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Urban Development  
Office of Public and Indian Housing

# COLORADO DIVISION OF HOUSING

## PHA Plans

5-Year Plan for Fiscal Years 2000 - 2005  
Annual Plan for Fiscal Year 2002



**APPROVED BY STATE HOUSING BOARD: APRIL 10, 2001**  
**SUBMITTED TO HUD DENVER OFFICE: APRIL 13, 2001**

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE  
PIH NOTICES**

## PHA Plan Agency Identification

**PHA Name:**        **Colorado Division of Housing**

**PHA Number:** **CO911**

**PHA Fiscal Year Beginning:** **(07/2001) State Fiscal Year 2002**

### **Public Access to Information:**

Information regarding any activities outlined in this plan can be obtained by contacting the main administrative office of the PHA:

Colorado Division of Housing  
Teresa Duran, Program Manager  
1313 Sherman Street, Room 518  
Denver, CO 80203  
(303) 866-2033

### **Locations For PHA Plans and Supporting Documents**

The PHA Plan is available for public inspection at the main administrative office of the PHA (listed above), PHA field offices and the PHA website at [www.state.co.us](http://www.state.co.us) (search under government, Department of Local Affairs, Division of Housing).

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Pueblo Field Office  
Rick Hanger  
132 W. B. Street #260  
Pueblo, CO 81003  
(719) 544-2466

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

Colorado Division of Housing  
1313 Sherman Street, Room 518  
Denver, CO 80203  
Contact: Teresa Duran

**5-YEAR PLAN**  
**DOH FISCAL YEARS 2001 - 2005**  
**For the Period July 1, 2000 - 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, the DOH promotes economic opportunity and a suitable living environment free from discrimination.

**DEPARTMENT OF LOCAL AFFAIRS STRATEGIC PLAN**

Colorado Division of Housing, in conjunction with the Department of Local Affairs, prepares an annual strategic plan, which identifies DOH objectives and action items to address the affordable housing needs of Colorado communities. The DOH uses information from the Affordable Housing Needs Impact Report, the Colorado Consolidated Plan, consultations with other housing providers, public hearing input, housing market, special needs, population and employment data to develop these objectives. These strategies and action items are then used as benchmarks to increase the production of affordable housing and to develop the individual work objectives of DOH staff to improve program delivery and customer service in the state of Colorado.

**DOH HOUSING AND COMMUNITY DEVELOPMENT STRATEGIC PLAN**  
**OBJECTIVES:**

1. To 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.
2. To increase and preserve the supply of affordable, decent, safe, and sanitary rental units through moderate and substantial rehabilitation and new construction for extremely low, low and moderate income households.
3. To increase and preserve homeownership for extremely low, low and moderate income people.
4. To provide affordable, decent, 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.
5. To increase and/or expand the availability of emergency shelter facilities, transitional housing opportunities and prevention programs for homeless persons, victims of violence, natural disaster, government action and formerly homeless persons.

The above DOH objectives are fully addressed in the Colorado Consolidated Plan. DOH developed their PHA State Agency Plan in conjunction with the 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. The Division of Housing PHA Plan strategic goals are listed below.

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

**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).

Action Items:

- Apply for additional rental vouchers so that additional families in the state will have the opportunity to be assisted with rental assistance.
- Increase the 75% federal mandate of serving 30% AMI families by an additional 10%.
- Leverage private or other public funds to create additional housing opportunities. For households with incomes below 30% AMI transitioning from welfare to work and for households transitioning from homelessness.
- Partner with local housing providers to create 40 “step up” rental housing units by providing equity for acquisition of older units with rents affordable to these households.

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

Action Items:

- 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.
- Implement DOH Section 8 program admissions preference for those who are homeless or are a victim of domestic violence or 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 efforts to place victims in emergency housing and provide rental assistance if the family is eligible.

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

## Action Items:

- Improve Section 8 program management by reviewing and revising (if needed) the current quality control processes in place regarding HQS inspection and payments to landlords.
- Revise factors for monitoring frequency status to better identify projects at risk of having monitoring findings.
- Provide on-site and Internet based training and publications on Section 8 federal funding regulations, grant management, organizational management and homeownership design.
- Sponsor twice yearly a DOH Section 8 Contractor training to review DOH policy and federal regulation, which governs the program.
- DOH will provide funds and improve staff assistance to agencies approved for online access to the Colorado Employment Benefits System database. This service benefits housing authorities throughout the state of Colorado.
- DOH Quality Assessment Team will conduct annual quality of service survey; DOH staff will review survey and identify areas of improvement concerning the Section 8 Program. These suggestions will be utilized to develop future action items.

**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 information to Section 8 Contractors and PHA s on how to gather data, which will justify increase, the payment standard from HUD by 20%.
- Update the DOH Tenant briefing packet to improve the information on housing choices.
- Implement a flexible voucher homeownership program that can be adapted to all communities within the state.
- 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 Strategic Goal: Promote self-sufficiency and asset development for assisted households.** (HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals).

**Action Items:**

- 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.
- When made available, apply for HUD Welfare to Work Vouchers to increase rental assistance opportunities for those working toward self-sufficiency.
- Provide public and private grant information and technical assistance in preparing grants to the Section 8 Contractors so that they may be better able to operate their FSS programs.
- 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.
- Implement DOH Section 8 program admissions preference for those currently working or who are enrolled or previously enrolled in educational, training or upward mobility programs who have an interest in working toward self-sufficiency.
- Continue to set-up and administer escrow accounts for families participating in the FSS programs.

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

**Action Items:**

- Continue to improve the distribution of information to Coloradoans who contact the DOH wanting
- tenant/landlord and fair housing information.
- Develop a Fair Housing technical assistance brief to further educate citizens on affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.
- Update the DOH Tenant briefing packet to expand the information on fair housing.

# **Annual PHA Plan DOH Fiscal Year 2002**

## **ANNUAL PLAN TYPE**

Streamlined Plan for administering Section 8 Only `

## **EXECUTIVE SUMMARY**

The Colorado Housing Act of 1970 created the Colorado Division of Housing. 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, the DOH administers roughly 1,900 certificates and vouchers in forty-two (42) counties of the state.

The Colorado Division of Housing (DOH) is a public housing agency, not a public housing authority. 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. The 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 only the Section 8 Program through local housing agency contractors. These contractors focus on family eligibility and ensuring that housing units lived in meet housing quality standards. The DOH administers all financial aspects of the program, develops agency and administrative plan and provides guidance to contractors on the required federal regulations.

Colorado's rising housing prices are directly due to our economy and the continued influx of new residents. The average rent for a two-bedroom dwelling in Colorado has nearly doubled in the past decade, from \$405 to \$752 a month. A family must earn roughly \$30,000 a year to afford a two-bedroom unit. Low-income renters are being shut out of the market and moving in with family or friends and many are seeking government rental assistance. According to a recent DOH report to the Colorado State Legislature, there are an estimated 66,460 renters who are paying more than 50% of their income toward their rent.

As stated in the Five Year Plan, DOH developed their PHA State Agency Plan in conjunction with the 1999 State of Colorado 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.

## **COLORADO PROFILE**

Colorado, located in the Rocky Mountain West, is a state with many faces. While best known for it's ski and outdoor sport industry, Colorado is home to many small farming and ranching communities, large urban areas and small towns that have a history rooted in mining. Colorado - or "colored red" in Spanish - has a landscape of Midwest plains, snow capped mountain peaks, and desert mesas. Encompassing 104,247 square miles, Colorado is the eighth largest state in the country. It is also the highest of the 50 states, with an average altitude of 6,800 feet. While our geographic area is large, Colorado is still ranked 23rd in the nation for total population. The total estimated population for Colorado in 2000 is 4,217,046.

