YEAR ROUND	YES	YES	NO
JULESBURG	50%	88%	YEAR ROUND	NO	NO	NO
KEENSBURG						
LAKEWOOD	12%	100%	ONCE A YEAR	YES	YES	YES
LAMAR*	16%	97%	YEAR ROUND	YES	NO	NO
LAS ANIMAS	3%	97%	YEAR ROUND	YES	NO	YES
LIMON*	28%	99%	YEAR ROUND	YES	NO	NO
LITTLETON	13%	99%	CLOSED	YES	NO	NO
LOVELAND*	9%	100%	YEAR ROUND	YES	YES	NO
LONGMONT	21%	100%	CLOSED	YES	YES	YES
MEEKER	10%	100%	YEAR ROUND	NO	YES	YES
MOFFAT	7%	95%	YEAR ROUND	YES	NO	NO
MONTE VISTA*	4%	100%	YEAR ROUND	YES	NO	NO
MONTEZUMA	24%	99%	YEAR ROUND	YES	YES	NO
MONTROSE*	40%	95%	YEAR ROUND	NO	NO	YES
OTERO*	20%	98%	YEAR ROUND	YES	YES	NO
PUEBLO*	18%	100%	YEAR ROUND	YES	YES	YES
PUEBLO ILC*	5%	99%	YEAR ROUND	YES	YES	YES
RANGELY	15%	100%	YEAR ROUND	YES	YES	NO
ROCKY FORD	14%	87%	YEAR ROUND	NO	NO	NO
SAGUACHE*	25%	100%	YEAR ROUND	YES	NO	NO
SALIDA	2%	100%	YEAR ROUND	YES	YES	YES
SAN MIGUEL*	30%	100%	CLOSED	YES	YES	YES
SW FOR INDEPENDENCE* SPRINGFIELD	13%	98%	YEAR ROUND	YES	YES	YES
STERLING*	28%	97%	YEAR ROUND	YES	NO	NO
SUMMIT*	5%	99%	YEAR ROUND	YES	YES	NO
TRINIDAD	11%	94%	YEAR ROUND	NO	YES	YES
UAACOG* (Chaffee, Fremont, Custer, Lake Teller	23%	97%	YEAR ROUND	YES	YES	NO
WALSENBURG*	33%	97%	CLOSED	YES	YES	YES
WASHINGTON						
WELLINGTON						
WRAY	10%	100%	YEAR ROUND	YES	YES	NO
YUMA*	24%	100%	YEAR ROUND	YES	YES	YES

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

- Exceed 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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Federal Grants (FY 2000 grants)		
Annual Contributions for Section 8 Tenant-Based Assistance	\$18,057,392	
Family Self-Sufficiency Grants	\$ 65,000	
Community Development Block Grant	\$4,336,627	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	\$ 920,000	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	\$350,000	State block grant funds to help individuals and families with AIDS, primarily with rental assistance.
HOME	\$9,235,000	Awarded competitively to local governments, non-profit's, 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.

ADD 04	\$473,715	American Dream funds to promote homeownership opportunities. Separate funding associated with HOME funds.
Housing Development Grant	\$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	\$2,850,000	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	\$36,387,737	

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 ALAMOSA CITY HOUSING AUTHORITY

FSS (Alamosa County)
Patricia Martinez, Executive Director
Terri Lucero, Sec 8
213 Murphy Drive
Alamosa, CO 81101
(719) 589-6694/6695 x14
(719) 589-8474 fax
pha@fone.net

AR ARAPAHOE COUNTY HOUSING AUTHORITY

FSS (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

Sheila Smith, Executive Director
Shirley Baca, Sec. 8
5844 S. Datura
Littleton, CO 80120
(303) 794-9608
(303) 798-6244 fax
sreynoldsmith@yahoo.com

AH ARAPAHOE HOUSE

FSS (Denver Metro)
Gene Medina, Program Manager
Jim Linderman, Sec. 8
77 West 5th Ave
Denver, CO 80204
(303) 825-0373
(303) 825-1638 fax
jlinderman@ahinc.org
emedina@ahinc.org

ARCHULETA COUNTY HOUSING AUTHORITY

SUBCONTRACTED TO:
Housing Solutions for the Southwest
Jolie Dokken, Sec. 8

AP ASPEN/PITKIN CO. HOUSING AUTHORITY

(Pitkin County)
Maureen Dobson, Executive Director
530 East Main St. Lower Level
Aspen, CO 81611
(970) 920-5050
(970) 920-5580 fax
cindyc@ci.aspen.co.us

