



## 2023 Annual Action Plan

Program year: April 1, 2023 - March 31, 2024



Prepared by the Community Development Division for the use of federal formula block grant funds through the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, and the Emergency Solutions Grant (ESG) Program.

### Amendment 1

Sections with changes highlighted in table of contents.

January 2024: To add \$6,000,000 from the Section 108 Loan Guarantee Program as a source of funding.

## **Amendment 1 Summary**

The City seeks to substantially amend this year's action plan in preparation to request the addition of the Section 108 Loan Guarantee Program as a source of funding. This program provides communities with a source of low-cost, long-term financing for economic and community development projects.

Amended language appears in highlights in the following sections:

- AP-05 (pg. 6-9)
- AP-15 (pg. 31-32)
- AP-38 (pg. 46-47)
- AP-85 (pg. 68)
- AP-90 (pg. 73)

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# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

The City of Colorado Springs receives funding on an annual basis allocated by Congress and administered through the US Department of Housing and Urban Development (HUD) to create strong, sustainable, inclusive communities and quality affordable homes for all.

The Annual Action Plan (AAP) provides a summary of the actions, activities, and the specific federal and non-federal resources that will be used during the program year to address the priority needs and specific goals identified by the Consolidated Plan. It is required by statute and helps ensure accountability and transparency for use of these taxpayer funds. This Annual Action Plan covers the fourth year of the 2020-2024 Consolidated Plan, and results are reported annually in the CAPER (Consolidated Annual Performance and Evaluation Report).

The City's Community Development Division (CDD) is the lead agency responsible for preparing the Annual Action Plan and administering these funds, which come through the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) programs. The Annual Action Plan details how the City plans to invest its resources to meet its ongoing affordable housing, community development, and public service needs during the City program year, April 1 through March 31.

In 2023, the City plans to continue its work providing decent and affordable housing, suitable living environments, and vital public services to improve the lives of its citizens – especially low- to moderate-income households and special needs communities such as the elderly, people experiencing homelessness, and persons with a disability.

### Amendment 1 Summary

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Affordability continues to be the largest housing problem in Colorado Springs. Housing costs are continuing to grow faster than household incomes, with home prices up 13% over last year (following a 24% increase the previous year) and rents spiking to upwards of \$1,500. Thirty-two percent of residents in El Paso County pay more than 30% of their income on housing, with 14% paying more than half. The Needs Assessment for the 2020-2024 Consolidated Plan, which informs the goals of this Annual Action Plan, examined household incomes, housing costs and availability, and housing conditions such as overcrowding, insecurity and homelessness. It found that housing cost burden is an issue for many families and households in the community, especially low- and moderate-income households. Economic impacts of the pandemic as well as dramatic housing cost increases are exacerbating these issues for our most vulnerable residents.

The City of Colorado Springs developed a strategic plan for utilizing HUD funds based on the analysis of the data presented in the 2020-2024 Consolidated Plan as well as the community participation and stakeholder consultation process. Through these efforts, the City identified five (5) priority needs and associated goals to address those needs within the funding guidelines. The priority needs are:

1. Improved Public Infrastructure & Facilities
2. Increased Supply of Affordable Housing
3. Public Services & Quality of Life Improvements
4. Neighborhood Economic Development Opportunities
5. Homeless Housing & Supportive Services

The goals to address those needs are:

- 1A. Expand Public Infrastructure
- 1B. Improve Public Infrastructure Capacity
- 1C. Improve Access to Public Facilities
- 2A. Provide Owner Occupied Housing Rehab
- 2B. Increase Homeownership Opportunities
- 2C. Increase Affordable Rental Housing Options
- 3A. Provide Supportive Services for Special Needs
- 3B. Provide Vital Services for LMI Households
- 4A. Direct Assistance to For-Profit Businesses

5A. Provide Homelessness Prevention and Rapid Re-Housing Assistance

5B. Provide Assistance for Street Outreach and Homeless Shelters

To meet these goals, the City will partner with multiple public and private agencies to fund targeted activities described in this plan. Some examples include:

1. Offer competitive grants to eligible agencies to improve or expand essential public infrastructure.
2. Provide financial support and development incentives to create and preserve affordable housing, including expanding home ownership assistance.
3. Engage local nonprofit rehabilitation experts to make homes accessible for low income disabled and senior residents.
4. Work with local economic development nonprofits to provide direct assistance for local small businesses providing jobs in low-income communities, and/or to support the Community Investment Trust and Solid Rock Community Development Corporation to increase investment in the Southeast.
5. Offer competitive grants to fund local eligible nonprofit agencies to keep vulnerable residents housed or place those experiencing homelessness into stable housing. This may include investing in street outreach and improving data reporting and analysis, and distributing the Emergency Rental Assistance Program funds.
6. Continue implementing strategies in the HomeCOS housing plan and meeting or exceeding Mayor Suthers' goal of creating and preserving 1,000 affordable and attainable housing units each year.

**2023 Areas of Focus**

2023 Areas of Focus:

- 1) Develop and implement strategies to leverage new funding, including:
  - Transformational Housing grant funds through the Colorado Division of Housing with ARPA funds,
  - Proposition 123 approved by voters that dedicates tax revenue to affordable housing programs, and
  - HOME-ARP funds, utilizing the allocation plan approved by HUD in 2022
  - **Section 108 Loan Program**

2) Continue focus on meeting the City's House America goals, including full deployment of 101 Emergency Housing Vouchers, low-income housing tax credit award(s) for 150 new permanent supportive housing units, expand family shelter/housing options by 50 units.

3) Fair Housing planning

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

In 2022 the Community Development Division transitioned some programs created to respond to the urgent needs brought about by the COVID-19 pandemic, while continuing others. Staff continued working with community partners to coordinate resources, maintain needed programs and strategically allocate and monitor pandemic relief funding to help our most vulnerable community members. In addition, the Division made significant progress toward achieving the outcomes for the third year of the 2020-2024 Consolidated Plan. 2022 Public Services funds were awarded in the summer for:

- Housing counseling
- Senior home share operations
- Case management for families at risk of homelessness
- Housing stability services for low-income veterans
- Emergency homeless shelter services for unaccompanied adults, families, and youth

Notable activities from CARES Act ESG and CDBG programs, Emergency Rental and Mortgage Assistance, and other programs include:

- Continued operating the Homeless Isolation Shelter at a new location, which cared for about two dozen shelter guests at a time with a COVID diagnosis or symptoms.
- Supported staffing at youth and adult shelters to manage COVID-safety measures.
- Partnered with a local agency to administer the second round of Emergency Rental Assistance funds.
- Managed and supported outreach for residents to apply for and receive Emergency Rental Assistance Program funds.
- Advertised the Mortgage Assistance Program.
- Funded housing crisis counselors, family shelter, street outreach with health and social workers, rapid re-housing services, and a new a Landlord Engagement program to incentivize landlords to accept assisted clients.

- Provided funding for a new round of grants and training to microenterprises that grew out of a 2021 program that received national recognition for supporting economic development in low-income communities.

Launched a new development fee offset program and a sales tax rebate program to incentivize development of affordable housing.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Public engagement is essential to effectively meet the needs of our residents and understand what people are experiencing and what our residents care about. To this end, the Division follows the City's Citizen Participation Plan (CPP), which provides for and encourages public participation and consultation. It emphasizes involvement by residents and the organizations and agencies that serve low/moderate income (LMI) persons in the planning and implementation of community development and housing programs. In response to the need for social distancing, isolating/quarantines, and other emergency public health measures, we amended our CPP in 2020 to make necessary updates regarding noticing and digital meeting venues.

In order to create this plan, we held two public hearings that allowed both digital and in person participation, for which we provided public notice through our paper of record and through several digital outlets including social media, City website, targeted email outreach and the Division's email newsletter. In order to seek comment on the plan draft, we provided public notice of the comment period and upcoming public hearing using the same methods above. All site contents on the City's website are available in 104 languages. Email notices were sent in English and Spanish. Free language interpretation and accessibility support are offered for free in all promotional materials for the public hearings, and the video is posted on YouTube, which provides captions in multiple language. The January public hearing included those as well.

In order to hear from peer agencies and organizations, we held a number of other meetings to discuss current conditions and any ongoing effects of the pandemic on operations, client and organizational needs, outreach efforts, and planned projects. We seek mutually supportive ties with partner organizations when goals and target audiences intersect or complement one another.

#### **Citizen Participation Outreach**

See AP-12 Citizen Participation for more details about the citizen participation process and engagement efforts undertaken by the Community Development Division.

#### **Amendment 1:**



In alignment with the City’s Citizen Participation Plan, we followed the public noticing and hearing process triggered by a substantial amendment.

- 15-day notice published in paper of record, The Gazette
- Additional noticing via City newsletter and City website
- 30-day comment period
- Public hearing

City Council approval (which includes additional public meetings at time of resolution introduction, then resolution approval)

## 5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

There were no comments shared during the two public meetings in October 2022. During the January 2023 public hearing on the draft plan, attendees expressed concerns about homeless camp sweeps and disposing of residents’ possessions, the lack of resources and emergency planning when it comes to warming shelters and other services during a state of emergency.

Documentation of citizen participation is attached as an appendix to this plan.

### **Amendment 1:**

There were no comments made on the amendment.

## 6. Summary of comments or views not accepted and the reasons for not accepting them

No comments or views were rejected or not accepted.

## 7. Summary

N/A

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	COLORADO SPRINGS	Community Development Division (CDD)
HOME Administrator	COLORADO SPRINGS	Community Development Division (CDD)
ESG Administrator	COLORADO SPRINGS	Community Development Division (CDD)

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Colorado Springs, through the Community Development Division (CDD), is the lead agency responsible for preparing the Annual Action Plan and for administration of the CDBG, HOME and ESG programs.

**Consolidated Plan Public Contact Information**

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City of Colorado Springs Community Development Division conducted several meetings with peer agencies, service providers, city departments, and neighborhood leaders to maximize input from, and coordination with, a large cross-section of stakeholders. This input was instrumental in developing the planned activities for program year 2023.

### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

In 2022 the Division continued the increased level of ongoing coordination between the City and the region's public and private health and housing providers that initially arose to help manage the evolving impacts of the COVID-19 pandemic. Though acute impacts of the pandemic have lessened, the continued sharp rise in the cost of rental housing has meant continuing urgent need for housing assistance.

In 2022 new forms of relief funding were finalized and consultations for the 2023 program year focused on coordinating with community partners to best leverage resources.

1. Emergency response - the Division continued working with public health, emergency response agencies and service providers to operate City Hope, an isolation shelter for individuals experiencing homelessness who tested positive for COVID-19 or presented at a local emergency room or shelter with symptoms. The shelter provides access to limited care, meals, showers and a laundry. There was considerable consultation with local partners on shelter gaps several times this year to discuss the isolation shelter’s imminent closure, the closure of the city’s only family shelter, the temporary closure of the city’s only youth shelter, the lack of capacity for clients with high medical acuity, and winter warming shelter logistics.
2. Local housing authorities – The Colorado Springs Housing Authority (CSHA) is a member of the Pikes Peak Continuum of Care (PPCoC) governing board. CDD’s division manager meets with CHSA’s Executive Director and key staff regularly to discuss joint priorities and programs. In November 2020, CDD and CSHA consulted on the planned use of HUD funds in the coming program year. Shared priorities and desired outcomes discussed during the consultation are described in AP-60 Public Housing. The El Paso County Housing Authority (EPCHA) is a 5-member governing body appointed by the El Paso County Board of County Commissioners. EPCHA is best described as a finance agency, not a traditional PHA. CDD’s division manager is a member of the EPCHA governing body which meets monthly. EPCHA administers a housing trust fund, oversees

issues of private activity bonds (PAB), and provides modest grants for rural human service agencies.

3. Private nonprofit housing providers – The City’s homelessness prevention and response coordinator is an ex-officio member of the Pikes Peak Continuum of Care (PPCoC) governing board. The board includes private, governmental, mental health, and human service agencies, and meets monthly. Thanks to the data gathered and shared by this entity, the City prioritizes funding housing assistance programs that pair direct assistance with wraparound services. We recognize the value of housing as a health indicator and of health services as a key to maintain housing stability. As service providers continue to be impacted by COVID-19 including but not limited to staffing shortages, a tight rental market, and landlords fearful of financial loss and less willing to accept housing vouchers and rental assistance, the Division continues intensive coordination with service providers to address these challenges.
4. In April 2022, the City of Colorado Springs joined the House America Challenge. The City’s initiative included the joint announcement of a 1st ever collaboration between the City of Colorado Springs, Community Development Division, the Colorado Springs Housing Authority, and the Pikes Peak Continuum of Care to achieve three principal goals: 1) Full utilization of an additional 101 Emergency Housing Vouchers; 2) Award of 150 units of permanent supportive housing through the Low-Income Housing Tax Credit program; 3) Creation of 50 additional shelter/housing opportunities for homeless families. Progress toward meeting the City’s House America goals will be reported in the upcoming CAPER for PY 22.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The City’s two staff who are ex officio members of the PPCoC governing board act as liaisons for City interests and Community Development collaborative efforts. Homeless Management Information System (HMIS) data helps the City and CoC determine effectiveness of initiatives and strategies and identify gaps in service by population. Community Development takes this information into account when deciding priority populations, facility needs, and project management procedures.

The PPCoC also acts as a convener of regional service providers to help inform the policies, procedures, and funding priorities of public funders such as the Community Development Division.

In 2022, the PPCoC administrator, Community Health Partnership (CHP), kicked off their Housing Provider Network meetings to better address barriers to housing and landlord/tenant/service provider relationships. CHP also rolled out the flexible housing support fund made possible by a private grant. This fund enabled service providers to help level the playing field for their clients in a competitive market. Between June and October 2022, this flexible funding has provided \$126,322.01 for 58 households, comprised of 172 individuals.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Community Development manages federal ESG funds, while the CoC is the collaborative applicant for federal CoC funds and manages state ESG funds. Both entities award these funds competitively to service providers in the region. CDD collaborates with the CoC administrative staff to determine the awarding of funding.

The strategy for spending ESG funding is generally dictated by the program parameters and the fact that ESG covers activities other sources do not. The City typically makes its funding available for all five components of the ESG program. It directs its full 60% cap of entitlement ESG funds for shelter operations and street outreach, to help local low-barrier shelters because those activities are not eligible for CoC funds. The remaining 40% is divided between rapid rehousing, homelessness prevention, and HMIS.

Rapid rehousing is valued by the members of the PPCoC, as it is a critical tool in diversion and connecting people to stable, permanent housing. Subrecipient control of these funds make it an even more valuable tool to use when Emergency Rental Assistance Program (ERAP) funds can often not be available quickly enough to resolve a housing emergency. Homelessness prevention is a valuable piece of ESG funding as it is not currently funded by CoC grant dollars. However, it remains the hardest program for service providers to run because of the high administrative barriers that make it hard to serve those who are truly at risk of homelessness. Lastly, support for HMIS remains a regional priority because of the value the community (and HUD) place on data quality and outcome reporting.

CDD took part in reviewing and providing feedback on the CoC Strategic Plan and supports a shared model for collaboration and data informed decisions that will be carried forward into 2023. There remain gaps in permanent supportive housing and services for families with children and households scoring extremely high on the vulnerability index (usually indicating substantial medical, mental health, or other supportive service needs). Family shelter, rapid rehousing, and permanent supportive housing continue to be high-priority projects for 2023, with support for housing navigation a critical need in the tightening housing market.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	El Paso County Economic Development
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	El Paso County Economic Development manages county CDBG funds and a Housing Trust Fund. City CDD staff meets quarterly to share information about program activities, funding priorities, potential cooperative efforts, shared subrecipients, data tools and fair housing planning.
2	<b>Agency/Group/Organization</b>	Colorado Springs Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA Services - Housing Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Homelessness Strategy

	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>CSHA is the local public housing authority (PHA). The City’s Community Development Division (CDD) manager meets regularly with the CSHA Executive Director to discuss public housing needs, housing affordability in the region, and alignment of upcoming projects and activities across CDD and CSHA programs. Shared priorities and desired outcomes include housing extremely low-income households, increasing the supply of affordable and accessible rental housing, and effectively leveraging HUD funds with other finance tools such as the Low-Income Housing Tax Credit (LIHTC) program. Five other CDD staff representing affordable housing development and preservation, homelessness response and prevention, planning and policy staff met with CHSA to discuss CSHA’s annual budget, property portfolio, types of vouchers and uses, housing navigation, capital needs and expenditures, and affordable housing development. CDD supported an additional housing navigator in 2022 for clients with housing vouchers, who are having a harder time finding units available due to increasing rents in a tightening housing market; staff checked in with the CSHA to talk about outcomes from this additional position. CSHA is invited to apply for 2023 funds to maintain this capacity. CDD will continue to support CSHA in leveraging tax-credit financing as well as HOME and CDBG funds from the City of Colorado Springs, the Section 504 Program, and encouraging CSHA resident participation.</p>
3	<p><b>Agency/Group/Organization</b></p>	<p>City of Colorado Springs Homelessness Prevention and Response</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Other government - Local</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Homelessness Strategy</p>

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City’s Homelessness Prevention and Response Coordinator manages the City’s Homelessness Initiative and facilitates connections among all City departments with programs serving people experiencing homelessness. Anticipated outcomes are improved outcomes for City programs, better serving people experiencing homelessness through coordination of information, increased efficiency and more timely data on current conditions and prioritization of community needs, maintain and build on homeless outreach programs, and improve data-driven community education on homelessness between the CDD, homelessness prevention, and the CoC.
4	<b>Agency/Group/Organization</b>	Colorado Legal Services, The Justice Center
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing Regional organization Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Fair Housing, Housing stability
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussed CDBG funding priorities, eviction prevention resources, current eviction trends and projections, and legal agency needs.
5	<b>Agency/Group/Organization</b>	Council of Neighbors and Organizations
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In 2022 CONO adopted a new mission focused on educating and equipping neighborhood leaders to exercise their voices in the public process, then launched a neighborhood leadership development program throughout the city. CDD staff participates in the program and meets with leadership of CONO to share information about neighborhood support, especially for under-resourced neighborhoods.
6	<b>Agency/Group/Organization</b>	Pikes Peak Continuum of Care
	<b>Agency/Group/Organization Type</b>	Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CDD's new Homelessness and Response Coordinator serves as an ex-officio member of the PPCoC board and CDD staff and PPCoC administrators work closely on using HMIS data to evaluate outcomes of ESG-funded activities.
7	<b>Agency/Group/Organization</b>	Colorado Springs City Council Members
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Other

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CDD staff met with members of City Council prior to drafting the plan in order to capture constituent concerns and familiarize our local leaders with the public process. We shared feedback collected so far and heard Council members' thoughts and issues brought up in their districts. Issues and suggestions raised: need for collaboration with landlords to accept more vulnerable tenants, resources needed to prevent displacement of low-income seniors, request to better describe how HUD funding fits into overall community resources and support for affordable housing.
8	<b>Agency/Group/Organization</b>	Philanthropy Collective
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Other
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CDD staff met with 15 representatives of private foundation funders to describe the Annual Action Plan development process, what we fund, impact numbers, and the gaps that we've seen in needed services. The goal is to share funding strategies to coordinate among various funders wherever possible to better meet community needs, for services, infrastructure and housing.
9	<b>Agency/Group/Organization</b>	Coalition for Homelessness Advocates & Providers (CHAP) and Pikes Peak Continuum of Care (PPCoC)
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CDD staff periodically attend meetings of the Coalition for Homelessness Advocates & Providers, including one to hear from local school districtsâ€” Title 1 and McKinney-Vento staff about activities to serve students experiencing homelessness. Anticipated outcomes include better connecting students and families in need with HMIS and service providers. Their experiences reinforced the high need and lack of housing options for families experiencing homelessness.
10	<b>Agency/Group/Organization</b>	Innovations in Aging Collaborative
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CDD staff attended and presented at Innovations in Aging Collaborativeâ€™s Age Friendly Summit. The Innovations in Aging Collaborative (IIAC) is currently leading a project to make El Paso County more age friendly. CDD staff works with the collaborative to address the growing problem of senior housing displacement resulting from rapidly increasing rents.
11	<b>Agency/Group/Organization</b>	Community Housing Affordability Task Force
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Community Development Division Manager attends monthly meetings with the Housing Affordability Task Force, a group including leaders of nonprofit and for-profit housing developers and economic development groups. Anticipated outcomes are increased support for development of affordable housing through advocacy, incentive programs, public private partnerships.

12	<b>Agency/Group/Organization</b>	The Justice Center, PPLD, Brothers Redevelopment, Colorado Legal Services
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Other
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CDD staff meets with these partner agencies who collaborate on eviction prevention efforts through tenant legal education to discuss continuing need and impact of the collaboration. These educational programs will continue into 2023.
13	<b>Agency/Group/Organization</b>	Public Works
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Other
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CDD staff participate in ad hoc meetings about major initiatives and public projects that affect homelessness and low-income neighborhoods such as railroad realignment project, trail usage and park usage. Meetings keep CDD staff up to date on community needs and options for leveraging HUD funds for greater impact.
14	<b>Agency/Group/Organization</b>	City of Colorado Springs Planning
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Other

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Community Development Division staff attended meetings kicking off the neighborhood planning process for the Greater Westside, which includes several LMI neighborhoods. Staff will participate in the process in 2023 to help address needs of those neighborhoods.
15	<b>Agency/Group/Organization</b>	COMMUNITY AND SENIOR CENTERS
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Community Development staff met with Silver Key, Colorado Legal Services, D2 School Board member, AARP, Urbanites Leading, League of Women Voters, Pikes Peak Area Agency on Aging, UCCS Aging Center, UCCS Aging Center to share AAP planning process and solicit input on goals and priorities. Outcomes are greater recognition of the acute needs facing low-income seniors, especially food security, housing and health needs.

**Identify any Agency Types not consulted and provide rationale for not consulting**

CDD staff did not engage with any Community Development Financial Institutions in preparation for the Annual Action Plan. While there are no Colorado Springs-based or El Paso County-based CDFIs, there are CDFIs elsewhere in the state and in other Mountain West states which staff intends to consult on specific programs to be developed under the CDBG Economic Development activity throughout the program year. CDD staff also did not consult with major private employers directly, but CDD listens to and considers their feedback indirectly through close collaborations with the economic development division.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Community Health Partnership	2021 PPCoC 3-Year Strategic Plan outlines regional strategy to prevent and end homelessness.
PlanCOS	City of Colorado Springs	This strategic plan and the City Strategic Plan are designed to complement each other and contain the same goals and strategies, specifically around arresting decline in targeted neighborhoods and supporting affordable housing with access to transit.
HomeCOS: Colorado Springs 2020 Affordable Housing	City of Colorado Springs	Ongoing planning effort targets strategies to ease housing development for the low- and very low-income groups
Special Evictions Task Force Final Report	Special Evictions Task Force	Prevent eviction, maintain housing stability, improve health outcomes for all who have experienced a loss of income.
2019 Homelessness Initiative	City of Colorado Springs	The Initiative goals were developed by City homelessness prevention and response coordinator and vetted by public. Outreach expansion goal aligns with CDD funding eligibility.
Mill Street Neighborhood Plan	City of Colorado Springs	2019 plan to strengthen historic downtown neighborhood by increasing economic, cultural, and physical resilience. CDBG and HOME-friendly strategies to prevent displacement and improve neighborhood conditions.
2020 CAPER and 2021 Annual Plan	City of Colorado Springs	These federal documents were considered in order to assess progress, long-term strategic planning, and future goals in light of past efforts
Co Springs School District Facilities Master Plan	Colorado Springs School District 11	This document identifies school campuses in the city in need of major repairs. The Division is using this document and guidance from D11 leaders as a focal point to initiate neighborhood-scale improvements in LMI areas.
2022 Fair Housing Trends Report	NFHA	Colorado Springs housing trends often follow national trends. This report will help the Community Development team provide relevant education and resources to groups disproportionately affected by fair housing barriers on a local level.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Southeast Strong + Health Equity Assessment	City of Colorado Springs	This neighborhood plan is currently in the works under the leadership of the Comprehensive Planning Division. It covers southeast Colorado Springs and identifies key infrastructure and community development recommendations that Community Development can support in implementation.
Out of Reach Report	National Low Income Housing Coalition	This report provides timely data by state on housing costs, housing barriers, tenant experiences, policy trends and ideas from the nation's leading housing advocacy group. These annual reports help staff prioritize housing program types, communicate goals and outcomes, and learn about federal policy advocacy.
Platte Ave. Corridor Study	City of Colorado Springs Public Works	This study of one of Colorado Springs' most vital street corridors, which runs through consecutive low-moderate census tracts, aims to improve mobility options, economic opportunities, and sustainable development for area residents.
2023 - 2024 Qualified Allocation Plan	Colorado Housing Finance Authority	The Qualified Allocation Plan lays out the priorities and requirements for projects seeking tax credits. This document helps CDD staff guide local developers in preparing high quality, competitive projects for consideration and helps us set similar goals for our own underwriting processes to eliminate redundant requests.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

This year consultations were conducted through a mix of in person, virtual and hybrid formats. Whenever possible and safe, in person conversations allow for more substantive interaction, while virtual formats can provide greater access to some residents and partner organizations. The Division will continue to utilize hybrid formats to the extent possible to gain the greatest participation.

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The Citizen Participation Plan (CPP) provides for and encourages public participation and consultation, emphasizing involvement by residents and the organizations and agencies that serve low and moderate income (LMI) persons in the planning and implementation of community development and housing programs. The CPP establishes the policies and procedures by which citizens of the City of Colorado Springs, public agencies, and other interested parties can actively participate in the development of the Consolidated Plan, Annual Action Plan (AAP), Substantial Amendments, and the Consolidated Annual Performance and Evaluation Report (CAPER). The City's Office of Accessibility recently updated policies and CDD is in the process of incorporating those updates into our plan.

Staff reviews non-English language demographic trends annually to ensure accuracy of the CPP. The CPP is available on the CDD website at [www.coloradosprings.gov/community-development](http://www.coloradosprings.gov/community-development) and at the Community Development Division office located at 30 S. Nevada Avenue, Suite 702, 80903.

Before drafting the Annual Action Plan, the Community Development Division (CDD) conducted two hybrid (virtual and in person) public hearings to obtain feedback and solicit input into the needs of the community and this Annual Action Plan (AAP). The meetings provided an introduction and explanation of the 2023 AAP purpose, the process and the schedule for its completion. The presentations provided an opportunity for questions and comments, and a recording was made available on the Division's website. Public notice was published in the paper of record The Gazette October 10, 2022 for meetings held October 26 & 27. Meeting notices were sent out in English and Spanish to 470+ community partners and residents through Community Development's email list and shared on the City's website. The notices included offering language interpretation without charge upon request, the meeting videos were posted to the City's website and shared via email, and the posted video provided the option for participants to view captions in several languages. Citizens were also invited to send in comments by email via the website and by phone.



The draft 2023 Annual Action Plan was made available for public review and comment from December 12, 2022 to January 11, 2023 and presented for comment and input at a hybrid (virtual and in person) public hearing on January 4, 2023. Notice of the availability of the draft plan and the opportunity to comment on it were advertised in the paper of record The Gazette on November 25, 2022, by email and on the City’s website. The draft was made available on the City’s website at <https://coloradosprings.gov/community-development> and physical copies were available at the following locations Monday through Friday during normal business hours: Community Development Division Office (Suite 701) and Office of the City Clerk (Suite 101), 30 S. Nevada Ave.; City Hall, 107 N. Nevada Ave.; Penrose Library, 20 N. Cascade; 21st Century Library, 1175 Chapel Hills Dr.; Hillside Community Center, 925 S. Institute St.; Westside Community Center, 1628 W. Bijou St.; Meadows Park Community Center, 1943 S. El Paso Ave.; and Deerfield Hills Community Center, 4290 Deerfield Hills Rd.

Any individual, group, or agency was allowed to submit written comments on the draft 2023 Annual Action Plan to the City of Colorado Springs Community Development Division, or by phone, or email. All comments received on or before January 11, 2023 were considered by the City of Colorado Springs Community Development Division.

The following table summarizes comments received during and after public notice of the first public hearings, during the 30-day comment period, and during the second public hearing.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	The Community Development Division held two hybrid (virtual and in person) hearings on Wednesday 10/26, 6-7 p.m. at Ruth Holley Library and Thursday 10/27, 10-11 a.m. at the City Administration Building, with both also accessible online, to inform the public about community development efforts in the plan and to gather input on the plan. The meetings were recorded and a video and the slides were posted on the Division website.	No members of the public attended in person and a few joined online. There were no comments or questions during the meeting.	All comments from the public were welcome. The Division removes personally identifying information for comments received.	<a href="https://coloradosprings.gov/project/community-development-2023-annual-action-plan">https://coloradosprings.gov/project/community-development-2023-annual-action-plan</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Comment Period	Non-targeted/broad community	<p>The draft 2023 Annual Action Plan was made available for public review and comment from December 12, 2022 to January 11, 2023 on the City website at <a href="https://coloradosprings.gov/community-development">https://coloradosprings.gov/community-development</a> and copies were made available at the following locations Monday through Friday during normal business hours: Community Development Division Office (Suite 701) and Office of the City Clerk (Suite 101), 30 S. Nevada Ave.; City Hall, 107 N. Nevada Ave.; Penrose Library, 20 N. Cascade; 21st Century Library, 1175 Chapel Hills Dr.; Hillside Community Center, 925 S. Institute St.; Westside Community Center, 1628 W. Bijou St.; Meadows Park Community Center, 1943 S. El Paso Ave.; and Deerfield Hills Community Center, 4290 Deerfield Hills Rd.</p>	<p>All members of the public are welcome. Any comments received during the public comment period will be added here at the end of the comment period</p>	<p>All comments from the public were accepted.</p>	<p><a href="https://coloradosprings.gov/community-development">https://coloradosprings.gov/community-development</a></p>

3	Public Hearing	Non-targeted/broad community	The Community Development Division held a virtual hearing on Wednesday January 4, 2023 from 6:00PM to 7:00PM at the City Administration Building and accessible virtually on the internet to inform the public about community development efforts in the plan and gather feedback on the draft plan.	Approximately 25 people attended (10 in person and 15 online). Attendees expressed concerns about homeless camp sweeps and disposing of residents possessions, the lack of resources and emergency planning when it comes to warming shelters and other services	All comments from the public were accepted	<a href="https://www.youtube.com/watch?v=7xxDnopOZpc">https://www.youtube.com/watch?v=7xxDnopOZpc</a>
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
				during a state of emergency.		
4	Public Hearing	Non-targeted/broad community	Amendment 1 (Section 108): The City of Colorado Springs Housing and Community Vitality Department held a public hearing, virtually and in person at Patty Jewett Golf Course Clubhouse, on Wednesday October 18, 2023, from 6-7:00 p.m. on the proposed amendment. There were 3 ways to attend:1) in person at Patty Jewett Golf Course Clubhouse, 900 East Espanola St., Colorado Springs, CO 80907,2) virtually via Teams meeting online using the following link: https:// bit.ly/Join-Oct18-AmendSec108, or3) by telephone by dialing 720-617-3426, then enter Conference ID: 648 343 342#	There were no comments made from the public.	All comments were welcome and accepted.	<a href="https://coloradosprings.gov/HousingCommunityVitality">coloradosprings.gov/HousingCommunityVitality</a>

5	30-Day Public Comment Period	Non- targeted/broad community	Amendment 1 (Section 108): The draft amendments to the 2023 AAP, 2020-2024 ConPlan and Section 108 application were made available for public review and comment from October 3, 2023 to November 3, 2023 on the City website at <a href="https://coloradosprings.gov/HousingCommunityVitality">coloradosprings.gov/HousingCommunityVitality</a> and at the following locations Monday through Friday during normal business hours: Housing and Community Vitality Department Office (Suite 701) and Office of the City Clerk (Suite 101), 30 S. Nevada Ave., Colorado Springs, CO 80903. Any individual, group, or agency could submit written comments on the draft amendments to the 2023 AAP and 2020-2024 ConPlan to the City of Colorado Springs, Housing and Community Vitality Department, or contact (719) 385-5912 or <a href="mailto:CityHousingandCommunityVitality@coloradosprings.gov">CityHousingandCommunityVitality@coloradosprings.gov</a> . Comments could specify which notice they	There were no comments made from the public.	All comments were welcome and accepted.	<a href="https://coloradosprings.gov/HousingCommunityVitality">coloradosprings.gov/HousingCommunityVitality</a>
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
			are addressing. All comments received on or before November 3, 2023, were considered by the City.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Public Meeting	Non-targeted/broad community City Council	Amendment 1 (Section 108): A public meeting was held at the Council Work Session on October 23, 2023 at 10:00 AM in Council Chambers, City Hall, 107 N. Nevada Avenue Colorado Springs, CO 80903. Citizens could also view the meeting at: - Coloradosprings.gov/springstv - Facebook Live: Colorado Springs City Council Facebook Page @cocity Council -SPRINGS TV - Comcast Channel 18 / 880 (HD) - Stratus IQ Channel 76 / 99 (Streaming)	A Resolution was passed to amend the 2020-2024 Consolidated Plan and 2023 Annual Action Plan to enable the City of Colorado Springs to apply for the HUD Section 108 Loan Guarantee Program. There were no comments made from the public.	All comments were welcome and accepted.	<a href="https://coloradosprings.gov/springstv">Coloradosprings.gov/springstv</a>

Table 4 – Citizen Participation Outreach



## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

Federal resources: The City of Colorado Springs receives funding through the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) programs. At the time of publication of the draft 2023 Annual Action Plan for public comment, the City of Colorado Springs had not been notified by HUD of the amount of funding to be allocated to the City for the 2023 program year.

Allocations were announced in February 2023 and were lower than the estimated amount in our initial draft plan. The City now anticipates receiving \$3,082,164 in Community Development Block Grant (CDBG) entitlement funding, \$1,775,470 in HOME Investment Partnership Program funding, and \$266,548 in Emergency Solutions Grant (ESG) funding in Program Year 2023. The Division also anticipates Program Income (PI): \$200,000 from CDBG projects, \$800,000 from HOME projects, and none from ESG. Project budgets have been adjusted on a pro rata basis to match the allocation.

**Please note:** CARES Act (CDBG-CV and ESG-CV) funding is tracked through our 2020 Annual Action Plan per HUD guidance and does not appear in this plan. Also, per HUD guidance, HOME funds through the American Rescue Plan Act (referred to as HOME-ARP) will be tracked through our 2021 Annual Action Plan. Those plans are available on the City’s website at <https://coloradosprings.gov/community-development> under “What We Do” and “Plans and Reports.” Please contact staff at [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) with any questions about the status of projects funded by these special funds.

While the AP-15 and AP-20 only address 2023 resources, there are other sections of this year’s action plan that describe all related program

activity regardless of funding source.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	3,082,164	200,000	0	3,282,164	3,282,164	Remainder of ConPlan is for program year 2024. Prior year PI will go toward all eligible CDBG projects.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,775,470	800,000	0	2,575,470	2,575,470	Remainder of ConPlan is for program year 2024.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	266,548	0	0	266,548	266,548	Remainder of ConPlan is for program year 2024.
Section 108	public - federal	Public Improvements Other	6,000,000	0	0	6,000,000	0	Amendment 1: Once approved this amount will be authorized as a line of credit to be drawn as needed in PY 2023.

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City will use federal block grant funding, program income, City general funds, private activity bonds, and other incentive programs to address the objectives identified in this plan. High-impact projects with the potential for public-private partnerships will be prioritized to leverage additional resources, such as state and federal tax credits for local development.

All grant applicants across all programs who use our new platform, Neighborly, must show the full project breakdown, including those costs not included in the grant request. Nonprofit housing and service providers rely on many sources of revenue for their operations. Most projects are made possible with some mix of federal grants, other public grants, private donations, and regular operating funds.

The City's Private Activity Bond capacity is set aside for affordable housing development each year – revenue generated from issuer fees will be utilized within the Affordable and Attainable Rental Multi-Family Rebate Program to rebate qualified development review fees.

Colorado Springs complies with federal matching requirements for both HOME and ESG funds. HOME match is satisfied on an annual basis, while ESG match is required at the time of each individual award. Colorado Springs currently carries over a balance of \$2,852,667.23 as HOME match credit from previous years to apply towards PY2023 HOME match liability. Each HOME dollar we spend is matched 25% for projects within the program year, including new construction of multifamily projects, acquisition and rehab projects, and homeownership programs.