Denver is the largest city in Colorado with an estimated population of 527,498 in 2000. The entire metro Denver area has a population of 2,046,803. The City is home to a booming high tech industry,

three major Colleges and Universities, four major league sports teams and a thriving downtown area. Other major cities in Colorado include Boulder, Fort Collins, Greeley, Colorado Springs, and Pueblo.

Colorado is booming. Since suffering through a recession in the late 1980's and early 1990's, Colorado has shown a strong economic resilience that is the result of a diversification of industry and high growth in population from other states. The front range of Colorado has become known as a Mecca for high tech firms especially in the telecommunications and computer industries. The western slope of Colorado and mountain communities have had a large influx of new residents from states such as California and Texas. Many of these new residents are self-employed or retired. Colorado's population has grown an average of 2.2% from 1995 to 2000, and is expected to grow at an average rate of 1.8% from 2000 to 2005. The slight slowdown in growth is expected to occur because the cost of living in Colorado continues to rise above that of other areas of the country.

As Colorado's population grows, so do the number of households in the state. In October 1999, the Colorado Division of Housing (DOH) commissioned a new study of incomes to provide a clearer picture of what Colorado households earn. This report, *Incomes for Colorado and its Regions*, by the Center for Business and Economic Forecasting, gives us the number of Colorado households by income range for a number of household types. The study estimates that the number of Colorado households is 1,638,807 in 2000.

Colorado's median income has been rising over the past five years, and should continue to do so. According to the *Estimates of Households by Income for Colorado and its Planning Regions* report, "estimated median-income grew 4.4% annually between 1990 and 1996. It accelerated to a growth rate of 6.8% per year in 1997 and 1998. A strong economy and the effects of a very tight labor market on wages can explain this. Income growth is estimated to slow somewhat in 1999 and 2000 as both state and national economies are expected to slow".

While Colorado's economy has demonstrated strong growth, housing market appreciation exceeds wage increases. Colorado communities are often ranked near the top for growth in prices and real estate activity. Prices statewide continue to grow at an average rate of 8.5% per year for rentals and 8.7% per year for sale units.



**AGENCY PLAN  
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Supporting Documents Available for Review

- Division of Housing Administrative Plan
- Affordable Housing Needs Impact Report
- 2000 State of Colorado Consolidated Plan and Consistency Letter
- Division of Housing Vacancy Study
- Colorado Income for Regions Report
- Department of Local Affairs Strategic Plan
- PHA Legal Authority Opinion
- PHA Certifications of Compliance with the PHA Plans and Related Regulations

**STATEMENT OF HOUSING NEEDS**

## **BACKGROUND**

Historically, Colorado housing markets have been cyclical in nature -- characterized by an inflow of new residents and increased housing costs. These boom times are often followed by periods of slow or no growth in which housing values remain stable or decline. These cycles and the depth of a future slowdown are inherently unpredictable. However, current forecasts predict continued population growth. While this trend may be offset by downturns in the national or world economy, local economists are generally optimistic that Colorado's economic diversity will lessen any future slowdown.

While economic diversity serves as insurance against future downturns, housing diversity can serve as a catalyst to preserve or enhance local communities. Mixed income housing provides stability for many types of workers and contributes to economic and environmental viability. Likewise, the lack of affordable housing may limit economic viability if new employers believe employees will have difficulty finding appropriate housing. The provision of income-diversified housing is further complicated by steady, significant growth. If housing is difficult to afford, young people entering the work force, single-income households or the elderly may be forced to move away -- leading to family disintegration and loss of a sense of community.

The economic impacts mentioned above are difficult to quantify currently. The impact of the housing industry on the Colorado economy is much less vague. Residential construction will generate at least \$2 billion in annual wage income between now and the year 2000. Fifty thousand Coloradoans, including developers, architects, contractors, building trades workers, lenders, Realtors, insurance agents and home furnishings retailers, are employed in the residential construction industry. The housing industry has a significant impact on the local economy.

## **HOUSING NEEDS**

According to a recent report to the state legislature, "Housing Colorado: The challenge for a growing state," Colorado's rising housing prices are directly due to our strong economy, the continued influx of new residents, and are a direct result of rising land and labor costs. Our state's population is growing -- almost 32,000 new households are projected to arrive in the state each year between 2000 and 2005. The influx of new people creates a demand for more development, drives higher prices, and increases the demand for labor. Colorado has long been attractive to relocating business, because of its high quality of life and lower cost of living compared to other states. However, this advantage is quickly eroding due to increased housing costs and increased demands for natural resources and open spaces. According to the ACCRA cost of living index, Denver's cost of living exceeds St. Louis, Houston and Phoenix.

The average rent for a two-bedroom dwelling in Colorado has nearly doubled in the past decade from \$405 to \$752. A family must earn roughly \$30,000 a year to afford a two-bedroom unit. Low-income renters are being shut out of the market and many are moving in with family or friends. As Colorado's rents continue to rise, it becomes harder for those households earning low wages to stay housed. Many working Coloradoans cannot afford to rent in the communities in which they work. Therefore, Fair share Vouchers are essential to assist low-income renter households through out the state.

**Rental Housing**

As rental prices rise, low and moderate income renters continue to find it harder to pay rent and have money left to pay for other expenses. DOH’s “mismatch matrix” was created to compare the number of housing units affordable to households at certain income levels in the community to the number of households that can afford that unit. This matrix displays the discrepancy in affordable units available to each income group. The model assumes that each household is occupying (or would occupy) a unit in their affordability range. In reality, higher income households will occupy units affordable to households in lower income ranges to save on housing costs, while lower income households may be forced to occupy a unit too costly for them.

**Colorado Renter Housing Mismatch 2000  
Number of Rental Units Per 100 Renter Households**

<b>Household Incomes</b>	<b>0 - 30%</b>	<b>31% - 60%</b>	<b>61% - 80%</b>
Colorado	46.5	57.4	105.9

The above analysis demonstrates that few rental units are available which are affordable to households making 30 percent or less of median renter income in Colorado. In 2000, the supply of rental units affordable at the two lowest income ranges is up slightly from last year, although not significantly. For every 100 households earning from 0-30% of renter median income in Colorado, there were 46.5 rental units affordable to them. There were 57.4 units affordable to every 100 households earning from 31-60% of renter median income. The number of units available to households earning 61-80% of renter median income in the state dropped from 117.1 in 1999 to 105.9 in 2000. As we have stated in past years, while the mismatch ratio shows that there are more units available for households in this income range than households, this does not mean that the units are empty. Lower income households that cannot find an affordable unit are forced to live in units with higher rents.

It continues to be the case that there are fewer units affordable to households at the lowest incomes than for those with higher incomes. The number of units that are available to these households is less than the available housing stock because households with higher incomes have the choice to live in rental units with rents that are less than they can afford.

While the number of units available per 100 low-income households did not increase significantly, the fact that the mismatch has not worsened can be considered positively. This is especially true with rising prices in the private rental market, increased population growth, and the loss of units to owner occupied condominiums can be considered positive. As can be seen in the following tables, the number of renter households in need did go down slightly over the past 12 months.