SUBCONTRACTED TO:

Garfield County Housing Authority

Karen Sandblom, Sec 8
2128 Railroad Ave
Rifle, CO 81650
(970) 625-3589
(970) 625-0859 fax
housing@rof.net

- AT ATLANTIS COMMUNITY INC.**
 (Denver Metro)
 Tim Thornton, Director x 11
 Hector Lopez, Sec 8 x21
 201 S. Cherokee
 Denver, CO 80223
 (303) 733-9324
 (303) 733-6211 fax
rlopez4.1@netzero.com
- BR BRUSH HOUSING AUTHORITY**
FSS (Morgan County)
 Ray Danielson, Executive Director
 Rachel Helberg, Sec 8
 412 Edison/P.O. Box 666
 Brush, CO 80723-0666
 (970) 842-5046
 (970) 842-5007 fax
brushhousing@brushhousing.com
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
housing@plains.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
Theresal@amigo.net
cha@amigo.net
- IS COLORADO SPRINGS INDEPENDENT CENTER**
 Vicki Skoog, Executive Director
 Nancy Hunt, Director
 Barbara Austin, Sec. 8
 21 E Las Animas
 Colorado Springs, CO 80903
 (719) 471-8181 ext. 13
 (719) 471-7829 fax
barbaraa@csicindliving.org
- CM COMMERCE CITY HOUSING AUTHORITY**
FSS (Adams County)
 Cathy Fiscus, Housing Specialist
 5291 East 60th Avenue
 Commerce City, CO 80022
 (303) 289-3696
 (303) 289-3731 fax
cfiscus@ci.commercecivty.co.us
- CI CONNECTIONS FOR INDEPENDENT LIVING**
 Beth Danielson, Executive Director
 Chanel Gomez, Sec 8
 1024 9th Ave, Suite E
 Greeley, CO 80631
 (970) 352-8682
 (970) 353-8058 fax
connectionsil@viawest.net

- CN CONEJOS CO. HOUSING AUTHORITY**
 (Conejos County)
 Lois Land, Executive Director
 510 Richfield Road/P.O. Box 366
 La Jara, CO 81140
 (719) 274-5417
 (719) 274 -0417 fax
rabbitt@my.amigo.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
lenockson@coloradocoalition.org
pjacobs@coloradocoalition.org
mmastro@coloradocoalition.org
- CP COLORADO HEALTH NETWORK**
 (Denver Metro)
 Laurie Tomlinson, Executive Director
 Ellie Boyd, Sec 8 Coordinator
 701 E. Colfax, Suite 212
 Denver, CO 80218
 (303) 837-1501 x292
 (303) 861-8900 fax
eboyd@coloaid.org
- DC DOUGLAS COUNTY HOUSING PARTNERSHIP**
FSS Craig Maraschky, Executive Director
 100 Third St. # 220
 Castle Rock, CO 80104
 (303) 814-2965
 (303) 814-2966 fax
cmarasch@douglas.co.us

SEC 8 - SUBCONTRACTED TO:

Sheridan/Englewood Housing Authority

Dawn Shepherd, Executive Director
 Delicia Fillmore, Sec 8
 3460 S. Sherman #101
 Englewood, CO 80110
 (303) 761-6200
 (303) 781-5503 fax

HOUSING SOLUTIONS FOR THE SOUTHWEST

Administers the following programs:

- DU** La Plata County & Durango
SJ San Juan County
 Tony Stohl, Executive Director x16
 Jolie Dokken, Rental Assistance
 295 Girard
 Durango, CO 81301
 (970) 259-1086 x13
 (970) 259-2037 fax
jdokken@swcommunityresources.org

- EA EAGLE COUNTY HOUSING AUTHORITY**
FSS (Eagle County)
 K.T. Gazunis, Sec. 8
 500 Broadway/P.O. Box 179
 Eagle, CO 81631
 (970) 328-8769
 (970) 328-7185 fax
kt.gazunis@eaglecounty.us
www.eagle-county.com

SUBCONTRACTED TO:

Garfield County Housing Authority

Karen Sandblom, Sec 8
2128 Railroad Ave
Rifle, CO 81650
(970) 625-3589
(970) 625-0859 fax
housing@rof.net