ESG funds are matched by subrecipient funds. Nonprofits are asked to show how they will meet the 1:1 match requirement during the application phase. The Division monitors match expenditures throughout the life of the project and will withhold final reimbursements until the full match has been spent and documented. The Division will award projects with the assistance of the Pikes Peak CoC administrators to ensure ESG funds are leveraged most effectively with funds the CoC receives from HUD.

Federal Low-Income Housing Tax Credits (LIHTC), which are allocated at the state level by the Colorado Housing Finance Authority (CHFA), have proven to be a highly effective method of increasing the supply of affordable housing. The City's strategy for coordinating LIHTC development into its affordable housing supply for low and moderate-income families is to provide technical assistance on an as-needed basis through the Community Development Division. The requirements for HOME financing mirror many of the Colorado Housing Finance Authority's requirements, creating a natural additional source of support for successful LIHTC applicants with projects in Colorado Springs.

Lastly, the Division launched the Affordable and Attainable Multi-Family Rental Fee Rebate program in partnership with Colorado Springs Utilities (CSU) to incentivize affordable housing development. The fee rebate program is funded with sustainable revenue from private activity bond issuer fees, Colorado Springs Utilities contributions, State grants, and philanthropic contributions.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The majority of publicly owned land within the jurisdiction is dedicated to specific purposes such as parks, stormwater facilities, transportation rights-of-way, and other municipal needs. City departments overseeing those lands are made aware of and invited to apply for these funds to address accessibility and availability for special needs populations or residents of low-income neighborhoods.

**Discussion**

N/A

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	1A. Expand Public Infrastructure	2020	2024	Non-Housing Community Development		Expand/Improve Public Infrastructure & Facilities	CDBG: \$363,956	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted
2	1B. Improve Public Infrastructure Capacity	2020	2024	Non-Housing Community Development		Expand/Improve Public Infrastructure & Facilities	CDBG: \$363,956	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted
3	1C. Improve Access to Public Facilities	2020	2024	Non-Housing Community Development		Expand/Improve Public Infrastructure & Facilities	CDBG: \$363,956 <b>Section 108: \$6,000,000</b>	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted
4	2A. Provide for Owner Occupied Housing Rehab	2020	2024	Affordable Housing		Preserve & Develop Affordable Housing	CDBG: \$612,534	Homeowner Housing Rehabilitated: 60 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	2B. Increase Homeownership Opportunities	2020	2024	Affordable Housing		Preserve & Develop Affordable Housing	HOME: \$1,348,962	Homeowner Housing Added: 5 Household Housing Unit Direct Financial Assistance to Homebuyers: 14 Households Assisted
6	2C. Increase Affordable Rental Housing Options	2020	2024	Affordable Housing		Preserve & Develop Affordable Housing	CDBG: \$600,000 HOME: \$1,226,509	Rental units constructed: 127 Household Housing Unit Rental units rehabilitated: 78 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 21 Households Assisted
7	3A. Provide Supportive Services for Special Needs	2020	2024	Homeless Non-Homeless Special Needs		Public Services & Quality of Life Improvements	CDBG: \$344,938	Public service activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted
8	3B. Provide Vital Services for LMI Households	2020	2024	Non-Housing Community Development		Public Services & Quality of Life Improvements	CDBG: \$344,938	Public service activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted
9	4A. Direct Assistance to For-Profit Businesses	2020	2024	Non-Housing Community Development		Economic Development Opportunities	CDBG: \$287,884	Businesses assisted: 10 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	5A. Provide Homeless Rapid Re-Housing Assistance	2020	2024	Homeless		Homeless Housing & Supportive Services	ESG: \$46,646	Tenant-based rental assistance / Rapid Rehousing: 40 Households Assisted Homelessness Prevention: 20 Persons Assisted
11	5B. Provide Assistance to Homeless Shelters	2020	2024	Homeless		Homeless Housing & Supportive Services	ESG: \$219,902	Homeless Person Overnight Shelter: 3500 Persons Assisted

Table 6 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	1A. Expand Public Infrastructure
	<b>Goal Description</b>	The City will expand public infrastructure capacity in low-to-moderate income neighborhoods throughout the City. We will accomplish this by inviting our city departments and local nonprofits to bring forward projects that align with our priorities of public health and neighborhood stability. Given the number of imminent projects coming out of the City slated to serve LMI neighborhoods and special needs populations, it is unlikely these infrastructure funds will be awarded via NOFA.
2	<b>Goal Name</b>	1B. Improve Public Infrastructure Capacity
	<b>Goal Description</b>	The City will allocate funding to improve existing infrastructure capacity by making needed repairs to existing infrastructure. We will accomplish this by inviting our city departments and local profits to bring forward projects that align with our priorities. Given the number of imminent projects coming out of the City slated to serve LMI neighborhoods and special needs populations, it is unlikely these infrastructure funds will be awarded via NOFA.



3	<b>Goal Name</b>	1C. Improve Access to Public Facilities
	<b>Goal Description</b>	The City will allocate funding to improve access to facilities such as community centers, senior centers, parks, libraries, as well as public facilities owned by partner nonprofit organizations.  Amendment 1 (Section 108): The City is rebuilding the only senior center in the area and will break ground in 2023. By leveraging CDBG funds to access Section 108 financing, the City will be able to provide the gap in funding for this critical resource for seniors, our fastest-growing population.
4	<b>Goal Name</b>	2A. Provide for Owner Occupied Housing Rehab
	<b>Goal Description</b>	The City will allocate funding to provide for much needed repairs to the City's aging housing stock. This shall include but is not limited to owner-occupied housing rehabilitation to address emergency repairs, weatherization, or accessibility improvements.
5	<b>Goal Name</b>	2B. Increase Homeownership Opportunities
	<b>Goal Description</b>	The City will allocate funding for down payment assistance via three different housing organizations serving first time homebuyers to increase affordable housing opportunities for low- to moderate-income homebuyers.
6	<b>Goal Name</b>	2C. Increase Affordable Rental Housing Options
	<b>Goal Description</b>	The City will allocate funding to provide for acquisition, rehabilitation or new construction of affordable housing units. Additionally, the City will allocate funding for rental assistance for low-income and special needs populations, such as people exiting homelessness, providing match funding for projects awarded tax credits, state grant funding, and/or HOME-ARP funding. For more details on housing activities, see AP-38.
7	<b>Goal Name</b>	3A. Provide Supportive Services for Special Needs
	<b>Goal Description</b>	The City will allocate funding for supportive services directed towards special needs population, specifically for seniors and persons or families experiencing homelessness, through its annual competitive application process in first quarter of 2023. We anticipate awarding funds to organizations to carry out housing-related services for many special needs households in 2023. However, we listed '0' households under the "Low/Moderate Income Housing Benefit" indicator because these beneficiaries will qualify under LMC standards.

<b>8</b>	<b>Goal Name</b>	3B. Provide Vital Services for LMI Households
	<b>Goal Description</b>	The City will provide funding through a mix of direct awards and a competitive application process for services and programs that primarily benefit low-income individuals or families. Funding priorities will remain closely tied to housing and family stability, and services that help households affected by the pandemic with essential needs. We estimate a minimum of 2,500 LMI beneficiaries of these 2023 funds. We also anticipate awarding funds to organizations to carry out housing-related services to help many LMI households in 2023. However, we listed '0' households under the "Low/Moderate Income Housing Benefit" indicator because these beneficiaries will qualify under LMC standards.
<b>9</b>	<b>Goal Name</b>	4A. Direct Assistance to For-Profit Businesses
	<b>Goal Description</b>	Further assistance will be provided to Solid Rock Community Development Corporation for the planning and development of the Southeast Community Hub. Additionally, the re-launch of the Commercial Façade and Frontage Improvement Grant (CFFIG) program will revive a prior year effort to improve the appearance of a commercial property serving a low- to-moderate income area.
<b>10</b>	<b>Goal Name</b>	5A. Provide Homeless Rapid Re-Housing Assistance
	<b>Goal Description</b>	The City will provide funding for homelessness prevention and rapid re-housing programs to minimize the time individuals or families experience homelessness as well as to reduce the number of persons experiencing homelessness in Colorado Springs.
<b>11</b>	<b>Goal Name</b>	5B. Provide Assistance to Homeless Shelters
	<b>Goal Description</b>	The City will provide funding to support homeless shelter operations and facility improvements for eligible organizations as needed. The Division will directly award funds to shelter providers in 2023.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

The following projects have been identified for funding during the 2023 program year. At the time of publication of the draft 2023 Annual Action Plan for public comment, the City of Colorado Springs had not been notified by HUD of the amount of funding to be allocated to the City for the 2023 program year. The Division budgeted for a 10% increase over 2022 allocations for each entitlement grant. The following projects have been allocated a percentage of each grant funding source (CDBG, HOME or ESG). The actual funding amounts were updated on a pro rata basis with the final allocation numbers.

### Projects

#	Project Name
1	CDBG: Administration (20%)
2	CDBG: Housing Programs (34%)
3	CDBG: Public Facilities & Infrastructure (25%)
4	CDBG: Public Services (15%)
5	CDBG: Economic Development (5%)
6	HOME: Administration (10%)
7	HOME: CHDO Reserves (15%)
8	HOME: Non-CHDO Development Activities (45%)
9	HOME: Homebuyer Assistance Program (10%)
10	HOME: TBRA (20%)
11	ESG: Homeless Housing and Services

Table 7 - Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The priorities here are largely the result of the community needs that emerged through the data analysis, community participation, and stakeholder consultations of the 2020-2024 Consolidated Plan process. Through these efforts, the City identified five (5) priority needs and associated goals to address those needs. All activities selected for funding must address the identified goals and priority needs.

The activities CDD would like to prioritize center around several key initiatives:

- Leveraging entitlement funds to complement historic state investments in transformative

affordable housing and homeless services

- Meeting the City’s commitment to its House America goals
- Addressing gaps in emergency shelter services
- Remodeling the City’s only Senior Center
- Supporting innovative economic development efforts in the Southeast
- Continue implementing neighborhood and area plans

**AP-38 Project Summary**

**Project Summary Information**

<b>1</b>	<b>Project Name</b>	CDBG: Administration (20%)
	<b>Target Area</b>	
	<b>Goals Supported</b>	1A. Expand Public Infrastructure 1B. Improve Public Infrastructure Capacity 1C. Improve Access to Public Facilities 2A. Provide for Owner Occupied Housing Rehab 3A. Provide Supportive Services for Special Needs 3B. Provide Vital Services for LMI Households 4A. Direct Assistance to For-Profit Businesses
	<b>Needs Addressed</b>	Expand/Improve Public Infrastructure & Facilities Preserve & Develop Affordable Housing Public Services & Quality of Life Improvements Economic Development Opportunities
	<b>Funding</b>	CDBG: \$656,433
	<b>Description</b>	Administration of the CDBG Program for the City of Colorado Springs throughout the 2023 program year. This will include staff salaries, consulting and other technical assistance services as well as program planning efforts. These administrative efforts support the successful completion of all other CDBG funded projects and activities. Administrative funding is capped, by HUD regulations, at no more than 20% of the annual CDBG allocation. CDBG Program Income is an estimate, is allocated evenly among CDBG projects, and will not be committed until income is realized.
	<b>Target Date</b>	3/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Admin efforts affect all beneficiaries of the program: all will be low-to-moderate income and the majority will fall into special needs category during the 2023 program year.
	<b>Location Description</b>	Citywide administration of the CDBG program.
	<b>Planned Activities</b>	Staff salaries, planning, general admin
<b>2</b>	<b>Project Name</b>	CDBG: Housing Programs (34%)
	<b>Target Area</b>	
	<b>Goals Supported</b>	2A. Provide for Owner Occupied Housing Rehab 2C. Increase Affordable Rental Housing Options

	<b>Needs Addressed</b>	Preserve & Develop Affordable Housing
	<b>Funding</b>	CDBG: \$1,123,757
	<b>Description</b>	The City will utilize 35% of its annual CDBG allocation plus its program income to support a variety of housing rehabilitation programs to support low-income homeowners and renters throughout the City. CDBG Program Income is an estimate, is allocated evenly among CDBG projects, and will not be committed until income is realized.
	<b>Target Date</b>	3/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	138 LMI households, the majority of which will be very low income and have special needs, will benefit from these programs during the 2023 program year.
	<b>Location Description</b>	Citywide CDBG housing programs.
	<b>Planned Activities</b>	Owner occupied housing rehab, single and multifamily rehabilitation of rental properties.
<b>3</b>	<b>Project Name</b>	CDBG: Public Facilities & Infrastructure (25%)
	<b>Target Area</b>	
	<b>Goals Supported</b>	1A. Expand Public Infrastructure 1B. Improve Public Infrastructure Capacity 1C. Improve Access to Public Facilities
	<b>Needs Addressed</b>	Expand/Improve Public Infrastructure & Facilities
	<b>Funding</b>	CDBG: \$815,541 Section 108: \$6,000,000
	<b>Description</b>	The City will utilize 25% of its annual CDBG allocation for expansion and improvements to public facilities and infrastructure investments. CDBG Program Income is an estimate, is allocated evenly among CDBG projects, and will not be committed until income is realized.
	<b>Target Date</b>	3/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 7,500 Persons Assisted

	<b>Location Description</b>	Low to moderate income neighborhoods throughout the City.
	<b>Planned Activities</b>	Identified projects include redevelopment of the City-owned Senior Center <b>to be supported by 2023 CDBG funds and Section 108 loans.</b> Staff will review eligible projects arising from City Neighborhood Planning Programs for the Southeast and Westside neighborhoods as well as the Platte Avenue Corridor Study area. Implementation needs for the Mill Street Neighborhood plan, a historic LMI neighborhood will also be considered for support.
<b>4</b>	<b>Project Name</b>	CDBG: Public Services (15%)
	<b>Target Area</b>	
	<b>Goals Supported</b>	3A. Provide Supportive Services for Special Needs 3B. Provide Vital Services for LMI Households
	<b>Needs Addressed</b>	Public Services & Quality of Life Improvements
	<b>Funding</b>	CDBG: \$492,325
	<b>Description</b>	The City of Colorado Springs will continue to provide support for local service providers with a focus on services for special needs populations including homeless services and services for seniors. Public services are typically offered by nonprofit partners of the City. The City is limited, by CDBG regulations, to utilizing up to 15% of the annual allocation and program income for Public Services activities. CDBG Program Income is an estimate, is allocated evenly among CDBG projects, and will not be committed until income is realized.
	<b>Target Date</b>	3/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Public service activities other than Low/Moderate Income Housing Benefit: 2,500 Persons Assisted
	<b>Location Description</b>	Citywide public services for those in need of household stabilization services (food insecurity, housing insecurity, health needs, counseling, etc.), experiencing homelessness, or at risk of becoming homeless, as well as seniors.



	<b>Planned Activities</b>	At this time the Division has identified homeless services as a top priority in order to address critical gaps identified in our HOME-ARP plan (2021 AAP Amendment). A portion of the Public Services budget will be awarded directly (noncompetitively) to two emergency shelters. The Division will publish a Notice of Funding Availability (NOFA) in March 2023 to award the smaller portion of Public Services funds on catalytic or pilot projects that serve vulnerable populations.
<b>5</b>	<b>Project Name</b>	CDBG: Economic Development (5%)
	<b>Target Area</b>	
	<b>Goals Supported</b>	4A. Direct Assistance to For-Profit Businesses
	<b>Needs Addressed</b>	Economic Development Opportunities
	<b>Funding</b>	CDBG: \$194,108
	<b>Description</b>	The City will allocate 5% of the annual CDBG allocation to support for-profit and nonprofit businesses throughout the community. Funds will be directed towards a combination of eligible economic development activities. For-profit activities may include façade improvements or microenterprise business assistance. Nonprofit activities may include support for nonprofit development activities related to renovation and construction. CDBG Program Income is an estimate, is allocated evenly among CDBG projects, and will not be committed until income is realized.
	<b>Target Date</b>	3/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Provided the level of funding for this project, the outcome would most likely entail 5-10 microbusinesses supported (for-profit) or 1 nonprofit business supported.
	<b>Location Description</b>	Citywide based on participant eligibility, however, priority will be given to for-profit and nonprofit businesses located in SE Colorado Springs.
	<b>Planned Activities</b>	The City is considering options that may include a business accelerator to assist for-profit businesses to provide training, coaching and consulting for business sustainability or renovations of a commercial hub being developed by a Community Development Corporation.
<b>6</b>	<b>Project Name</b>	HOME: Administration (10%)
	<b>Target Area</b>	

	<b>Goals Supported</b>	2A. Provide for Owner Occupied Housing Rehab 2B. Increase Homeownership Opportunities
	<b>Needs Addressed</b>	Preserve & Develop Affordable Housing
	<b>Funding</b>	HOME: \$177,547
	<b>Description</b>	The City will utilize 10% of the annual HOME allocation for administrative expenses including staff salaries, planning efforts as well as consulting and technical assistance efforts.
	<b>Target Date</b>	3/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Citywide administration of the HOME program.
	<b>Planned Activities</b>	General administrative expenses including staff salaries, planning efforts as well as consulting and technical assistance efforts
<b>7</b>	<b>Project Name</b>	HOME: CHDO Reserves (15%)
	<b>Target Area</b>	
	<b>Goals Supported</b>	2B. Increase Homeownership Opportunities 2C. Increase Affordable Rental Housing Options
	<b>Needs Addressed</b>	Preserve & Develop Affordable Housing
	<b>Funding</b>	HOME: \$266,321
	<b>Description</b>	CDD is budgeting 15% of the annual HOME allocation for eligible Community Housing Development Organizations (CHDOs). Funds will increase capacity within CHDO development organizations and assist in developing affordable housing throughout the City.
	<b>Target Date</b>	3/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Homeowner Housing Added: 5 Single Family Residences Families to benefit include consideration for underserved groups including minority and single head of household populations.
	<b>Location Description</b>	Citywide

	<b>Planned Activities</b>	The City intends on partnering with Pikes Peak Habitat for Humanity (PPHFH) to provide down payment assistance to first-time homebuyers as a 2023 Program Year CHDO project. PPHFH will construct these residences in 2023 and CDD will provide a portion of the down payment assistance. The remainder of the funding in this category will support affordable housing opportunities for low-to-moderate income families throughout the City and support capacity building for other local CHDO organizations. This could include homeownership, rental development opportunities, or operating expenses.
<b>8</b>	<b>Project Name</b>	HOME: Non-CHDO Development Activities (45%)
	<b>Target Area</b>	
	<b>Goals Supported</b>	2B. Increase Homeownership Opportunities 2C. Increase Affordable Rental Housing Options
	<b>Needs Addressed</b>	Preserve & Develop Affordable Housing
	<b>Funding</b>	HOME: \$1,298,961
	<b>Description</b>	The City will allocate 45% of the annual HOME allocation for affordable housing development projects to be completed by non-CHDO developers. This may include the acquisition, rehabilitation, or new construction of affordable housing for homeownership or rental opportunities. Program Income is as estimate and will not be committed until the income is realized.
	<b>Target Date</b>	3/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Rental units constructed: 127 Household Housing Units  These developments will offer a combination of 1, 2, and 3 bedroom units, with a focus on working households and families who earn between 0%-70% Area Median Income (AMI).
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	CDD is anticipating two new multifamily properties in different areas of the city to complete construction and lease up by the end of PY 2023, providing safe, stable, and affordable housing to 127 households. There are more projects in various phases of development that will receive support this program year but will not lease up until the following year.
<b>9</b>	<b>Project Name</b>	HOME: Homebuyer Assistance Program (10%)
	<b>Target Area</b>	

	<b>Goals Supported</b>	2B. Increase Homeownership Opportunities
	<b>Needs Addressed</b>	Preserve & Develop Affordable Housing
	<b>Funding</b>	HOME: \$477,547
	<b>Description</b>	The City will assign 10% of the annual HOME allocation for direct financial assistance to first-time homebuyers through down payment assistance. Program income is held for Rocky Mountain Community Land Trust for reinvestment into the activity.
	<b>Target Date</b>	3/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Ten (10) low to-moderate income families will benefit from this program during the 2023 Program Year.  Families to benefit include consideration for underserved groups including minority and single head of household populations.
	<b>Location Description</b>	Citywide based on participant eligibility.
	<b>Planned Activities</b>	CDD will partner with the Rocky Mountain Community Land Trust (RMLCT), Pikes Peak Habitat for Humanity, and Elevation Land Trust to administer homebuyer programs. The program includes funding for minor rehabilitation of residences in order to meet health and safety property standards, where applicable. Eligible homebuyers are required to complete HUD-approved Housing Counseling.
10	<b>Project Name</b>	HOME: TBRA (20%)
	<b>Target Area</b>	
	<b>Goals Supported</b>	2C. Increase Affordable Rental Housing Options
	<b>Needs Addressed</b>	Preserve & Develop Affordable Housing
	<b>Funding</b>	HOME: \$355,094
	<b>Description</b>	The City will allocate 20% of the annual HOME allocation for Tenant Based Rental Assistance (TBRA). The program will be administered by subrecipients, including the Colorado Springs Housing Authority and Silver Key Senior Services. Eligible program participants will receive direct rental assistance which will allow them to identify a home of their choosing anywhere in the City.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 21 extremely low-income individuals or families will benefit from this program during the 2023 program year.
	<b>Location Description</b>	Citywide based on participant eligibility.
	<b>Planned Activities</b>	Tenant Based Rental Assistance in partnership with subrecipients.
11	<b>Project Name</b>	ESG: Homeless Housing and Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	5A. Provide Homeless Rapid Re-Housing Assistance 5B. Provide Assistance to Homeless Shelters
	<b>Needs Addressed</b>	Homeless Housing & Supportive Services
	<b>Funding</b>	ESG: \$266,548
	<b>Description</b>	The City will allocate the annual ESG allocation as follows: 7.5% for general administrative expenses, 60% for homeless shelter operational support and street outreach, 15% for supporting the Homeless Management Information System (HMIS) if requested - a database system required for all ESG funded agencies, and the balance of 17.5% will be utilized for rapid re-housing and homelessness prevention programs.
	<b>Target Date</b>	3/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 3,000 extremely low-income individuals or families experiencing homelessness, or at risk of becoming homeless, shall benefit from the shelter programs during the 2023 program year.
	<b>Location Description</b>	Citywide

<p><b>Planned Activities</b></p>	<p>The Division will publish a Notice of Funding Availability (NOFA) in March 2023 to solicit applications for ESG projects that serve populations at risk of and experiencing homelessness. We plan on using all 5 program components and splitting up activities as follows:</p> <p>General Program Administration = 7.5% maximum;</p> <p>Shelter Operations and Street Outreach = 60% maximum;</p> <p>Homeless Management Information System =15%;</p> <p>Rapid Re-housing &amp; Homelessness Prevention Programs =17.5%</p>
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## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

According to 2019 ACS data, the most up to date table for this indicator available, 118 census tracts (44% of all tracts) in the City are CDBG eligible, meaning over half of the residents in each of those tracts make 80% or below area median income (AMI). These tracts exist in all areas of the city, but dominate the central, eastern, and southern areas. There are 52 tracts in which over 20% of the population lives in poverty. One Census tract is designated a Racial/Ethnic Concentration of Poverty (R/ECAP) by HUD, meaning that its non-white population is over 50% and its poverty rate is either 1) higher than 40% or 2) more than three times the average poverty rate of tracts in the metropolitan area (it meets the 2nd). While there are not many R/ECAPs, the data in our Consolidated Plan shows that minority groups in Colorado Springs do experience disproportionately higher rates of housing instability and poverty.

Because eligible neighborhoods and vulnerable populations are geographically dispersed in Colorado Springs, the City allocates funds based on other factors that include analysis of neighborhood/populations needs, level of existing coordination and investment, affordable housing needs, and the strengths and merits of applications for competitively awarded funds. The City's overall budget and strategic initiatives are also factored into funding decisions to leverage other resources for shared priorities. Whenever beneficial, the City seeks to combine block grant funds with City General Funds, capital improvement funds, or other financing of affordable housing projects.

Community Development staff partners with their colleagues in all City departments and with local leaders, such as City Council members, Council boards and commissions, faith leaders, service providers, student groups, and neighborhood advocates to identify areas with urgent needs and to make immediate investments to increase accessibility, improve health and housing outcomes, and, especially urgent in the context of the pandemic, maintain housing stability for those at risk of losing their homes.

When awarding funds, Division staff does not make neighborhood location a required criterion for service providers serving income-eligible clients. However, it is a consideration dependent on neighborhood conditions and needs and the applicant organization's ability to demonstrate inclusivity and anti-discriminatory practices in marketing, staffing, programming, and outcomes for Colorado Springs' most vulnerable populations.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 8 - Geographic Distribution**

## **Rationale for the priorities for allocating investments geographically**

In accordance with the 2020-2024 Consolidated Plan, the Division does not have geographic target areas.

In 2023, the Division will continue to rely on a competitive, citywide process for grant funds, prioritizing those that serve the most vulnerable populations, demonstrate project readiness, and promise high-impact outcomes. Our policies and procedures in receiving applications for funds, such as the underwriting process for housing projects, the external application review committees for CDBG and ESG projects, the citizen participation opportunities, et cetera, all work together to make sure we do not inequitably favor one neighborhood or part of the city over others. We also work extensively – and continue to build more institutional relationships – with the City’s Planning Department, Colorado Springs Utilities, and other entities to ensure that our projects complement other public and private initiatives in high-needs areas, maximizing neighborhood benefits.

## **Discussion**

N/A



# Affordable Housing

## AP-55 Affordable Housing – 91.220(g)

### Introduction

The following one-year goals have been established based on the indicators and scope of the City of Colorado Springs' projects this year.

One Year Goals for the Number of Households to be Supported	
Homeless	64
Non-Homeless	202
Special-Needs	39
Total	305

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	21
The Production of New Units	135
Rehab of Existing Units	138
Acquisition of Existing Units	1
Total	295

**Table 10 - One Year Goals for Affordable Housing by Support Type**

### Discussion

The goals outlined in the above tables are specific to HUD-defined programs and are meant to guide the allocation of HUD funds to support community-wide efforts to address homelessness, promote housing stability for low-income households, increase the supply of affordable and accessible housing for disabled populations, and support first-time low-income homebuyers.

CDD's programs support an overall City-wide goal established by Mayor John Suthers to build, preserve, or make available for purchase an average of 1,000 units of affordable housing each year. This goal is met by many community partners, not all utilizing HUD funding.

In the coming year, the Division expects two highly anticipated HUD-supported projects to begin leasing up.

- The Village at Solid Rock is a 77-unit affordable housing project for families located on a parcel of land bifurcated from the adjacent Church. This project serves as a precedent for the Colorado Springs faith community on the success religious institutions can have donating excess land

owned by the organization to provide housing for the community.

- Additionally, The Commons, a 50-unit permanent supportive housing project for families will serve as the first of its kind within the City. There is a continued need for additional affordable units as local average rents top \$1,500 a month.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Colorado Springs Housing Authority (CSHA) is funded by HUD’s Office of Public and Indian Housing. CSHA receives an annual budget from HUD of approximately \$25M. CSHA funds are separate from the grant funds received from HUD each year by the City of Colorado Springs though many of the projects and activities are similar. CSHA funds are used for rental assistance, CSHA operating expenses, and capital improvements to CSHA’s portfolio of public housing. CSHA owns 706 units of public and senior housing and manages an additional 813 units of affordable rental housing through partnerships with private landlords. CSHA administers an annual allocation of rental assistance vouchers provided through the Section 8 Housing Choice Voucher Program. The vouchers help 2,290 low-income households keep up with rising rents across the community. CSHA’s rental assistance voucher program is consistently over-subscribed, an indication of persistent rental housing un-affordability across the region. Since the Low-Income Housing Tax Credit (LIHTC) program was founded, CSHA has participated as a special limited partner in the development of approximately 1,863 affordable rental units. CSHA also administers a Tenant-Based Rental Assistance (TBRA) Program with funds from the HOME Investment Partnership Program managed by the City of Colorado Springs’ Community Development Division.

In 2023, CSHA plans to carry out a broad range of affordable housing activities utilizing its annual formula grant from HUD to leverage tax-credit financing as well as HOME and CDBG funds from the City of Colorado Springs.

CSHA is unique in its mission to provide housing for extremely low-income households in the region. Approximately 80% of CSHA’s voucher recipients, and 79% of residents of CSHA’s conventional public housing are extremely low-income (making 30% or less of the area median income). In addition, approximately 48% of CSHA’s voucher recipients, and 52% of CSHA’s conventional public housing residents are disabled. Approximately 1/3 of CSHA’s voucher recipients and conventional public housing residents are low-income seniors. In addition, the needs assessment conducted for the Division’s 2020-2024 Consolidated Plan showed working families make up another significant percentage of households served by CSHA. Even with rental assistance, many of these families struggle to secure safe, decent housing in the current market.

### **Actions planned during the next year to address the needs to public housing**

Federal funding for much-needed capital improvements to the public housing inventory continues to decline. Year over year, funds for capital improvements represent a diminishing percentage of HUD’s budget even as HUD continues to issue directives to improve public housing, most notably by increasing the number of affordable and accessible units in the public housing inventory. In 2019, the Community Development Division (CDD) entered into a multi-year agreement with CSHA to address the accessibility of its aging housing stock. 2023 is the final year of the multi-year contract between CSHA and CDD. The

organizations will continue working together to modify existing units to increase accessibility according to the timetable established in CSHA's Section 504 Transition Plan approved by HUD. Community Development will provide \$500,000 of CDBG affordable housing funds in 2023 to accomplish this effort.

In 2023, CDD will provide ongoing funding for a Tenant-Based Rental Assistance (TBRA) program administered by CSHA. The program prioritizes housing for extremely low-income individuals exiting homelessness. CSHA is an active participant in the community's Coordinated Entry System, in which local service agencies gather to prioritize clients with the greatest needs, making the TBRA program a vital bridge between homelessness and housing. In 2023, CDD will discuss a new agreement with CSHA for up to two years of additional HOME funding.

CDD recognizes the unique role CSHA plays in addressing housing affordability in the region. CSHA's long-time presence and standing in the community provide stability in a volatile housing market. CSHA's consistent focus on, and prioritization of, the housing needs of extremely low-income households represents an ongoing commitment to housing the most vulnerable. In 2023, CDD will maintain an active collaboration with CSHA to increase development of affordable rental units serving very low- and extremely low-income households. CDD will continue providing letters of support for CSHA-driven low-income housing tax credit projects and actively facilitate approval of necessary land entitlements by acting as a liaison between CSHA and the City's Planning Department. Additionally, should tax credits be awarded, the division will prioritize the use of the City's HUD funds to support the construction of new affordable housing. These actions are consistent with HomeCOS, the City's affordable and attainable housing plan released in Spring 2020.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

In prior years, CSHA administered a home buyer program designed to promote home ownership in low- to moderate-income households. The program provided homebuyer education and counseling with down payment assistance consisting of subsidies from the Colorado Division of Housing and the Federal Home Loan Bank of Topeka, an FHA lender. Due to reduced funding for program administration, CSHA decided several years ago to no longer offer a homebuyer program. Currently, CDD partners with the Rocky Mountain Community Land Trust (RMCLT) and Pikes Peak Habitat for Humanity (PPHH) to administer similar programs. CDD encourages RMCLT and PPHH to include public housing residents in its outreach and marketing efforts.

CSHA encourages its residents to become more involved in management of the public housing portfolio through the Resident Advisory Board (RAB). RAB is open to all CSHA residents. It is currently made up of six to seven residents who set the agenda and convene other tenants to discuss housing and neighborhood issues. CSHA Board meetings are publicly noticed and open to tenants and members of the general public, providing opportunities to raise resident concerns for discussion and to share

management decisions with the community at large.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

The CSHA is not designated as troubled.

**Discussion**

N/A

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The Division will continue to support the City’s Homelessness Prevention and Response Coordinator in maintaining programs established through the City’s 2019 Homelessness Initiative and in addressing critical gaps in the local homeless service landscape.

Though not a direct service provider, the City of Colorado Springs engages with the Pikes Peak Continuum of Care (PPCoC), business leaders, policymakers, and service providers in our shared goal of making homelessness in the Pikes Peak region brief, rare, and non-recurring. The Community Development Division and the PPCoC Governing Board collaborate on project awards to ensure the highest priorities are funded first and that the projects and programs complement each other, and do not leave out any critical eligible services.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

- Utilize remaining funds from 2022 ESG award to bolster 2023 efforts to do coordination and outreach to people experiencing homelessness and providers.
- Continue to support and to build on the successful Homeless Outreach Program (HOP) in collaboration with the Colorado Springs Fire Department. City Council voted to financially support the HOP with \$200,000 from the City’s General Fund. This will ensure that this program continues to thrive.
- Improve support for families experiencing homelessness by working with key organizations in siting and planning for a low-barrier family shelter using HOME-ARP funds and, if awarded, state Transformational Homeless Services grant.
- Centering the voices of those experiencing homelessness and program outcome data to create a broader understanding among the public and local officials of the scope and character of the homelessness, in coordination with the PPCoC and utilizing the HelpCOS web portal.
- Continue to support and expand the successful Homeless Outreach Court program through collaboration with Colorado Springs Fire Department’s Homeless Outreach Program, Colorado Springs Police Department’s Homeless Outreach Team, City Probation, City Prosecution, and City Judges.
- Expand the WorkCOS homeless work program from 8 to 12 participants, which provides paid employment in the City’s Public Works department for individuals experiencing homelessness. Three people have obtained permanent employment with the City of Colorado Springs.
- Explore the creation of a volunteer program which would allow qualified volunteers to work

with formerly homeless participants of WorkCOS.

- Maintain HomeCOS goals to prioritize funds for housing projects serving very low- and extremely low-income households, incentivize more landlords to accept housing vouchers and to reduce unjust evictions.
- Continue to provide support through Veterans Housing Incentive Fund in partnership with Rocky Mountain Health Services' Homes for All Veterans.
- Use HOME funds to support the development of a second permanent supportive housing project in the city expected to lease up in 2023.
- Work with local outreach and shelter providers to establish common definitions and capacity to serve (e.g. activities of daily living and corresponding support)

The City's Homelessness Prevention and Response Coordinator met all five goals of the 2019 Colorado Springs Homeless Initiative. In 2023, they will work to establish new goals while continuing to build on the success of the goals from 2019.

The City's Homelessness Prevention and Response Coordinator will also continue working with local first responders on street outreach and connecting unsheltered residents to shelter, health services, food, and other critical services, including housing.

City staff and PPCoC members also rely on the work of the local Coalition of Homelessness Advocates and Providers (CHAP), made up of service providers and interested community members who meet monthly to discuss homeless issues, and to communicate current needs and conditions of this population. Members of this group work firsthand in reaching out to those experiencing homelessness or who are at risk of homelessness in Colorado Springs.

The City's Homelessness Prevention and Response Coordinator will attend a variety of community meetings such as Faith Table of Colorado Springs, Family Services Collaboration, and Housing Navigation to listen to community members to continue to create a more responsive and proactive approach to the needs and concerns all communities, both housed and unhoused.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City and its partners will build on the significant progress made in addressing the shelter needs for Colorado Springs since the last Consolidated Plan.

Springs Rescue Mission, the City's first low-barrier shelter, offers up to 450 beds year-round for adult men and women. Salvation Army is undergoing renovations to create non-congregate (individual) units for families so they can shelter together as a family and to remodel the kitchen facilities. Additionally, they will have a safe place to stay during daytime hours, these changes will increase families' willingness to obtain shelter and engage in services. Even with these changes at Salvation Army, there remains a lack of low barrier adequate family shelter space for families with children and a lack of transitional

housing for placement out of shelter. The City is committed to supporting a new family shelter facility to serve Colorado Springs from the planning period through construction and operation.