**Estimate of Annual Need**

This is the third year that DOH has estimated the number of renter households that are in need of affordable housing and the annual need for new affordable rental units in Colorado. Both this analysis and the mismatch matrix are used to identify the greatest housing needs in the state. These

methods allow DOH and others to target specific income ranges when developing housing strategies.

The following tables illustrate the method used for calculating the number of units that are needed in Colorado by households in two different income ranges. First, the number of renter households that are rent burdened is calculated. This is done by subtracting the number of rental units in the state affordable to households within an income range from the actual number of households in that income range. This number is then multiplied by the average monthly turnover rate that is reported in the *Denver Metro Apartment Vacancy and Rent Survey* for the second quarter 2000 and the *Colorado DOH Multi-Family Housing Vacancy and Rental Survey* of February 2000. This turnover rate represents the number of renter households who are moving between rental units in any given month and can determine the demand for new units during an interval of time B those likely to move.

From the number of households that are likely to move are subtracted the number of vacant affordable units. A vacancy rate for each range is calculated by using data from both the *Denver Metro Apartment Vacancy and Rent Survey* and the *Colorado DOH Multi-Family Housing Vacancy and Rental Survey*. The rate is then applied to the total number of unsubsidized rental units in that range. A vacancy rate from a sampling of Colorado Housing and Finance Agency subsidized properties is used for all subsidized housing units. The difference between the number of low-income households in the market for a rental and the number of vacant units, multiplied by 12 months, is 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 -----	34,513
Likely to Move -----x .5338 -----	1,842
Minus Vacant Affordable Units -----	775
Likely to Remain Rent Burdened -----	1,067
ANNUAL DEMAND -----	12,804

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

Rent Burdened Households -----	31,946
Likely to Move -----x .5338 -----	1,705
Minus Vacant Affordable Units -----	1,028
Likely to Remain Rent Burdened -----	677
ANNUAL DEMAND -----	8,130

The annual demand for units by those earning 0 to 30 percent of median income has declined this year, while the demand for units by households earning 31 to 60 percent of median income has increased. Overall, combined demand decreased by 1,963 units. In 2000, an estimated 66,460 renter households are rent burdened compared to 70,533 last year.

**Special Needs Housing**

The Colorado Demographic Section projects that by the year 2020, 14% of Colorado's population will be 65 or older. This means that the number of seniors will almost double from 381,391 in 1997 to 754,167 in 2020. According to the Colorado Department of Local Affairs Demography Section, the expected rate of growth for the 60+ age group from 2000 to 2020 will be higher than for any other age group. Housing is an important component in serving the range of needs that our seniors have. There are an estimated 57,408 renter households and 65,514 owner households earning between 0 - 50% AMI in Colorado that have a householder age 65 or older. Over 20,000 of these households are renters at 30% or less AMI. The Division of Housing estimates that in 2000, there will be 76,660 elderly persons in Colorado that need assistance with Instrumental Activities of Daily Living (IADL), and 40,700 that need assistance with Activities of Daily Living (ADL). This number will grow as Colorado's population ages. As seniors age, they need special housing programs that provide services and housing units.

Colorado's robust economy, while presenting many opportunities for residents, has created new and difficult housing challenges to the State's special needs population. This population includes individuals with chronic mental illness, physical disabilities, developmental disabilities, drug and/or alcohol addiction, HIV/AIDS, and multiple diagnoses. This population generally is unable to hold full-time employment, have higher than normal medical expenses, may require assistance in activities of daily living (e.g. cooking, cleaning, personal care, etc.), and most significantly, have limited incomes that provide them few options in housing. Their ability to compete in the housing market for affordable and appropriate housing is limited in many cases not only by their lack of income but their need for special accommodations in their housing.

In Colorado, approximately 5 - 10% of the population, or 200,000 to 400,000 persons over the age of 16 have a severe disability. More than 160,600 persons are estimated to have a severe/chronic mental illness, approximately 120,000 are developmentally disabled, 100,000 are persons with physical disabilities,<sup>1</sup> and over 7,879 persons are living with HIV/AIDS.<sup>2</sup> Many of these individuals have dual or multiple diagnoses.

There are no current studies or counts estimating the number of accessible affordable units needed in Colorado. According to information gathered by the Colorado Department of Human Services Supportive Housing and Homeless Programs, however, there are an estimated 34,100 persons age 18 - 64 in Colorado receding SSI or SSDI. 17,000 are already housed in affordable housing units. According to this analysis, this leaves 17,100 persons with disabilities who need affordable housing.

### **Homeless Needs**

Homelessness is a problem in Colorado. While we know that the growth in Colorado's economy has made affording rent harder for many very low and low-income households, it is difficult to accurately count the number of households that are homeless or in danger of being homeless in our state.

In 1990, census data showed that at least one in six (17%) of the people who are homeless in the U.S. live in rural areas. The Colorado Coalition for the Homeless estimates that 30% of those who are

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<sup>1</sup> Department of Labor and Employment. U.S. Census Bureau.

<sup>2</sup> 1999 Update - Metro Denver HIV/AIDS Housing Plan

homeless in Colorado reside in rural areas. The 1999 Continuum of Care process found approximately 2,412 persons who are homeless on any given day in 24 non-metro counties in Colorado.

### **Section 8 Tenant-Based Statewide Waiting List**

As stated in the executive summary of this plan, the 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-two (42) counties within the state. In addition, the DOH administers portable vouchers in numerous counties where housing authorities do not exist. In December of every year, the DOH conducts a statewide housing survey to assess the number of families on Colorado's PHA waiting lists. Please note the following:

- 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.
- The number of families on Colorado PHA waiting lists in December of 2000 is a snapshot in time. This number does not truly reflect the need of subsidized housing in Colorado. Note, that most of the PHAs are not accepting applications. Many PHAs do not accept applications on an on-going basis due to not wanting to give families false expectations of being served and to keep the waiting lists manageable.
- The racial, ethnic and disability related tenant composition has not changed significantly from last year.
- PHAs are experiencing a high volume of calls weekly for housing.
- Most all areas in the state request a need for more vouchers.