GC GRAND CO. HOUSING AUTHORITY
(Grand County, Jackson County, & Routt County)
Jim Sheehan, Director
Linda Blackwell, Sec 8
P.O. Box 2560
Fraser, CO 80442
(970) 726-4572
(970) 726-4579 fax
jsheehan@cowebblink.net

GJ GRAND JUNCTION HOUSING AUTHORITY
(Mesa County)
Jody M. Kole, Executive Director
Mary Gregory, Housing Specialist
Lori Rosendahl
1101 N 10th Street
Grand Junction, CO 81501
(970) 245-0388
(970) 241-5514 fax
lorirosendahl@gjha.org

GU GUNNISON COUNTY HOUSING AUTHORITY
FSS (Gunnison County)
Shary Templeton, Executive Director
Kristin Wills, Sec. 8
200 E. Virginia Ave.
Gunnison, CO 81230
(970) 641-7900
(970) 641-7931 fax
stempleton@co.gunnison.co.us
kwills@co.gunnison.co.us

MO INDEPENDENT LIFE CENTER, INC.
RB (Moffat County & Rio Blanco County)
Evelyn Tileston, Executive Director
Jona Wigginton Section 8
P.O. Box 612
Craig, CO 81626
(970) 826-0833
(970) 826-0832 (fax)
indlife@cmn.net

LA LAMAR HOUSING AUTHORITY
(Prowers County)
Sandra Ellison, Interim Executive Director
Melanie Gurule, Sec 8
804 S. Main St.
Lamar, CO 81052-3431
(719) 336-9575
(719) 336-9529 fax
ihahouse@cminet.net

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 (same as phone number)
hud@plains.net

- LO LOVELAND HOUSING AUTHORITY**
(Larimer County)
Sam Betters, Executive Director
Moofie Miller, Sec. 8
Peggy Conrad, Housing Specialist (x12)
375 West 37th Street, Suite 200
Loveland, CO 80538
(970) 667-3232
(970) 667-2860 fax
mmill@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
alonzo_e_99@yahoo.com
mvccha@amigo.net
- MO MONTROSE CO. HOUSING AUTHORITY**
FSS (Montrose County)
Tim Heavers, Executive Director
Marty Thompson, Hsg. Specialist
Cindy Schmalz, FSS Coordinator
222 Hap Court
Olathe, CO 81425
(970) 323-5445
(970) 323-6179 fax
heavers@montrose.net
mcha@montrose.net
- OC OTERO COUNTY HOUSING AUTHORITY**
(Otero County, Crowley County)
Tony Mascarenas, Director
Bob Apodaca, Sec 8
315 East 5th Street/P.O. Box 376
La Junta, CO 81050
(719) 384-9055
(719) 384-7221 fax
ljhous@yahoo.com
- PU PUEBLO CITY HOUSING AUTHORITY**
FSS (Pueblo County)
Jack Quinn, Executive Director
Terry Lown, Sec 8 (719) 584-7644
1414 North Santa Fe Ave., 10th fl.
Pueblo, CO 81003
(719) 544-6230
(719) 546-5364 fax
tllown@hapueblo.com
jqquinn@hapueblo.com
- SC PUEBLO CENTER FOR DISABILITIES**
Dr. Larry Williams, Executive Director
1304 Berkeley
Pueblo, CO 81004
(719) 546-1271
(719) 546-1374 fax
ilcpueblo@yahoo.com
- SW SOUTHWEST CENTER FOR INDEPENDENCE**
Larry Wales, Section 8
801 Florida Rd. #3
Durango, CO 81301

(970) 259-1672
(970) 259-0947 fax
larry@swcidurango.org

ST STERLING HOUSING AUTHORITY

FSS (Logan County)
William Herboldt, Director
Sharon Boyd, Sec 8
1200 North 5th Street
Sterling, CO 80751
(970) 522-1999
(970) 522-6902 fax
brigadon@kci.net

SU SUMMIT CO. HOUSING AUTHORITY

FSS (Clear Creek, Park Cty, & Summit County)
Eileen Friedman, Interim Director
106 N. Ridge St./P.O. Box 188
Breckenridge, CO 80424
(970) 453-3557
(970) 453-3554 fax
eileenf@co.summit.co.us

**TL TELLURIDE - SAN MIGUEL
REGIONAL HOUSING AUTHORITY**

(San Miguel County)
Elke Mulllens, Sec. 8 ext.2
P.O. Box 840
Telluride, CO 81435
(970) 728-3034
(970) 728-5371 fax
smrha@telluridecolorado.net