In 2023 and through the remainder of this current Consolidated Plan, the City's federal funds will continue to support programs to provide decent and safe living environments for people experiencing homelessness and those at risk of becoming homeless, through funding such activities as:

- Using ESG funds for low barrier emergency shelter operations, shelter expansion and rehabilitation
- Using CDBG funds for transitional housing rehabilitation and homeless supportive services
- Using HOME funds to support development of permanent supportive housing, rental assistance, and relocation assistance for people exiting homelessness through tenant based rental assistance.
- Using ESG funds for rapid re-housing programs, complete with case management, for up to two years.
- Using ESG funds for homelessness prevention programs.
- Using Treasury Emergency Rental Assistance Program funds to assist people experiencing homelessness and at risk of homelessness to obtain or maintain stable housing.
- Using HOME-ARP funds to begin RFQ process to solicit development plans for non-congregant shelter, supportive housing and other rental housing.
- Identify and address medical acuity gaps across shelter landscape.
- Encourage partners to apply for State Transformational Homelessness grants.

The City will also continue to fund nonprofits that provide eligible critical wrap-around services for people in shelters and transitional housing.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City only supports organizations that offer supportive services such as counseling and case management to help individuals experience homelessness make the transition from shelter to safe and stable housing via ESG and CDBG funds. These are available annually through a competitive grant application process. The City will work to establish relationships with the local school districts' McKinney-Vento liaisons to explore effective ways of reaching students experiencing homelessness and



their families and extending services often concentrated downtown directly to the school communities.

The City provides administrative assistance to the PPCoC through collaboration efforts to maintain a reliable data system (HMIS) and robust coordinated entry process. This involves surveying all clients experiencing homelessness on their needs and sharing this information system-wide to provide seamless care and best identify and coordinate housing and supportive services. Competitive CoC and ESG funds will be awarded only to agencies that participate in HMIS and the coordinated entry process. Performance, via various metrics like successful exits to housing and housing stability, will be evaluated annually as part of the application process.

The City will continue to prioritize the creation of affordable housing for the most vulnerable, including those experiencing homelessness and extremely low-income households. We will accomplish this by:

- Facilitating collaboration between service providers and developers to apply for Low Income Housing Tax Credits (LIHTC) funding for permanent supportive housing for residents with chronic conditions that would otherwise be homeless.
- Assisting our local nonprofits and affordable housing developers with incentives, match funds, and strategic support in their applications to the State of Colorado's HB 1377 and 1304 Transformational Grant programs designed to create housing for those experiencing homelessness.
- Implementing the City's commitment to the House America: An All-Hands-on-Deck Effort to Address the Nation's Homelessness Crisis; the City has committed to assisting the Colorado Springs Housing Authority with achieving the full utilization of 101 Emergency Housing Vouchers by September 2023, awarding 150 new units of permanent supportive housing by mid-2024, and creating additional shelter/housing opportunities for 50 families by the end of 2025.
- Rewarding projects serving very low-income populations through our Utility Fee Rebate Program scoring rubric.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Eviction and displacement prevention is more urgent than ever now the eviction moratoria have expired, and rents keep rising. Stable housing is not only key to slowing the spread of infectious disease during a pandemic, but also a key indicator of long-term health. The Division devoted much of its CDBG-CV and ESG-CV funding to housing stability activities like rental assistance and case management. Even with unprecedented funding from the CARES Act and the U.S. Treasury, it is increasingly harder to get

and keep very low-income people, especially those exiting institutional care, housed. The following are some barriers that many CDD subrecipients and beneficiaries experience:

- Even with source of income discrimination laws in place, rental applications now require other financial documentation that screen out LMI households, such as: Cash on hand requirements, e.g., evidence of over 3 months' rent on hand Credit score minimums
- Renter's insurance requirements
- Refusal to accept applicants with prior evictions
- Refusal to cooperate with rental assistance programs
- Lack of affordable ADA accessible units
- Lack of permanent supportive housing for people with chronic conditions
- Service provider staff turnover

Community Health Partnership, administrator of the Pikes Peak Continuum of Care, was a critical player in identifying the full scale of barriers like these. In 2022 they launched their flex fund, funded by Kaiser Permanente, to great success and are currently looking for ways to sustain this fund. These funds cover all the things that the City's ESG and CDBG funds cannot fund with entitlement funds.

The Division will continue to serve this population by prioritizing housing stability activities with 2023 CDBG funds. We will also continue to fund Homelessness Prevention and Rapid Rehousing activities with 2023 ESG funds. The applications for these funds opened in March 2023.

Division staff spent the majority of 2022 trying to create a local program and portal for our second allocation of Emergency Rental Assistance Program (ERAP) fund from the U.S. Treasury. After collaborating with the State of Colorado on the first round in 2021, the Division is now partnering with the Colorado Springs office of Catholic Charities to continue this program for low-income tenants living in the city limits.

Even in the face of this unprecedented year of supplemental housing assistance, the need outpaces the resources in many ways that this funding cannot address. We chose Catholic Charities as a partner for their approach to their work with clients. We hope that these funds and the case management Catholic Charities staff provides create a longer lasting impact than the months of rent covered.

## **Discussion**

N/A

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

The City has seen the growth of affordable housing advocacy groups convening, gathering data, providing research and information, and engaging residents in dialogue and direct action. These groups are targeting the housing issue from a variety of angles, such as local ordinances, board and commission representation, development incentive tools, and anti-NIMBY (Not In My Backyard) sentiment. These groups, while operating outside of local government, generally complement the work Community Development can undertake and create positive momentum for more local tools to make *both* more affordable housing and housing more affordable.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

2023 will be the fourth year implementing the City's affordable and attainable housing plan (HomeCOS) and with further progress planned. The Division plans to carry out the following actions in 2023 to increase access to affordable housing:

- Track the landlord incentive fund established by Community Health Partnership, our Continuum of Care administrator, to help house individuals and families at the most risk of being denied housing from private landlords.
- Leverage funding to incentivize coordination and cross-training of housing navigators.
- Collaborate with Housing Navigators Network to create a resource guide for landlords to address their concerns with renting to households with emergency housing vouchers, Section 8, and other assistance.
- Continue to advocate for affordable housing-friendly land use policies and monitor the success of reduced barriers included within the City's new land use code RetoolCOS.
- Continue to partner with the Economic Development Division on the implementation of the Rapid Response designation for new multi-family affordable housing. Rapid Response prioritizes projects during the land use and building code review process, ensuring that much-needed housing can be brought into the development pipeline quickly.
- Continue to administer the Multi-Family Affordable and Attainable Rental Housing Fee Rebate program established in 2022, rebating development and utility infrastructure fees for affordable and attainable multi-family housing developments. Allocation of private activity bond issuance fees and contributions from Colorado Springs Utilities will continue to provide viability for this program year over year.
- Continue to partner with the City of Colorado Springs Sales Tax office, who administer refunds

of city sales and use taxes paid towards the construction of affordable housing projects.

- Continue to advocate for affordable housing through public forums.
- Continue collaborations with state and local nonprofits to educate residents through events and multimedia tenant guides to housing quality standards, Fair Housing, reasonable accommodations, and renter rights.
- Create new opportunities for Fair Housing programming by collaborating with local realtors, LGBTQIA leaders, educators, and faith groups
- Maintain and improve the redesigned Community Development Division website to improve accessibility of information for affordable housing developers, service providers, policy makers and residents seeking housing resources.
- Provide continuously updated Renter Rights Guide as a free download on the City's website.
- Work with TBRA recipients and multi-family developers on affirmative marketing strategies.
- Prevent unjust evictions by supporting access to free legal counsel for low-income tenants by supporting Colorado Legal Services. Wrongful evictions disproportionately affect minorities, families with children, the elderly, and people with disabilities. By supporting this program for low-income residents with a wrongful eviction, we are affirmatively furthering fair housing goals and protecting vulnerable communities from barriers to fair housing.
- Collaborate with local higher education institutions to research recent housing and tenant campaign wins to inform local housing policy advocacy efforts.
- Work with local housing providers, residents, and funders to create an anti-displacement fund for use in neighborhoods experiencing rapid development pressures.

**Discussion:**

N/A

## AP-85 Other Actions – 91.220(k)

### Introduction:

In accordance with the goals and objectives outlined in the 2020-2024 Consolidated Plan, CDD will undertake the other actions described below.

### Actions planned to address obstacles to meeting underserved needs

1. **Technology** - The Community Development Division will continue utilizing the digital tools for outreach and engagement we learned during the pandemic shutdown that have increased accessibility and convenience for resident engagement, including for those needing closed captioning, language interpretation, and accessibility by cell phone. In 2022 we implemented hybrid meetings (with in person and virtual participation options) that proved to both regain the deepen engagement of face-to-face interaction while retaining digital accessibility. We will continue this in 2023, as allowed by public health orders. CDD staff will continue to work with our City Communications Department and Office of Accessibility on inclusive participatory practices, including creating accessible documents.
2. **Relationships** - This year, the Division will continue and maintain collaborative relationships with other departments/organizations that were established in the last few years, such as:
  - Colorado Springs School District 11, the City's largest district serving majority low-income, minority students and families;
  - City's Comprehensive Planning Division, by providing staff support on the two ongoing area plans for multiple low-income neighborhoods in Southeast and Westside Colorado Springs.
  - Family Services Collaboration, a group of local nonprofit organizations working together to improve services, coordinate engagement and advocate for vulnerable families with children.
  - Colorado Office of Financial Empowerment, a new state office under the Department of Justice which was established to lower the number of unbanked households and improve financial health outcomes for all Coloradans.
  - Colorado Housing Finance Authority's Business Development office, to assist in promoting their Rent Reporting for Credit pilot program.
  - University of Colorado Denver and University of Colorado at Colorado Springs for increased collaboration on housing, homelessness, and community development research.
  - Colorado Department of Public Health and Environment, for public health initiatives and updates to promote health equity among vulnerable populations.
  - Kaiser Permanente, health provider and funder of catalytic programs in the service of affordable housing policy change
  - City of Colorado Springs Community Diversity and Outreach Programs Manager, in creating

advisory bodies for the city and marketing CDD and partners' programs

3. **Senior Facilities** – The City is rebuilding the area's only senior center and will break ground in 2023. By leveraging CDBG funds to access Section 108 financing, we will be able to provide the gap in funding for this critical resource for seniors, our fastest-growing population.

### **Actions planned to foster and maintain affordable housing**

Developing and maintaining an adequate supply of affordable housing is a high priority need in the community. Addressing substandard conditions in the existing affordable housing stock is critical to achieving this goal. Since launching HomeCOS, the city's comprehensive affordable and attainable housing plan, CDD has worked extensively with local partners to implement it.

In 2023, CDD plans to take the following actions:

- Continue to administer housing rehabilitation programs for very low- and extremely low-income households that address the service life of key building components such as sewer and water lines, hot water heaters, furnaces, and electrical systems. Failure of these building systems is often costly and can lead to housing instability.
- Continue its local Emergency Rental Assistance Program in collaboration with Catholic Charities with ERA2 funding to keep low-income renters at risk of eviction or displacement stably housed.
- Monitor the successes of the new land use policies in RetoolCOS, slated for adoption in 2023, that allow for multiple housing types in as many areas of the city as possible.
- Monitor multifamily buildings whose affordability periods expire soon and pursue strategies to extend affordability and prevent displacement.
- Explore opportunities to introduce additional homeownership programs and opportunities to the community.
- Enter final year of the agreement with the Colorado Springs Housing Authority to further its Section 504 Transition Plan. The plan requires CSHA to carry out ADA modifications to units in its inventory, however, federal funding for this effort has been reduced each year.
- Continue issuance of Private Activity Bonds (PABs) for affordable housing financing.
- Continue to collaborate with the City Planning Department to provide private developers with information intended to minimize involuntary displacement of low- to moderate-income households.
- Provide funding for acquisition/rehabilitation projects to increase the number of affordable rental units.
- Provide gap funding for new construction projects to increase the number of affordable rental

units.

- Explore innovative building solutions to expedite the delivery and quantity of affordable housing units within the community.
- Reduce the overall cost of building multifamily affordable housing by continuing the new development fee offset program and launching a new sales tax rebate on affordable housing construction materials. Through the fee offset program, launched in 2022 in partnership with Colorado Springs Utilities, developers can apply for funding to offset the costs of various development fee charges. The size of the offset is based on competitive scoring that rewards meeting community needs such as more units accessible to people with disabilities, more units serving the lowest income renters, and units with greater energy efficiency. With the sales tax rebate program, developers can receive significant rebates in construction costs by qualifying as an affordable housing project through CDD's underwriting process.
- Provide strategic guidance for and encourage local nonprofits and affordable housing developers to apply for the state's Transformational Affordable Housing and Homelessness grant funds.
- Deploy our HOME-ARP funds, specially allocated from the 2021 American Rescue Plan, to plan and build non-congregate family shelter and affordable rental housing.

### **Actions planned to reduce lead-based paint hazards**

The elimination of lead-based paint hazards in existing housing is an important part of CDD's strategy for addressing potential health conditions faced by at-risk low- to moderate-income families, particularly those with young children in target housing. All housing rehabilitation and affordable housing preservation projects include testing for lead-based paint and related hazard elimination activities when needed. To ensure compliance with HUD's Lead Safe Housing Rule, a senior staff person with extensive construction experience and HUD/EPA training in the identification and elimination of lead-based paint hazards oversees this effort. The Division's goal is to increase the number of hazard-free, affordable housing units available in the community.

### **Actions planned to reduce the number of poverty-level families**

Our CDBG, ESG, and HOME funds will continue to target our most vulnerable households – seniors, disabled, and very low-income households – via the following programs in 2023:

- CDBG Public Services – Successful applicants for these funds will prioritize wraparound services and case management to help clients increase income and/or achieve housing stability.
- CDBG Affordable Housing – rehabilitate homes of low-income homeowners to improve health outcomes and prevent displacement; assist in rehabilitating public housing units for accessibility, increasing the number of public housing apartments for people with disabilities.
- ESG – Successful applicants for Homelessness Prevention and Rapid Rehousing funds will

prioritize wraparound services and case management to help clients increase income to create housing stability.

- The Mill Street Neighborhood, a historic low-income area, will receive strategic support through the Mill Street Neighborhood Plan, which applies the concepts from the City's larger comprehensive plan, PlanCOS, in a practical and more neighborhood-specific manner to address transportation planning, economic development, public safety, housing, and homelessness as appropriate.
- HOME Affordable Housing – gap financing for development of multi-family rental projects serving very low- and extremely low-income households, and down-payment assistance for low-income households seeking opportunities for homeownership.
- The WorkCOS program employs individuals who are living in shelters or transitional housing. Currently, the City employs two teams of four individuals and will expand to having three teams in 2023 for a total of 12 individuals. The WorkCOS team performs median maintenance clean ups. This program provides the opportunity to become permanently employed by the City of Colorado Springs with a living wage and benefits. Thus far 3 individuals have been hired for permanent positions, many others have found sustainable work thanks to this program.
- Council of Neighbors and Organizations' (CONO) Neighborhood University – CDD contributes to training and information sharing for this program that develops leadership and empowerment among residents to advocate for neighborhood solutions.
- CDBG Economic Development – these funds will continue to focus on job creation in the city's Southeast neighborhoods through investment in the Community Investment Trust, a commercial project modeled on shared equity and placemaking principles.
- HOME TBRA – the City will continue its pilot senior displacement program with Silver Key, which uses TBRA funds to help senior renters keep or obtain affordable rental housing.
- Encourage local housing providers to participate in CHFA's Rent Reporting for Credit pilot program.

### **Actions planned to develop institutional structure**

CDD is continually building institutional structure by improving collaboration between City Departments, monitoring the capacity of community agencies to address community needs, building relationships to learn how the City's resources can help, providing annual training opportunities for staff, and developing and offering technical assistance to its partner agencies in the community. In 2023, CDD plans to take the following actions:

- Actively participate in the land use review process and act as a liaison between affordable housing development team and land use review staff to resolve issues in a timely manner.
- Continue meeting and collaborating with the state's other ESG grantees to share best practices



and problem solve.

- Develop impact studies to relate the economic and social impact of the projects CDD funds.
- Participate in internal City committees charged with budgeting for capital improvements and ADA compliance.
- Offer at least one HUD approved training opportunity for each CDD staff member.
- Offer more application workshops and technical assistance for subrecipient staff on compliance with HUD regulations and reporting requirements.
- Use monitoring to engage subrecipients on improvements to program delivery, policy documents, and best practices.
- Provide subrecipient resources on the City's website.
- Continue cooperation between the Economic Development, Public Works, and Parks, Recreation, and Cultural Services Departments.
- Participate in fair housing coordination.
- Assist Colorado Springs' only community development corporation (CDC), Solid Rock CDC, in the design, planning, and development of the Southeast Community HUB in Colorado Springs.
- Create fact sheets on local accomplishments for state and federal representatives.
- Collaborate with local agencies including the local hospital systems to address the need for high medical need shelter beds.
- Apply for Technical Assistance Grant from Harvard's Government Lab to guide the CDD in the best ways to address rapid rehousing and homelessness prevention system gaps and improve our policies.
- Work with local agencies to create a safe parking program to assist individuals and families living in their vehicles to obtain housing while increasing public safety by removing them from parking in streets or in encampments.
- Work closely with the City Attorney's Office to update and modify all subrecipient and developer agreements to meet any new federal, state, and/or local requirements.
- Update our policies and procedures.
- Create new executive advisory committee to provide input on HUD-related plans and programs. Establishing ordinance to be approved in the first quarter of 2023.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

Community Development staff is very connected to the community it serves. The Homeless Prevention and Response Coordinator serves as ex officio board member of the Pikes Peak Continuum of Care. This representation promotes efficient use of resources to address high priority needs related to homelessness identified in the Consolidated Plan, while also educating CDD staff on the frontline needs of service providers.

The Community Development Manager is finishing his term on the Colorado Housing Finance

Authority's Tax Advisory Group, but will remain active on key local boards, such as the El Paso County Housing Authority and the Pikes Peak Housing Network.

CDD staff will remain connected to the Housing Navigator Network, run by Community Health Partnership, which convenes local landlords with local social workers to increase dialogue and reduce barriers to housing.

CDD and the El Paso County Community Development Department will continue their quarterly meetings to review and coordinate the use of federal funds in the region and continue to check in monthly on private activity bond allocation and issuances.

The newly formed housing team and management in the Community Development Division serve as the main points of contact for affordable housing developers seeking public financing using local resources such as private activity bonds and HOME Investment Partnership funds. Typically, the funds are paired with low-income housing tax credits administered by the Colorado Housing Finance Authority (CHFA) to develop new multi-family affordable housing. The housing team, soon to be three full-time staff members continue to be dedicated to the lifecycle management of affordable housing development, through both private and nonprofit partnerships.

CDD staff also remains active and participates in forums, panels, committees, and neighborhood meetings throughout the year to discuss grant funding, affordable housing, neighborhood needs, homelessness, infrastructure, etc. Examples of organizations we have collaborated with on such projects

or events:

- Community Housing Affordability Task Force (CHAT)
- Pikes Peak Housing Network
- Colorado Springs Health Foundation
- Council of Neighbors and Organizations (CONO)
- RISE (Resilient, Inspired, Strong and Engaged) Coalition
- Solid Rock Community Development Corporation
- Colorado Springs Pro-Housing Partnership
- Colorado Springs Utilities
- Pikes Peak United Way
- Colorado Springs Urbanites
- Innovations in Aging
- The Independence Center
- Mill Street Neighborhood Association
- Poor People’s Campaign (Colorado Chapter)
- Colorado Housing Finance Authority
- Pikes Peak Library District
- The Justice Center
- Brothers Redevelopment
- Colorado Legal Services
- Leadership Pikes Peak
- Downtown Colorado Inc.
- Mill Street Community Benefits All
- Front Range CDBG Users Group
- Pikes Peak Philanthropy Collective

**Discussion:**

N/A

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

**Introduction:**

This section describes CDBG, HOME and ESG program specific requirements. The Division anticipates Program Income (PI) of \$200,000 from CDBG projects.

**Amendment 1: The City has applied for \$6,000,000 through the Section 108 Loan Guarantee Program. This program provides communities with a source of low-cost, long-term financing for economic and community development projects.**

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	200,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	6,000,000
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>6,200,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Not applicable.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Due to IDIS character limits, please see attached AP-90 HOME resale in the AD-26 unique grantee attachments.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The Community Development Division (CDD) ensures that the partnering homebuyer organization and the individual homebuyers are required to comply with a designated period of affordability. Within the HOME Agreement that CDD executes with the homebuyer organization, an Affordability Requirement stipulation dictates the period of time that the housing units must remain affordable. The table below specifies the number of years based on the assistance received, either five, ten, or fifteen years. In the case of newly constructed housing, the default requirement is twenty years.

The HOME affordability period is similarly enforced through the homebuyer organization by a Land Use Restriction Agreement (LURA), a restrictive covenant that is recorded with the Deed of Trust at the County Recorder's Office. The LURA maintains its position as a restrictive covenant when the partnering homebuyer organization qualifies an eligible homebuyer household for the residence.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Not applicable.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).
7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

**Emergency Solutions Grant (ESG)  
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

See attached ESG Written Standards in the appendix or on the Division’s website.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The CoC established a centralized coordinated assessment system that meets HUD requirements. Currently, they operate a Coordinated Entry System for clients who meet the definition of literally homeless. The process is as follows:

- Client entry begins with the subrecipient service provider
- Providers administer the Housing Survey (VI-SPDAT is the common assessment tool)
- Survey data entered into HMIS and vulnerability score is generated
- Case conferencing is scheduled weekly (if a housing resource is available)
- Client lists pulled from HMIS based upon available housing resources (Different vulnerability scores are tied to different levels of housing resources. Housing resources are submitted by providers with the resource along with the eligibility for the specific resource.)
- Client is matched with appropriate available resource
- Client is located and further eligibility for available resource is verified by the subrecipient agency
- If client remains eligible for resource, client referred to housing resource

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The Community Development Division consults with the PPCoC, local nonprofit agencies whose services address homelessness, and the community to determine priorities for ESG funding. In 2023, ESG grant funds will be allocated as follows:

- A Notice of Funding Availability (NOFA) will be made available in March notifying agencies of the opening of the competitive grant application for ESG funds. Application materials and open office hours will accompany the application for agency applicants.
  - After applications are received the next steps will be undertaken to determine award: Internal CDD application review: This will include eligibility review, base compliance, and risk assessment scoring. External application review (composed of members of the community, PPCoC Staff, and CDD staff): This will include online application scoring through Neighborly software platform, committee discussion and ranking, and final recommendations. Final assessment of internal and external scores and comments to determine ESG grant awards. In addition to the above application review, respondents will be evaluated (both internally and externally) on their ability to adhere to the Written Standards for ESG assistance and the PPCoC Strategic Plan, past performance, and planned outcomes. Once final assessment and determinations are complete, all applicants will be notified of their approval or denial of their ESG grant application.
  - Emergency Shelter Operations and Street Outreach: No more than 60% of the entitlement award will be allocated for emergency shelter operations and street outreach combined.
  - Homeless Management Information Systems (HMIS): If requested, HMIS funds will be made available to Community Health Partnership, the HMIS administrator and sole source manager of the PPCoC HMIS, as designated by the PPCoC Governing Board.
  - Rapid Rehousing/Homelessness Prevention: The balance of funds will be allocated for Rapid Rehousing and/or Homelessness Prevention activities.
4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

CDD consults with the Pikes Peak Continuum of Care when considering policies and funding decisions regarding facilities and services funded under ESG or other funding sources targeting people experiencing homelessness.

The City's Homelessness Prevention and Response team is experienced with providing direct services for shelter, homeless prevention and rapid rehousing, and domestic violence in Colorado Springs. Through collaboration with other agencies, they work to create and improve programs that serve sheltered and unsheltered people experiencing homelessness. On a regular basis they ride with the CSFD HOP and CSPD HOT teams meeting unsheltered people where they are at, making referrals, and providing information and resources. This relationship makes the perspective of lived experience always present in ESG administrative decisions at all levels.

Staff from the PPCoC administrator organization will serve on the ESG application review committee. Division staff will also make efforts to find individuals with lived experience to serve on the external review committee.

5. Describe performance standards for evaluating ESG.

The Written Standards were adopted by the City and CoC in early 2017. The PPCoC has adopted their own Written Standards to include elements funded with CoC funds from HUD. The Division's priority has been to work with the CoC to monitor performance metrics and evaluate outcomes across all funding sources/agencies. The performance measures identified for all ESG subrecipients are:

1. Housing stability: How many households obtain and maintain permanent housing?
2. Income, both total and earned: How many households see a rise in income due to access to benefits and employment?
3. Shelter only: Number of clients in case management
4. Outreach only: Number of contacts between staff and unsheltered people
5. Outreach only: Number of shelter referrals

N/A



## **APPENDIX**

Citizen participation documentation - Amendment 3

Original Appendix



## HOUSING AND COMMUNITY VITALITY DEPARTMENT

30 S. Nevada Avenue, Suite 702  
Colorado Springs, CO 80903  
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### **Attachment C: Section 108 Public Participation and Community Outreach for Colorado Springs Senior Center**

The City of Colorado Springs Housing and Community Vitality Department attests that no public comments were received across electronic, in-person, telephone communication methods during the public notice period of 10/3/23 to 11/3/23. The following is a summary of all public participation and related outreach efforts during September to November 2023. Amendments to HUD plans followed all requirements of the City's Citizen Participation Plan and Section 108 application requirements, in yellow. Two supporting documents are included with Attachment C, in blue below.

1. City of Colorado Springs Recreation Services Staff meeting **9/12/23**
  - a. In person announcement to share with City Community Centers
2. City of Colorado Springs Budget Committee **9/12/23**
  - a. In person presentation to committee (City Council members)
  - b. Questions answered by City CFO regarding committee questions about exploring other forms of financing and need to apply to Section 108.
3. **Gazette Public Notice 9/17/23**
  - a. Notice of comment period (**Oct. 3-Nov. 3, 2023**) and meeting (Oct. 18, 2023), documents available for review
  - b. Gazette **Affidavit of Publication included in Attachment C, page 3**
4. City Clerk's Office **9/17/23**
  - a. Notice and Physical Copies
5. Planning and Community Development Front Desk (7<sup>th</sup> Floor, CAB Building) **9/17/23**
  - a. Notice and Physical Copies
6. City Website News page **9/20/23**
  - a. [Notice of comment period and meeting, documents available for review](#)
  - b. All eight attachments hyperlinked on page
7. Housing and Community Vitality Website page **9/20/23**
  - a. Notice of comment period and meeting, documents available for review
  - b. All eight attachments hyperlinked on page
8. Westside Community Center Advisory Committee **9/21/23**
  - a. In person announcement at meeting
9. Hillside Advisory Team neighborhood association **9/27/23**
  - a. In person announcement at meeting
10. Housing and Community Vitality Bi-Weekly Newsletter **10/6/23**
  - a. Notice of comment period and meeting
11. **Section 108 Public Meeting/Public Hearing 10/18/23**
  - a. Patty Jewett Golf Course Clubhouse, 6:00-7:00 PM

- i. Location: City-owned building with community room, near site of existing/new Senior Center
  - b. No members of public attended in person, virtually, or by phone
- 12. City Council Work Session **10/23/23**
  - a. Presentation to City Council to substantially amend the 2020-24 Consolidated Plan and 2023 Annual Action Plan, to apply to Section 108
  - b. Senior Analyst and Chief Housing Officer answered questions from Council
  - c. Available for members of public to view City Council Work Session online
  - d. Agenda from Work Session included in Attachment C, pages 4-8
- 13. City Council Regular Session **11/13/23**
  - a. No Public comments at CC Regular Session
- 14. Housing and Community Vitality Email and Physical Mail **10/3/23 – 11/3/23**
  - a. No email or mail received to date regarding Section 108 or Senior Center
- 15. Housing and Community Vitality Phone Calls **10/3/23 – 11/3/23**
  - a. No phone calls received to date regarding Section 108 or Senior Center

# AFFIDAVIT OF PUBLICATION

STATE OF COLORADO  
COUNTY OF El Paso

I, Lorre Cosgrove, being first duly sworn, deposes and says that she is the Legal Sales Representative of The Colorado Springs Gazette, LLC., a corporation, the publishers of a daily/weekly public newspapers, which is printed and published daily/weekly in whole in the County of El Paso, and the State of Colorado, and which is called Colorado Springs Gazette; that a notice of which the annexed is an exact copy, cut from said newspaper, was published in the regular and entire editions of said newspaper **1 time(s) to wit 09/17/2023**

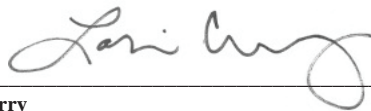
That said newspaper has been published continuously and uninterruptedly in said County of El Paso for a period of at least six consecutive months next prior to the first issue thereof containing this notice; that said newspaper has a general circulation and that it has been admitted to the United States mails as second-class matter under the provisions of the Act of March 3, 1879 and any amendment thereof, and is a newspaper duly qualified for the printing of legal notices and advertisement within the meaning of the laws of the State of Colorado.



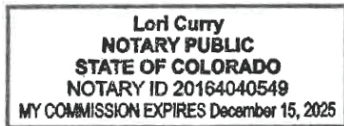
Lorre Cosgrove  
Sales Center Agent

Subscribed and sworn to me this 09/18/2023, at said City of Colorado Springs, El Paso County, Colorado.

My commission expires December 15, 2025.



Lori Curry  
Notary Public  
The Gazette



Document Authentication Number  
20164040549-097537

**NOTICE OF PROPOSED ACTION TO BE TAKEN BY THE HOUSING AND COMMUNITY VITALITY DEPARTMENT OF THE CITY OF COLORADO SPRINGS ON THE 2023 ANNUAL ACTION PLAN AND 2020-2024 CONSOLIDATED PLAN**

NOTICE IS HEREBY GIVEN that the public is invited to provide comment and input on the proposed addition of a new funding strategy for the use of federal Community Development Block Grant (CDBG) funds by the City of Colorado Springs. The proposed amendments would add Section 108 financing as a funding resource and strategy in the 2023 Annual Action Plan and 2020-2024 Consolidated Plan for the use of federal block grant funds received annually from the U.S. Department of Housing and Urban Development (HUD). Section 108 financing will provide the ability to leverage the City's annual grant allocation to access low-cost, flexible financing for construction of the new Colorado Springs Senior Center, a public facility.

City of Colorado Springs Housing and Community Vitality Department will conduct a public hearing, virtually and in person at Patty Jewett Golf Course Clubhouse, on Wednesday October 18, 2023, from 6-7:00 p.m. on the proposed amendment.

**Wed., October 18, 2023, from 6-7:00 p.m.**

There are 3 ways to attend:

- 1) in person at Patty Jewett Golf Course Clubhouse, 900 East Espanola St., Colorado Springs, CO 80907.
- 2) virtually via Teams meeting online using the following link: <https://bit.ly/Join-Oct18-AmendSec108>, or
- 3) by telephone by dialing 720-617-3426, then enter Conference ID: 648 343 3426#

For more information, go to [coloradosprings.gov/HousingCommunityVitality](http://coloradosprings.gov/HousingCommunityVitality).

The draft amendments to the 2023 Annual Action Plan, 2020-2024 Consolidated Plan and Section 108 application will be available for public review and comment from October 3 – November 3, 2023 on the City's website at [coloradosprings.gov/HousingCommunityVitality](http://coloradosprings.gov/HousingCommunityVitality) and at the following locations Monday through Friday during normal business hours: Housing and Community Vitality Department Office (Suite 701) and Office of the City Clerk (Suite 101), 30 S. Nevada Ave., Colorado Springs, CO 80903.

Any individual, group, or agency may submit written comments on the draft amendments to the 2023 Annual Action Plan and 2020-2024 Consolidated Plan to the City of Colorado Springs, Housing and Community Vitality Department, or contact (719) 385-5912 or [CityHousingandCommunityVitality@coloradosprings.gov](mailto:CityHousingandCommunityVitality@coloradosprings.gov). Comments should specify which notice they are addressing. All comments received on or before November 3, 2023, will be considered by the City of Colorado Springs Housing and Community Vitality Department.

**In accordance with the Americans with Disabilities Act of 1990 ("ADA"), the City of Colorado Springs will not discriminate against qualified individuals with disabilities. Anyone requiring an auxiliary aid or service to participate in this hearing should make the request as soon as possible but no later than 48 hours before the scheduled event. Citizens who are deaf and hard of hearing may dial 711 or 800-659-3656 Relay Colorado (voice) or 800-659-2656 (TTY). Contact (719) 385-5912 or [CityHousingandCommunityVitality@coloradosprings.gov](mailto:CityHousingandCommunityVitality@coloradosprings.gov) for more information.**

Published in The Gazette September 17, 2023.



# City of Colorado Springs

City Hall  
107 N. Nevada Avenue  
Colorado Springs, CO  
80903

## Work Session Meeting Agenda - Final Council Work Session

*City Council meetings are broadcast live on Channel 18. In accordance with the ADA, anyone requiring an auxiliary aid to participate in this meeting should make the request as soon as possible but no later than 48 hours before the scheduled event.*

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Monday, October 23, 2023

10:00 AM

Council Chambers

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### How to Watch the Meeting

Coloradosprings.gov/springstv | Facebook Live: Colorado Springs City Council  
Facebook Page @coscity Council | SPRINGS TV - Comcast Channel 18 / 880 (HD)  
- Stratus IQ Channel 76 / 99 (Streaming)

Estimated agenda item times are provided for planning purposes and do not constitute notice of a specific time for any item. Items may take more or less time than estimated. City Council may amend the order of items.

### 1. Call to Order and Roll Call

### 2. Changes to Agenda

### 3. Regular Meeting Comments

### 4. Review of Previous Meeting Minutes

4.A. [23-554](#) City Council Work Session Meeting Minutes October 9, 2023

Est. Time: 5

Minutes

Presenter:

Sarah B. Johnson, City Clerk

Attachments: [10-9-23 City Council Work Session Meeting Minutes Final](#)

### 5. Presentations for General Information

### 6. Staff and Appointee Reports

6.A. [23-527](#) Public Safety Communications Center

Est. Time: 30 min.

Presenter:

Chief of Police Adrian Vasquez

Attachments: [Public Safety Communications Center Review](#)

- 6.B. [23-553](#) Agenda Planner Review  
Est. Time: 5 min.  
Presenter:  
Sarah B. Johnson, City Clerk

**Attachments:** [Agenda Planner Review 10-23-23](#)

## **7. Items for Introduction**

- 7.A. [23-516](#) A resolution accepting and endorsing the recommendations from the Lodgers and Automobile Rental Tax (LART) Citizen Advisory Committee for expenditures from the LART special fund for inclusion in the 2024 budget  
Est. Time: 20 min.  
Presenter:  
Charae McDaniel, Chief Financial Officer  
PK McPherson, Chair, LART Citizens' Advisory Committee

**Attachments:** [LART Resolution - 2024 Projects](#)  
[2024 LART Resolution Exh A](#)

- 7.B. [23-351](#) A Resolution to amend the 2020-2024 Consolidated Plan and 2023 Annual Action Plan to enable the City of Colorado Springs to apply for the U.S. Department of Housing and Urban Development's Section 108 Loan Guarantee Program  
Est. Time: 15 min.

Presenter:  
Paul Morrow, Senior Analyst, Housing and Community Vitality Department

**Attachments:** [2023 AAP Amdt 1 ConPlan Amdt 3 Council Resolution](#)  
[Attachment A - ConPlan Amendment 3](#)  
[Attachment B - 2023 Annual Action Plan Amendment 1](#)  
[Council Work Session Presentation 10-10-23](#)

- 7.C. [23-559](#) A Resolution Repealing Resolution 50-16 and Dissolving the Council President's Special Marijuana Working Group  
Est. Time: 5 min.