#### **PUBLIC HOUSING AUTHORITY WAITING LISTS**

OMB Approval No: 2577-0226  
Expires: 03/31/2002

**COLORADO DIVISION OF HOUSING**

1313 SHERMAN ST. RM 518

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**December 2000**

<u>HOUSING AUTHORITY</u>	<u># ON THE</u>		<u>&gt;30% thru</u>	<u>&gt; 50% thru</u>	<u>FAMILIES WITH</u>	<u>ELDERLY</u>	<u>FAMILIES WITH</u>
	<u>WAITING LIST</u>	<u>&lt; 30% AMI</u>	<u>&lt; 50% AMI</u>	<u>&lt; 80% AMI</u>	<u>CHILDREN</u>	<u>FAMILIES</u>	<u>DISABILITIES</u>
1 ADAMS COUNTY	797	661	122	14	553	165	79
2 AKRON	20	4	16	0	1	16	3
3 ALAMOSA*	91		20%	5%	80	11	13
4 ARAPAHOE COUNTY*	78		78				10
5 ARAPAHOE HOUSE*	9	4	3	2	6	0	5
6 ANTONITO	17						
7 ARVADA	56	13	43		4	4	9
8 ASPEN/PITKIN*	14	10	4	0	6	3	4
9 ATLANTIS*	196	131	26	1	69	11	196
10 AURORA	2549	2380	245	24	1655	330	563
11 BOULDER CITY	1408	1,395	13	0	1127	127	351
12 BOULDER COUNTY	800	26	730	27	610	74	58
13 BRIGHTON	75	12	63	0	62	1	8
14 BRUSH*	136	85	45	0	114	0	1
15 BURLINGTON*	9	1	8	0	15	14	1
16 CALHAN							
17 CENTER	13	9	4	0	12	0	4
18 CHEYENNE WELLS	10	10	0	0	8	1	1
19 CO HEALTH NETWORK*	11	11	0	0	4	0	11
20 CO DEPT. OF HUMAN SERVICES	1264	1138	126	0	291	18	1264
21 COLORADO SPRINGS	3461	2181	934	346	2287	511	663
22 COMMERCE CITY*	157	145	12	0	133	6	47
23 CONEJOS*	35	29	6	1	28	6	3
24 COSTILLA	7	5	2	0	0	0	0
25 CRESTED BUTTE	0	0	0	0	0	0	0
26 DELTA	96	70	26	0	65	21	10
27 DENVER	653	528	111	14	286	175	274
28 DOUGLAS*	25	20	5	n/a	17	4	5
29 EADS	4	0	4		0	0	0
30 EATON	49						
31 EAGLE*	21	11	10	0	14	1	5
32 ENGLEWOOD	405	355	36	14	226	67	93
33 EL PASO							
34 ESTES PARK	45	26	18	1	29	2	14
35 FLAGLER	7	7	0	0	0	7	0
36 FORT COLLINS	1118	934	152	32	559	111	303
37 FORT LUPTON	50	20	25	5	22	39	27
38 FORT MORGAN	6	3	3	0	0	5	1
39 FOUNTAIN	271	201	69	1	179	56	36
40 GARFIELD	5	3	2	0	0	0	0
41 GRAND*	9	2	1	0	5	0	1
42 GRAND JUNCTION*	850	696	137	17	574	79	105
43 GREELEY	626	397	179	50	396	40	47
44 GUNNISON*	26	17	8	1	18	0	5
45 HAXTUN	2	0	0	0	0	0	2
46 HOLLY	0	0	0	0	0	0	0
47 HOLYOKE	2	0	1	1	0	2	0
48 HUDSON							
49 JEFFERSON	786	183	419	184	665	96	133
50 JULESBURG	3	2	1	0	3	0	0
51 KEENESBURG	9	1	7	1	5	0	0
52 LAKEWOOD	1514	1074	440	0	1362	82	333

	# ON THE WAITING LIST	>30% thru < 30% AMI	> 50% thru < 50% AMI	FAMILIES WITH < 80% AMI	ELDERLY CHILDREN	FAMILIES WITH FAMILIES	DISABILITIES
53 LAMAR*	78	53	23	2	49	14	11
54 LA PLATA (SCR)*	182	139	43	0	121	3	15
55 LAS ANIMAS	3	2	1	0	3	0	0
56 LIMON*	13	11	2	0	7	5	2
57 LITTLETON	1346	0	0	0	857	489	358
58 LOVELAND*	1327				869	215	200
59 LONGMONT	596		570	23	336	48	187
60 MEEKER	9	2	7	0	7	2	0
61 MOFFAT	6	0	6	0	0	88	1
62 MONTE VISTA*	75	75	0	0	60	8	10
63 MONTEZUMA	117	117	0	0	103	14	6
64 MONTROSE*	132	78	54	0	43	8	6
65 OTERO*	88	32	8	0			
66 PUEBLO*	1512	1153	329	30	918	69	396
67 RANGELY	4	0	0	0	0	19	4
68 ROCKY FORD	15	15	15	15	11	2	0
69 ROUTT*	6	3	3	0	7	0	0
70 SAGUACHE*	0	0	0	0	0	0	0
71 SALIDA	38	0	0	0	0	36	2
72 SAN MIGUEL*	21	14	6	1	15	0	4
73 SHERIDAN	111	71	40	0	75	14	8
74 SPRINGFIELD	17	4	10	3	0	16	1
75 STERLING*	194	130	50	14	128	15	35
76 SUMMIT*	70	45	21	4	47	2	10
77 TRINIDAD	30	0	30	0	20	4	16
78 UAACOG* (Chaffee, Fremont, Custer, Lake, Teller)	249	139	48	29	185	15	81
79 WALSENBURG*	54	0	54	0	27	27	13
80 WASHINGTON*	1	3	3	2	0	0	0
81 WELLINGTON	129	116	11	2	0	0	32
82 WRAY	21	10	6	5	7	12	1
83 YUMA*	45	20	14	7	7	33	4
<b>TOTAL</b>	<b>24,284</b>	<b>15,032</b>	<b>5,488</b>	<b>844</b>	<b>15,392</b>	<b>3,243</b>	<b>6,091</b>

\* Colorado Division of Housing Contractors



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

**PUBLIC HOUSING AUTHORITY WAITING**  
**LISTS**  
**December 2000**

HOUSING AUTHORITY	# ON THE WAITING LIST	HISPANIC	NON HISPANIC	BLACK	NATIVE AMERICAN	ASIAN PACIFIC
1 ADAMS COUNTY	797	328	286	145	26	12
2 AKRON	20	0	20	0	0	0
3 ALAMOSA*	91	53	38	0	0	0
4 ARAPAHOE COUNTY*	78	31	47	22	9	2
5 ARAPAHOE HOUSE*	9	1	8	6	0	0
6 ANTONITO	17	16	1	0	0	0
7 ARVADA	56	13	43	4	4	9
8 ASPEN/PITKIN*	14	1	11	0	0	0
9 ATLANTIS*	196	32	46	7	1	3
10 AURORA	2549	192	603	1629	15	84
11 BOULDER CITY	1408	549	672	55	20	12
12 BOULDER COUNTY	800	158	572	27	26	17
13 BRIGHTON	75	39	31	1	2	1
14 BRUSH*	136	50	85	1	0	0
15 BURLINGTON	9	6	8	0	0	0
16 CALHAN						
17 CENTER	13	12	1	13	0	0
18 CHEYENNE WELLS	10	8	2	0	0	0
19 CO HEALTH NETWORK*	11	4	4	0	0	0
20 CO DEPT. OF HUMAN SERVICES	1264	172	966	102	20	4
21 COLORADO SPRINGS	3461	660	1737	883	100	81
22 COMMERCE CITY*	157	61	96	24	11	0
23 CONEJOS*	35	29	6	0	0	0
24 COSTILLA	7	5	2	0	0	0
25 CRESTED BUTTE	0	0	0	0	0	0
26 DELTA	96	35	63	17	1	0
27 DENVER	653	220	433	258	7	25
28 DOUGLAS*	25	4	15	1	2	2
29 EADS	4	0	4	0	0	0
30 EATON	49	4	45	0	0	0
31 EAGLE*	21	8	11	0	2	0
32 ENGLEWOOD	405	95	409	93	15	10
33 EL PASO						