**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 81212
(719) 275-9566 x3
(719) 275-2907 fax
housing@uaacog.com
section8@uaacog.com

WA WALSENBURG HOUSING AUTHORITY

(Huerfeno 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
wha@qwest.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

SEARCH TIME

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

- Hospitalization
- Family emergency
- RFLA turned in but unit never passed HQS, and remaining search period too short of a time frame
- 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 exceed the federal targeting requirements by targeting 85 percent of all new admissions to the Voucher Program to families at or below 30 percent of the area median income, and the remaining 15 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. This is why a “1”, or a “3” may be used more than once. **Note: Elderly and disabled families will be given equal preference as 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 3 DOH TBRA 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.

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 \$25.00.
- 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), the Voucher Program's day-to-day operations are administered by staff of the DOH. 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 five 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 two 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 two 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:

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

On-going administrative fees for the Section 8 Rental Assistance Program are utilized in the following manner: The first 600 units shall be calculated using the HUD published Column A - Fee Dollar Amount. Any additional units over the first 600 will be calculated using Column B - Fee Dollar Amount. 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 a legal opinion regarding this was rendered on September 16, 1980 by the State of Colorado Department of Law Office of the Attorney General. 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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Section 8 Vouchers	1,874	13%
Section 8 Mod Rehab	52	5%
Special Purpose Section 8 Vouchers (list individually)	Mainstream Vouchers for Disabled 200	10%
	Non-Elderly Person Disabilities related to certain Developments 200	
	Homeless with Substance Abuse 75	
	Designated Vouchers for AIDS Victims 40	
Family Unification Program	100	11%
TOTAL	2,541	

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

Yes No: The 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:

Yes **No**: The DOH will not limit the number of families participating in the Section 8 homeownership option.

PHA-established eligibility criteria

Yes No: The 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:

Yes No 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	CHAFFEEC USTER, FREMONT, PARK & TELLER	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 Developme nt	X	X							
Local Health Dept	X		X	X					
County Govt			X	X		X		X	X

FAMILY SELF-SUFFICIENCY PROGRAMS

Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (Start of FY 2004 Estimate)	Actual Number of Participants (As of: 01/01/04)
Public Housing	N/A	N/A
Section 8	140	140

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 State of Colorado 2004 Consolidated 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 who are 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 85% of its Section 8 Rental Assistance to families at or below 30% Area Medium Income (the federal mandate is 75%).
- Leverage private or other public funds to create additional housing opportunities for households with income below 30% AMI transitioning from welfare to work and for households transitioning from homelessness.
- Partner with local housing providers to create additional housing opportunities to create 30 "step up" rental-housing units by providing equity for acquisition of older units with rents affordable to these households.
- Implement DOH Voucher Program admissions preference for those who are homeless or are a victim of domestic violence or a natural disaster.
- 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 contractors office or on the DOH website.

ATTACHMENT A

MEMBERSHIP OF RESIDENT ADVISORY BOARD

Colorado Division of Housing conducted a state public hearing on **March 3, 2004** 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 contractor's 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 2001 - 152 Fair Share Vouchers, 100 Family Unification and 167 Opt Out Vouchers from the East Village Project. Fiscal Year 2002 –186 Fair Share Vouchers Fiscal Year 2003 – 200 Vouchers for the disabled related to certain developments and 50 Opt Out Vouchers from Castle Commons (Douglas County). Fiscal Year 2004 – 50 Vouchers for the disabled through the Mainstream Program, 20 Opt Out Vouchers from Castle Creek Commons (Douglas County), 48 Opt Out Vouchers from the Ridgeview Apt. foreclosure (Moffat County), 7 Opt Out Vouchers in San Miguel County and 3 Opt Out Vouchers in Denver County.*
- **Increase the 75% federal mandate of serving 30% AMI families by an additional 10%.** *DOH has implemented this requirement with its contractors.*
- **Partner with local housing providers to create 30 “step up” rental housing units by providing equity for acquisition of older units with rents affordable to these households.** *Fiscal Year 2001- DOH has provided gap financing to develop 30 + step up units to assist families who do not have a voucher subsidy. Families pay only 30% of their income for rent, and supportive services are provided with their housing so that they may realize self-sufficiency. Fiscal Year 2002- DOH developed 19 step-up units. Fiscal Year 2003 – DOH developed 30 step up units. Fiscal Year 2004 – DOH has developed 60 step up units.*