Presenter:  
Randy Helms, Council President and Councilmember District 2  
Charae McDaniel, Chief Financial Officer  
Sarah Johnson, City Clerk

**Attachments:** [A RESOLUTION REPEALING RESOLUTION 50-16 AND DISSOLVING THE COUNCIL PRESIDENT'S SPECIAL MARIJUANA WORKING GROUP](#)  
[Resolution 50-16-1](#)

- 7.D. [23-568](#) A Resolution Approving an Intergovernmental Agreement between  
**Est. Time:** 10 min. El Paso County and the City of Colorado Springs for the Cleanup  
of Homeless Camps

Presenter:  
Peter Wysocki, Director of Planning and Neighborhood Services

**Attachments:** [IGA for homeless camp cleanup\\_CCWS 10-23-2023](#)  
[Resolution](#)

- 7.E. [23-509](#) A Resolution Fixing and Certifying a 4.409 Mill Levy for the  
**Est. Time:** 5 min. Colorado Springs Briargate General Improvement District 2021,  
Colorado Springs, Colorado, for the 2024 Budget Year

Presenter:  
Charae McDaniel, Chief Financial Officer

**Attachments:** [01\\_Res to Fix Mill Levy for Briargate GID 2021\\_10 23 23](#)

- 7.F. [23-510](#) A Resolution Summarizing Expenditures and Revenues, Adopting  
**Est. Time:** 5 min. a Budget, and Appropriating Funds for the Colorado Springs  
Briargate General Improvement District 2021, Colorado Springs,  
Colorado, for the Calendar Year Beginning on the First Day of  
January 2024 and Ending on the Last Day of December 2024

Presenter:  
Charae McDaniel, Chief Financial Officer

**Attachments:** [2024 Briargate GID 2021 Budget](#)  
[02\\_Res to Adopt Budget and Appropriate for Briargate GID 2021\\_10 23](#)  
[23](#)

- 7.G. [23-512](#) A Resolution Fixing and Certifying a 50.00 Mill Levy for the  
**Est. Time:** 5 min. Purpose of Servicing Debt on the General Obligation Bonds of the  
Colorado Springs Marketplace at Austin Bluffs General  
Improvement District, Colorado Springs, Colorado, for the 2024  
Budget Year

Presenter:  
Charae McDaniel, Chief Financial Officer

**Attachments:** [01\\_Res to Fix Mill Levy for MAB GID\\_10 23 23](#)

7.H. [23-513](#)

**Est. Time:** 5 min.

A Resolution Summarizing Expenditures and Revenues, Adopting a Budget, and Appropriating Funds for the Colorado Springs Marketplace at Austin Bluffs General Improvement District, Colorado Springs, Colorado, for the Calendar Year Beginning on the First Day of January 2024 and Ending on the Last Day of December 2024

Presenter:

Charae McDaniel, Chief Financial Officer

**Attachments:**

[MAB GID Budget 2024](#)

[02 Res to Adopt Budget for MAB GID 10 23 23](#)

**8. Items Under Study**

**9. Councilmember Reports and Open Discussion**

**10. Executive Session**

**10A. Open**

**10B. Closed**



**10B.A** [23-569](#)

In accord with City Charter art. III, § 3-60(d) and its incorporated Colorado Open Meetings Act, C.R.S. § 24-6-402(4)(b), the City Council, in Open Session, is to determine whether it will hold a Closed Executive Session. The issue to be discussed involves consultation with the City Attorney for the purposes of receiving legal advice on specific legal questions regarding fair housing laws.

The President of Council shall poll the City Councilmembers, and, upon consent of two-thirds of the members present, may conduct a Closed Executive Session. In the event any City Councilmember is participating electronically or telephonically in the Closed Executive Session, each City Councilmember participating in the Closed Executive Session shall affirmatively state for the record that no other member of the public not authorized to participate in the Closed Executive Session is present or able to hear the matters discussed as part of the Closed Executive Session. If consent to the Closed Executive Session is not given, the item may be discussed in Open Session or withdrawn from consideration.

Presenter:

Wynetta Massey, City Attorney

**Attachments:**

[23-569 Closed Session memo - 10-13-23](#)

**11. Adjourn**

## Attachment D

RESOLUTION NO. 177 - 23

A RESOLUTION OF THE CITY COUNCIL OF COLORADO SPRINGS, COLORADO TO AMEND THE 2020-2024 CONSOLIDATED PLAN AND 2023 ACTION PLAN TO ENABLE THE CITY TO APPLY FOR THE SECTION 108 LOAN GUARANTEE PROGRAM OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

WHEREAS, the City of Colorado Springs ("City") is an entitlement community and receives an annual allocation of federal block grant funds from the US Department of Housing and Urban Development ("HUD") under the Community Development Block Grant Program ("CDBG"), Home Investment Partnerships Program ("HOME") and Emergency Solutions Grant ("ESG"); and

WHEREAS, the Housing and Community Development Act of 1974 includes the provision for loans to entitlement communities whereby they pledge their future CDBG entitlement as a guarantee to the loan in the Section 108 Loan Guarantee Program, which provides below-market rate loans for qualified projects serving the needs of low- and moderate-income households; and

WHEREAS, City meets the criteria to participate in the Section 108 Loan Program as a grantee receiving funds through the CDBG Program; and

WHEREAS, it is expected that the City of Colorado Springs continue to participate in the CDBG, HOME, and ESG Programs in future years; and

WHEREAS, the City has identified the reconstruction of the Colorado Springs Senior Center as an eligible activity for the Section 108 Loan Program; and

WHEREAS, the Housing and Community Vitality Department proposes to amend the 2020-2024 Consolidated Plan to include a Section 108 Loan Guarantee as a funding source to support public facility improvements; and

WHEREAS, in order to access the Section 108 Loan Guarantee Program, the City must complete a substantial amendment to its current 2020-2024 Consolidated Plan and 2023 Annual Action Plan in accordance with federal regulations; and

WHEREAS, the City has prepared an Amendment 3 to the 2020-2024 Consolidated Plan and an Amendment 1 to the 2023 Annual Action Plan in accordance with federal regulations, complete with a public notice, public hearing and 30-day comment period; and

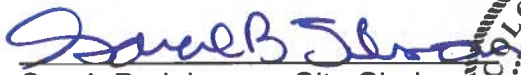
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLORADO SPRINGS, COLORADO:


Section 1. The City Council of the City of Colorado Springs approves the proposed Amendment #3 to the 2020-2024 Consolidated Plan and proposed Amendment #1 to the 2023 Action Plan for submittal to the U.S. Department of Housing and Urban Development.

DATED at Colorado Springs, Colorado, this 14<sup>th</sup> day of November 2023.

  
\_\_\_\_\_  
Randy Helms, Council President


ATTEST:

  
\_\_\_\_\_  
Sarah B. Johnson, City Clerk



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# 2023 ACTION PLAN

COMMUNITY DEVELOPMENT DIVISION



# \$6.4M

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**\$3,184,401 - 50%**

**HOME INVESTMENT PARTNERSHIPS (HOME)**

**\$1,930,056 - 30%**

**EMERGENCY SOLUTIONS GRANT (ESG)**

**\$283,749 - 4%**

**PROGRAM INCOME**

**\$1,000,000 - 16%**

**\*FUNDING IS SUBJECT TO THE PASSAGE OF THE FEDERAL BUDGET**

# INVESTING IN COMMUNITY

The Annual Action Plan describes how the City plans to allocate funds for affordable housing and community development priorities. The Community Development Division manages funds in partnership with local agencies and nonprofit organizations. The plan highlights federal grant funds allocated to the City through the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) Program distributed by the U.S. Department of Housing and Urban Development (HUD).

This graphic illustrates the activities described in section AP-38 of the draft plan found on Community Development's home page.



## OBJECTIVES

### AFFORDABLE HOUSING: \$3.7M

Increase the supply and preserve existing inventory of affordable housing

### HUMAN SERVICES: \$517K

Provide human services and quality of life improvements for special needs and low-income residents

### ECONOMIC DEVELOPMENT: \$199K

Create neighborhood economic development opportunities

### PREVENT HOMELESSNESS: \$262K

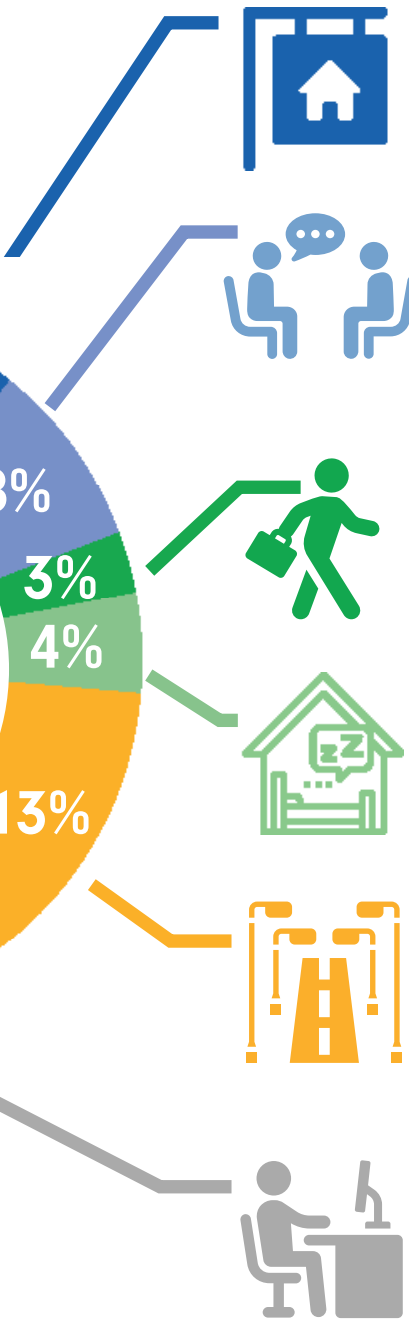
Provide housing and services for people experiencing homelessness

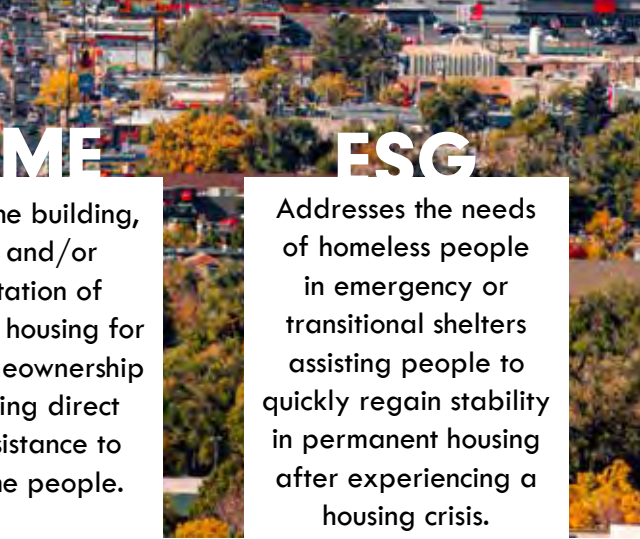
### PUBLIC INFRASTRUCTURE: \$836K

Expand and improve public infrastructure and facilities

### ADMIN & COMPLIANCE: \$891K

Planning, reporting, and staff costs





# ME

the building, and/or location of housing for homeownership providing direct assistance to the people.

# ESG

Addresses the needs of homeless people in emergency or transitional shelters assisting people to quickly regain stability in permanent housing after experiencing a housing crisis.

## PUBLIC PARTICIPATION

Many residents, advocates, local agencies and community leaders helped shape the 2023 Annual Action Plan. They shared their expertise and ideas in over 16 formal consultations, and two public meetings, before the plan was drafted.

The Community Development Division gathers feedback on the draft during a 30 day public comment period and in a public hearing before presenting it to City Council for approval. The Division also consults other community plans to ensure alignment, honor previous public feedback, and leverage resources for the greatest community benefit.

## STRATEGIES

### BUILD, PRESERVE & PROVIDE HOUSING

Provide home modification for disabled seniors  
Build homes and apartments for rental and home ownership opportunities. Provide down payment and rental assistance

301

301 households gain affordable housing – through homeownership, affordable rent, or preservation

### DIRECT SUPPORT

Fund housing navigation, case management, meals, transportation, job training, mental health, self-sufficiency, trauma-informed care for the most vulnerable residents  
Provide down payment and rental assistance

2,500

2,500 residents receive critical assistance from local service providers

### COMMUNITY INVESTMENT ASSISTANCE

Provide support for a neighborhood business hub.

1

One Community Investment Trust will receive support for a housing and commercial hub

### PROVIDE SHELTER AND HOUSING

Fund homelessness prevention, rapid rehousing, outreach, emergency shelter and supportive services

3,000

3,000 individuals sheltered, counseled and/or prevented from losing housing

### IMPROVE ACCESS

Build and make accessible community buildings, transit and service agency infrastructure

7,500

7,500 residents served through accessible community buildings, transit and service agencies

### FOLLOW FEDERAL REGULATIONS

Plan how to utilize funding, report outcomes, and monitor spending of the Division's federal grants



Successful stewardship of funds benefits the whole city through transparency and high-impact investment

# COMMUNITY PARTNERSHIPS

The City's Community Development Division partners with local agencies to carry out and leverage funds to meet our community goals. The Division is expanding our impact in a variety of ways—with new initiatives in the works, by responding to urgent needs, and forming long range partnerships in the community. Below are some of those highlighted in the 2023 Annual Action Plan.

## AFFORDABLE HOUSING

**Home Repair** - This program will preserve 60 affordable homes with repairs and upgrades for low-income disabled seniors.

**The Commons** - This new affordable housing development will provide 120 apartments, with 50 permanent supporting housing units and 20% reserved for veterans.



## NEIGHBORHOOD IMPROVEMENTS

**Community Investment Trust** - Support an affordable housing and commercial hub that will build community wealth in an underserved neighborhood.

**New Senior Center** - Replace an aging Senior Center that serves 45,000 per year with a new expanded facility.

## PREVENT HOMELESSNESS

**Family Housing Services** - Identify and support locations, facilities and providers to address family homelessness.

**Grant Awards** - Address homelessness and housing stability needs through CDBG Public Services and ESG grant awards. Applications open in February 2023.



# KEEP IN TOUCH!



**JOIN OUR MAILING LIST:** Sign up to receive updates from the Community Development Division about funding opportunities, events, and news about affordable housing, homelessness prevention, economic development, non-profit assistance and neighborhood improvements in Colorado Springs. <https://bit.ly/COS-CDD-News>



# AFFIDAVIT OF PUBLICATION

STATE OF COLORADO  
COUNTY OF El Paso

I, Lorre Cosgrove, being first duly sworn, deposes and says that she is the Legal Sales Representative of The Colorado Springs Gazette, LLC., a corporation, the publishers of a daily/weekly public newspapers, which is printed and published daily/weekly in whole in the County of El Paso, and the State of Colorado, and which is called Colorado Springs Gazette; that a notice of which the annexed is an exact copy, cut from said newspaper, was published in the regular and entire editions of said newspaper **1 time(s) to wit 11/25/2022**  
2023 Action Plan

That said newspaper has been published continuously and uninterruptedly in said County of El Paso for a period of at least six consecutive months next prior to the first issue thereof containing this notice; that said newspaper has a general circulation and that it has been admitted to the United States mails as second-class matter under the provisions of the Act of March 3, 1879 and any amendment thereof, and is a newspaper duly qualified for the printing of legal notices and advertisement within the meaning of the laws of the State of Colorado.



Lorre Cosgrove  
Sales Center Agent

Subscribed and sworn to me this 11/28/2022, at said City of Colorado Springs, El Paso County, Colorado.  
My commission expires June 23, 2026.



Karen Hogan  
Notary Public

**KAREN HOGAN**  
**NOTARY PUBLIC**  
**STATE OF COLORADO**  
NOTARY ID 20224024441  
MY COMMISSION EXPIRES 06/23/2026

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20224024441-\*330451

**NOTICE OF PROPOSED ACTION TO BE TAKEN BY THE COMMUNITY DEVELOPMENT DIVISION OF THE CITY OF COLORADO SPRINGS ON THE 2023 ANNUAL ACTION PLAN**

NOTICE IS HEREBY GIVEN that the public is invited to provide comment and input on the proposed strategies, projects and activities for the 2023 program year using federal Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) funds.

City of Colorado Springs Community Development Division (CDD) invites the public to a hearing on Wednesday January 4, 2023 from 6:00 p.m. with in person and virtual attendance options, to provide comment and input on the proposed strategies, projects and activities of the City of Colorado Springs for the 2023 program year using federal Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) funds. These entitlement grants are allocated by formula through the U.S. Department of Housing and Urban Development (HUD).

At this meeting Division staff will explain the proposed actions and priorities in the draft 2023 Annual Action Plan and encourage attendees to ask questions and provide feedback and comments.

**Wed., Jan. 4 @ 6:00 – 7:00 p.m.**  
In person option:  
City Administration Building Room 102  
30 S. Nevada Ave., Colorado Springs, CO 80903

Virtual option:  
Register or get link and dial-in number to join without registration at <https://bit.ly/RegisterCOS-draft23AAP>  
For more information visit the 2023 Annual Action Plan page at <https://coloradosprings.gov/project/community-development-2023-annual-action-plan>

Attendance is free and language interpreters will be provided by request at no cost to the requestor. To request an interpreter for the meeting, please call (719) 385-5859 or email [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) at least 48 hours before the start time. For more information, go to [www.coloradosprings.gov/community-development](http://www.coloradosprings.gov/community-development).

The draft 2023 Annual Action Plan will be available for public review and comment from December 12, 2022 to January 11, 2023 on the City's website at <https://coloradosprings.gov/community-development> and at the following locations Monday through Friday during normal business hours: Community Development Division Office (Suite 701) and Office of the City Clerk (Suite 101), 30 S. Nevada Ave.; City Hall, 107 N. Nevada Ave.; Penrose Library, 20 N. Cascade; 21st Century Library, 1175 Chapel Hills Dr.; Hillside Community Center, 925 S. Institute St.; Westside Community Center, 1628 W. Bijou St.; and Meadows Park Community Center, 1943 S. El Paso Ave.

Any individual, group, or agency may submit written comments on the draft 2023 Annual Action Plan to the City of Colorado Springs, Community Development Division, or contact (719) 385-5912 or [CommunityDevelopment@coloradosprings.gov](mailto:CommunityDevelopment@coloradosprings.gov). Comments should specify they are addressing the draft 2023 Annual Action Plan. All comments received on or before January 11, 2023 will be considered by the City of Colorado Springs Community Development Division.

**"In accordance with the Americans with Disabilities Act of 1990 (ADA), the City of Colorado Springs will not discriminate against qualified individuals with disabilities. Anyone requiring an auxiliary aid or service to participate in this hearing should make the request as soon as possible but no later than 48 hours before the scheduled event. Citizens who are deaf and hard of hearing may dial 711 or 800-659-3656 Relay Colorado (voice) or 800-659-2656 (TTY)." Contact (719) 385-5859 or [barb.vanhey@coloradosprings.gov](mailto:barb.vanhey@coloradosprings.gov) for more information.**

Published in The Gazette November 25, 2022.

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COUNTY OF El Paso

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Lorre Cosgrove  
Sales Center Agent

Subscribed and sworn to me this 10/13/2022, at said City of Colorado Springs, El Paso County, Colorado.  
My commission expires June 23, 2026.



Karen Hogan  
Notary Public

**KAREN HOGAN**  
**NOTARY PUBLIC**  
**STATE OF COLORADO**  
NOTARY ID 20224024441  
MY COMMISSION EXPIRES 06/23/2026

Document Authentication Number  
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**PUBLIC NOTICE**

**NOTICE OF PUBLIC HEARING: RESIDENTS INVITED TO COMMENT ON PRIORITIES FOR FEDERAL GRANT FUNDS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) BY THE CITY OF COLORADO SPRINGS**

The Community Development Division invites residents, advocates and stakeholders to participate in free public meetings to share their experiences and views on affordable housing, infrastructure and services for low- and moderate-income community members. Public input will be used to inform the City's 2023 Annual Action Plan for the use of federal block grant funds from the U.S. Department of Housing and Urban Development (HUD).

Funds support affordable housing, homelessness prevention, economic development, nonprofit assistance and neighborhood improvements for low- and moderate-income populations. Grant funds include three programs: the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) Program. Additional relief funds have been made available by the CARES Act and the American Rescue Plan Act.

NOTICE IS HEREBY GIVEN that the City of Colorado Springs Community Development Division (CDD) will conduct two public hearings for the purpose of obtaining citizens' views. Meetings can be attended in person or online virtually via Zoom.

**Wednesday October 26, 2022, 6-7:00 PM**  
Ruth Holley Library  
685 North Murray Blvd  
Colorado Springs, CO 80915  
Register online at <https://bit.ly/RegisterCOSActionPlan23-Oct26>  
Join online at <https://bit.ly/JoinCOSActionPlan23-Oct26>  
Enter URL in web browser  
Join by phone by calling: (719) 359-4580  
Meeting ID: 869 0942 9183 Passcode: 595116

**Thursday October 27, 2022, 10-11:30 AM**  
City Administration Building Rm. 102  
30 S. Nevada Ave.  
Colorado Springs, CO 80903  
Register online at <https://bit.ly/RegisterCOSActionPlan23-Oct27>  
Join online at <https://bit.ly/JoinCOSActionPlan23-Oct27>  
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Join by phone by calling: (719) 359-4580  
Meeting ID: 829 7940 6041 Passcode: 911804

Attendance is free and language interpreters will be provided by request at no cost to the requestor. To request an interpreter for the meeting, please call (719) 385-5889 or email [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) at least 48 hours before the start time.

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Please contact (719) 385-5912 or [CommunityDevelopment@coloradosprings.gov](mailto:CommunityDevelopment@coloradosprings.gov) or visit [www.coloradosprings.gov/community-development](http://www.coloradosprings.gov/community-development) for more information.

Published in The Gazette October 10, 2022.

# Listening Sessions for Funding Plan , New Rental Assistance

COS Community Development <barb.vanhoy@coloradosprings.gov>

Wed 10/19/2022 5:01 PM

To: Van Hoy, Barb F <Barb.VanHoy@coloradosprings.gov>



## Community Development Division News

October 19, 2022

### New and Timely

- [Listening Sessions for HUD Action Plan | Oct. 26 & 27](#)
- [Audiencias de Beneficiarios para el Plan de Acción de 2023 | 26 y 27 de octubre](#)
- [Westside Community Plan Survey](#)

### ICYMI - In Case You Missed It:

- [New Emergency Rental Assistance Program Open](#)
- [El Paso County Housing Trust Fund Gap Financing](#)
- [Pikes Peak Continuum of Care Fall 2022 Membership Meeting | Oct. 28](#)
- [Future of Martin Drake Site Public Meetings | Oct. 6-19](#)
- [Colorado Emergency Mortgage Assistance Program](#)
- [Emergency Housing Resources](#)

[Subscribe & Read Past Editions](#)

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## Public Listening Sessions for the 2023 HUD Annual Action

**Plan** ([Vea este mensaje en español más abajo](#))

Wednesday October 26, 2022, 6-7:00 PM

Thursday October 27, 2022, 10-11:00 AM



The Community Development Division invites residents, advocates and stakeholders to share their experiences and views on issues affecting low- and moderate-income community members. Your feedback will help shape the City's 2023 Annual Action Plan for the use of federal block grant funds from the U.S. Department of Housing and Urban Development (HUD).

Meeting will include discussion of the unprecedented state and federal funding available for affordable housing and addressing homelessness.

### **2023 Annual Action Plan Public Listening Sessions**

In Person and Online

**Wednesday October 26, 2022, 6-7:00 PM**

Ruth Holley Library

685 North Murray Blvd.

Colorado Springs, CO 80915

Register online at <https://bit.ly/RegisterCOSActionPlan23-Oct26>

Join online at <https://bit.ly/JoinCOSActionPlan23-Oct26>

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Meeting ID: 869 0942 9783 Passcode: 595116

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2. **Submit questions or comments** before the meetings on the registration form.
3. **Dial in.** Each meeting has a dial-in option for those who want to listen by phone.
4. **Watch recordings** when it's convenient for you. Each meeting will be recorded and available on our website for viewing online. Get notified by subscribing to our newsletter or by registering (links above).
5. **Call or email us anytime!** Call (719) 385-5859 or email [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov).

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**¡A charlar!**



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26 y 27 de octubre, 2022**

La División de Desarrollo Comunitario de Colorado Springs invita a todos residentes y promotores comunitarios a compartir sus experiencias y opiniones sobre temas que les afectan a todos residentes de bajo ingreso. Sus aportaciones nos ayudarán crear el plan anual para fondos federales por el Departamento de Vivienda y Desarrollo Urbano. Todos son bienvenidos.

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Colorado Springs, CO 80915

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3. Vea las presentaciones grabadas. Cada reunión se grabará y estará disponible en nuestra página poco después.

4. ¡Cuéntanos! Envíanos un email a [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) o llámanos a (719) 385-6876 con comentarios cuando quiera.

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Haga clic para reunirse para más información sobre las audiencias y el proceso del plan de acción de 2023

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## ICYMI - Ongoing Opportunities

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### **New Emergency Rental Assistance Program Open**



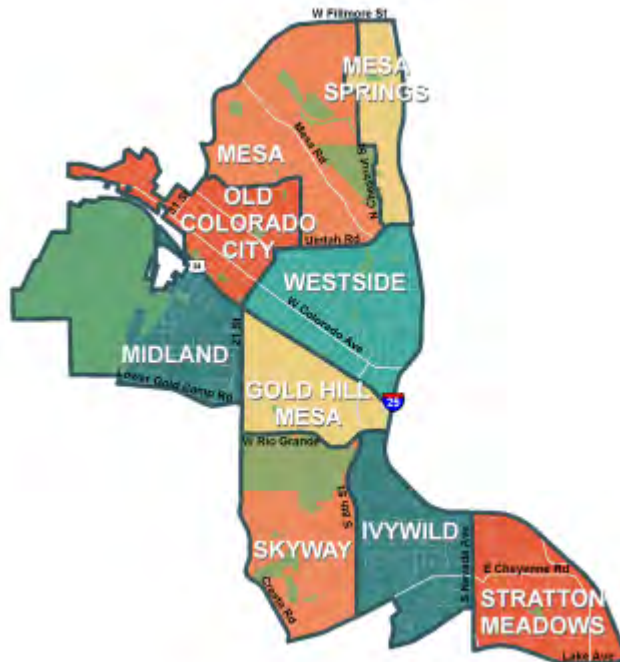


The City of Colorado Springs is pleased to partner with Catholic Charities to implement the second round of our Emergency Rental Assistance Program (ERAP) funding. Funded by the American Rescue Plan Act, ERAP is designed to assist low-income renters impacted by the direct and indirect economic effects of the coronavirus pandemic.

Read more and learn how to apply on the City's website here: <https://coloradosprings.gov/erap>

## Westside Community Plan Survey

[Take the Survey](#)



The public is invited to help the City create a Greater Westside Community Plan

Learn more and follow the planning process on the City's website here: <https://coloradosprings.gov/greaterwestsidecommunityplan>

Public announcement is [posted online here](#).

In the news: [KRDO story](#).

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## **El Paso County Housing Trust Fund Gap Financing**

The El Paso County Housing Authority provides gap financing loans through the Housing Trust Fund to agencies with experience in the design and administration of innovative programs that address the housing needs in El Paso County.

Programs/projects may include, but would not be limited to, the following:

- Development of new, affordable, accessible housing units (high priority)
- Preservation of existing, affordable, accessible housing units (high priority)
- Initial homeownership
- Homelessness
- Special needs housing
- Housing rehabilitation

You can download the Housing Trust Fund application and view FAQs about the Housing Trust Fund in the informational resources section below.

[EPC's Housing Trust Fund Application Can Be Found Here](#)  
[View Housing Trust Fund FAQ's](#)

*The Community Development Division is sharing this opportunity as*

Appendix p. 15

*part of its goal to ensure quality affordable homes for all people in  
Colorado Springs.*

---

## **Pikes Peak Continuum of Care Fall 2022 Membership Meeting**

October 28, 1-2 PM



A PROGRAM OF **chp**

You are invited to the Pikes Peak Continuum of Care Fall 2022 Membership Meeting. Please share [this save the date flyer](#).

Meeting details and agenda to follow:

- **What?** Pikes Peak Continuum of Care Fall 2022 Membership Meeting
- **When?** Friday, October 28th from 1:00 – 2:00pm
- **Where?** In-person and virtually (hybrid)
- **Who?** Anyone committed to ending homelessness in El Paso County, Colorado

In-person

Penrose Library, Downstairs - Columbine Room  
20 N. Cascade Ave, Colorado Springs, CO 80903

Virtually on GoToMeeting

<https://meet.goto.com/725676717>

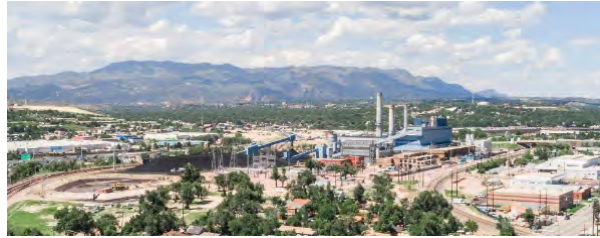
You can also dial in using your phone: +1 (872) 240-3311

Access Code: 725-676-717

Questions? Please contact Evan Caster, [evan.caster@ppchp.org](mailto:evan.caster@ppchp.org)

*The Community Development Division is sharing this opportunity as part of its goal to make homelessness brief, rare and non-recurring in Colorado Springs and to collaborate with the Continuum of Care.*

## **Envision the Future of the Martin Drake Site**



What's the future of the Drake site, now that the coal power plant at the gateway into Downtown is being decommissioned? The Downtown Partnership of Colorado Springs and the Legacy Institute are sponsoring a process for the community to provide input into the possibilities for the future of the Drake Power Plant land.

The public is invited to participate in any one of the public meetings scheduled throughout Colorado Springs.

Tuesday, Oct. 18, 1:00 - 3:00 pm

Library 21C

1175 Chapel Hills Dr.

Colo. Springs, CO 80920

Wednesday, Oct. 19, 5:30 - 7:30 pm

Knights of Columbus Hall\*

20 W. Pikes Peak Ave.

Colo. Springs, CO 80903

\* ASL and Spanish language translation available on request.

**Questions? Contact [DRAKETASKFORCE@GMAIL.COM](mailto:DRAKETASKFORCE@GMAIL.COM)**

*The Community Development Division is sharing this opportunity as part of our mission is to create strong, sustainable, inclusive communities and quality affordable homes for citizens in Colorado Springs.*

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## **Colorado Emergency Mortgage Assistance Program**



The [Colorado Emergency Mortgage Assistance Program \(EMAP\)](#) provides financial assistance on behalf of income-eligible homeowners who have experienced a financial hardship associated with the COVID-19 health crisis.

Households are eligible to receive EMAP assistance if they:

1. Attest that they experienced a financial hardship after January 21, 2020 associated with the COVID-19 pandemic,
2. Provide income documentation and have household incomes equal to or less than 100% of the Area Median Income for their county,
3. Currently own and occupy a primary residence in Colorado, and
4. Their original loan was not a Jumbo loan at the time of purchase or most recent refinance.

For more information and to apply, visit:

[Emergency Mortgage Assistance Program](#)

[Apply for Mortgage Assistance Here](#)

[Apply for Rental Assistance Here](#)

---

## Emergency Housing Resources



Find local emergency housing resources on [Community Development's Emergency Housing Resources](#) page and by calling [2-1-1](#). Are you a housing provider and would like to add, delete or edit your information on this page?

Reply to this email to let us know.

### Mail your comments!

Envía tus comentarios por correo!

City of Colorado Springs  
Community Development Division  
30 S. Nevada, Suite 701  
Colorado Springs, CO, 80903

[coloradosprings.gov/community-development](https://coloradosprings.gov/community-development)

### Call us with your comments!

Llámanos con tus comentarios!

(719) 385-5912

### For deaf and hard of hearing:

**Personas sordas y con  
dificultades auditivas:**

800-659-3656 Relay Colorado

(voice) or

800-659-2656 (TTY).



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City of Colorado Springs Community Development Division  
30 S Nevada Ave Ste 701  
Colorado Springs, CO 80903-1802

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## City invites residents to provide input on use of U.S. Housing and Urban Development grant funding

Max D'Onofrio <Max.Donofrio@coloradosprings.gov>

Mon 10/24/2022 11:35 AM



### NEWS RELEASE

October 21, 2022

### FOR MORE INFORMATION

Max D'Onofrio

Lead Communications Specialist

(719) 726-1421

## City invites residents to provide input on use of U.S. Housing and Urban Development grant funding

COLORADO SPRINGS, Colo. — The City of Colorado Springs invites residents, advocates and stakeholders to participate in free public meetings Oct. 26 and 27 to share their experiences and views on affordable housing, infrastructure and services for low- and moderate-income community members. Public input will be used to inform the City's 2023 Annual Action Plan for the use of federal block grant funds from the U.S. Department of Housing and Urban Development (HUD).

Both meetings will have options for residents to join in person, virtually or by phone.

Funds support affordable housing, homelessness prevention, economic development, nonprofit assistance and neighborhood improvements for low- and moderate-income populations. Grant funds include three the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) Program. Additional relief funds have been made available by the CARES Act and the American Rescue Plan Act.

More information is available at [coloradosprings.gov/project/community-development-2023-annual-action-plan](https://coloradosprings.gov/project/community-development-2023-annual-action-plan).

### First Meeting Information

**When:** 6-7 PM, Wednesday, October 26

**Where:** Ruth Holley Library, 685 North Murray Blvd., Colorado Springs, CO, 80915. Or register online at <https://bit.ly/RegisterCOSActionPlan23-Oct26> and join online at <https://bit.ly/JoinCOSActionPlan23-Oct26>.

Join by phone by calling: (719) 359-4580. Meeting ID: 869 0942 9783 Passcode: 595116



## Second Meeting Information

**When:** 10-11 a.m., Wednesday, October 27

**Where:** City Administration Building Rm. 102, 30 S. Nevada Ave., Colorado Springs, CO, 80903. Or register online at <https://bit.ly/RegisterCOSActionPlan23-Oct27> and join online at <https://bit.ly/JoinCOSActionPlan23-Oct27>.

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###





[ColoradoSprings.gov](#) > News

> City invites residents to provide input on use of U.S. Housing and Urban Development grant funding

## City invites residents to provide input on use of U.S. Housing and Urban Development grant funding

Mon, 10/24/2022 - 2:56pm

Share this page:   

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Date/Time	Location
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## Subscribe to City News

Get a weekly update of news, events and upcoming public meetings from the City of Colorado Springs.

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[Webmaster](#)

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[See All Connections](#)



**This Week! Listening Sessions for Funding Plan**  , more

COS Community Development <barb.vanhoy@coloradosprings.gov>

Tue 10/25/2022 1:00 PM

To: Van Hoy, Barb F <Barb.VanHoy@coloradosprings.gov>



## Community Development Division News

October 25, 2022

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### New and Timely

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- [Legal Resource Day | Oct. 28](#)
- [Pikes Peak Continuum of Care Fall 2022 Membership Meeting | Oct. 28](#)
- [Save the Date - Renter Rights 101 | Nov. 16](#)

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## Legal Resource Day

October 28, 1-2 PM

The 4th Judicial District, Colorado Legal Services, The Access to Justice Committee of the 4th Judicial District and The Justice Center are proud to announce the 4th annual Legal Resource Day in the Pikes Peak region. This year's event will be held online.

The Legal Resource Day website will be live at 9 am on October 28th. Online attendees can access the following: (1) Virtual Workshops,

which cover topics including evictions, small claims, protection orders, and more; (2) Call-a-Lawyer, where attendees can call in for a free 15-minute phone call of advice from a local attorney from 9am to 2pm; and (3) Helpful Links & Resources, where attendees can find services in the community that best fit their needs.

To pre-register for Legal Resource Day Please visit [www.justicecentercos.org/registration](http://www.justicecentercos.org/registration). Pre-registration is recommended but not required. For more information on this event, you can email the 4th Judicial District Self-Help Center at [04selfhelp@judicial.state.co.us](mailto:04selfhelp@judicial.state.co.us). To attend the virtual event, go to [www.justicecenter.org/lrd](http://www.justicecenter.org/lrd).

You can access and distribute the flyer [here](#). A Spanish version is also available [here](#).

*The Community Development Division is sharing this opportunity as part of its mission to serve low- and moderate-income residents.*

---

## **Pikes Peak Continuum of Care Fall 2022 Membership Meeting**

October 28, 1-2 PM



A PROGRAM OF **chp**

You are invited to the Pikes Peak Continuum of Care Fall 2022 Membership Meeting. Please share [this save the date flyer](#).