	# ON THE WAITING LIST	HISPANIC	NON HISPANIC	BLACK	NATIVE AMERICAN	ASIAN PACIFIC
34 ESTES PARK	45	43	2	0	0	0
35 FLAGLER	7	0	7	0	0	0
36 FORT COLLINS	1118	317	801	34	76	5
37 FORT LUPTON	50	77	54	0	0	0
38 FORT MORGAN	6	0	6	0	0	0
39 FOUNTAIN	271	46	225	7	1	0
40 GRAND*	9	0	1	0	0	1
41 GRAND JUNCTION*	850	418	419	6	1	4
42 GARFIELD	5	1	3	1	0	0
43 GREELEY	626	378	228	8	4	8
44 GUNNISON	<b>26</b>	<b>1</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>
45 HAXTON	2	0	2	0	0	0
46 HOLLY	0	0	0	0	0	0
47 HOLYOKE	2	2	28	0	0	0
48 HUDSON						
49 JEFFERSON	786	213	573	60	15	11
50 JULESBURG	3	1	2	0	0	0
51 KEEESBURG	9	4	5	0	0	0
52 LAKEWOOD	1514	560	770	106	46	30
53 LAMAR*	78	43	33	1	1	0
54 LA PLATA (SCR)*	182	45	137	2	16	161
55 LAS ANIMAS	3	2	1			
56 LIMON*	13	2	10	0	0	1
57 LITTLETON	1346	325	763	200	17	41
58 LOVELAND*	1327	195	1132	11	13	11
59 LONGMONT	596	233	354	9	13	3
60 MEEKER	9	0	34	2	0	0
61 MOFFAT	6	5	1	0	0	0
62 MONTE VISTA	75	21	0	0	0	80
63 MONTEZUMA	117	9	99	1	8	0
64 MONTROSE*	132	21	51	1	3	1
65 OTERO*	88	50	38	0	0	0
66 PUEBLO*	1512	961	494	56	1	0

	# ON THE WAITING LIST	HISPANIC	NON HISPANIC	BLACK	NATIVE AMERICAN	ASIAN PACIFIC
67 RANGELY	4	0	0	0	0	19
68 ROCKY FORD	15	15	0	0	0	0
69 ROUTT	6	0	6	0	1	0
70 SALIDA	38	2	26	0	0	0
71 SAGUACHE	0	0	0	0	0	0
72 SAN MIGUEL*	21	0	21	0	0	0
73 SHERIDAN	111	39	72	16	9	4
74 SPRINGFIELD	17	17	0	0	0	0
75 STERLING*	194	38	150	2	2	0
76 SUMMIT*	70	10	60	0	0	0
77 TRINIDAD	30	21	9	0	0	0
78 UAACOG* (Chaffee, Fremont, Custer, Lake, Teller)	249	26	198	3	7	0
79 WALSENBURG	54	23	31	0	0	0
80 WASHINGTON	1	0	1	0	0	0
81 WELLINGTON	129	37	92	8	16	0
82 WRAY	21	0	21	0	0	0
83 YUMA*	45	1	44	0	0	0
<b>TOTAL</b>	<b>24,284</b>	<b>6,988</b>	<b>13,294</b>	<b>3,822</b>	<b>511</b>	<b>642</b>

**CO DIVISION OF  
HOUSING**

**1313 SHERMAN ST. RM 518**

**DENVER, CO 80203**

**(303) 866-2033**

		<b># DAYS TO</b>	<b>HA CURRENTLY</b>	<b># CALLS FOR</b>	<b>NEED FOR</b>	<b>OPERATE</b>	
	<b>TURNOVER</b>	<b>FIND</b>	<b>ACCEPTING</b>	<b>HOUSING WEEKLY</b>	<b>VOUCHERS</b>	<b>FSS PROGRAM</b>	
<b>HOUSING AUTHORITY</b>		<b>UNIT</b>	<b>APPLICATIONS</b>				
1	ADAMS COUNTY	14%	90 DAYS	NO	30	YES	YES
2	AKRON	5%	1-3 YEARS	YES	1	YES	NO
3	ALAMOSA*	39%	1 YEAR	YES	20	YES	NO
4	ARAPAHOE COUNTY*	2%	60 DAYS	NO	60+	YES	YES
5	ARAPAHOE HOUSE*	4%	3-9 DAYS	NO	-5	YES	YES
6	ANONITO	N/A	6 MOS	YES	2	YES	NO
7	ARVADA	12%	3 MONTHS	YES		YES	YES
8	ASPEN/PITKIN*	LOW	3-4 MONTHS	YES	1-2	YES	NO
9	ATLANTIS*	10%	0-180 DAYS	YES	5-50	YES	YES
10	AURORA	6%	60-90 DAYS	NO	125	YES	YES
11	BOULDER CITY	18%	60 DAYS	YES		YES	YES
12	BOULDER COUNTY	13%	60 DAYS	YES	ALL THE TIME	YES	YES
13	BRIGHTON	10%	2 MONTHS	NO	60	YES	NO
14	BRUSH*	15%	60 DAYS	YES	20-30	YES	YES
15	BURLINGTON*		3 DAYS	YES	1	YES	NO
16	CALHAN						
17	CENTER*	3%	1 WEEK	YES	3	YES	NO
18	CHEYENNE WELLS	N/A	6 MOS TO 1 YR	YES	2-3		NO
19	CO HEALTH NETWORK*	10%	1-4 YRS	NO	20	YES	NO
20	CO SUPPORTIVE HOUSING PROGRAMS	157%	120 DAYS	NO	20-50	YES	YES
21	COLORADO SPRINGS	12%	60 DAYS	YES		YES	YES
22	COMMERCE CITY*	8%	90 DAYS	NO	75	YES	YES
23	CONEJOS*	18%	12 MONTHS	NO	2	NO	NO
24	COSTILLA	5%	5 DAYS	YES	2	NO	NO
25	CRESTED BUTTE	0	0	N/A	25	YES	NO
26	DELTA	28%	45 DAYS	NO		YES	NO
27	DENVER	12%	30-120 DAYS	N/A	800-1200	YES	YES
28	DOUGLAS*	2%	60 DAYS	NO	60	YES	YES
29	EADS	1%	N/A	YES	3 A YR	NO	NO
30	EAGLE*	10%	120 DAYS	YES	2	YES	YES
31	EATON	7%	2-3 YRS	YES	2-3	YES	NO
32	ENGLEWOOD	22%	60 DAYS	YES	400 PER WK	YES	YES
33	EL PASO						
34	ESTES PARK	N/A		NO	5	YES	NO
35	FLAGER	5%		YES	DOZEN A YR	YES	