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 2001- DOH applied for Mainstream Vouchers but was not selected in the lottery. Fiscal Year 2002 - DOH applied for Mainstream Vouchers but was not selected in the lottery. Even though DOH did not receive a Mainstream award, DOH committed 50 vouchers of its FY 2003 award to Independent Living Centers throughout the state. Fiscal Year 2003 - DOH applied for Mainstream Vouchers but was not selected in the lottery. DOH did receive 200 vouchers for the disabled related to certain developments. Fiscal Year 2004 - DOH applied for Mainstream Vouchers and received 50. This year recipients were selected on the contents of their application and not selected by lottery.*

- **Implement DOH Voucher Program admissions preference for those who are homeless or are a victim of domestic violence or a natural disaster.** *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 2001- Fiscal Year 2002, DOH responded to a tornado that destroyed several mobile homes in Ellicott Springs within El Paso County. In coordination with the Colorado Springs Housing Authority and the El Paso County Independent Center, victims of the tornado who qualified for a voucher were serviced.
Fiscal Year 2003 – DOH responded to the wild fires of Colorado (Hayman Fire) by providing vouchers to those who lost their homes in the fire and who were income qualified. DOH provided two vouchers in the Fremont County area.
Fiscal Year 2004 – DOH fortunately did not have 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 HQS inspections and payments to landlords.** *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 cross checks the federal identification and social security information on landlords annually. DOH staff enter in HUD 50058 information on the family and the landlord in the DOH Voucher Program database. The database interfaces with the state accounting system. Accounting information is entered in by state accounting staff. DOH staff do 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 peculiarities, 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 is currently working on a system that will allow 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. 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 and publications on Section 8 federal funding regulations, grant management, organizational management and homeownership design.** *DOH provides on-site and off-site training continuously for all of its contractors. DOH has developed a web-site training on Housing Quality Standards Inspection. The training can be accessed through the DOH web site under “training”. 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.*
- **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 2001 – DOH conducted training on July 18, 2000 and March 15, 2001.
Fiscal Year 2002 -DOH conducted contractor training on January 17th and 18th, 2002 and sponsored a Nan McKay Rent Calculation training for DOH contractors on July 8th and 9th of 2002.
Fiscal Year 2003 – DOH conducted a contractor training on August 8th and 9th of 2002. A special training for Independent Living Centers was conducted on November 21, 2002 and a new staff rent calculation training was conducted on April 2, 2003.
Fiscal Year 2004 – DOH conducted a contractor training on September 9th and 10th of 2003. DOH will hold a “Section 8 101” training on June 14th and 15th of 2004 and a Homeownership training on April 15th and 16th of this same year.*
- **DOH will provide funds and improve staff assistance to agencies approved for online access to the Colorado Unemployment Benefits System (CUBS) database. This service benefits housing authorities throughout the state of Colorado.** *DOH has entered into a contract with the Department of Labor and Employment in order to allow housing authorities to access the Colorado Unemployment Benefits Systems (CUBS). DOH pays the annual maintenance fee on behalf of 23 housing authorities in the state. This maintenance fee is \$800.00 annually. DOH staff also bill housing authorities throughout the state for the use of the system.*
- **DOH Quality Assessment Team conducts an annual quality of service survey. DOH staff reviews survey information and identifies areas of improvement concerning the Voucher Program.** *Annual surveys are conducted. Suggestions are utilized to develop future action items. DOH annually conducts two (2) quality of service surveys within the state. DOH has consistently scored between 4 - 4.5 on a scale of 1 - 5, 5 being considered excellent service.*

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 had seven 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. The Homeownership training held in 2004 will include the DOH Downpayment Program grantees.*

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 and/or Welfare To Work (WTW) Program by an additional 100 families by June 30, 2005.** *DOH has developed a preference for families working toward self-sufficiency (see Section 3 - Policies Governing Eligibility, Selection and Admissions). DOH currently has 140 families participating in the FSS Program.*
- **Continue to promote and support cooperation agreements at the local level between the Department of Human Services, Department of Labor and Employment 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. DOH is working with the Supportive Housing and Homeless Program (SHHP) to develop a state wide utility allowance. This will assist contractors 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 65 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 tenant and landlord and fair housing information. *DOH presented "Fair Housing, It is the Law" training at its contractor meeting held March 15, 2001. Sally Yerger, of the Colorado Coalition for the Homeless (CCH), conducted this training. CCH received a special grant to provide information and technical assistance on fair housing issues. 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.