Meeting details and agenda to follow:

- **What?** Pikes Peak Continuum of Care Fall 2022 Membership Meeting
- **When?** Friday, October 28th from 1:00 – 2:00pm
- **Where?** In-person and virtually (hybrid)
- **Who?** Anyone committed to ending homelessness in El Paso County, Colorado

#### In-person

Penrose Library, Downstairs - Columbine Room  
20 N. Cascade Ave, Colorado Springs, CO 80903

#### Virtually on GoToMeeting

<https://meet.goto.com/725676717>

You can also dial in using your phone: +1 (872) 240-3311

Access Code: 725-676-717

Questions? Please contact Evan Caster, [evan.caster@ppchp.org](mailto:evan.caster@ppchp.org)

*The Community Development Division is sharing this opportunity as part of its goal to make homelessness brief, rare and non-recurring in Colorado Springs and to collaborate with the Continuum of Care.*

---

## Save the Date - Renter Rights 101

Nov. 16, 2022 ~ 6-8 p.m.



Join Colorado Springs community partners for a free workshop series to learn about rights and responsibilities of renters and landlords in

## Colorado Springs.

Nov. 16, 2022 | 6-8 PM

Ruth Holley Library - 685 N. Murray Blvd. 80915

Link to join virtually coming soon.

All programs include brief resource presentations by The Justice Center, Pikes Peak Library District, Colorado Housing Connects, and the City's Community Development Division.

Find more information on the City's website here:

[coloradosprings.gov/renters101](https://coloradosprings.gov/renters101)

---

### ICYMI - Ongoing Opportunities

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#### **New Emergency Rental Assistance Program Open**



The City of Colorado Springs is pleased to partner with Catholic Charities to implement the second round of our Emergency Rental Assistance Program (ERAP) funding. Funded by the American Rescue Plan Act, ERAP is designed to assist low-income renters impacted by the direct and indirect economic effects of the coronavirus pandemic.

Read more and learn how to apply on the City's website

here: <https://coloradosprings.gov/erap>

## Apply for Rental Assistance Here

---

### Colorado Emergency Mortgage Assistance Program



The [Colorado Emergency Mortgage Assistance Program \(EMAP\)](#) provides financial assistance on behalf of income-eligible homeowners who have experienced a financial hardship associated with the COVID-19 health crisis.

Households are eligible to receive EMAP assistance if they:

1. Attest that they experienced a financial hardship after January 21, 2020 associated with the COVID-19 pandemic,
2. Provide income documentation and have household incomes equal to or less than 100% of the Area Median Income for their county,
3. Currently own and occupy a primary residence in Colorado, and
4. Their original loan was not a Jumbo loan at the time of purchase or most recent refinance.

For more information and to apply, visit:

[Emergency Mortgage Assistance Program](#)

[Apply for Mortgage Assistance Here](#)

---

### Emergency Housing Resources



Find local emergency housing resources on [Community Development's Emergency Housing Resources](#) page and by calling [2-1-1](#). Are you a housing provider and would like to add, delete or edit your information on this page?

Reply to this email to let us know.

**Mail your comments!**

**Envía tus comentarios por correo!**

City of Colorado Springs  
 Community Development Division  
 30 S. Nevada, Suite 701  
 Colorado Springs, CO, 80903

[coloradosprings.gov/community-development](https://coloradosprings.gov/community-development)

**Call us with your comments!**

**Llámanos con tus comentarios!**

(719) 385-5912

**For deaf and hard of hearing:**

**Personas sordas y con dificultades auditivas:**

800-659-3656 Relay Colorado  
 (voice) or  
 800-659-2656 (TTY).



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Colorado Springs, CO 80903-1802

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Email Campaign Report

Title: Oct. 19, 2022 | Listening Sessions on Funding Plans, Westside Plan Survey  
 Subject Line: Listening Sessions for Funding Plan 2022, New Rental Assistance  
 Delivery Date/Time: Wed, Oct 19, 2022 5:01 pm

Overall Stats

Total Recipients:	477
Successful Deliveries:	470
Bounces:	7 (1.5%)
Times Forwarded:	0
Forwarded Opens:	0
Recipients Who Opened:	112 (23.8%)
Total Opens:	228
Last Open Date:	12/5/22 9:35PM
Recipients Who Clicked:	7 (1.5%)
Total Clicks:	15
Last Click Date:	10/27/22 10:03AM
Total Unsubs:	0
Total Abuse Complaints:	1
Times Liked on Facebook:	0

Clicks by URL

URL	Total Clicks	Unique Clicks
<a href="https://r20.rs6.net/tn.jsp?f=001h6R4dzEnkHqHbte9gavL">https://r20.rs6.net/tn.jsp?f=001h6R4dzEnkHqHbte9gavL</a>	4	1
<a href="https://bit.ly/RegisterCOSActionPlan23-Oct26">https://bit.ly/RegisterCOSActionPlan23-Oct26</a>	2	2
<a href="https://coloradosprings.gov/communitydevelopment/pa">https://coloradosprings.gov/communitydevelopment/pa</a>	2	1
<a href="https://cdola.colorado.gov/rental-mortgage-assistance">https://cdola.colorado.gov/rental-mortgage-assistance</a>	2	1
<a href="http://bit.ly/COS-CDD-News">http://bit.ly/COS-CDD-News</a>	1	1
<a href="https://coloradosprings.gov/community-development">https://coloradosprings.gov/community-development</a>	1	1
<a href="https://coloradosprings.gov/greaterwestsidecommunity/">https://coloradosprings.gov/greaterwestsidecommunity/</a>	1	1
<a href="https://bit.ly/RegisterCOSActionPlan23-Oct27">https://bit.ly/RegisterCOSActionPlan23-Oct27</a>	1	1
<a href="https://bit.ly/JoinCOSActionPlan23-Oct26">https://bit.ly/JoinCOSActionPlan23-Oct26</a>	1	1
<a href="https://mailchimp.com/help/about-safe-sender-lists/">https://mailchimp.com/help/about-safe-sender-lists/</a>	0	0
<a href="https://www.ppchp.org/homelessness/">https://www.ppchp.org/homelessness/</a>	0	0
<a href="https://www.instagram.com">https://www.instagram.com</a>	0	0
<a href="https://www.facebook.com">https://www.facebook.com</a>	0	0
<a href="https://vimeo.com">https://vimeo.com</a>	0	0
<a href="https://survey123.arcgis.com/share/bb70a54839b446a4">https://survey123.arcgis.com/share/bb70a54839b446a4</a>	0	0
<a href="http://www.facebook.com/sharer/sharer.php?u=* URL:">http://www.facebook.com/sharer/sharer.php?u=* URL:</a>	0	0
<a href="https://r20.rs6.net/tn.jsp?f=001h6R4dzEnkHqHbte9gavL">https://r20.rs6.net/tn.jsp?f=001h6R4dzEnkHqHbte9gavL</a>	0	0
<a href="https://ppchp.us4.list-manage.com/track/click?u=cb29a!">https://ppchp.us4.list-manage.com/track/click?u=cb29a!</a>	0	0
<a href="https://krdo.com/news/top-stories/2022/10/05/public-r">https://krdo.com/news/top-stories/2022/10/05/public-r</a>	0	0
<a href="https://cdola.colorado.gov/emergency-mortgage-assista">https://cdola.colorado.gov/emergency-mortgage-assista</a>	0	0
<a href="https://coloradosprings.us10.list-manage.com/unsubscri">https://coloradosprings.us10.list-manage.com/unsubscri</a>	0	0
<a href="https://coloradosprings.us10.list-manage.com/profile?u:">https://coloradosprings.us10.list-manage.com/profile?u:</a>	0	0
<a href="https://coloradosprings.gov/parks/article/news/public-ir">https://coloradosprings.gov/parks/article/news/public-ir</a>	0	0
<a href="http://twitter.com/intent/tweet?text=* URL:MC_SUBJECT">http://twitter.com/intent/tweet?text=* URL:MC_SUBJECT</a>	0	0
<a href="https://coloradosprings.gov/erap">https://coloradosprings.gov/erap</a>	0	0
<a href="http://www.twitter.com">http://www.twitter.com</a>	0	0
<a href="https://coloradosprings.gov/communitydevelopment">https://coloradosprings.gov/communitydevelopment</a>	0	0
<a href="https://bit.ly/JoinCOSActionPlan23-Oct27">https://bit.ly/JoinCOSActionPlan23-Oct27</a>	0	0
<a href="https://www.ppunitedway.org/2-1-1/">https://www.ppunitedway.org/2-1-1/</a>	0	0



## City invites residents to provide input on use of U.S. Housing and Urban Development grant funding

Max D'Onofrio <Max.Donofrio@coloradosprings.gov>

Mon 10/24/2022 11:35 AM



### NEWS RELEASE

October 21, 2022

### FOR MORE INFORMATION

Max D'Onofrio

Lead Communications Specialist

(719) 726-1421

### City invites residents to provide input on use of U.S. Housing and Urban Development grant funding

COLORADO SPRINGS, Colo. — The City of Colorado Springs invites residents, advocates and stakeholders to participate in free public meetings Oct. 26 and 27 to share their experiences and views on affordable housing, infrastructure and services for low- and moderate-income community members. Public input will be used to inform the City's 2023 Annual Action Plan for the use of federal block grant funds from the U.S. Department of Housing and Urban Development (HUD).

Both meetings will have options for residents to join in person, virtually or by phone.

Funds support affordable housing, homelessness prevention, economic development, nonprofit assistance and neighborhood improvements for low- and moderate-income populations. Grant funds include three the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) Program. Additional relief funds have been made available by the CARES Act and the American Rescue Plan Act.

More information is available at [coloradosprings.gov/project/community-development-2023-annual-action-plan](https://coloradosprings.gov/project/community-development-2023-annual-action-plan).

### First Meeting Information

**When:** 6-7 PM, Wednesday, October 26

**Where:** Ruth Holley Library, 685 North Murray Blvd., Colorado Springs, CO, 80915. Or register online at <https://bit.ly/RegisterCOSActionPlan23-Oct26> and join online at <https://bit.ly/JoinCOSActionPlan23-Oct26>.

Join by phone by calling: (719) 359-4580. Meeting ID: 869 0942 9783 Passcode: 595116

## Second Meeting Information

**When:** 10-11 a.m., Wednesday, October 27

**Where:** City Administration Building Rm. 102, 30 S. Nevada Ave., Colorado Springs, CO, 80903. Or register online at <https://bit.ly/RegisterCOSActionPlan23-Oct27> and join online at <https://bit.ly/JoinCOSActionPlan23-Oct27>.

Join by phone by calling: (719) 359-4580. Meeting ID: 829 7940 6041 Passcode: 911804

*In accordance with the Americans with Disabilities Act (ADA) of 1990, the City of Colorado Springs will not discriminate against qualified individuals with disabilities. Should you require an auxiliary aid and/or service to participate in an upcoming meeting, please submit your request as soon as possible but no later than 48 hours before the scheduled monthly meeting. Citizens may submit requests for accommodations by emailing [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) or calling (719) 385-5912. Dial 711 or 800-659-3656 for Relay Colorado.*

###






[ColoradoSprings.gov](#) > News

> City invites residents to provide input on use of U.S. Housing and Urban Development grant funding

## City invites residents to provide input on use of U.S. Housing and Urban Development grant funding

Mon, 10/24/2022 - 2:56pm

Share this page:   

The City of Colorado Springs invites residents, advocates and stakeholders to participate in free public meetings Oct. 26 and 27 to share their experiences and views on affordable housing, infrastructure and services for low- and moderate-income community members. Public input will be used to inform the City's 2023 Annual Action Plan for the use of federal block grant funds from the U.S. Department of Housing and Urban Development (HUD).

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More information is available at [coloradosprings.gov/project/community-development-2023-annual-action-plan](https://coloradosprings.gov/project/community-development-2023-annual-action-plan).

### First Meeting Information

When: 6-7 PM, Wednesday, October 26

Where: Ruth Holley Library, 685 North Murray Blvd., Colorado Springs, CO, 80915. Or register online at <https://bit.ly/RegisterCOSActionPlan23-Oct26> and join online at <https://bit.ly/JoinCOSActionPlan23-Oct26>.

Join by phone by calling: (719) 359-4580. Meeting ID: 869 0942 9783 Passcode: 595116

### Second Meeting Information

When: 10-11 a.m., Thursday, October 27

Where: City Administration Building Rm. 102, 30 S. Nevada Ave., Colorado Springs, CO, 80903. Or register online at <https://bit.ly/RegisterCOSActionPlan23-Oct27> and join online at

<https://bit.ly/JoinCOActionPlan23-Oct27>

Join by phone by calling: (719) 359-4580. Meeting ID: 829 7940 6041 Passcode: 911804

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## Event dates

Date/Time	Location
Wednesday, October 26, 2022 - 6:00pm to 7:00pm	Ruth Holley Library ( <a href="#">map</a> ) 685 North Murray Blvd. Colorado Springs, CO 80915
Date/Time	Location
Thursday, October 27, 2022 - 10:00am to 11:00am	City Administration Building Suite 102 ( <a href="#">map</a> ) 30 South Nevada Avenue, Suite 102 Colorado Springs, CO 80903

## Subscribe to City News

Get a weekly update of news, events and upcoming public meetings from the City of Colorado Springs.

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**This Week! Listening Sessions for Funding Plan**  , more

COS Community Development <barb.vanhoy@coloradosprings.gov>

Tue 10/25/2022 1:00 PM

To: Van Hoy, Barb F <Barb.VanHoy@coloradosprings.gov>



## Community Development Division News

October 25, 2022

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### New and Timely

- [Listening Sessions for HUD Action Plan | Oct. 26 & 27](#)
- [Audiencias de Beneficiarios para el Plan de Acción de 2023 | 26 y 27 de octubre](#)
- [Legal Resource Day | Oct. 28](#)
- [Pikes Peak Continuum of Care Fall 2022 Membership Meeting | Oct. 28](#)
- [Save the Date - Renter Rights 101 | Nov. 16](#)

### ICYMI - In Case You Missed It:

- [New Emergency Rental Assistance Program Open](#)
- [Colorado Emergency Mortgage Assistance Program](#)
- [Emergency Housing Resources](#)

**Subscribe & Read Past Editions****Public Listening Sessions for the 2023 HUD Annual Action****Plan ([Vea este mensaje en español más abajo](#))**

Wednesday October 26, 2022, 6-7:00 PM

Thursday October 27, 2022, 10-11:00 AM



The Community Development Division invites residents, advocates and stakeholders to share their experiences and views on issues affecting low- and moderate-income community members. Your feedback will help shape the City's 2023 Annual Action Plan for the use of federal block grant funds from the U.S. Department of Housing and Urban Development (HUD).

Meeting will include discussion of the unprecedented state and federal funding available for affordable housing and addressing homelessness.

**2023 Annual Action Plan Public Listening Sessions**

In Person and Online

**Wednesday October 26, 2022, 6-7:00 PM**

Ruth Holley Library

685 North Murray Blvd.

Colorado Springs, CO 80915

Register online at <https://bit.ly/RegisterCOSActionPlan23-Oct26>

Join online at <https://bit.ly/JoinCOSActionPlan23-Oct26>

Enter URL in web browser

Join by phone by calling: (719) 359-4580

Meeting ID: 869 0942 9783 Passcode: 595116

**Thursday October 27, 2022, 10-11:00 AM**

City Administration Building Rm. 102

30 S. Nevada Ave.,

Colorado Springs, CO 80903

Register online at <https://bit.ly/RegisterCOSActionPlan23-Oct27>

Join online at <https://bit.ly/JoinCOSActionPlan23-Oct27>

Enter URL in web browser

Join by phone by calling: (719) 359-4580,

Meeting ID: 829 7940 6041 Passcode: 911804

**There are several options to participate:**

1. **Attend in person or online.** Residents can attend one or both meetings, in person or online.
2. **Submit questions or comments** before the meetings on the registration form.
3. **Dial in.** Each meeting has a dial-in option for those who want to listen by phone.
4. **Watch recordings** when it's convenient for you. Each meeting will be recorded and available on our website for viewing online. Get notified by subscribing to our newsletter or by registering (links above).
5. **Call or email us anytime!** Call (719) 385-5859 or email [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov).

Attendance is free and language interpreters will be provided by request at no cost to the requestor. To request an interpreter for the meeting, please call (719) 385-5859 or email [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) at least 48 hours before the start time.

In accordance with the Americans with Disabilities Act of 1990 ("ADA"), the City of Colorado Springs will not discriminate against qualified individuals with disabilities. Anyone requiring an auxiliary aid or service to participate in this hearing should make the request as soon as possible but no later than 48 hours before the scheduled event. Citizens who are deaf or hard of hearing may dial 711 or Relay Colorado at 800-659-3656 (voice) or 800-659-2656 (TTY).

Please contact (719) 385-5912 or [CommunityDevelopment@coloradosprings.gov](mailto:CommunityDevelopment@coloradosprings.gov) or visit [www.coloradosprings.gov/community-development](http://www.coloradosprings.gov/community-development) for more information.

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**¡A charlar!**



**Audiencias de Beneficiarios para el Plan de Acción de 2023  
26 y 27 de octubre, 2022**

La División de Desarrollo Comunitario de Colorado Springs invita a todos residentes y promotores comunitarios a compartir sus experiencias y opiniones sobre temas que les afectan a todos residentes de bajo ingreso. Sus aportaciones nos ayudarán crear el plan anual para fondos federales por el Departamento de Vivienda y Desarrollo Urbano. Todos son bienvenidos.

**Audiencias Virtuales de Beneficiarios para el Plan de Acción de  
2022**



**Miércoles, 26 de octubre, 6-7 p.m.**

Ruth Holley Library  
685 North Murray Blvd.  
Colorado Springs, CO 80915

Haga clic para registrarse: <https://bit.ly/RegisterCOSActionPlan23-Oct26>

Haga clic para reunirse: <https://bit.ly/JoinCOSActionPlan23-Oct26>

Reunirse por teléfono: (719) 359-4580

Audiencia ID: 869 0942 9783 | Contraseña: 595116

**Jueves, 27 de octubre, 10-11 p.m.**

City Administration Building  
Sala 102  
30 S. Nevada Ave.  
Colorado Springs, CO 80903

Haga clic para registrarse: <https://bit.ly/RegisterCOSActionPlan23-Oct27>

Haga clic para reunirse: <https://bit.ly/JoinCOSActionPlan23-Oct27>

Reunirse por teléfono: (719) 359-4580

Audiencia ID: 829 7940 6041 | Contraseña: 911804

Hay varias maneras a participar:

1. Asiste en persona o en línea.
2. Escuche por teléfono. No se necesita el internet a reunirse. Cada reunión tiene número para aquellos que quieren reunirse por teléfono.
3. Vea las presentaciones grabadas. Cada reunión se grabará y estará disponible en nuestra página poco después.
4. ¡Cuéntanos! Envíanos un email a [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) o llámanos a (719) 385-6876 con comentarios cuando quiera.

Es gratis asistir. Se puede pedir que haya intérpretes sin costo a quien lo pide. Para pedir interpretación, llame (719) 385-5859 o envíe mensaje al [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) no más tarde que 48 horas antes del evento.

De conformidad con la Ley sobre Estadounidenses con Discapacidades (ADA), la Ciudad de Colorado Springs no discrimina contra personas con discapacidades. Cualquier persona que requiera una ayuda o servicio auxiliar para participar en esta audiencia debe hacer la petición tan pronto como sea posible, pero no más tarde de 48 horas antes del evento programado. Los ciudadanos que son sordos o con problemas de audición pueden llamar al 711 o 800-659-3656 Relay Colorado (voz) o al 800-659-2656 (TTY).

Contáctenos a (719) 385-5912 o al [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) o visítenos al [www.coloradosprings.gov/community-development](http://www.coloradosprings.gov/community-development) para más información.

Haga clic para reunirse para más información sobre las audiencias y el proceso del plan de acción de 2023

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## Legal Resource Day

October 28, 1-2 PM

The 4th Judicial District, Colorado Legal Services, The Access to Justice Committee of the 4th Judicial District and The Justice Center are proud to announce the 4th annual Legal Resource Day in the Pikes Peak region. This year's event will be held online.

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which cover topics including evictions, small claims, protection orders, and more; (2) Call-a-Lawyer, where attendees can call in for a free 15-minute phone call of advice from a local attorney from 9am to 2pm; and (3) Helpful Links & Resources, where attendees can find services in the community that best fit their needs.

To pre-register for Legal Resource Day Please visit [www.justicecentercos.org/registration](http://www.justicecentercos.org/registration). Pre-registration is recommended but not required. For more information on this event, you can email the 4th Judicial District Self-Help Center at [04selfhelp@judicial.state.co.us](mailto:04selfhelp@judicial.state.co.us). To attend the virtual event, go to [www.justicecenter.org/lrd](http://www.justicecenter.org/lrd).

You can access and distribute the flyer [here](#). A Spanish version is also available [here](#).

*The Community Development Division is sharing this opportunity as part of its mission to serve low- and moderate-income residents.*

---

## **Pikes Peak Continuum of Care Fall 2022 Membership Meeting**

October 28, 1-2 PM



A PROGRAM OF **chp**

You are invited to the Pikes Peak Continuum of Care Fall 2022 Membership Meeting. Please share [this save the date flyer](#).

Meeting details and agenda to follow:

- **What?** Pikes Peak Continuum of Care Fall 2022 Membership Meeting
- **When?** Friday, October 28th from 1:00 – 2:00pm
- **Where?** In-person and virtually (hybrid)
- **Who?** Anyone committed to ending homelessness in El Paso County, Colorado

In-person

Penrose Library, Downstairs - Columbine Room  
20 N. Cascade Ave, Colorado Springs, CO 80903

Virtually on GoToMeeting

<https://meet.goto.com/725676717>

You can also dial in using your phone: +1 (872) 240-3311

Access Code: 725-676-717

Questions? Please contact Evan Caster, [evan.caster@ppchp.org](mailto:evan.caster@ppchp.org)

*The Community Development Division is sharing this opportunity as part of its goal to make homelessness brief, rare and non-recurring in Colorado Springs and to collaborate with the Continuum of Care.*

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Nov. 16, 2022 ~ 6-8 p.m.



Join Colorado Springs community partners for a free workshop series to learn about rights and responsibilities of renters and landlords in

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Nov. 16, 2022 | 6-8 PM

Ruth Holley Library - 685 N. Murray Blvd. 80915

Link to join virtually coming soon.

All programs include brief resource presentations by The Justice Center, Pikes Peak Library District, Colorado Housing Connects, and the City's Community Development Division.

Find more information on the City's website here:

[coloradosprings.gov/renters101](https://coloradosprings.gov/renters101)

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### ICYMI - Ongoing Opportunities

---

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Read more and learn how to apply on the City's website

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## Apply for Rental Assistance Here

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2. Provide income documentation and have household incomes equal to or less than 100% of the Area Median Income for their county,
3. Currently own and occupy a primary residence in Colorado, and
4. Their original loan was not a Jumbo loan at the time of purchase or most recent refinance.

For more information and to apply, visit:

[Emergency Mortgage Assistance Program](#)

[Apply for Mortgage Assistance Here](#)

---

### Emergency Housing Resources



Find local emergency housing resources on [Community Development's Emergency Housing Resources](#) page and by calling [2-1-1](#). Are you a housing provider and would like to add, delete or edit your information on this page?

Reply to this email to let us know.

**Mail your comments!**

**Envía tus comentarios por correo!**

City of Colorado Springs  
 Community Development Division  
 30 S. Nevada, Suite 701  
 Colorado Springs, CO, 80903

[coloradosprings.gov/community-development](https://coloradosprings.gov/community-development)

**Call us with your comments!**

**Llámanos con tus comentarios!**

(719) 385-5912

**For deaf and hard of hearing:**

**Personas sordas y con dificultades auditivas:**

800-659-3656 Relay Colorado  
 (voice) or  
 800-659-2656 (TTY).



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Meeting ID	Topic	Start Time	End Time	User Email	Duration (Minutes)	Participants
86909429783	2023 HUD Annual Action Plan Public Meeting - City of Colorado Springs	10/26/2022 17:36	10/26/2022 18:33		58	6
Name (Original Name)	User Email	Join Time	Leave Time	Duration (Minutes)	Guest	Recording Consent
Community Development Division		10/26/2022 17:36	10/26/2022 18:33	58	No	Yes
Holly Robertson		10/26/2022 17:36	10/26/2022 18:30	55	No	Yes
Unregistered Participant - holly's phone		10/26/2022 17:40	10/26/2022 18:29	50	Yes	Yes
Unregistered Participant		10/26/2022 17:41	10/26/2022 17:42	1	Yes	Yes
Steve Posey		10/26/2022 17:59	10/26/2022 18:29	31	Yes	Yes
Unregistered Participant		10/26/2022 18:00	10/26/2022 18:29	29	Yes	Yes



# 2023 Annual Action Plan

## Listening Sessions Fall 2022

Meet your  
Community  
Development  
Division  
presenters +  
facilitators



**Barb Van Hoy, Policy Analyst**



**Catherine Duarte, HUD Programs Manager**



**Keith Willschau, Project Manager**



**Holly Robertson, Business Project Manager**

## Today's goals

- Annual Action Plan – How does the City invest HUD grant dollars?
- What other tools, resources, and partnerships? Unprecedented funding available.
- **What are you and your community/organization experiencing? How can this plan address that?**
- How can you follow the progress of the 2022 Annual Action Plan?

# Preparing for the 2023 program year





2023

# Expected Resources

What grant funds are available? | Where does the money go?

# Expected 2023 Budget

Dependent on Congress, HUD, and other factors

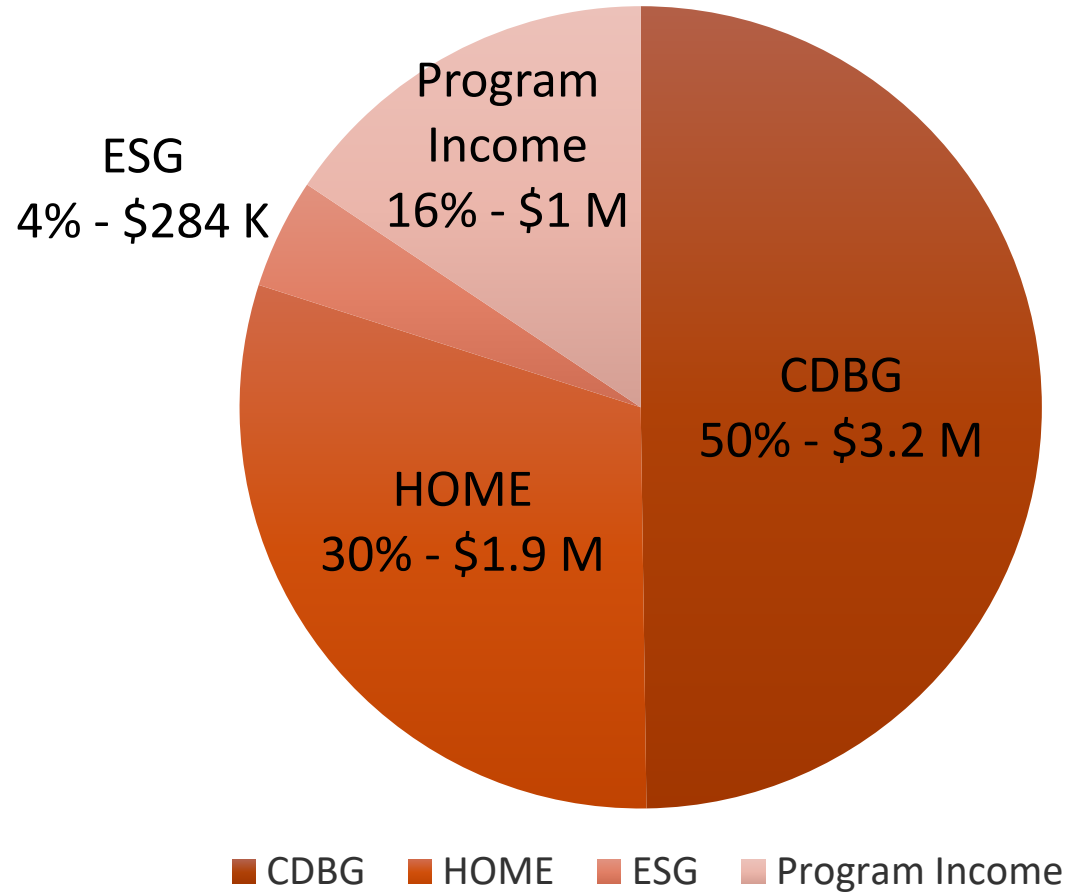
**CDBG** – Community Development Block Grant

**HOME** – HOME Investment Partnerships Program

**ESG** – Emergency Solutions Grant

**Program Income** – Payments on past housing loans

## Expected HUD Funding for 2023 \$6.4 M



# Annual Formula Grants

From U.S. Dept. of  
Housing and Urban  
Development (HUD)

## **Community Development Block Grant (CDBG)**

Decent housing, quality neighborhoods, and economic opportunities

## **HOME Investment Partnerships Program (HOME)**

Housing development, acquisition and rehabilitation, and tenant based rental assistance

## **Emergency Solutions Grant (ESG)**

Homeless services and prevention

**MUST BENEFIT LOW-INCOME POPULATIONS**



# Eligible Uses

Must benefit low- and moderate-income populations

Community Development Block Grant (CDBG)	HOME Investment Partnerships (HOME)	Emergency Solutions Grant (ESG)
<ul style="list-style-type: none"> <li>• Real property acquisition, clearance and sale</li> <li>• Public Facilities and Improvements</li> <li>• Public Services (such as child care, health care, job training, counseling, recreation, senior services, food and housing assistance)</li> <li>• Housing construction &amp; rehabilitation</li> <li>• Microenterprise assistance</li> <li>• Code enforcement</li> <li>• Planning</li> </ul>	<ul style="list-style-type: none"> <li>• Rental housing development</li> <li>• Owner-occupied housing rehabilitation</li> <li>• Homebuyer assistance</li> <li>• Tenant Based Rental Assistance (TBRA)</li> </ul>	<ul style="list-style-type: none"> <li>• Street outreach</li> <li>• Emergency shelter</li> <li>• Homelessness prevention</li> <li>• Rapid re-housing assistance</li> <li>• Data collection (HMIS)</li> </ul>

<sup>[i]</sup> <https://www.hudexchange.info/sites/onecpd/assets/File/CDBG-National-Objectives-Eligible-Activities-Chapter-2.pdf>

<sup>[ii]</sup> <https://sgp.fas.org/crs/misc/R40118.pdf>

<sup>[iii]</sup> <https://www.hudexchange.info/programs/esg/esg-requirements/>

\$96,100

2022 Colorado Springs MSA Area Median Income (AMI)  
*4-person household*

≤30% AMI

\$19,400 for 1-person HH  
\$27,750 for 4-person HH

≤50% AMI

\$32,250 for 1-person HH  
\$46,050 for 4-person HH

≤80% AMI

\$51,600 for 1-person HH  
\$73,700 for 4-person HH

What do we mean by LMI,  
Low- and Moderate-Income?

# Priority Needs

5-Year  
Consolidated Plan  
2020-2024

**Affordable Housing**

**Nonprofit Assistance (Public Services)**

**Neighborhood Infrastructure (Public Facilities)**

**Neighborhood Small Business Support**

**Homelessness Housing and Support Services**

# How does the City distribute funds?

## Methods

- Competitive Grants
- Direct Awards
- Technical Assistance

## Eligibility

- Nonprofits
- Public Agencies
- Faith-based Organizations
- Housing Developers
- No grants to individuals

## Nonprofit Support

- Competitive application every year
- Questions? Email Naomi Clark  
[naomi.clark@coloradosprings.gov](mailto:naomi.clark@coloradosprings.gov)

## Facilities

- Competitive application
- Questions? Email Keith Willschau  
[keith.willschau@coloradosprings.gov](mailto:keith.willschau@coloradosprings.gov)

## Small Business Assistance

- Questions? Email Paul Morrow  
[paul.morrow@coloradosprings.gov](mailto:paul.morrow@coloradosprings.gov)

## New Construction

- Questions? Email Katie Sunderlin  
[katie.Sunderlin@coloradosprings.gov](mailto:katie.Sunderlin@coloradosprings.gov)



# 2021 Accomplishments

Impacts of our funding



New Senior Tenant Based Rental Assistance Program



Supported Silver Key's Low Income Housing Tax Credit development



Upgraded Housing Authority apartments serving seniors

Activities  
Supporting  
Seniors

# 2021-22 Impact

17,062

## Low- & Moderate-Income Residents Served

Housing Stability • Mental Health Services •  
Childcare • Youth and Senior Services •  
Classroom Supports • Rental Assistance •  
Groceries and Meal Service • Legal  
Representation • Employment Training

8,311

## People Experiencing a Housing Crisis or Homelessness Received Help

Street outreach • Rapid Rehousing •  
Relocation/stabilization • Emergency Shelter

7,555

## Residents Gained Access

Renovated Bus Stops  
Peak Vista Community Health Clinic

# Affordable and Workforce Housing Impact

94

Affordable Homes Leased Up in PY 2021

1,103

Units Under Construction

8

Families Received Homeownership Assistance in PY 2021

117

Affordable Homes Preserved (CSHA, BRI)

1,900

Families Stabilized with Emergency Rental Assistance 2021

408

Planned Units Awarded Tax Credits

275

Pre-Development, Applying for Tax Credits



# Other public financing tools and housing resources

Private Activity Bonds

Low Income Housing Tax Credits (LIHTC)

Development incentives

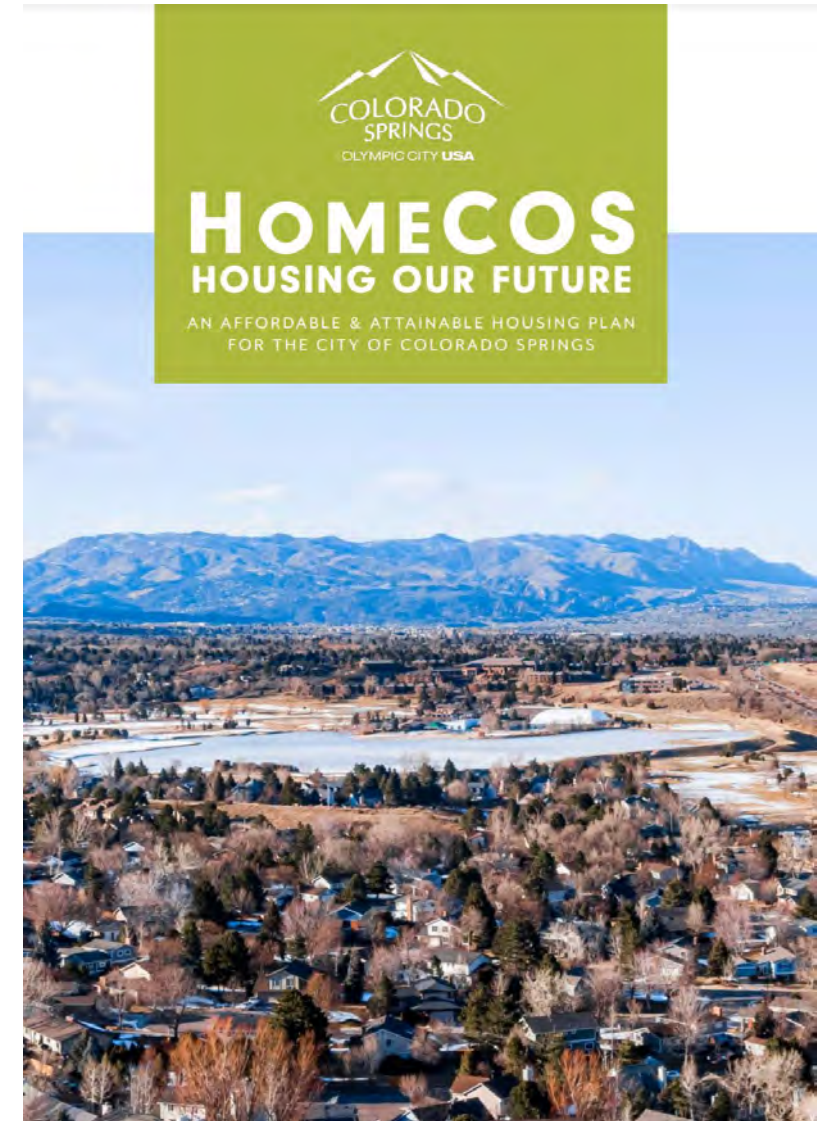
Emergency Rental Assistance Program (ERAP) funds

El Paso County Housing Trust Fund

Affordable Housing Development Fee Rebate Program

Affordable Housing Sales Tax Rebate \*new\*

Urban Renewal Authority



For more info on Community Development's housing strategy, visit [www.coloradosprings.gov/homecos](http://www.coloradosprings.gov/homecos)