	<b>TURNOVER</b>	<b>FIND UNIT</b>	<b>HA CURRENTLY ACCEPTING APPLICATIONS</b>	<b># CALLS FOR HOUSING WEEKLY</b>	<b>NEED FOR VOUCHERS</b>	<b>FSS PROGRAM</b>
36 FORT COLLINS	17%	60 DAYS	YES		YES	YES
37 FORT LUPTON	N/A	2 YRS	YES	15	YES	YES
38 FORT MORGAN						
39 FOUNTAIN	16%	77 DAYS	YES	7	NO	NO
40 GRAND*	33%	1-3 MONTHS	YES	2-3	YES	NO
41 GRAND JUNCTION*	17%	32 DAYS	YES		YES	YES
42 GARFIELD	59%	60-90 DAYS	YES	25-30	YES	YES
43 GREELEY	30%	45 DAYS	YES	125	YES	NO
44 GUNNISON*	N/A	N/A	YES	15-20 CALLS	YES	YES
45 HAXTUN	6%	N/A	YES		NO	NO
46 HOLLY	10%		YES	NONE		YES
47 HOLYOKE	17%	N/A	YES	1	YES	NO
48 HUDSON						
49 JEFFERSON	7%	30 DAYS	NO	200	YES	YES
50 JULESBURG	40%	N/A	YES	2-3	NO	NO
51 KEENSBURG	N/A	VARIES	YES	2-4	NO	NO
52 LAKEWOOD	16%	45-90 DAYS	YES	200 PLUS	YES	YES
53 LAMAR*	28%	45 DAYS	YES	20	YES	NO
54 LA PLATA (SCR)*	16%	60 DAYS			YES	NO
55 LAS ANIMAS	20%	2 WEEKS	YES	10	YES	YES
56 LIMON*	20%	60 DAYS	YES	12	YES	YES
57 LITTLETON	12%	2-4 MONTHS	YES	-10	YES	NO
58 LOVELAND*	1%	60 DAYS	YES		YES	YES
59 LONGMONT	15%	30-40 days	YES	30	YES	YES
60 MEEKER	20%	VARIES	YES	10	YES	YES
61 MOFFAT	30%	N/A	YES	5	NO	NO
62 MONTE VISTA*	N/A	6MOS TO 1YR	YES	5-10 CALLS WKLY	YES	NO
63 MONTEZUMA	45%	60-90 DAYS	NO	15-20 CALLS	YES	YES
64 MONTROSE*	37%	60 DAYS	YES	20-30	NO	YES
65 OTERO*	33%		YES		NO	NO
66 PUEBLO*	19%	60 DAYS	YES	100	YES	YES
67 RANGELY	10%		YES		YES	YES
68 ROCKY FORD	5%	3-4 WEEKS	YES	10	NO	NO
69 ROUTT	33%	1-3 MONTHS	YES	2-3	YES	NO
70 SAGUACHE*	N/A	IMMED	YES	1-2	NO	NO
71 SALIDA	N/A	N/A	YES	6	YES	YES
72 SAN MIGUEL*	24%	60 DAYS	YES	5	YES	NO
73 SHERIDAN	5%	60 DAYS	NO	60+	YES	YES
74 SPRINGFIELD	10%		YES		NO	NO
75 STERLING*	27%	1-3 WEEKS	YES	30 CALLS WEEK	YES	YES
76 SUMMIT*	5%	60 DAYS	YES	5	YES	YES
77 TRINIDAD	6%	3-4 MONTHS	YES	3	NO	NO

	<b>TURNOVER</b>	<b>FIND UNIT</b>	<b>HA CURRENTLY ACCEPTING APPLICATIONS</b>	<b># CALLS FOR HOUSING WEEKLY</b>	<b>NEED FOR VOUCHERS</b>	<b>FSS PROGRAM</b>
78 UAACOG* (Chaffee, Fremont, Custer, Lake Teller)	28%					
79 WALSENBURG*	N/A	3-8 MONTHS	YES		YES	YES
80 WASHINGTON	N/A	N/A	YES	1-2	NO	NO
81 WELLINGTON	N/A	N/A	YES	1	YES	NO
82 WRAY	N/A	6 MOS	YES		NO	NO
83 YUMA*	6%	30 DAYS	YES	6	YES	NO

**TOTAL**

## 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 by the PHA, 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 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:**

- Apply for additional section 8 units should they become available.
- Leverage affordable housing resources in the community through the creation of mixed - finance housing.
- Pursue housing resources other than public housing or Section 8 tenant-based assistance to increase affordable housing rentals.
- DOH will continue 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 rent 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 rent 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 targeted to the elderly, should they become available.
- Elderly families will have the same admission preference as 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 targeted to families with disabilities, should they become available.
- 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.
- Disabled families will have the same admission preference as 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 targeted to families who are homeless or those displaced, should they become available.



- Encourage and provide guidance to contractors to affirmatively market to local non-profit agencies that assist families who are homeless or displaced.

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

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicity with disproportionate needs:**

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

**Reasons for Selecting Strategies**

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

**2. STATEMENT OF FINANCIAL RESOURCES**

<b>Financial Resources: Planned Sources and Uses</b>		
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<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>Federal Grants (FY 2000 grants)</b>		
Annual Contributions for Section 8 Tenant-Based Assistance	\$9,500,000	
Family Self-Sufficiency Grants	\$ 46,350	
Community Development Block Grant	\$3,549,524	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	\$ 945,000	This program provides grants on a formula basis to states and local governments for certain 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. States can distribute ESG assistance directly to private nonprofit organizations, if local governments certify their approval of the project. Homeless day shelters and drop-in centers are also eligible for funding.

<p>HOME</p>	<p>\$6,833,000</p>	<p>Awarded competitively to local governments, non-profit, private developers for the activities of acquisition, rehabilitation, new construction, and tenant based rental assistance. All activities require a 25% non-federal match.</p> <p>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. There is a fifteen percent (15%) set-aside for Community Development Housing Organization activities which include activities that are eligible generally under the HOME Program -- acquisition, construction and rehabilitation where the CHDO is the owner, developer or sponsor --as well as project specific technical assistance, site control loans, and project-specific seed money loans.</p>
<p>State Housing Development Grants</p>	<p>\$2,600,000</p>	<p>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. \$1 per \$1 match is required. Applications are reviewed for management capacity, project impact on need, project feasibility, and benefit to very low and low-income persons. Fifty-five percent of these funds are targeted to benefiting families whose income is 30% or below the area median income.</p>

State Revolving Loan	\$1,837,504	This program provides construction loans to non-profits, city and county governments for up to seven years. Interest rates normally range from 0% - 6% interest. These funds are also leveraged with other funding organizations.
Private Activity Bonds	\$202,806,650	This program involves using the proceeds of tax-exempt bond issues to fund construction and permanent loans for for-profit entities to construct or acquire/rehabilitate rental housing for low and mixed income households. It is generally required that loans be insured or guaranteed by a third party such as FHA or FNMA. Applications are taken by local municipal or county housing or finance offices or by the Colorado Housing and Finance Authority. Before a project may proceed, official action must be taken by the local elected governing body to allocate bond-issuing authority for the loan. Actions are taken by the CHFA Board monthly and by local issuers more frequently. Issuers may have to secure bond authority from the Colorado Department of Local Affairs, which accepts applications twice a year.
<b>Total Resources</b>	\$228,118,028	

### **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 for screening purposes.
- The DOH shares the following kinds of information with prospective landlords before lease signing:

Family's current address

- If known, name and address of current landlord
- If known, name and address of prior landlord

#### **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:

- |  |  |  |
|--|--|--|
| <p><b>AL</b>    <b>ALAMOSA CITY HOUSING AUTHORITY</b><br/> <b>FSS</b>    (Alamosa County)<br/>         Patricia Martinez<br/>         Executive Director<br/>         Terri Lucero, Sec 8<br/>         213 Murphy Drive<br/>         Alamosa, CO 81101<br/>         (719) 589-6694/6695 x14<br/>         (719) 589-8474 fax<br/> <b>pha@fone.net</b></p> | <p><b>AT</b>    <b>ATLANTIS COMMUNITY INC.</b><br/>         (Denver Metro)<br/>         Mike Auberger, Director x<br/>         11<br/>         Dawn Russell, Sec 8 x21<br/>         201 S. Cherokee<br/>         Denver, CO 80223<br/>         (303) 733-9324<br/>         (303) 733-6211 fax<br/> <b>adaptden@plinet.com</b></p>  | <p><b>CE</b>    <b>CENTER HOUSING AUTHORITY</b><br/>         (Saguache County)<br/>         Theresa Chavez<br/>         Executive Director<br/>         Geraldine Martinez<br/>         Office Assistance<br/>         138 South Worth<br/>         P.O. Box 759<br/>         Center, CO 81125<br/>         (719) 754-2537<br/>         (719) 754-2477 fax<br/> <b>cha@amigo.net</b></p> |
| <p><b>AP</b>    <b>ASPEN/PITKIN CO. HOUSING AUTHORITY</b><br/>         (Pitkin County)<br/>         Mary Roberts<br/>         Executive Director<br/>         530 East Main St. Lower Level<br/>         Aspen, CO 81611<br/>         (970) 920-5050<br/>         (970) 920-5580<br/> <b>maryr@ci.aspen.co.us</b></p>                                    | <p><b>BR</b>    <b>BRUSH HOUSING AUTHORITY</b><br/> <b>FSS</b>    (Morgan County)<br/>         Ray Danielson<br/>         Executive Director<br/>         Rachel Helberg, Sec 8<br/>         412 Edison/P.O. Box 666<br/>         Brush, CO 80723-0666<br/>         (970) 842-5046<br/>         (970) 842-5007 fax<br/> <b>brushhousing@twol.com</b></p>   | <p><b>CM</b>    <b>COMMERCE CITY HOUSING AUTHORITY</b><br/> <b>FSS</b>    (Adams County)<br/>         Cathy Fiscus<br/>         Housing Specialist<br/>         5291 East 60th Avenue<br/>         Commerce City, CO 80022<br/>         (303) 289-3696<br/>         (303) 289-3731 fax<br/> <b>comdev@ci.commerce-co.us</b></p>  |
| <p><b>SUBCONTRACTED TO:</b><br/>         Garfield County Housing Authority<br/>         Karen Sandblom, Sec 8<br/>         2128 Railroad Ave<br/>         Rifle, CO 81650<br/>         (970) 625-3589<br/>         (970) 625-0859 fax<br/> <b>housing@rof.net</b></p>  | <p><b>BU</b>    <b>BURLINGTON HOUSING AUTHORITY</b><br/>         (Kit Carson County)<br/>         Brenda Wolf<br/>         944 Lowell Avenue<br/>         Burlington, CO 80807<br/>         (719) 346-5464<br/>         (719) 346-5077 fax<br/> <b>housing@ria.net</b></p>   | <p><b>CN</b>    <b>CONEJOS CO. HOUSING AUTHORITY</b><br/>         (Conejos County)<br/>         Lois Land, Executive Director<br/>         510 Richfield Road<br/>         P.O. Box 366<br/>         La Jara, CO 81140<br/>         (719) 274-5417<br/>         (719) 274 -0417 fax<br/> <b>rabbitt@amigo.net</b></p>  |
| <p><b>AH</b>    <b>ARAPAHOE HOUSE</b><br/> <b>FSS</b>    (Denver Metro)<br/>         Jan Burns<br/>         Program Manager ext. 103<br/>         Gene Medina, Sec. 8<br/>         77 West 5th Ave<br/>         Denver, CO 80204<br/>         (303) 825-0373<br/>         (303) 825-1638 fax<br/> <b>emedina@ahinc.org</b></p>                           | <p><b>UPPER ARKANSAS AREA OF COUNCIL OF GOVERNMENTS - UAACOG</b><br/>         Administers the following programs:<br/> <b>CC</b>    <b>CANON CITY</b> (Fremont County)<br/> <b>CH</b>    <b>CHAFFEE COUNTY</b><br/> <b>CU</b>    <b>CUSTER COUNTY</b><br/> <b>LE</b>    <b>LAKE COUNTY</b><br/> <b>TE</b>    <b>TELLER COUNTY</b><br/> <b>FSS</b>    Judy Lohnes<br/>         Executive Director<br/>         Kayla Green<br/>         Housing Specialist<br/>         330 Royal Gorge Blvd.<br/>         P.O. Box 510<br/>         Canon City, CO 81212<br/>         (719) 275-9566 x3<br/>         (719) 275-2907 fax<br/> <b>uaacog@rif.net</b></p> | <p><b>CCH</b>    <b>COLORADO COALITION FOR THE HOMELESS</b><br/>         (Denver Metro)<br/>         John Parvensky<br/>         Executive Director<br/>         Mark Mastro<br/>         Sec. 8 Coordinator<br/>         2263 Champa Street<br/>         Denver, CO 80205<br/>         (303) 298-8995<br/>         (303) 298-1007 fax<br/> <b>fdamron@coloradocoalition.org</b></p>     |
| <p><b>AR</b>    <b>ARAPAHOE COUNTY HOUSING AUTHORITY</b><br/> <b>FSS</b>    (Arapahoe County)<br/>         James Taylor<br/>         Director<br/>         Joy ext. 103<br/>         2009 West Littleton Blvd.<br/>         Littleton, CO 80120<br/>         (303) 730-1183<br/>         (303) 794-4671 fax<br/> <b>no email</b></p>                     | <p><b>SUBCONTRACTED TO:</b><br/>         Sheridan Housing Authority<br/>         Jennifer Maldonado<br/>         4101 S. Federal Blvd.<br/>         Sheridan, CO 80110<br/>         (303) 762-9634<br/>         (303) 788-1853 fax<br/> <b>sheridanha@juno.com</b></p>   | <p><b>CP</b>    <b>COLORADO HEALTH NETWORK</b><br/>         (Denver Metro)<br/>         Julian Rush<br/>         Executive Director<br/>         Erin Atwell<br/>         Sec 8 Coordinator<br/>         701 E. Colfax, Suite 212<br/>         Denver, CO 80218<br/>         (303) 837-1501 x283<br/>         (303) 861-8900 fax<br/> <b>erina@colo.us.org</b></p>                       |

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- FSS** George Kennedy, Sec 8  
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Castle Rock, CO 80104  
(303) 688-4828  
(303) 688-0292 fax
- SUBCONTRACTED TO:**  
Sheridan Housing Authority  
(See Arapahoe County)
- SOUTHWEST COMMUNITY RESOURCES**  
Administers the following programs:
- DU Durango (La Plata County)**
- SJ San Juan County**  
Tim Nader  
Executive Director x16  
Tamara Miller  
Rental Assistance  
295 Girard  
Durango, CO 81301  
(970) 259-1086 x15  
(970) 259-2037 fax  
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- EA EAGLE CO. HOUSING AUTHORITY**
- FSS** (Eagle County)  
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(970) 328-7185 fax  
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- SUBCONTRACTED TO:**  
Garfield County Housing Authority  
(See Aspen/Pitkin County Housing Authority)
- GC GRAND CO. HOUSING AUTHORITY**
- FSS** (Grand/Routt County)  
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Tina Rose, Sec 8  
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Jody M. Kole  
Executive Director  
Mary Gregory  
Housing Specialist  
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- FSS** (Summit County)  
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(970) 848-3800 (at bank)  
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SEARCH TIME

The DOH gives extensions to 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 to 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 section 8 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:  
The DOH plans to employ the following admission preferences in the coming year:
  - Victims of violence, natural disaster or government action
  - Homelessness
  - Those enrolled currently in educational, training, or upward mobility programs.
  - Those previously enrolled in educational, training, or upward mobility programs.
  - Those who are currently working.