# Additional funding sources

HOME-ARP: American Rescue Plan allocation to HOME jurisdictions

HB22-1304/HB22-1377: New state funding available on competitive basis

## Colorado Springs HOME-ARP Budget

	Funding Amount	Grant Percentage
Supportive Services	\$287,099	5%
Acquisition and Development of Non-Congregate Shelter	\$1,148,396	20%
Tenant Based Rental Assistance (TBRA)	\$287,099	5%
Development of Affordable Rental Housing	\$2,870,989	50%
Nonprofit Operating	\$0	0%
Nonprofit Capacity Building	\$287,099	5%
Administration and Planning	\$861,296	15%
<b>Total HOME-ARP Allocation</b>	<b>\$5,741,978</b>	<b>100%</b>

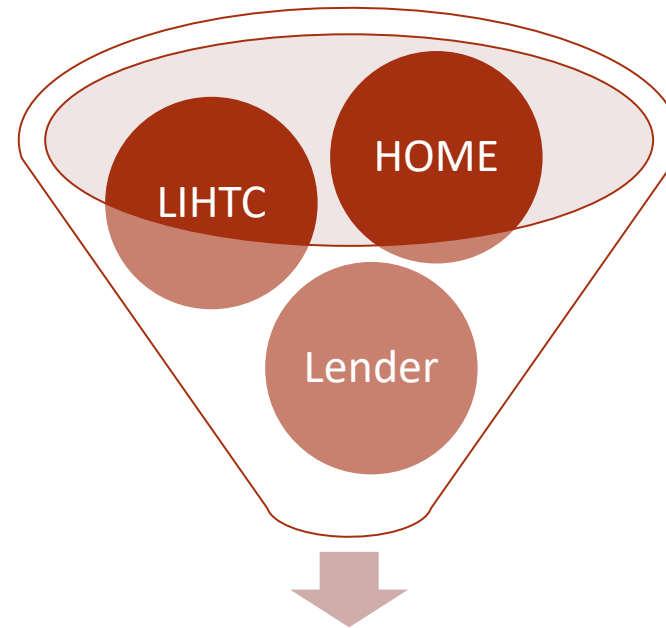
## Transformational Affordable Housing, Homeownership, and Workforce Housing Grant (HB22-1304)

## Transformational Homelessness Response Grant (HB22-1377)

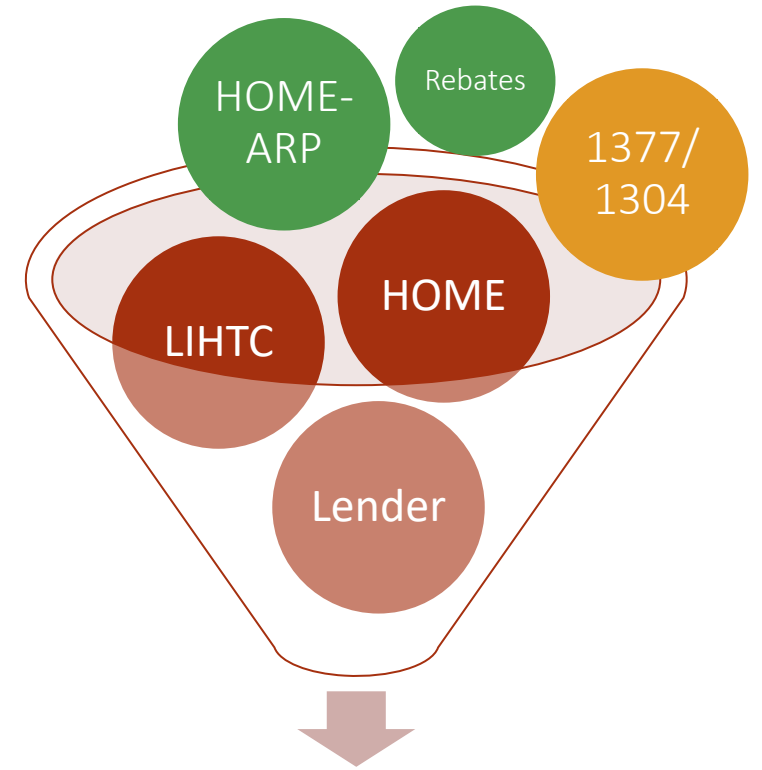
- \$69M available to urban counties
- \$250,000 minimum award
- Multiple applications allowed

	HOME-ARP	Transformational Homelessness Response	Transformational AH, Homeownership, and Workforce Housing
Available?	Yes	TBD - Competitive	TBD - Competitive
Services	✓	✓	
Recovery care		✓	
Data + coordination		✓	
Homeownership + homebuyer			✓
Construction	✓	✓	✓
Acquisition	✓		✓
Energy improvements			✓
Rental assistance	✓	✓	
Infrastructure + gap financing			✓
Shelter	✓	✓	
Other supportive housing types	✓	✓	
Preservation/Rehab			✓ Appendix p. 72

2023:  
Unprecedented  
Ability to  
Leverage Public  
Investment



Traditional multi-family  
housing project



Potential multi-family  
housing project

# 2023 Goals

1. Support competitive applications for Transformational Affordable Housing and Homelessness Response funds
2. Address gaps in homeless service provider network
3. Continue implementing strategies in HomeCOS
4. Meet or exceed the Mayor's goal of creating 1,500 affordable housing units, and our House America pledge of 150 units.
5. Support City's neighborhood planning program
6. **[YOUR INPUT HERE]**

Let's hear  
from you!

What new projects have you heard being considered that might be eligible for funding?

What concerns do you have about the different funding requirements?

Other thoughts, comments, questions, concerns?

Do you see other urgent issues our community faces that aren't addressed here?

What resource gaps do you see?

- Services provided?
- Services being funded?

to meet urgent community needs?

# Preparing for the 2023 program year



# Thank you!

Stay in touch and sign up for updates at:

[www.coloradosprings.gov/communitydevelopment](http://www.coloradosprings.gov/communitydevelopment)

Have more to say on this topic and these questions?

[Barb.vanhoy@coloradosprings.gov](mailto:Barb.vanhoy@coloradosprings.gov)

719.385.5859



Email Newsletter Sign Up



Email Campaign Report

Title: 11.10.22 | Renter Rights 101, Video Posted, Interview with Homelessness Response Coord.  
 Subject Line: Renter Rights 101 (+ en espa±ol), Video Posted, Interview with Homelessness Response Coordinator  
 Delivery Date/Time: Thu, Nov 10, 2022 11:00 am

Overall Stats

Total Recipients:		487
Successful Deliveries:		477
Bounces:	10 (2.1%)	
Times Forwarded:		0
Forwarded Opens:		0
Recipients Who Opened:	139 (29.1%)	
Total Opens:		283
Last Open Date:	1/15/23 7:26PM	
Recipients Who Clicked:	23 (4.8%)	
Total Clicks:		61
Last Click Date:	11/18/22 4:14PM	
Total Unsubs:		1
Total Abuse Complaints:		0
Times Liked on Facebook:		0

Clicks by URL

URL	Total Clicks	Unique Clicks
<a href="https://krdo.com/news/top-stories/2022/10/26/colora">https://krdo.com/news/top-stories/2022/10/26/colora</a>	10	5
<a href="https://coloradosprings.gov/project/community-develc">https://coloradosprings.gov/project/community-develc</a>	7	3
<a href="https://coloradosprings.gov/DigitalEquityGrants">https://coloradosprings.gov/DigitalEquityGrants</a>	6	3
<a href="https://coloradosprings.gov/communitydevelopment/p">https://coloradosprings.gov/communitydevelopment/p</a>	6	3
<a href="https://coloradosprings.gov/erap">https://coloradosprings.gov/erap</a>	5	2
<a href="https://coloradosprings.gov/community-development">https://coloradosprings.gov/community-development</a>	5	5
<a href="https://portal.neighborlysoftware.com/ERAP-colorados">https://portal.neighborlysoftware.com/ERAP-colorados</a>	4	4
<a href="https://coloradosprings.gov/communitydevelopment">https://coloradosprings.gov/communitydevelopment</a>	3	3
<a href="https://youtu.be/KmzLDuYYvNY">https://youtu.be/KmzLDuYYvNY</a>	3	1
<a href="https://www.koaa.com/news/covering-colorado/one-o">https://www.koaa.com/news/covering-colorado/one-o</a>	3	1
<a href="https://bit.ly/RenterRights-Nov16-2022-Reg">https://bit.ly/RenterRights-Nov16-2022-Reg</a>	2	2
<a href="https://coloradosprings.gov/sites/default/files/flier_en">https://coloradosprings.gov/sites/default/files/flier_en</a>	2	2
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<a href="https://cdola.colorado.gov/emergency-mortgage-assist">https://cdola.colorado.gov/emergency-mortgage-assist</a>	1	1
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<a href="https://coloradosprings.us10.list-manage.com/unsubsc">https://coloradosprings.us10.list-manage.com/unsubsc</a>	0	0

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## Community Development Division News

November 10, 2022

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### New and Timely

- [Renter Rights 101 | Nov. 16](#)
- [Derechos de Vivienda 101 | Nov. 16](#)
- [Public Hearing Video Posted and In the News: Colorado Springs looking for input on how to use HUD grant funding](#)
- [CDD In the News: One on One with Crystal Karr](#)
- [Coalition for Homelessness Advocates & Providers Meeting | Nov. 10](#)
- [Permanent Supportive Housing \(PSH\) Toolkit | Nov. 15&16](#)
- [Digital Equity Grants, Q&A | Nov. 14](#)

### ICYMI - In Case You Missed It:

- [New Emergency Rental Assistance Program Open](#)
- [Colorado Emergency Mortgage Assistance Program](#)
- [Emergency Housing Resources](#)

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## Renter Rights 101 - Free Class

[\(Vea este mensaje en español más abajo\)](#)

Nov. 16, 2022 ~ 6-8 p.m.



Join Colorado Springs community partners for a free workshop series to learn about rights and responsibilities of renters and landlords in Colorado Springs. In this workshop [Colorado Legal Services](#) attorney Clinton Albert will help participants learn about a wide variety of topics such as lease basics, reasonable accommodations and modifications, deposits, repairs, eviction. All programs include brief resource presentations by [The Justice Center](#), [Pikes Peak Library District](#), [Colorado Housing Connects](#), and the City's [Community Development Division](#). Bring your questions - Q & A included!

Nov. 16, 2022 | 6-8 PM

Ruth Holley Library - 685 N. Murray Blvd. 80915

Or Attend Online

Optional registration and join link available online here: <https://bit.ly/RenterRights-Nov16-2022-Reg>

To download a PDF of the flier:

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Please share [on Facebook, here](#).

## **DERECHOS DE VIVIENDA 101**

miércoles 16 de noviembre, 2022

6:00-8:00 PM

Ruth Holley Library Community Room

685 N. Murray Blvd.

Colorado Springs CO 80915

O puede asistir en línea en:

[bit.ly/RegisterRenterRights-Nov16-2022-Reg](https://bit.ly/RegisterRenterRights-Nov16-2022-Reg)

Por favor de unirse con los socios comunitarios de Colorado Springs para un taller gratis para aprender sobre los derechos y responsabilidades de inquilinos y propietarios en Colorado Springs.

En este taller abogado Clinton Albert de Colorado Legal Services ayudara participantes aprender sobre una amplia variedad de temas, como conceptos básicos de arrendamiento, adaptaciones y modificaciones razonables, depósitos, reparaciones, desalojo. Todos los programas incluyen presentaciones de recursos por The Justice Center, Pikes Peak Library District, Colorado Housing Connects, y la división de Desarrollo Comunitario. ¡Por favor traiga sus preguntas!

Si necesita ayuda auxiliar o servicio de intérprete por favor de comunicarse con el desarrollo comunitario no más tarde que 48 horas antes del evento a (719) 385-5912 o [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov).

We will gladly provide an auxiliary aid or interpreter service for this event. Please make the request as soon as possible but no later than 48 hours before the event. Contact Community Development at (719) 385-5912 or [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) for more

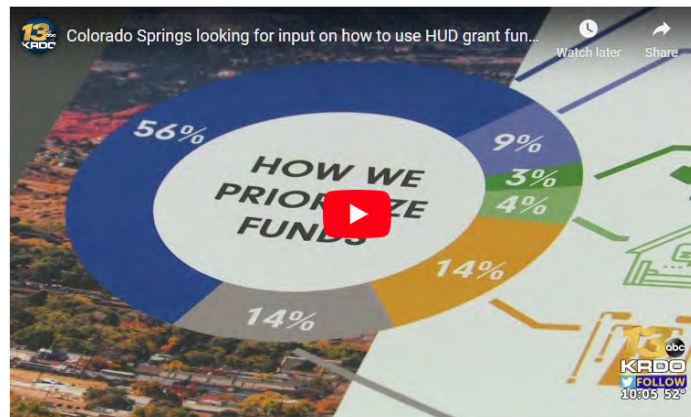
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Learn more about upcoming events  
at [coloradosprings.gov/renters101](https://coloradosprings.gov/renters101).

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## Video Posted and In the News: Colorado Springs looking for input on how to use HUD grant funding

See the news story [online at KRDO here](#).



Watch the public hearing online here:  
[youtu.be/KmzLDuYYvNY](https://youtu.be/KmzLDuYYvNY)

Send us your comments, follow the process and learn more on the  
City's website here: [coloradosprings.gov/project/community-development-2023-annual-action-plan](https://coloradosprings.gov/project/community-development-2023-annual-action-plan)

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## CDD In the News: One on One with Crystal Karr

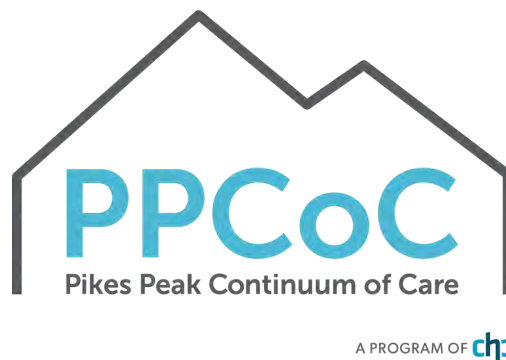
New Colorado Springs Homelessness Prevention and Response  
Coordinator

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Watch the interview with Rob Quirk of KOAA News5 online here:  
[www.koaa.com/news/covering-colorado/one-on-one-with-crystal-karr-new-colorado-springs-homelessness-prevention-and-response-coordinator](http://www.koaa.com/news/covering-colorado/one-on-one-with-crystal-karr-new-colorado-springs-homelessness-prevention-and-response-coordinator)

## Coalition for Homelessness Advocates & Providers Meeting

Nov. 10, 2-3 PM



The next Coalition for Homelessness Advocates & Providers (CHAP) meeting is on Thursday November 10 from 2:00-3:00 PM.

Use the link below to join:

- Welcome, introductions, and general announcements

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Karen Parks D-49

Audrey Ranson &amp; Heidi Solis D-20

Bridget Donovan D-11

- Q&A
- Adjourn

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/TylerGroff/ppcoc-chap-meeting>

You can also dial in using your phone.

United States: [+1 \(669\) 224-3412](tel:+16692243412)

Access Code: 852-308-829

Get the app now and be ready when your first meeting starts:

<https://meet.goto.com/install>

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## Permanent Supportive Housing (PSH) Toolkit

Nov. 15-16, 2022



The Colorado Housing and Finance Authority (CHFA) and the State Division of Housing (DOH) are sponsoring the next Supportive Housing Outreach Session. This is not the Full PSH Toolkit but rather a 1-day high level overview of what it takes to do supportive housing in

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(1-hour long with each group) project concept meeting with representatives from BeauxSimone Consulting and DOH (Nov. 16, 2022).

[More information is online here.](#) To [register online, click here.](#)

If you have any questions, please reach out to Suenary at [suenary@beauxsimone.com](mailto:suenary@beauxsimone.com).

---

## City Launches Digital Equity Grants

Q & A Session Nov. 16, 2022, 10 a.m.  
Due Dec. 14, 2022



The City of Colorado Springs is launching a new program to help bridge the digital divide in the community by helping residents without connected devices or adequate digital skills who have been more negatively impacted by the COVID-19 pandemic and the increased digitization seen in its aftermath.

Local public and private non-profit organizations are encouraged to apply. Q&A Session Nov. 16, 2022 at 10 a.m.. Grants are due Dec. 14, 2022.

Find more information including the link to join the Q&A Session and to download the grant guidelines on the City's website



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## ICYMI - Ongoing Opportunities

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### **New Emergency Rental Assistance Program Open**



The City of Colorado Springs is pleased to partner with Catholic Charities to implement the second round of our Emergency Rental Assistance Program (ERAP) funding. Funded by the American Rescue Plan Act, ERAP is designed to assist low-income renters impacted by the direct and indirect economic effects of the coronavirus pandemic.

Read more and learn how to apply on the City's website here: <https://coloradosprings.gov/erap>

[Apply for Rental Assistance Here](#)

---

### **Colorado Emergency Mortgage Assistance Program**



**COLORADO**  
Department of Local Affairs

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provides financial assistance on behalf of income-eligible homeowners who have experienced a financial hardship associated with the COVID-19 health crisis.

Households are eligible to receive EMAP assistance if they:

1. Attest that they experienced a financial hardship after January 21, 2020 associated with the COVID-19 pandemic,
2. Provide income documentation and have household incomes equal to or less than 100% of the Area Median Income for their county,
3. Currently own and occupy a primary residence in Colorado, and
4. Their original loan was not a Jumbo loan at the time of purchase or most recent refinance.

For more information and to apply, visit:

[Emergency Mortgage Assistance Program](#)

[Apply for Mortgage Assistance Here](#)

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## Emergency Housing Resources



Find local emergency housing resources on [Community Development's Emergency Housing Resources](#) page and by calling [2-1-1](#). Are you a housing provider and would like to add, delete or edit your information on this page?

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Community Development Division  
30 S. Nevada, Suite 701  
Colorado Springs, CO, 80903

[coloradosprings.gov/community-development](https://coloradosprings.gov/community-development)

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# HUD Action Plan Draft Coming Soon, Digital Equity Grants

COS Community Development <barb.vanhoy@coloradosprings.gov>

Wed 12/7/2022 2:26 PM

To: Van Hoy, Barb F <Barb.VanHoy@coloradosprings.gov>



## Community Development Division News

December 7, 2022

### New and Timely

- [Save the Dates: Public Comment Period & Hearing on Draft Action Plan for HUD Funds | Begins Dec. 12, Hearing Jan. 4](#)
- [City Launches Digital Equity Grants | Due Dec. 14](#)
- [Save the Dates: Next CHAP Meeting & the 2023 Point-in-Time Count | Dec. 15 & Jan 23](#)
- [ECOC Scholarships Available Applications Due | Dec.30](#)

### ICYMI - In Case You Missed It:

- [New State Housing Notice of Funding Availability \(NOFA\) Released](#)
- [Colorado Preservation Academy | Apply by Dec. 21](#)
- [New Emergency Rental Assistance Program Open](#)
- [Colorado Emergency Mortgage Assistance Program](#)
- [Emergency Housing Resources](#)

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## Save the Dates: Public Comment on Draft Action Plan for HUD Funds

Public Comment Period Dec. 12, 2022 - Jan. 11, 2023

Public Hearing Jan. 4, 2023



On December 12, 2022 the City of Colorado Springs Community Development Division will begin seeking public comment and feedback on the draft 2023 Annual Action Plan for allocating grant funds from the U.S. Department of Housing and Urban Development (HUD).

The draft 2023 Annual Action Plan will be available for public review and comment from December 12, 2022 to January 11, 2023 on the City's website at <https://coloradosprings.gov/community-development> and at various locations (see link for details)

### Public Hearing Jan. 4, 2023

**In person:** City Administration Building Room 102  
30 S. Nevada Ave., Colorado Springs, CO 80903

**Virtually:** Register or get link and dial-in number to join without registration at [bit.ly/RegisterCOS-draft23AAP](https://bit.ly/RegisterCOS-draft23AAP)

Attendance is free and language interpreters will be provided by request at no cost to the requestor. To request an interpreter for the meeting, please call (719) 385-5859 or email [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) at least 48 hours before the start time. For more information, visit our webpage at [coloradosprings.gov/community-development](https://coloradosprings.gov/community-development).

---

## City Launches Digital Equity Grants

Applications Due Dec. 14, 2022



The City of Colorado Springs is launching a new program to help bridge the digital divide in the community by helping residents without connected devices or adequate digital skills who have been more negatively impacted by the COVID-19 pandemic and the increased digitization seen in its aftermath.

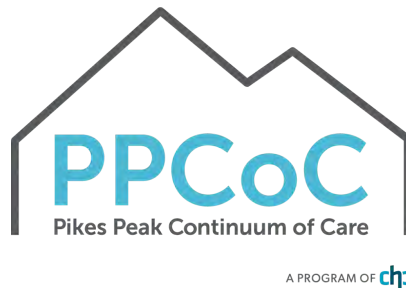
Local public and private non-profit organizations are encouraged to apply. Q&A Session Nov. 16, 2022 at 10 a.m.. Grants are due Dec. 14, 2022.

Find more information including the link to join the Q&A Session and to

download the grant guidelines on the City's website at  
[coloradosprings.gov/DigitalEquityGrants](https://coloradosprings.gov/DigitalEquityGrants).

---

## Save the Dates: Next CHAP Meeting & the 2023 Point-in-Time Count



Next CHAP Meeting - the Coalition for Homelessness Advocates & Providers - will be on December 15th from 2:00-3:00 PM

The annual Point In Time (PIT) count of unsheltered residents will be on January 23, 2023. More info to come.

The Coalition for Homelessness Advocates & Providers (CHAP) is an open and flexible forum for service providers and citizens working together to identify needs and priorities related to coordination of services for people at risk of or experiencing homelessness in El Paso County.

[Learn more here.](#)

*The Community Development Division is sharing this opportunity as part of its goal to make homelessness brief, rare and non-recurring in Colorado Springs and to collaborate with the Continuum of Care.*

---

## ECOC Scholarships Available



Application deadline is extended to Dec. 30, 2022



Educating Children of Color is offering \$146,000 in scholarships to local students. Eligibility includes high school and college students. Early submissions by Dec. 16 gain a point.

Learn more on the web at [educatingchildrenofcolor.org/scholarships/](https://educatingchildrenofcolor.org/scholarships/)

*The Community Development Division is sharing this opportunity as part of its mission to serve low- and moderate-income residents and affirmatively further fair housing.*

### ICYMI - Ongoing Opportunities

## New State Housing Notice of Funding Availability (NOFA)

### Released



The Colorado Division of Housing (DOH) released several funding opportunities as of November 22, 2022. In addition to the new Voucher Administrators opportunity, DOH has the following funding applications available [on DOH's website here.](#)

Specifically, DOH has created two separate but related programs, both

of which were created by Colorado House Bill 2022 1304 ([HB22-1304](#)) (\$138,000,000) and Colorado House Bill 2022 1377 ([HB22-1377](#)) (\$105,000,000):

1. [Transformational Affordable Housing, Homeownership, and Workforce Housing Grant Program](#)
2. [Transformational Homelessness Response Grant Program](#)

The aim of these programs is to increase the number of affordable housing units and the availability of housing opportunities across Colorado to ensure everyone has a safe, stable, and affordable place to live and thrive.

In addition, the [2023 Annual Request for Applications for the Creation of Supportive Housing](#) (PSH RFA) is also being released. Any Supportive Housing project looking to DOH for vouchers, services, or development funds, should review both Transformational Grant Program NOFAs and the PSH RFA.

**Are you a nonprofit or affordable housing developer interested in collaborating on an eligible project with these funds?** Email the City of Colorado Springs Community Development Division at [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) for more information.

---

## Enterprise Colorado Preservation Academy



March 2023

[Applications Due Dec. 21, 2022](#)

Enterprise Community Partners has announced the launch of [Preservation Next](#): a developer capacity building initiative to prevent resident displacement and advance the preservation of unsubsidized, affordable homes.

A key component of Preservation Next will be the launch of the Preservation Next Academy in Colorado in March 2023. The Preservation Academy is a series of publicly available, no-cost, virtual training sessions designed to assist affordable housing developers and housing providers with guidance and best practices to acquire, rehabilitate, and preserve the affordability of homes located in small to medium multifamily properties and prevent displacement of residents.

Applications open Nov. 17 and close Dec. 21. Learn more about the opportunity and how to [apply here](#).

If you would like more information on this initiative, please [contact Brandyn Walker](#) or [visit their webpage](#).

*The Community Development Division is sharing this opportunity as part of its goal to preserve and increase affordable housing options.*

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## **New Emergency Rental Assistance Program Open**



The City of Colorado Springs is pleased to partner with Catholic Charities to implement the second round of our Emergency Rental Assistance Program (ERAP) funding. Funded by the American Rescue Plan Act, ERAP is designed to assist low-income renters impacted by the direct and indirect economic effects of the coronavirus pandemic.

Read more and learn how to apply on the City's website here: <https://coloradosprings.gov/erap>

Apply for Rental Assistance Here

---

## Colorado Emergency Mortgage Assistance Program



**COLORADO**  
Department of Local Affairs

The [Colorado Emergency Mortgage Assistance Program \(EMAP\)](#) provides financial assistance on behalf of income-eligible homeowners who have experienced a financial hardship associated with the COVID-19 health crisis.

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[Emergency Mortgage Assistance Program](#)

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Email Campaign Report

Title: 12.7.22 | AAP Public Comment, Digital Equity Grants, PIT, Preservation Academy,  
 Subject Line: HUD Action Plan Draft Coming Soon, Digital Equity Grants  
 Delivery Date/Time: Wed, Dec 7, 2022 2:25 pm

Overall Stats

Total Recipients:	502
Successful Deliveries:	496
Bounces:	6 (1.2%)
Times Forwarded:	0
Forwarded Opens:	0
Recipients Who Opened:	164 (33.1%)
Total Opens:	371
Last Open Date:	1/13/23 10:49AM
Recipients Who Clicked:	24 (4.8%)
Total Clicks:	75
Last Click Date:	1/1/23 3:23PM
Total Unsubs:	0
Total Abuse Complaints:	0
Times Liked on Facebook:	0

Clicks by URL

URL	Total Clicks	Unique Clicks
<a href="https://coloradosprings.gov/DigitalEquityGrants">https://coloradosprings.gov/DigitalEquityGrants</a>	23	7
<a href="https://colorado.us13.list-manage.com/track/click?u=1">https://colorado.us13.list-manage.com/track/click?u=1</a>	12	5
<a href="https://colorado.us13.list-manage.com/track/click?u=1">https://colorado.us13.list-manage.com/track/click?u=1</a>	11	5
<a href="https://portal.neighborlysoftware.com/ERAP-colorados">https://portal.neighborlysoftware.com/ERAP-colorados</a>	4	3
<a href="https://coloradosprings.gov/communitydevelopment">https://coloradosprings.gov/communitydevelopment</a>	4	3
<a href="https://coloradosprings.gov/community-development">https://coloradosprings.gov/community-development</a>	3	2
<a href="https://cdola.colorado.gov/emergency-mortgage-assist">https://cdola.colorado.gov/emergency-mortgage-assist</a>	3	2
<a href="https://www.ppchp.org/homelessness/">https://www.ppchp.org/homelessness/</a>	2	2
<a href="https://educatingchildrenofcolor.org/scholarships/">https://educatingchildrenofcolor.org/scholarships/</a>	2	2
<a href="https://coloradosprings.gov/erap">https://coloradosprings.gov/erap</a>	2	1
<a href="http://bit.ly/COS-CDD-News">http://bit.ly/COS-CDD-News</a>	2	2
<a href="https://bit.ly/RegisterCOS-draft23AAP">https://bit.ly/RegisterCOS-draft23AAP</a>	2	1
<a href="https://cdola.colorado.gov/open-request-applications-r">https://cdola.colorado.gov/open-request-applications-r</a>	2	2
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<a href="https://cdola.colorado.gov/rental-mortgage-assistance">https://cdola.colorado.gov/rental-mortgage-assistance</a>	0	0
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<a href="https://click.info.enterprisecommunity.org/?qs=85f7d5">https://click.info.enterprisecommunity.org/?qs=85f7d5</a>	0	0
<a href="https://www.ppunitedway.org/2-1-1/">https://www.ppunitedway.org/2-1-1/</a>	0	0

## 2023 Action Plan Public Hearing, Fair Housing Training, more

COS Community Development <barb.vanhoy@coloradosprings.gov>

Wed 12/28/2022 10:00 AM

To: Van Hoy, Barb F <Barb.VanHoy@coloradosprings.gov>



## Community Development Division News

December 28, 2022

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### New and Timely

- [Draft 2023 Annual Action Plan \(AAP\) for HUD Funds | Hearing Jan. 4](#)
- [Borrador del plan anual está disponible para revisión del público](#)
- [Job Opportunity: Pikes Peak Housing Network Executive Director](#)
- [Fair Housing 101 Webinar | Jan. 10](#)
- [National Fair Housing Forum: Violence Against Women Act, Part 2: Legal Protections for Survivors | Jan. 18](#)
- [Advancing Equity for People of Color: Local Solutions for Housing Stability | Feb. 8](#)

### ICYMI - In Case You Missed It:

- [Emergency Rental Assistance Application | Open Feb. 1-5](#)
- [Colorado Emergency Mortgage Assistance Program](#)
- [Emergency Housing Resources](#)



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## Draft 2023 Annual Action Plan for HUD Funds Available for Public Comment

Public Comment Period Dec. 12, 2022 - Jan. 11, 2023

Public Hearing Jan. 4, 2023



The City of Colorado Springs Community Development Division is seeking public comment and feedback on the draft 2023 Annual Action Plan for allocating funding from the U.S. Department of Housing and Urban Development (HUD). In October, we held two public meetings to receive input before creating the draft. Let us know if this plan reflects the community's priorities.

Draft plan and event details available [on our website here](#).

There Are Many Ways to Engage:

1. **Learn** - read the draft and infographic, review goals and programs.
2. **Attend** - a public hearing, watch previous videos.
3. **Voice** - share your ideas, feedback, opinions by email, virtually in person, by phone or send us a letter mail.

Contact info and details below and on the [2023 Annual Action Plan project web page](#).

### 2023 Annual Action Plan Project Page

We want to hear from you!

The draft 2023 Annual Action Plan sets priorities and direction for allocating approximately \$6.4 million in City-directed federal funding to assist families and help low-income neighborhoods. Funding supports affordable housing, homelessness prevention, economic development, nonprofit assistance and neighborhood improvements for low-income populations. Funding programs include the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG).

The draft plan will be available for public review and comment through Jan. 11, 2023. The City of Colorado Springs Community Development Division (CDD) will conduct a public hearing on January 4th to present the draft 2023 Annual Action Plan and to receive comment and feedback from the public. The draft plan is available on the City's website.

The Community Development Division encourages all residents, especially neighborhood leaders, service providers and community advocates, to review and provide input on the draft, and attend the public meeting.

#### **Public Hearing**

Wed., Jan. 4, 6 – 7 p.m.

Attend **in person**, **online** or **by phone**.

Register here to receive slides and video by email: <https://bit.ly/RegisterCOS-draft23AAP>

- 1- In person:** City Administration Building Room 102  
30 S. Nevada Ave., Colorado Springs, CO 80903
- 2- Online:** Enter this URL into a web browser: <https://bit.ly/JoinCOS-ActionPlan23-Jan4>
- 3- By phone:** Call (720) 617-3426 and use Conference ID: 159 937  
175 #

Attendance is free and language interpreters will be provided by request at no cost to the requestor. To request an interpreter for the meeting, please call (719) 385-5859 or email [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) at least 48 hours before the start time. For more information, visit our webpage at [coloradosprings.gov/community-development](https://coloradosprings.gov/community-development).

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## **Borrador del plan anual está disponible para revisión del público**

Período para recibir comentarios: 12 de diciembre – 11 de enero, 2023  
Reunión virtual: 4 de enero, 2023, a las 6 pm



Período para recibir comentarios: 12 de diciembre – 11 de enero, 2023  
Reunión virtual: 4 de enero, 2023, a las 6 p.m.

La División de Desarrollo Comunitario de Colorado Springs busca

aportaciones públicas sobre el borrador del plan anual para fondos federales por el Departamento de Vivienda y Desarrollo Urbano. En octubre llevamos a cabo dos reuniones públicas para recibir aportes antes de crear el borrador. Háganos saber si este plan refleja las prioridades de la comunidad.

Borrador del plan y detalles del evento disponibles en nuestro sitio web aquí.

Hay varias maneras a conectarse:

1. Aprende – Lee el borrador, revisa las metas y programas
2. Asiste – una audiencia pública, ver videos anteriores.
3. Cuéntanos - Comparte tus ideas y opiniones por correo electrónico, por reunión virtual, por teléfono, o por correo.

Más información abajo y en [la página del plan anual](#).

### Plan anual de acción de 2023

¡Queremos saber de ti!

El borrador del plan anual de acción de 2023 establece las prioridades para el uso de los casi \$6 millones de subsidios federales en las áreas de la vivienda asequible; la prevención de la carencia de hogar; el desarrollo económico; el apoyo de nuestras organizaciones sin fines de lucro; y las mejoras de vecindades. Los programas de financiación incluyen: Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), y Emergency Solutions Grant (ESG).

El borrador del plan está disponible para la revista y los comentarios del público hasta el 11 de enero. La División de Desarrollo Comunitario de Colorado Springs se llevará a cabo una reunión virtual abierta al público el 4 de enero para presentar el borrador del plan anual de acción y recibir comentarios. Se encuentra el borrador del plan aquí: <https://coloradosprings.gov/project/community->

[development-2023-annual-action-plan.](#)

La Ciudad alienta a todos residentes – en particular a los líderes de vecindarios y los trabajadores comunitarios - a revisar el borrador, asistir una de las dos reuniones públicas, y enviarnos sus comentarios.

Miércoles, 4 de enero, 6 – 7 p.m.

Asistir en persona, en línea o por teléfono.

Regístrese aquí para recibir diapositivas y videos por correo electrónico en: <https://bit.ly/RegisterCOS-draft23AAP>

1- En Persona: City Administration Building Room 102  
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2- En línea: ingrese esta URL en un navegador web:  
<https://bit.ly/JoinCOS-ActionPlan23-Jan4>

3- Por teléfono: Llame (720) 617-3426 y use Identificación de la conferencia: 159 937 175 #

La asistencia es gratis y se proporcionarán intérpretes de idiomas a pedido sin algún gasto para el solicitante. Para solicitar un intérprete para la reunión, llame al (719) 385-5859 o envíe un correo electrónico a [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) al menos 48 horas antes de la hora de inicio. Para obtener más información, visite nuestra página web en [coloradosprings.gov/community-development](https://coloradosprings.gov/community-development).

Solicitar interpretación

---

**Job Opportunity: Pikes Peak Housing Network Executive**

**Director**

The Pikes Peak Housing Network is looking for an Executive Director. This new organization is being established to be a cross-sector collaborative initiative involving nonprofit, government, philanthropy, and business partners that have strived to create and promote a strong economic case for the need of additional workforce housing units to support the El Paso County region of Colorado.

To learn more or apply, please  
visit: <https://affordablehousingelpasoco.org/>

*The Community Development Division is sharing this opportunity as part of its goal to promote affordable housing efforts in the city.*

---

## Fair Housing 101 Webinar

Jan. 10, 2023



[Information online here.](#)

Join the Colorado Housing Finance Authority (CHFA) as the Colorado Civil Rights Division presents housing antidiscrimination training. The training introduces the most recent Colorado Fair Housing laws, focusing on protected classes and disability discrimination. Reasonable accommodations and modifications will be covered.

Fair Housing 101 is presented at no cost to participants.

*The Community Development Division is sharing this opportunity as part of its responsibility to serve victims of domestic violence and affirmatively further fair housing.*

---

## National Fair Housing Forum: Violence Against Women Act, Part 2: Legal Protections for Survivors

Jan. 18, 2023



[Information online here.](#)

Join the National Fair Housing Training Academy (NFHTA) for a critical discussion exploring the latest legal protections survivors of gender-based violence that are provided within the Violence Against Women Reauthorization Act of 2022 (VAWA 2022).

Panelists will engage participants in a session that touches on:

- VAWA's housing protections and remedies for survivors
- HUD FHEO's new enforcement authority, including complaint filing and investigative processes under VAWA
- Common VAWA legal issues and scenarios
- Resources to consider when working with survivors

*The Community Development Division is sharing this opportunity as part of its responsibility to serve victims of domestic violence and affirmatively further fair housing.*

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# Advancing Equity for People of Color: Local Solutions for Housing Stability

Symposium Feb. 8, 2023



Join NeighborWorks for a solutions-focused symposium and learn how nonprofit organizations have been successful in helping to stabilize renters and homeowners in their communities. Highlighting examples from around the country, we'll explore the importance of local partnerships to strengthen capacity and assist in outreach and service delivery, the role housing counselors play in helping people facing housing instability navigate complex systems, and ways to reach those most impacted – particularly low-income people and people of color – through trusting relationships, language and cultural competency.

Learn more on [NeighborWorks website here](#).

Pricing and policies available [online here](#).

*The Community Development Division is sharing this opportunity as part of its goal to ensure quality affordable homes for all people in Colorado Springs.*

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**ICYMI - Ongoing Opportunities**

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## Emergency Rental Assistance Program

Application Window to Open Feb. 1-5, 2023



Catholic Charities has announced the application for rent assistance will remain closed for Jan 2023 due to the large volume of applications received in Nov and Dec. This decision was made with the goal of providing assistance in a timely manner to all those who are currently on the waitlist. The application will be open again on Feb 1, 2023, and then will close on Feb 5.

For more information about eligibility and answers to frequently asked questions, visit <https://www.ccharitiescc.org/emergency-essential-services/rent-assistance/>

The City of Colorado Springs is pleased to partner with Catholic Charities to implement the second round of our Emergency Rental Assistance Program (ERAP) funding. Funded by the American Rescue Plan Act, ERAP is designed to assist low-income renters impacted by the direct and indirect economic effects of the coronavirus pandemic.

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## Colorado Emergency Mortgage Assistance Program



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Appendix p. 110

who have experienced a financial hardship associated with the COVID-19 health crisis.

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3. Currently own and occupy a primary residence in Colorado, and
4. Their original loan was not a Jumbo loan at the time of purchase or most recent refinance.

For more information and to apply, visit:

[Emergency Mortgage Assistance Program](#)

[Apply for Mortgage Assistance Here](#)

---

### Emergency Housing Resources



Find local emergency housing resources on [Community Development's Emergency Housing Resources](#) page and by calling [2-1-1](#). Are you a housing provider and would like to add, delete or edit your information on this page?

Reply to this email to let us know.

---

**Mail your comments!**

**Envía tus comentarios por correo!**

**Call us with your comments!**

**Llámanos con tus comentarios!**

Appendix p. 111

(719) 385-5912

City of Colorado Springs  
Community Development Division  
30 S. Nevada, Suite 701  
Colorado Springs, CO, 80903

**For deaf and hard of hearing:  
Personas sordas y con  
dificultades auditivas:**  
800-659-3656 Relay Colorado  
(voice) or  
800-659-2656 (TTY).

[coloradosprings.gov/community-development](https://coloradosprings.gov/community-development)



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---

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Email Campaign Report

Title: 12.28.22 | AAP Public Hearing Jan. 4, more  
 Subject Line: 2023 Action Plan Public Hearing, Fair Housing Training, more  
 Delivery Date/Time: Wed, Dec 28, 2022 10:00 am

Overall Stats

Total Recipients: 502  
 Successful Deliveries: 495  
 Bounces: 7 (1.4%)  
 Times Forwarded: 0  
 Forwarded Opens: 0  
 Recipients Who Opened: 131 (26.5%)  
 Total Opens: 274  
 Last Open Date: 1/13/23 10:35AM  
 Recipients Who Clicked: 14 (2.8%)  
 Total Clicks: 25  
 Last Click Date: 1/4/23 12:29PM  
 Total Unsubs: 0  
 Total Abuse Complaints: 0  
 Times Liked on Facebook: 0

Clicks by URL

URL	Total Clicks	Unique Clicks
<a href="https://coloradosprings.gov/project/community-deve">https://coloradosprings.gov/project/community-deve</a>	7	4
<a href="https://affordablehousingelpasoco.org/">https://affordablehousingelpasoco.org/</a>	7	7
<a href="https://cdola.colorado.gov/emergency-mortgage-assi">https://cdola.colorado.gov/emergency-mortgage-assi</a>	4	2
<a href="https://coloradosprings.gov/communitydevelopment">https://coloradosprings.gov/communitydevelopment</a>	4	2
<a href="https://www.ccharitiescc.org/emergency-essential-se">https://www.ccharitiescc.org/emergency-essential-se</a>	2	2
<a href="https://www.neighborworks.org/Training-Services/Tr">https://www.neighborworks.org/Training-Services/Tr</a>	1	1
<a href="https://mailchimp.com/help/about-safe-sender-lists/">https://mailchimp.com/help/about-safe-sender-lists/</a>	0	0
<a href="https://www.neighborworks.org/Training-Services/Tr">https://www.neighborworks.org/Training-Services/Tr</a>	0	0
<a href="https://www.neighborworks.org/Documents/Training">https://www.neighborworks.org/Documents/Training</a>	0	0
<a href="https://www.instagram.com">https://www.instagram.com</a>	0	0
<a href="https://www.hudexchange.info/trainings/courses/nfh">https://www.hudexchange.info/trainings/courses/nfh</a>	0	0
<a href="https://www.facebook.com">https://www.facebook.com</a>	0	0
<a href="https://www.chfainfo.com/rental-housing/chfareach/">https://www.chfainfo.com/rental-housing/chfareach/</a>	0	0
<a href="https://vimeo.com">https://vimeo.com</a>	0	0
<a href="http://bit.ly/COS-CDD-News">http://bit.ly/COS-CDD-News</a>	0	0
<a href="https://coloradosprings.us10.list-manage.com/unsubs">https://coloradosprings.us10.list-manage.com/unsubs</a>	0	0
<a href="https://coloradosprings.us10.list-manage.com/profile">https://coloradosprings.us10.list-manage.com/profile</a>	0	0
<a href="http://twitter.com/intent/tweet?text=* URL:MC_SUE">http://twitter.com/intent/tweet?text=* URL:MC_SUE</a>	0	0
<a href="https://coloradosprings.gov/erap">https://coloradosprings.gov/erap</a>	0	0
<a href="https://coloradosprings.gov/communitydevelopment">https://coloradosprings.gov/communitydevelopment</a>	0	0
<a href="https://coloradosprings.gov/community-development">https://coloradosprings.gov/community-development</a>	0	0
<a href="https://cdola.colorado.gov/rental-mortgage-assistanc">https://cdola.colorado.gov/rental-mortgage-assistanc</a>	0	0
<a href="https://bit.ly/RegisterCOS-draft23AAP">https://bit.ly/RegisterCOS-draft23AAP</a>	0	0
<a href="https://bit.ly/JoinCOS-ActionPlan23-Jan4">https://bit.ly/JoinCOS-ActionPlan23-Jan4</a>	0	0
<a href="http://www.twitter.com">http://www.twitter.com</a>	0	0
<a href="http://www.facebook.com/sharer/sharer.php?u=* U">http://www.facebook.com/sharer/sharer.php?u=* U</a>	0	0
<a href="https://www.ppunitedway.org/2-1-1/">https://www.ppunitedway.org/2-1-1/</a>	0	0



City of Colorado Springs

December 29, 2022 at 4:16 PM · 🌐

Help us decide how to spend \$6.4 million in federal funding to assist families and help low-income neighborhoods.

The Community Development Division will conduct a virtual public hearing on Jan. 4 at 6 p.m. to present the draft 2023 Annual Action Plan and to take comment and feedback from the public.

The CDD manages these funds and awards them to local agencies, nonprofits, and developers to accomplish our shared goals of helping low-income households.

Learn more at

<https://coloradosprings.gov/.../community-development...>



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5 comments 23 shares



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Comment



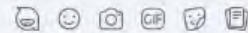
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Most relevant



Write a comment...



Robert H. Stein

If low income, fund job training, teach them to do better! Education will set you free! Free money will enslave you to the government!

3 likes

Like Reply 2w



MargRita Williams

Affordable housing (not \$1,200/month for a 1 BR apt) for senior citizens that's in an area where they can safely walk or ride a bike to grocery stores, pharmacies, coffee shops, etc. rather than in sketchy areas on the SE side bordered by highways. Bui... See more

1 like

Like Reply 1w



David Flores

I would recommend that you save some of that money to pay out for lawsuits for when your officers violate their oaths and deprive citizen's of their rights, but we all know that it is the citizens who pay those out. Citizens of Colorado Springs, get ready to pay out on a case like the one in the video below.

<https://www.youtube.com/watch?v=0DzFESPmaAw&list=WL&index=7>



YOUTUBE.COM

EXCLUSIVE: "Oh My Brother" Cops Mercilessly Beat Homeless Veteran

Info icon

1 like



Like Reply 2w



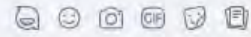
**Papar Baluga**

**David Flores** Their lawsuits are already taken cared of by the taxpayers. These criminals will never have to shell out a penny from their own pocket. If their violence continue, I guess street justice will be the last resort.

Like Reply 1w



Reply to David Flores...



**Michael Lowe**

Maybe train your cops not to beat unarmed black men.

<https://thecivilrightslawyer.com/.../homeless-vet.../>



THECIVILRIGHTSLAWYER.COM

Homeless Vet Brutally Beaten by Colorado Springs Police - The Civil Rights Lawyer



Like Reply 6d



[ColoradoSprings.gov](#) > News

> City seeks public comment on \$6.4 million in City-directed federal funding to assist families, help low-income neighborhoods

## City seeks public comment on \$6.4 million in City-directed federal funding to assist families, help low-income neighborhoods

Thu, 12/29/2022 - 3:02pm

Share this page:   

Comment period for the 2023 draft Annual Action Plan ends Jan. 11, public hearing on Jan. 4.

The City of Colorado Spring's Community Development Division is inviting the public to review the 2023 draft Annual Action Plan, which lays out the use for 2022 federal block grant funds received from the U.S. Department of Housing and Urban Development.

The City expects to receive about \$6.4 million in annual grants, which are allocated to support affordable housing, homelessness prevention, economic development, non-profit assistance and neighborhood improvements for low-income populations. Funds include the Community Development Block Grant, HOME Investment Partnerships Program and Emergency Solutions Grant.

The City's Community Development Division manages allocation of these funds and invites the public to share their views on affordable housing and community development to help ensure the Annual Action Plan is responsive to the needs of our community. The City encourages all residents, especially neighborhood leaders, service providers and community advocates, to review the draft, provide input and attend the public meetings.

The Community Development Division will conduct a virtual public hearing on Jan. 4 at 6 p.m. to present the draft 2023 Annual Action Plan and to take comment and feedback from the public. This is the third public meeting on the 2023 draft. In October, public input meetings were held to gather initial input about the City's priorities and funding available to incorporate into the draft plan.

The draft plan will be available for public review and comment till Jan. 11 on the City's website at <https://coloradosprings.gov/community-development>. It is also available in person Monday through Friday during normal business hours at the Community Development Division Office (Suite 701) and Office of the City Clerk (Suite 101), 30 S. Nevada Ave.; City Hall, 107 N. Nevada Ave.; Penrose Library, 20 N. Cascade; 21st Century Library, 1175 Chapel Hills Dr.; Hillside Community Center, 925 S. Institute St.; Westside Community Center, 1628 W. Bijou St.; Deerfield Hills Community Center, 4290 Deerfield Hills Rd, Colorado Springs, CO 80916; and Meadows Park Community Center, 1943 S. El Paso Ave.

Any individual, group, or agency may submit written comments to the Community Development Division, or contact (719) 385-5912 or [CommunityDevelopment@coloradosprings.gov](mailto:CommunityDevelopment@coloradosprings.gov). Comments should specify which notice they are addressing.

### Public Hearing

#### When:

- Wed., Jan. 4, 6 – 7 p.m.

#### Where:

- In Person - City Administration Building Room 102, 30 S. Nevada Ave., Colorado Springs, CO 80903
- Online - Enter this URL into a web browser: <https://bit.ly/JoinCOS-ActionPlan23-Jan4>
- By phone - Call (720) 617-3426 and use Conference ID: 159 937 175 #



**RSVP:**

- Register here to receive slides and video by email: <https://bit.ly/RegisterCOS-draft23AAP>

In accordance with the Americans with Disabilities Act of 1990 ("ADA"), the City of Colorado Springs will not discriminate against qualified individuals with disabilities. Anyone requiring an auxiliary aid or service to participate in this hearing should make the request as soon as possible but no later than 48 hours before the scheduled event. Citizens who are deaf and hard of hearing may dial 711 or 800-659-3656 Relay Colorado (voice) or 800-659-2656 (TTY). Contact (719) 385-5912 or [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) for more information.

## Event dates

Date/Time	Location
Wednesday, January 4, 2023 - 6:00pm	

## Subscribe to City News

Get a weekly update of news, events and upcoming public meetings from the City of Colorado Springs.

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- City Code and City Charter
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- Non-Discrimination
- Privacy Policy

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- Contact City Departments
- Webmaster

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Happy New Year

CHAP

Tue 1/3/2023 4:42 PM

To: Van Hoy, Barb F <Barb.VanHoy@coloradosprings.gov>

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A PROGRAM OF **chp**

**HAPPY NEW YEAR!**



**POINT IN TIME**

**It's not too late to sign up to volunteer for the 2023 Point In Time (PIT) Count!**  
Interested in volunteering to help with the 2023 Point in Time (PIT) Count? Click the following link to learn how

<https://www.ppchp.org/homelessness/about-coc/>



The City's Community Development Division invites you to provide input and feedback on the City of Colorado Springs' draft 2023 Annual Action Plan (AAP).

The AAP sets priorities and direction for allocating approximately \$6.4 million in City-directed federal funding to assist families and help low-income neighborhoods.

Funding supports affordable housing, homelessness prevention, economic development, nonprofit assistance and neighborhood improvements for low-income populations. Funding programs include the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG), provided through the U.S. Department of Housing and Urban Development (HUD).

Would you please share this invitation with your networks and anyone you think would be interested? Thanks for helping spread the word!

There are many ways to engage:

- **Learn** - read the draft, review goals and programs.
- **Attend** - the public hearing in person, online or by phone.

Wednesday Jan. 4, 6-7 pm  
City Administration Building Room 102,  
30 S. Nevada Ave., Colorado Springs, CO 80903

- Register to receive slides and video by email: <https://bit.ly/RegisterCOS-draft23AAP>
- Attend online with this link: <https://bit.ly/JoinCOS-ActionPlan23-Jan4>
- Call in to the meeting at (720) 617-3426 and use Conference ID: 159 937 175 #
- **Voice** - share your ideas, feedback, opinions by email, virtually, in person, by phone or send us a letter by mail. The draft public comment period ends January 11, 2023 followed by consideration and approval by City Council.

Read the draft plan and see the detailed timeline on the 2023 Annual Action Plan project web page at <https://coloradosprings.gov/project/community-development-2023-annual-action-plan>.



## Grant and Per Diem/Health Care for Homeless Veterans Programs Notice of Funding Opportunities

[https://mcusercontent.com/cb29a5570134c15b5be72955c/files/89c3e139-c75a-354b-650b-38f0243cbb70/GPD\\_FY23\\_NOFO\\_ECHCS\\_Considerations.pdf](https://mcusercontent.com/cb29a5570134c15b5be72955c/files/89c3e139-c75a-354b-650b-38f0243cbb70/GPD_FY23_NOFO_ECHCS_Considerations.pdf)

---

Thank you,

**Coalition for Homelessness Advocates & Providers – CHAP 2.0**

CHAP is a Coalition that is an open and flexible forum for service providers and citizens working together to identify needs and priorities related to coordination of services for people at risk of or experiencing homelessness in El Paso County.

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**Find Out More**



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You are receiving this email because of your affiliation with the Pikes Peak Continuum of Care, a program of CHP.

**Our mailing address is:**

Community Health Partnership  
121 S Tejon St, Suite 601  
Colorado Springs, CO 80903

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You can [update your preferences](#) or [unsubscribe from this list](#).

Public Hearing on Draft 2023 HUD Annual Action Plan, January 4, 2023, 6-7 pm

Chat and Roll Call Sign In from online participants

Identity of commenters, other than their sign in, is removed.

0:37:34 Unregistered Participant: June Waller/Hillside neighborhood/80910/Hillside Advisory Team  
0:37:42 Jeresneyka Rose: Jeresneyka Rose - Southeast Colorado Springs 80910  
0:37:48 Bill Thomas: Bill Thomas - The Springs Echo - A Street Paper  
0:37:56 Unregistered Participant: Larry Boatright - Ithaka Housing  
0:38:10 Bridget Donovan: Bridget Donovan- McKinney-Vento School District 11  
Sorry, just heard about this this afternoon so I didn't register. Would love to get on the list to receive the recording and slides.  
0:39:29 Unregistered Participant: larry@ithakahousing.org  
0:40:45 Sharon Starkey: Sharon Starkey 80915  
0:40:56 Jordan Ayers: Same Jordan Ayers Business Developer for Ent Credit Union jayers@ent.com  
0:41:01 Unregistered Participant: James Johnson: Solid Rock Community Development Corporation  
0:41:07 Rabbi iah Pillsbury (she/they): Rabbi iah Pillsbury—Temple Beit Torah, Co Springs Faith Table, and Family Promise of Co Springs  
0:44:27 Unregistered Participant: I would love to receive slides as well Kristoni\_04@yahoo.com  
0:50:39 Rabbi iah Pillsbury (she/they): I would also love to receive slides! rabbi@beit-torah.org  
1:10:07 Affordable housing and regular transit especially infilling is great.  
1:10:41 Mackenzie Tamayo: Can you repeat questions  
1:12:20 Can any of these funds be used to create General or Special Improvement or Arts District?  
I am concerned with the current sweeps and disposal of our houseless friends items, and the lack of resources and emergency planning when it comes to warming shelters and other services during a state of emergency.  
1:12:26  
1:12:52 Crystal Karr: She was asking about Zip codes for areas that are lower income and are we talking with the non-profits  
1:13:13 Also creating an outreach group like STAR in Denver EMT plus mental health professional doing outreach for nonviolent 911 calls.  
1:13:15 Crystal Karr: I will lift up the comments when Catherine is done talking  
1:13:51 No officers, no uniforms, flashing lights, or guns for mental health calls.  
1:14:55 Unregistered Participant: Are these funds available for newer non profits as well?  
Regarding equity - with the resources and grants available, it would be nice to have more direct conversations and input from the community impacted by the proposed plan... i.e: meeting people where they are and engaging those affected  
1:15:03 There needs to be more places for housing insecure families. I know RJ is renovating, but having more locations around town so people can get from their housing to their workplace if they don't have a car.  
1:16:32 communitydevelopment@coloradosprings.gov  
1:17:26 Crystal Karr: Seconding Jeresneyka regarding talking to people where they are.  
1:17:40 Are City agencies eligible for grants?  
1:17:48 Can't agree more, Zurit, Bridget, and Jeresneyka!  
1:17:51 Crystal Karr: is where you can email to find out more information applying for grants  
1:19:48 Didn't they recently kill a person they were working with?  
I will be more specific, the current houseless resources and teams that we have are not working. It is unethical and unreasonable to throw away the houseless belongings and provide no place for them to go, no new tents, clothes, food, etc. I would like to see more investment and humane treatment for the houseless.  
1:20:52 Please reach out to me around homelessness issues;  
1:25:17 Crystal Karr: Sound is back  
1:26:24  
1:28:29 Crystal Karr: My email is crystal.karr@coloradosprings.gov if you are interested in talking about homelessness specifically  
1:29:06 Zurit Horowitz: yes  
1:29:50 Community: Can the questions or comments from the audience be repeated. We can't hear the audience.  
1:30:25 <https://www.cpr.org/2022/11/16/colorado-springs-custody-death-crisis-response-team/>  
1:31:17 Crystal Karr: Your notes will be included  
Have you given any grants to medical Debt buyback charities such as RIP Medical Debt? Some cities have funded this program to the great benefit of low income families.  
1:32:31 If you have additional thoughts, please share in this chat and it will be recorded.  
1:36:26 Crystal Karr: thank you!  
1:36:34 Crystal Karr: Thank you for joining us!  
1:36:38 Thank you!  
1:36:39 Rabbi iah Pillsbury (she/they): thank you so much!  
1:36:53 Zurit Horowitz: Thank you! Will keep in touch  
1:38:35 Crystal Karr: communitydevelopment@coloradosprings.gov for grant info  
1:38:36 Keith Thompson: Thanks, Barb!  
1:38:54 Crystal Karr: Barb says thanks for being here!



**2023 Annual Action Plan - Public Hearing on Draft Plan**  
 City Administration Building, Rm. 102, 30 S. Nevada Ave., Colorado Springs, CO 80915  
 Wednesday, January 04, 2023, 6:00 – 7:00pm

Name (please print legibly)	Neighborhood/Zip Code/Organization	Email address SIGN UP FOR UPDATES!
<del>Greg Dorress</del>	St Michael's Epocopal Church	gary@stmikelschurch.com
Cathy Verdier	Brothers Redevelopment & Greater Westside Neighborhood	cverdier@brothersredevelopment.org
Michael Slanco	Family Promise Board member	mike.slanco@gmail.com
Michael Royal	Family Promise	michael.royale@gmail.com
Kris Lewis	Akes Peak Habitat for Hum	krisepikespeakhabitat.org
Gloria Martinez	Latino	Gloria.Martinez8898@yahoo.com
Dee Smith	Onebody Ent	me.Dsmith719@gmail.com

## TODAY: Public Comment Ends, Job Posting Closes, HomeCOS Report

COS Community Development <barb.vanhoy@coloradosprings.gov>

Wed 1/11/2023 2:28 PM

To: Van Hoy, Barb F <Barb.VanHoy@coloradosprings.gov>



## Community Development Division News

January 11, 2023

### New and Timely

- [TODAY: Public Comment Period Ends on HUD Funds Plan | Slides & Video to be Posted](#)
- [TODAY: We're Hiring an Affordable Housing Analyst | Closes Jan. 11](#)
- [In the News: Affordable housing on the rise in Colorado Springs](#)
- [National Fair Housing Forum: Violence Against Women Act, Part 2: Legal Protections for Survivors | Jan. 18](#)
- [Save the Date: 2023 Point-in-Time Count of Unsheltered | Jan. 23](#)

### ICYMI - In Case You Missed It:

- [Emergency Rental Assistance Application | Open Feb. 1-5](#)
- [Colorado Emergency Mortgage Assistance Program](#)
- [Emergency Housing Resources](#)

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Subscribe & Read Past Editions

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## Draft 2023 Annual Action Plan for HUD Funds Available for Public Comment

LAST DAY: Public Comment Period Dec. 12, 2022 - Jan. 11, 2023  
Public Hearing Video and Slides to be Posted



The City of Colorado Springs Community Development Division is seeking public comment and feedback on the draft 2023 Annual Action Plan for allocating funding from the U.S. Department of Housing and Urban Development (HUD). In October, we held two public meetings to receive input before creating the draft, and we held a public hearing to get feedback on the draft on January 4. Let us know if this plan reflects the community's priorities.

Draft plan and event details available [on our website here](#).

Watch the public hearing - to be posted very soon!

There Are Many Ways to Engage:

1. **Learn** - read the draft and infographic, review goals and programs.



2. **Attend** - a public hearing, watch previous videos.
3. **Voice** - share your ideas, feedback, opinions by email, virtually in person, by phone or send us a letter mail.

Contact info and details below and on the [2023 Annual Action Plan project web page](#).

### 2023 Annual Action Plan Project Page

We want to hear from you!

The draft 2023 Annual Action Plan sets priorities and direction for allocating approximately \$6.4 million in City-directed federal funding to assist families and help low-income neighborhoods. Funding supports affordable housing, homelessness prevention, economic development, nonprofit assistance and neighborhood improvements for low-income populations. Funding programs include the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG).

The draft plan will be available for public review and comment through Jan. 11, 2023. The City of Colorado Springs Community Development Division (CDD) conducted a public hearing on January 4th to present the draft 2023 Annual Action Plan and to receive comment and feedback from the public.

View the slide presentation, and review the draft plan on the City's [2023 Annual Action Plan project web page](#). The meeting video will be posted there very soon.

The Community Development Division encourages all residents, especially neighborhood leaders, service providers and community advocates, and to review and provide input on the draft.

### Preparing for the 2023 program year



## We're Hiring an Affordable Housing Analyst

TODAY Job Closes Jan.11, 2023



See the job posting and apply online at

<https://www.governmentjobs.com/careers/cosprings/jobs/3812419/analyst-i>

Join the Community Development Division’s affordable housing team to further the goals and priorities of HomeCOS within Colorado Springs. This position will assist the housing team by supporting existing program implementation across multiple housing development activities utilizing HOME and CDBG funding including low-income homeownership opportunities, new multifamily construction, tenant based rental assistance, and rehabilitation efforts. We’re looking for a candidate who is interested in advancing housing choice for Colorado Springs residents, is thorough, and detail oriented. Previous federal funding experience is preferred but not required.

## In the News: Affordable housing on the rise in Colorado Springs



[View FOX21 news story online here.](#)

[View the City announcement here.](#)

The City of Colorado Springs has 1,703 affordable multi-family units either under construction or expected to begin construction, according to the 2022 HomeCOS update released by the Community Development Division. The report states that 1,236 units are anticipated for completion before 2025 and tax credits were awarded to 467 units that are expected to break ground in the next year.

More information and a copy of the 2022 HomeCOS Update can be found at <https://coloradosprings.gov/homecos>.

---

## National Fair Housing Forum: Violence Against Women Act, Part 2: Legal Protections for Survivors

Jan. 18, 2023



[Information online here.](#)

Join the National Fair Housing Training Academy (NFHTA) for a critical discussion exploring the latest legal protections survivors of gender-based violence that are provided within the Violence Against Women Reauthorization Act of 2022 (VAWA 2022).

Panelists will engage participants in a session that touches on:

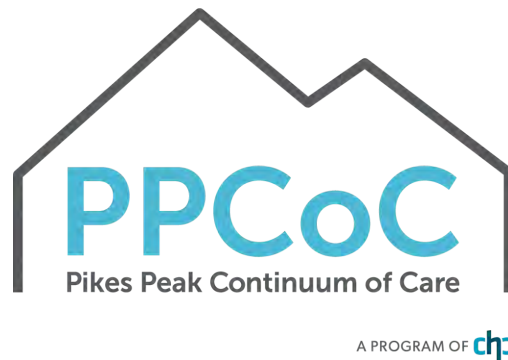
- VAWA's housing protections and remedies for survivors
- HUD FHEO's new enforcement authority, including complaint filing and investigative processes under VAWA
- Common VAWA legal issues and scenarios
- Resources to consider when working with survivors

*The Community Development Division is sharing this opportunity as part of its responsibility to serve victims of domestic violence and affirmatively further fair housing.*

---

**Save the Date: 2023 Point-in-Time Count of Unsheltered**

January 23, 2023



The annual Point In Time (PIT) count of unsheltered residents will be on January 23, 2023. More info to come.

The Coalition for Homelessness Advocates & Providers (CHAP) is an open and flexible forum for service providers and citizens working together to identify needs and priorities related to coordination of services for people at risk of or experiencing homelessness in El Paso County.

Learn more on the Continuum of Care's website at <https://www.ppchp.org/homelessness/about-coc/>

*The Community Development Division is sharing this opportunity as part of its goal to make homelessness brief, rare and non-recurring in Colorado Springs and to collaborate with the Continuum of Care.*

---

## ICYMI - Ongoing Opportunities

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### **Emergency Rental Assistance Program**

Application Window to Open Feb. 1-5, 2023



Catholic Charities has announced the application for rent assistance will remain closed for Jan 2023 due to the large volume of applications received in Nov and Dec. This decision was made with the goal of providing assistance in a timely manner to all those who are currently on the waitlist. The application will be open again on Feb 1, 2023, and then will close on Feb 5.

For more information about eligibility and answers to frequently asked questions, visit <https://www.ccharitiescc.org/emergency-essential-services/rent-assistance/>

The City of Colorado Springs is pleased to partner with Catholic Charities to implement the second round of our Emergency Rental Assistance Program (ERAP) funding. Funded by the American Rescue Plan Act, ERAP is designed to assist low-income renters impacted by the direct and indirect economic effects of the coronavirus pandemic.

## Colorado Emergency Mortgage Assistance Program



**COLORADO**  
Department of Local Affairs

The [Colorado Emergency Mortgage Assistance Program \(EMAP\)](#) provides financial assistance on behalf of income-eligible homeowners who have experienced a financial hardship associated with the COVID-19 health crisis.

Households are eligible to receive EMAP assistance if they:

1. Attest that they experienced a financial hardship after January 21, 2020 associated with the COVID-19 pandemic,
2. Provide income documentation and have household incomes equal to or less than 100% of the Area Median Income for their county,
3. Currently own and occupy a primary residence in Colorado, and
4. Their original loan was not a Jumbo loan at the time of purchase or most recent refinance.

For more information and to apply, visit:

[Emergency Mortgage Assistance Program](#)

[Apply for Mortgage Assistance Here](#)

### Emergency Housing Resources



Find local emergency housing resources on [Community Development's Emergency Housing Resources](#) page and by calling [2-1-1](#). Are you a housing provider and would like to add, delete or edit your information on this page?

Reply to this email to let us know.

**Mail your comments!**  
**Envía tus comentarios por correo!**

City of Colorado Springs  
Community Development Division  
30 S. Nevada, Suite 701  
Colorado Springs, CO, 80903

**Call us with your comments!**  
**Llámanos con tus comentarios!**  
(719) 385-5912

**For deaf and hard of hearing:**  
**Personas sordas y con**  
**dificultades auditivas:**  
800-659-3656 Relay Colorado

[coloradosprings.gov/community-development](https://coloradosprings.gov/community-development)

(voice) or  
800-659-2656 (TTY).



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[ColoradoSprings.gov](#) > Community Development 2023 Annual Action Plan


## Contact

Department:  
Community Development


# Community Development 2023 Annual Action Plan

 [Planning Phase](#)

## Key Dates


 **Wednesday, October 26**

First Listening Session


 **Thursday, October 27**

Second Listening Session


- [Listening Session Slides](#)
- [Listening Session Video](#)

 **Monday, December 12, 2022**

Draft 2023 Annual Action Plan posted for Public Comment

 **Monday, Dec 12, 2022 - Jan. 11, 2023**

30 day Public Comment Period review process begins

 **Wednesday, Jan 4, 2023**

Public Hearing on the Draft Annual Action Plan, 6-7pm

Attend in person: City

About the plan

How to Participate

The Annual Action Plan (AAP) guides the use of grant funds that the Community Development Division receives for the coming program year. The plan is the result of consulting with various stakeholders, including agencies responsible for carrying out eligible projects and activities, local government representatives, interested community members, and advocacy groups for disadvantaged populations such as the disabled, individuals and families experiencing homelessness, and low-income seniors. The AAP lays out specific strategies that the City and its partners will employ to meet the community's priority needs.

Learn more at <https://coloradosprings.gov/community-development/page/community-development-action-plan>

[View January public hearing](#)

[View January public presentation slides](#)

## What is the Annual Action Plan?

[Download the Annual Action Plan](#)



**Attend in person.** City Administration Building Room 102

30 S. Nevada Ave., Colorado Springs, CO 80903

**Attend virtually:**

Register or get link and dial-in number to join without registration at

<https://bit.ly/RegisterCOS-draft23AAP>

Attendance is free and language interpreters will be provided by request at no cost to the requestor. To request an interpreter for the meeting, please call (719) 385-5859 or email

[communitydevelopment@colorado.gov](mailto:communitydevelopment@colorado.gov)

at least 48 hours before the start time

**Monday, January 23, 2023**

Council vote on resolution to approve 2023 AAP Draft

**Tuesday, February 14, 2023**

Council vote on resolution to approve 2023 AAP Draft



## Residents invited to virtual events to discuss priorities for 2023 federal grant funds

The City



typically receives about \$5 million per year to support affordable housing, homelessness prevention, economic development, non-profit assistance and neighborhood improvements for low-income populations. The City has received additional funds to address the pandemic-related impacts on these needs, as well. While the 2023 total grant amount has yet to be determined, the City is preparing its 2023 Annual Action Plan, which outlines how we will strategically invest these funds to support high-poverty neighborhoods and vulnerable populations. The annual funds come through three programs: the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) Program. Additional relief funds have been made available by the CARES Act and the American Rescue Plan Act.

The City's Community Development Division manages these funds and awards them to local agencies, nonprofits, and developers to accomplish our shared goals of helping low-income households. The Community Development staff invites the public to learn about the impact of the funds as well as share their views on affordable housing and community development priorities to help ensure the Annual Action Plan is responsive to the needs of our community. The City also wants to hear how residents' needs and priorities may have changed this year.

[Next »](#)

[← Back to Projects](#)

## Invitation: Public Hearing on City HUD Funding

Van Hoy, Barb F <Barb.VanHoy@coloradosprings.gov>

Wed 12/28/2022 8:59 AM

To: westside.center@coloradosprings.gov <westside.center@coloradosprings.gov>

Dear Josh,

I hope you had a wonderful holiday! The City's Community Development Division invites you to provide input and feedback on the City of Colorado Springs' draft 2023 Annual Action Plan (AAP).

The AAP sets priorities and direction for allocating approximately \$6.4 million in City-directed federal funding to assist families and help low-income neighborhoods.

Funding supports affordable housing, homelessness prevention, economic development, nonprofit assistance and neighborhood improvements for low-income populations. Funding programs include the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG), provided through the U.S. Department of Housing and Urban Development (HUD).

Would you please share this invitation with your networks and anyone you think would be interested? Thanks for helping spread the word!

There are many ways to engage:

- **Learn** - read the draft, review goals and programs.
- **Attend** - the public hearing in person, online or by phone.

Wednesday Jan. 4, 6-7 pm  
City Administration Building Room 102,  
30 S. Nevada Ave., Colorado Springs, CO 80903

- Register to receive slides and video by email: <https://bit.ly/RegisterCOS-draft23AAP>
  - Attend online with this link: <https://bit.ly/JoinCOS-ActionPlan23-Jan4>
  - Call in to the meeting at (720) 617-3426 and use Conference ID: 159 937 175 #
- **Voice** - share your ideas, feedback, opinions by email, virtually, in person, by phone or send us a letter by mail. The draft public comment period ends January 11, 2023 followed by consideration and approval by City Council.

Read the draft plan and see the detailed timeline on the 2023 Annual Action Plan project web page at <https://coloradosprings.gov/project/community-development-2023-annual-action-plan>.

Please don't hesitate to reach out with questions or thoughts. Thank you for all your work to support our community!

**Barb Van Hoy** ([she/her](#))

Policy Analyst

City of Colorado Springs

Community Development Division

719-385-5859

[barb.vanhoy@coloradosprings.gov](mailto:barb.vanhoy@coloradosprings.gov)



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COMMUNITY DEVELOPMENT  
DIVISION

# 2023 Annual Action Plan

Public Hearing on Draft Plan

Wednesday, Jan. 4, 2023 6:00 -7:00pm

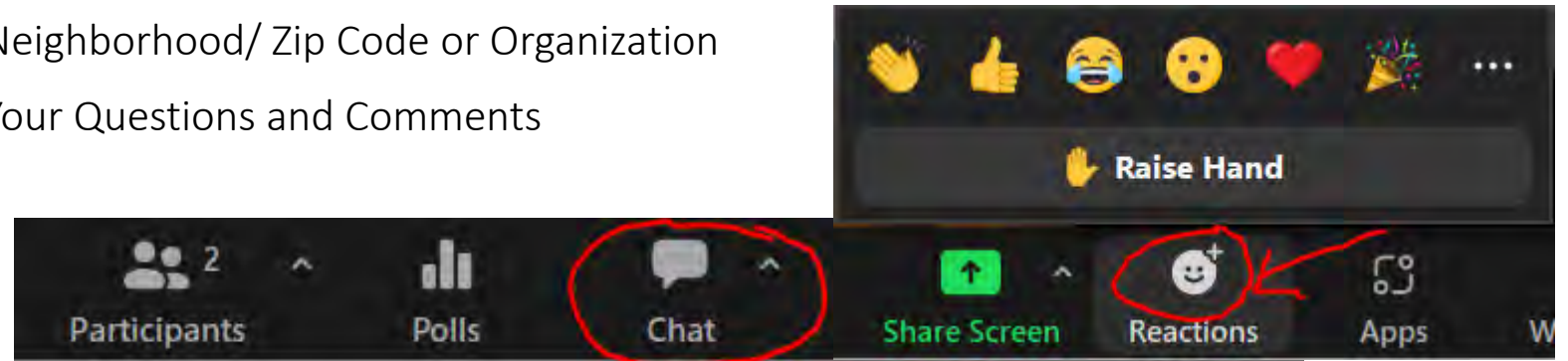
*Welcome! The meeting will begin shortly.*

How to participate!