The DOH admission preferences are prioritized by a “1” that represents our first priority, a “2” representing our second priority, and so on. The 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 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 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 section 8 program administered by the PHA are contained in the section 8 Administrative Plan.
- The DOH announces the availability of any special-purpose section 8 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.
- The DOH will provide technical assistance to contractors on gathering the needed documentation HUD will accept to provide a payment standard increase up to 120 percent of the FMR.
- 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

### 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 Section 8 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's housing programs. Colorado SHB approves DOH's Section 8 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 will also be responsible for the overall coordination of the program and development of necessary agreements between participating local agencies. In addition, the manager will establish and maintain effective contact with groups or individuals representing program related interests and be responsible for the general program management, develop program materials and disseminates information to local agencies, supervise day-to-day activities of the DOH staff, and develop training sessions for the Contractors in program regulatory requirements as well as agency responsibilities.

### HOUSING ASSET MANAGERS

There are four 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, unpaid rent and damage claims. Technical assistance to trouble shoot problems is also provided to the Contractors concerning family moves, income/rent adjustments, recertification, tenant/landlord relations, terminations, etc..

### ADMINISTRATIVE ASSISTANTS

These two positions are responsible for daily data entry, filing, and preparation of electronic and paper payment vouchers. Maintains and updates family files. Functions as the primary telephone contact regarding check status inquires.

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 State of Colorado Comprehensive Plan, which provides the guidance for the development of the state public housing agency strategies. The 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 resolving tenant/owner disputes
- Reviewing and processing special claims
- Mediator for informal hearings
- Coordinate/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 and participants 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. The administrative fee shall be calculated by the number of units under contract on the first day of each month. The DOH's 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. The DOH's legal jurisdiction is the state of Colorado. 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**

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Section 8 Vouchers	1,526	15%
Section 8 Mod Rehab	52	5%
Special Purpose Section 8 Vouchers (list individually)	172 (main-stream program for the disabled)	20%
	70 (homeless with substance abuse)	20%
Family Unification Program	150	
TOTAL	1,970	

**MANAGEMENT AND MAINTENANCE POLICIES**

Section 8 Management

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

## 6. GRIEVANCE PROCEDURES

The DOH has established the following 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, as shown in Policies Governing Eligibility, Selection, and Admissions, to initiate the informal review and informal hearing process

## 7. HOMEOWNERSHIP PROGRAMS ADMINISTERED BY THE DOH

### PUBLIC HOUSING

Yes **No**: The DOH does not administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4).

Activity Description **N/A**

### 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.
- DOH will provide the mortgage subsidy to the lender via an electronic fund transfer.
- DOH contractors will annually do HQS inspection on all homeownership units.



## 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 a 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 program
- **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 COUNTY	GUNNISON COUNTY	LA PLATA COUNTY	LOGAN COUNTY	SAGUACHE COUNTY	YUMA and WASHINGTON COUNTIES
TANF	X	X	X	X	X	X	X	X
DOL	X	X	X	X	X	X	X	X
Family Crisis			X					
Local Community College	X		X					
Cooperativ e Extension				X				
Watershed District				X				
Consumer Credit Counseling					X			
Mental Health Center	X				X			
Resource & Other Center(s)	X	X		X	X			X
Rural Developme nt	X	X						
Local Health Dept	X		X	X				
County Govt			X	X		X		X

## FAMILY SELF-SUFFICIENCY PROGRAMS

### **Participation Description**

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (start of FY 2000 Estimate)</b>	<b>Actual Number of Participants (As of: DD/MM/YY)</b>
Public Housing	N/A	N/A
Section 8	141	115

**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 1999 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 40 “step up” rental housing units by providing equity for acquisition of older units with rents affordable to these households.
- Implement DOH Section 8 program admissions preference for those who are homeless or are a victim of domestic violence or a natural disaster.
- Implement DOH Section 8 program admissions preference for those currently working or who are enrolled or previously enrolled in educational, training or upward mobility programs who 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.

**ATTACHMENT A****MEMBERSHIP OF RESIDENT ADVISORY BOARD**

Colorado Division of Housing conducted a state public hearing on March 17, 2001 inviting comment and participation regarding State of Colorado PHA Agency Plan. In addition, DOH has required its contractors to post a notice information regarding the formation of a Resident Advisory Board at the contractor's onsite offices. To date, there have been no responses. 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 152 Fair Share Vouchers, 100 Family Unification and 167 Opt Out Vouchers from the East Village Project in FY2001.
- *Increase the 75% federal mandate of serving 30% AMI families by an additional 10%.* DOH has implemented this requirement with its contractors and is monitoring to enforce this requirement.
- *Partner with local housing providers to create 40 “step up” rental housing units by providing equity for acquisition of older units with rents affordable to these households.* DOH has provided gap financing to develop 30 + step up units to assist families who do not have a voucher subsidy, so that they pay only 30% of their income for rent and supportive services are provided with their housing so that they may realize self-sufficiency.

**DOH Strategic Goal: To increase the number of families receiving rental assistance who are disabled, homeless, 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.* DOH did place an application for Mainstream Vouchers this year but was not selected for an award through HUD’s lottery.
- *Implement DOH Section 8 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 their annual plan 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.* DOH has developed a plan to respond to a natural disaster in the state within 24 hours of being contacted.
- *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 42 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 Strategic Goal: Improve the quality and delivery of the Section 8 Rental Assistance program.**

- *Improve Section 8 program management by reviewing and revising (if needed) the current quality control processes in place regarding HQS inspection and payments to landlords.* Since DOH is a state government agency several processes are in place to 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 information on landlords annual to ensure the validity of these individuals or organization as well. DOH staff enter in information on the family (50058) and landlord addresses. All other information is entered in by state accounting staff. DOH staff do not approve any subsidy payments, only state accountants are allowed to approve payments. Electronic Fund Transfers are monitored monthly by staff for peculiarities and Asset Manager monitoring on-site the families whose landlords receive this type of payment. Currently, DOH performs HQS inspections on 5% of all of the units assisted to ensure quality control.
- *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 it 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 is currently in the process of selecting a contractor to develop a web-site training on Housing Quality Standards Inspection. DOH has formalized it Homeownership Guidelines since the publication of the final rule on the homeownership program and DOH has since trained their contractors on this program.
- *Sponsor twice yearly a 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.* In FY2001, DOH conducted contractor training on July 18, 2000 and March 15, 2001.
- *DOH will provide funds and improve staff assistanceto agencies approved for online access to the Colorado Employment Benefits System (CUBS) database. This service benefits housing authorities throughout the state of Colorado.* DOH pays the maintenance fee on behalf of 23 housing authorities in the state that access CUBS. This maintenance fee is \$800.00 annually.



- *DOH Quality Assessment Team will conduct annual quality of service survey, DOH staff will review survey and identify areas of improvement concerning the Section 8 Program.* These suggestions will be utilized to develop future action items. DOH annually conducts a 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 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 state-wide homeownership program and a guideline book that can be used by both state contractors and families wishing to participate in this 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 at listing of DOH downpayment and single family owner occupied rehabilitation programs available throughout the state along with other resources a family may use.

**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). A WTW NOFA was not offered last year so DOH was not able to apply for this funding.
- *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.
- *Continue to set-up and administer escrow accounts for families participating in the*

*FSS programs.* Currently 60 families within the state are taking advantage of the escrow account offered through the FSS program.

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

*Continue to improve the distribution of information to Coloradoans who contact the DOH wanting tenant/landlord and fair housing information.* DOH recently 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, conducted this training. CCH received a special grant to provide information and technical assistance on fair housing issues.