Second half is discussion time

### Chat Box & Reactions – Please Share!

- Your Name
- Neighborhood/ Zip Code or Organization
- Your Questions and Comments



### On the Phone

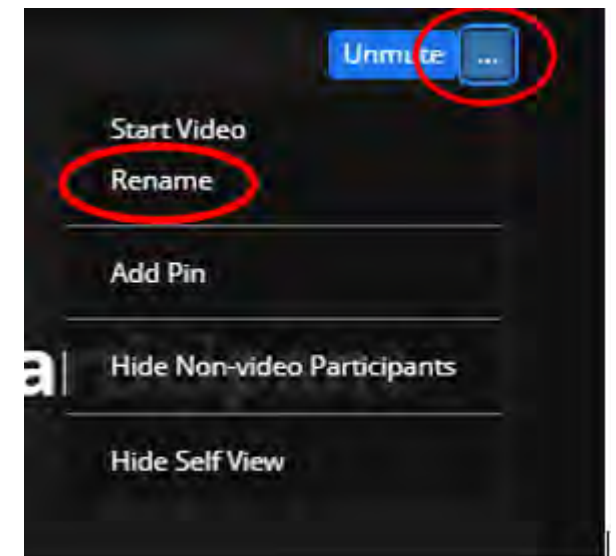
- Unmute/Mute w/ \*6

### Slides

- will be shared on our website:  
[www.coloradosprings.gov/communitydevelopment](http://www.coloradosprings.gov/communitydevelopment)

### Follow up Questions

- [communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov) or (719) 385-5912



# Today's Agenda

- Welcome & Introductions
- Overview: Community Development & the Annual Action Plan
- What's **IN** the 2023 Annual Action Plan?
- New funding opportunities
- **Let's Hear from You!** Q & A
- Next Steps & Timeline



Meet your  
Community  
Development  
Division  
presenters +  
facilitators



**Barb Van Hoy, Policy Analyst**



**Catherine Duarte, HUD Programs Manager**

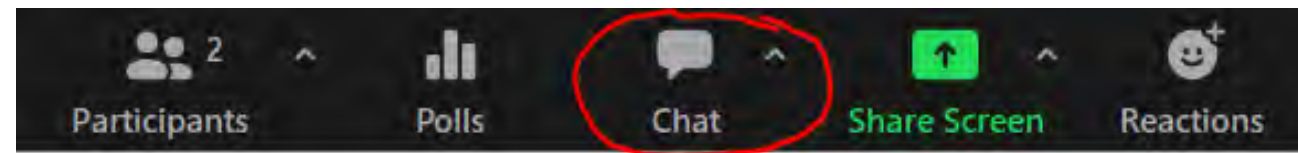
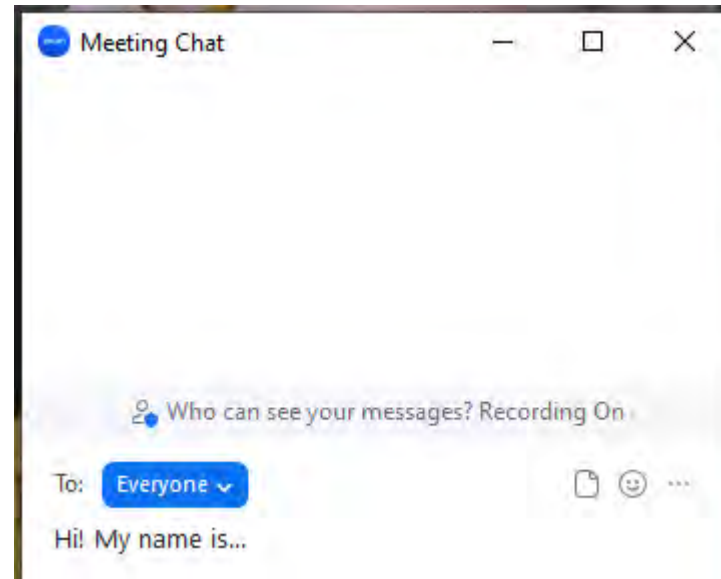


**Crystal Karr, Homelessness Response and  
Prevention Coordinator**

Welcome  
Introductions

## Roll Call!

Share your Name, Neighborhood / Zip Code  
or Agency



# Community Development

What is it?

## Building stronger and more resilient communities

- **Community Development Block Grant (CDBG)**  
Provide decent housing, a strong neighborhoods, and expand economic opportunities for low- and moderate-income persons.
- **HOME Investment Partnerships Program (HOME)**  
Building, buying, and/or preserve affordable housing, down payment assistance, direct rental assistance to low-income people.
- **Emergency Solutions Grant (ESG)**  
Homelessness prevention, street outreach, emergency shelter, rehousing stabilization services, data management (HMIS)

### **MUST BENEFIT LOW-INCOME POPULATIONS**

Grants are awarded to the City by the U.S. Department of Housing and Urban Development (HUD)

# Other financing tools and housing resources

Private Activity Bonds

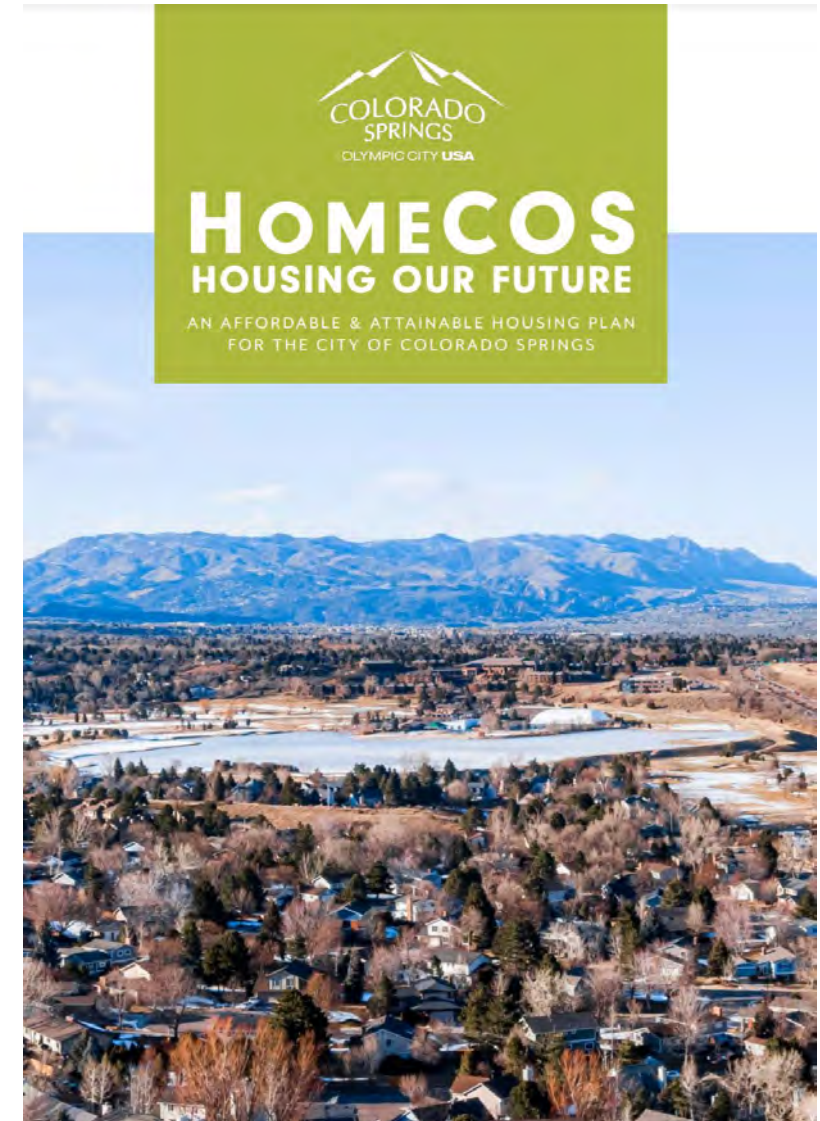
Low Income Housing Tax Credits (LIHTC)

Development Incentives

Emergency Rental Assistance Program (ERAP) funds

Other Relief Funds: CARES Act, American Rescue Plan

El Paso County Housing Trust Fund



# Partnerships & Consultations

Just a few examples

## GOVERNMENT

- Public Works, Parks, Planning Departments
- El Paso County Economic Development
- Mountain Metro Transit
- Colorado Springs Housing Authority (CSHA)
- Colorado Springs City Council Members

## NONPROFITS

- Greccio Housing
- Catholic Charities
- Homeward Pikes Peak
- Partners in Housing
- Habitat for Humanity
- Brothers Redevelopment
- The Place
- Solid Rock CCD
- Sunshine Home Share
- Colorado Legal Services
- The Justice Center
- Springs Rescue Mission
- Lutheran Social Services
- *many more*

## COMMUNITY & BUSINESS

- Pikes Peak Continuum of Care (Community Health Partnership)
- Community Housing Affordability Task Force (CHAT)
- CONO, Innovations in Aging Collaborative
- Philanthropy Collective



# What is the Annual Action Plan?

# Role of the Annual Action Plan

Planning Cycle

## Citizen Participation Plan

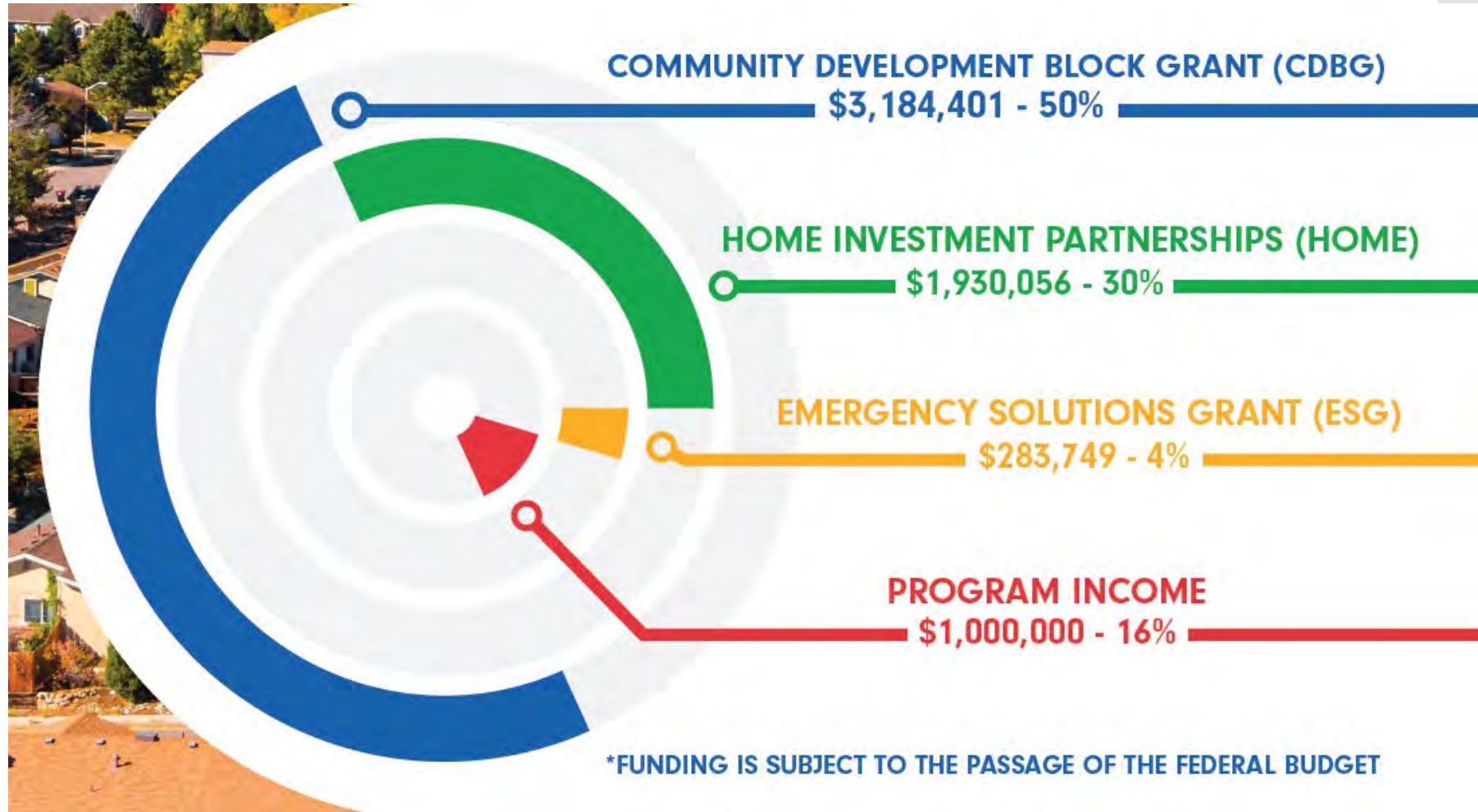


# Expected 2023 Resources

## \$6.4 million

Dependent on Congress, HUD, and other factors

AP-15 Expected Resources

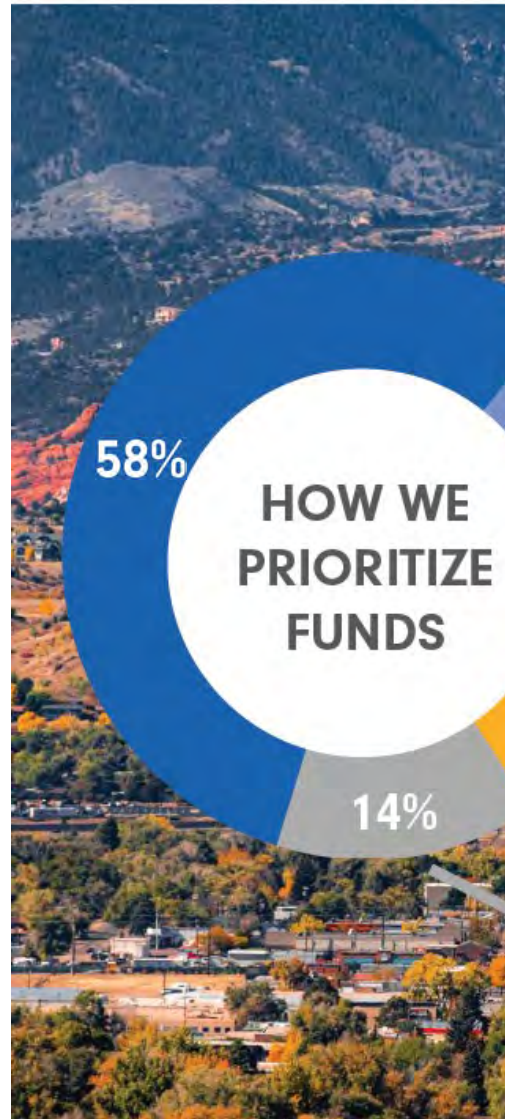




# Priority Needs

Established by the  
2020-2024  
Consolidated Plan

AP-20 Annual Goals and Objectives



**AFFORDABLE HOUSING: \$3.7M**



**HUMAN SERVICES: \$517K**



**ECONOMIC DEVELOPMENT: \$199K**



**PREVENT HOMELESSNESS: \$262K**



**PUBLIC INFRASTRUCTURE: \$836K**



**ADMIN & COMPLIANCE: \$891K**

**\$96,100**

2022 Colorado Springs MSA Area Median Income (AMI)  
*4-person household*

**≤ 30% AMI**

\$19,400 for 1-person HH  
\$27,750 for 4-person HH

**≤ 60% AMI**

\$32,250 for 1-person HH  
\$45,050 for 4-person HH

**≤ 80% AMI**

\$51,600 for 1-person HH  
\$73,700 for 4-person HH

**What do we mean by affordable housing?**

# Affordable Housing

CDBG + HOME  
\$3,691,591

AP-38 Project Summary  
AP-55 Affordable Housing



## AFFORDABLE HOUSING: \$3.7M

Increase the supply and preserve existing inventory of affordable housing

### BUILD, PRESERVE & PROVIDE HOUSING

Provide home modification for disabled seniors  
Build homes and apartments for rental and home ownership opportunities. Provide down payment and rental assistance

**301**

301 households gain affordable housing – through homeownership, affordable rent, or preservation

# Affordable Housing

## CDBG

- \$1,154,540

## HOME

- \$2,537,050



## AFFORDABLE HOUSING: \$3.7M

### CDBG – COMMUNITY DEVELOPMENT BLOCK GRANT

- Housing rehabilitation for homeowners and renters
  - ADA disability access modifications
  - Weatherizing
  - Lead abatement
  - Urgent structural repairs

Funds distributed through direct awards to single-source partner agencies.

Residents can request assistance through our funded partner agencies including Brothers Redevelopment, the Colorado Springs Housing Authority and Greccio Housing.

# Affordable Housing

## CDBG

- \$1,154,540

## HOME

- \$2,537,050



**AFFORDABLE HOUSING: \$3.7M**

## **HOME INVESTMENT PARTNERSHIPS (HOME)**

- New construction of multifamily apartments with long-term affordability (minimum of 20 years)
- New construction of homes for homeownership
- Down payment assistance
- Tenant Based Rental Assistance

Funds distributed through competitive applications on CDD's website and direct awards to single-source partner agencies.

Residents can request assistance through our partner agencies that manage assisted housing and rental assistance. These include Rocky Mountain Community Land Trust, Habitat for Humanity, Colorado Springs Housing Authority and Greccio Housing.

# Priority Needs

Established by the  
2020-2024  
Consolidated Plan

AP-20 Annual Goals and Objectives



# Human Services

\$517,660  
CDBG

AP-38 Project Summary



## HUMAN SERVICES: \$517K

Provide human services and quality of life improvements for special needs and low-income residents

### DIRECT SUPPORT

Fund housing navigation, case management, meals, transportation, job training, mental health, self-sufficiency, trauma-informed care for the most vulnerable residents  
Provide down payment and rental assistance

**2,500**

2,500 residents receive critical assistance from local service providers

# Human Services

\$517,660  
CDBG

AP-38 Project Summary



## HUMAN SERVICES: \$517K

### **CDBG PUBLIC SERVICES GRANT AWARDS**

Address homelessness and housing stability needs through competitive CDBG Public Services and ESG grant awards to community nonprofits and agencies.

Applications open February 2023.



# Priority Needs

Established by the  
2020-2024  
Consolidated Plan

AP-20 Annual Goals and Objectives



# Economic Development

\$199,220  
CDBG

AP-38 Project Summary



## ECONOMIC DEVELOPMENT: \$199K

Create neighborhood economic development opportunities

## COMMUNITY INVESTMENT ASSISTANCE

Provide support for a neighborhood business hub.



One Community Investment Trust will receive support for a a housing and commercial hub receive training and support

# Priority Needs

Established by the  
2020-2024  
Consolidated Plan

AP-20 Annual Goals and Objectives



# Prevent Homelessness

\$262,467  
ESG

AP-38 Project Summary



## PREVENT HOMELESSNESS: \$262K

Provide housing and services for people experiencing homelessness

## PROVIDE SHELTER AND HOUSING

Fund homelessness prevention, rapid rehousing, outreach, emergency shelter and supportive services

3,000

3,000 individuals sheltered, counseled and/or prevented from losing housing

# Prevent Homelessness

\$262,467  
ESG

AP-38 Project Summary



**PREVENT HOMELESSNESS: \$262K**

## **ESG – EMERGENCY SERVICES GRANT AWARDS**

Address homelessness and housing stability needs through CDBG Public Services and ESG grant awards.

Applications open in February 2023.

## **+ City Homeless Prevention & Response**

Full time coordinator collaborates with agencies and service providers to support regional efforts and manage the City's Homelessness Initiative.

# Priority Needs

Established by the  
2020-2024  
Consolidated Plan

AP-20 Annual Goals and Objectives



# Public Infrastructure

\$836,100  
CDBG

AP-38 Project Summary



**PUBLIC INFRASTRUCTURE: \$836K**

Expand and improve public infrastructure and facilities

## IMPROVE ACCESS

Build and make accessible community buildings, transit and service agency infrastructure

**7,500**

7,500 residents served through accessible community buildings, transit and service agencies

# Priority Needs

Established by the  
2020-2024  
Consolidated Plan

AP-20 Annual Goals and Objectives





# Administration & Compliance

\$891,167

- CDBG 20%
- HOME 10%
- ESG 7.5%

AP-38 Project Summary



**ADMIN & COMPLIANCE: \$891K**

Planning, reporting, and staff costs

## FOLLOW FEDERAL REGULATIONS

Plan how to utilize funding, report outcomes, and monitor spending of the Division's federal grants



Successful stewardship of funds benefits the whole city through transparency and high-impact investment

# How Public Participation Influences the Plan

AP-10 Consultation

AP-12 Participation

## **CITIZEN PARTICIPATION PLAN**

Two public meetings, online videos, news releases and weekly newsletters all solicited input into writing the draft.

## **CONSULTATIONS**

Sixteen formal consultations with advocates, local agencies and community leaders informed the draft plan.

## **PUBLIC COMMENT & CITY COUNCIL VOTE**

Additional input is accepted during the 30-day public comment period, and citizen comment is accepted at City Council meetings before approval.

## **OTHER PLANNING AND OUTREACH EFFORTS**

Community Development honors the time and energy our citizens put into responding to and participating in other public projects, such as area plans, City surveys, peer agency planning efforts, etc. We consult other current plans for information on public priorities, as well.

# New Funding

Federal American Rescue Plan Act (ARPA)

State Affordable Housing Fund (Prop. 123)

- **HOME-ARP: American Rescue Plan**
  - \$5.7 million – City Allocation Plan Approved in 2022
  - Supportive Services, Rental Assistance, Non-Congregant Shelter, Affordable Housing Development, Nonprofit Capacity Building
- **Transformational Affordable Housing, Homeownership, and Workforce Housing Grant (HB22-1304)**
  - State grant program created with American Rescue Plan Act (ARPA) funds
- **Transformational Homelessness Response Grant (HB22-1377)**
  - State grant program created with American Rescue Plan Act (ARPA) funds
- **Proposition 123 - State Affordable Housing Fund**
  - Passed by Colorado voters in November 2022
  - Dedicates 0.1% of state income tax revenue for affordable housing
  - Estimated \$135 million this year and \$270 million next year

# How to Read the Annual Action Plan Draft

## **GUIDE TO THE COMPLETE DRAFT**

- HUD required format
- AP-05 Executive Summary – 5-Year Plan Priority Needs & Goals
- AP-20 Annual Goals & Objectives
- AP-38 Project Summary
- AP-55 Affordable Housing

Let's hear  
from you!

**Do our annual goals  
make sense?**

**How can we make  
equitable outcomes a  
reality?**

**Is this the right set of  
priorities?**

**What are you seeing  
that's working?**

**What's not working?**

**Any thoughts,  
questions, comments,  
concerns?**

# Preparing for the 2023 program year



# Thank you!



Stay in touch and sign up for updates at:

[www.coloradosprings.gov/communitydevelopment](http://www.coloradosprings.gov/communitydevelopment)

Have more to say on this topic and these questions?

[communitydevelopment@coloradosprings.gov](mailto:communitydevelopment@coloradosprings.gov)

719.385.5912



AAP Public Hearing 01 04 23 - Yo x +

youtube.com/watch?v=7xxDnopOZpc

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**COLORADO SPRINGS**  
COMMUNITY DEVELOPMENT DIVISION

**2023 Annual Action Plan**  
Public Hearing on Draft Plan

Wednesday, Jan. 4, 2023 6:00 -7:00pm  
*Welcome! The meeting will begin shortly.*

Play (k)

0:03 / 57:40

### AAP Public Hearing 01 04 23



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3 views Jan 11, 2023



RESOLUTION NO. 11 - 23

A RESOLUTION OF THE CITY COUNCIL OF COLORADO SPRINGS, COLORADO APPROVING THE 2023 ACTION PLAN, FOR THE USE OF FEDERAL BLOCK GRANT FUNDS (CDBG, HOME, ESG) PROVIDED THROUGH THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the City of Colorado Springs ("City") is an entitlement community and receives an annual allocation of federal block grant funds from the US Department of Housing and Urban Development ("HUD") under the Community Development Block Grant Program ("CDBG"), Home Investment Partnerships Program ("HOME") and Emergency Solutions Grant ("ESG"); and

WHEREAS, the purpose of the federal block grant funds is to benefit low and moderate income residents in the City of Colorado Springs, provide decent housing, prevent slums and blight, prevent homelessness, provide economic opportunity, and meet other urgent community needs; and

WHEREAS, as an entitlement community, the City is required by HUD to prepare a five year Consolidated Plan describing community needs, resources and priorities, an Annual Action Plan describing the specific planned uses for HUD program funds during each program year, and a Citizen Participation Plan that sets forth the City's policies and procedures for public participation; and

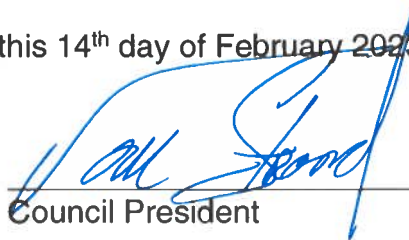
WHEREAS, the planning framework includes a citizen participation process outlined in the Citizen Participation Plan; and

WHEREAS, City staff has met the requirements for the development and adoption of the 2023 Action Plan.

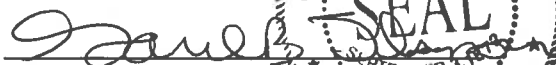
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLORADO SPRINGS, COLORADO:

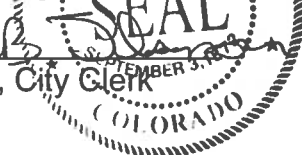
Section 1. The City Council of the City of Colorado Springs approves the 2023 Action Plan for the federal block grant funds provided through the U.S. Department of Housing and Urban Development.

DATED at Colorado Springs, Colorado, this 14<sup>th</sup> day of February 2023.

  
\_\_\_\_\_  
Council President

ATTEST:

  
\_\_\_\_\_  
Sarah B. Johnson, City Clerk



**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Not applicable.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Introduction

The Colorado Springs single-family home market has remained relatively level over the past 12 months, following rapid increases throughout 2020 and 2021. The increase of three percentage points over the past six months by the Federal Reserve, in attempts to tame inflation within the housing market and other sectors of the economy is slowly taking effect. Between November 2021 and October 2022, the median sales price for a single family home has increased 3.33% from \$450,000 to \$465,000 according to Pikes Peak Association of Realtors. These prices indicate stability in the local housing market for 2023.

Provided the historical price trends in Colorado Springs, the Community Development Division (CDD) is opting to include resale provisions in each homebuyer transaction carried out by its Subrecipients to preserve affordability. In Program Year 2023, CDD is funding three homebuyer programs with HOME. These partners (HUD subrecipients) include, Rocky Mountain Community Land Trust (RMCLT), Pikes Peak Habitat for Humanity (PPHFH), and Elevation Land Trust (ELT). Per the terms of the funding agreements executed with each subrecipient, resale provisions are included in each transaction to ensure that if the property is sold voluntarily or involuntarily prior to the end of the period of affordability it will remain affordable to a subsequent low- to moderate-income homebuyer. All homebuyer programs that CDD administers are eligible only to single-family residences that are owner-occupied by low to-moderate income households. All homebuyers attend homebuyer counseling through RMCLT, the only HUD-approved homebuyer counselor in the region.

Program Eligibility, Solicitation, and Homebuyer Funding

All homebuyer programs supported by the Community Development Division provide a wide range of outreach through affirmative marketing plans to encourage eligible households to participate. Similarities and differences among the programs are as follows:

Rocky Mountain Community Land Trust (RMCLT)

- Households ranging from 30-80% AMI can apply on a first-come, first-served basis for homebuyers who meet all of the RMLCT criteria.
- Application packets are available on-line and at the RMLCT office.
- The RMCLT website <https://rmclt.org/become-a-homeowner/> provides an outline of the steps involved in the application review, RMCLT orientation, FAQ's, and housing counseling requirements.

- Under a land trust model, the applicant seeks a conventional mortgage for the value of the improvement (the home), while RMCLT purchases/retains title of the land in order to offset the total purchase price and enable affordable homeownership.

#### Pikes Peak Habitat for Humanity (PPHFH)

- Households ranging from 35-80% AMI can apply based on their need for affordable housing (unsafe, overcrowded, unhealthy, or unaffordable) during specified open application cycles. PPHFH does not retain a waiting list.
- Application packets are available online, at their office, and at the PPHFH Re-store.
- The PPHFH website <https://pikespeakhabitat.org/our-programs/homeownership/> has general program information, program qualification, and FAQ's.
- PPHFH is in a unique position as primary lender to control the principal and interest payments of the mortgage, enabling homeownership to households at lower income ranges.

#### Elevation Land Trust (ELT)

- Initiated by \$25MM in philanthropic funding, ELT is a newly formed land trust in Colorado that works with several municipal governments to address affordable homeownership.
- This program year the Community Development Division will partner with ELT for the first time in Colorado Springs.
- ELT provides the applicant 60 days to complete and submit an application for a \$25 fee, the application is available at <https://www.elevationclt.org/buy-a-home/>
- ELT operates under a land trust model similarly described for RMCLT.

#### Resale Provision Summary

The following is a summary of key aspects of the resale provision as it applies to activities carried out in Program Year 2023:

- The homeowner must notify the subrecipient of their intent to sell the property;
- The homeowner must allow the subrecipient the choice of exercising a right of first refusal;
- The homeowner must provide the subrecipient with records substantiating eligible improvements made to the property during the owner's tenure;
- The homeowner must cooperate with the subrecipient to establish a maximum sales price for the property that is affordable to a prospective homebuyer making no more than 80% of the area median income;
- The homeowner must agree to sell the property to another low- to moderate-income homebuyer.

#### Modest Housing

In order to ensure that housing purchased with HOME funds is modest and non-luxury, the Community Development Division (CDD) is electing to use residential real estate data, available to the public by the El Paso County Assessor (<https://assessor.elpasoco.com/assessordata/>) to determine a maximum purchase price following HUD housing market survey guidelines for the

HOME program. CDD calculated the median for 563 residential sales within City of Colorado Springs city limits for October 2022, representing all residential single-family sales. HUD requires a sample size of over 500 transactions for any 1-month period to establish a locally derived maximum value. The median sales price recorded for all records is \$448,000, where 95% of the median sales price is \$425,600. CDD will elect \$425,000 as an overall maximum purchase price for new and existing single-family residences in PY2023. At these higher maximum purchase prices, homebuyer programs will be required to dedicate additional subsidy to ensure sustainability and long-term affordability of ownership. Data substantiating the calculation of the maximum purchase price is available on request.

In order to determine that a property does not exceed the maximum purchase price, the Community Development Division directs its subrecipients to use one of two methods:

- Reference the El Paso County Assessor's website where an estimated market value of the home can be found; or
- Reference an appraisal required by the primary lender for the transaction.

Applicable only to a land trust homebuyer model such as administered by the Rocky Mountain Community Land Trust or Elevation Land Trust, maximum purchase price will be determined by the value of the improvement only, exclusive of the land value. The value of the land is provided on the El Paso County Assessor's website. This approach is consistent with the legal instruments the homebuyer executes at closing, formalizing their ownership of the improvement and not the land.

#### Fair Return on Investment

In order to ensure that the original HOME-assisted homebuyer receives a fair return on their investment at the time of the sale, subrecipients must follow Community Development Division guidelines required by HUD, for calculating the value of eligible improvements made to the property during the owner's tenure.

Examples of eligible home improvements include additions, new structures such as detached garages or wood decks, remodeled kitchens or bathrooms, flooring upgrades such as the replacement of carpet with wood flooring or tile, replacement of driveways and exterior walkways, installation of energy-efficient windows and doors, installation of wall, floor, or attic insulation, and replacement of permanently installed equipment such as furnaces or electrical panels.

Maintenance items are not considered eligible home improvements. Maintenance items include roof replacement, minor interior or exterior repairs, painting, yard work, or gutter replacement. Items completed as the result of an insurance claim are not considered eligible home improvements.

The Community Development Division provides subrecipients with an annual index derived from Pikes Peak Area Association of Realtors' data to calculate the value of eligible home improvements based on the percentage increase or decrease in the local housing market each year. For program year 2023, the index is calculated as follows:

Take the October 2022 median home sales price of \$465,000 and subtract the October 2020 median home sales price of \$383,447 for a total appreciation of \$81,553. Divide the total appreciation by the median home sales price in October 2020 to arrive at a 21.27% appreciation rate from October 2020 to October 2022.

A table illustrating the calculation of the index stated above is provided below. Based on the number of years of ownership, the sum of the indices provides an overall appreciation rate.

An example of the use of the annual index to calculate the homeowner's fair return on investment is included in the following table:

<b>Fair Return Index - Pikes Peak Association of Realtors</b>			
<b>Year</b>	<b>Month</b>	<b>Median Sales Prices</b>	<b>Appreciation</b>
2020	October	\$ 383,447	
2022	October	\$ 465,000	\$ 81,553
		<b>% Change 2020-22</b>	<b>21.27%</b>
		<b>(Appreciation divided by Oct 2020 Median Sales)</b>	
<b>Source:</b> <a href="https://ppar.com/Documents/stats/MarketTrends/Prices.jpg">https://ppar.com/Documents/stats/MarketTrends/Prices.jpg</a>			

<b>Homebuyer's Fair Return on Investment</b>		
Homebuyer's Down Payment	\$ 5,000.00	
Added Value of Work	\$ 10,000.00	Bathroom remodel
Total Homeowner Investment	\$ 15,000.00	
Fair Return on Investment (\$15,000 * 21.27%)	\$ 3,190.50	

#### Current Single-Family Market Trends for First Time Homebuyers

Over the past twelve months, unprecedented inflation following the Covid pandemic has caused the Federal Reserve to implement interest rate hikes eight times and they have indicated two additional quarter-point rate hikes in mid-2023. As of February 2023, experts predict that a 30-year, fixed rate mortgage will continue in the 6.5% range and that they are near their peak. The forecast towards the end of 2023 indicates that if a decrease in inflation keeps pace, rates could remain stable, with the possibility of slight increases or decreases. This interest rate environment challenges low- to-moderate first-time homebuyers who typically have an average credit rating and are likely to be approved for rates above those buyers who have an excellent credit rating.

Where local demand for housing above the \$500k price point has tapered, single family housing stock under \$400k is increasingly in lower supply and may not be move-in ready, requiring rehabilitation. For attached single family homes, such as townhomes or condominiums, price ranges from \$250,000 to \$325,000 are likely for PY2023, where residences at the lower range are becoming increasingly less common. One consideration in relation to attached single family housing is that the household size served is typically limited to 1-3 persons. For detached single family housing, a price from \$300,000 to \$400,000 is a reasonable range based on current housing stock, although purchases for first-time homebuyers are difficult at the higher ranges. Compared to previous years, these higher price ranges for homes are accompanied by higher homeowners insurance and property taxes.

Provided the context of current and future interest rates and the demand for entry-level homes, the income range for eligible households has shifted to 70%-80% AMI, who are required to be approved for a mortgage by a conventional lender. Additionally, for a household earning 80% AMI, it will prove difficult to hold a monthly payment to 30% of their gross income. These AMI ranges are contrary to the past five years, where local data for homebuyers indicated that some households earning 50-70% AMI may have the ability to become homeowners through one of the aforementioned partnering organizations.

Homebuyer transactions during Program Year 2023 will require deeper subsidies overall and may include participation from new programs available to first-time purchasers. For example, the PATH Grant from First Bank provides assistance up to \$15,000 to qualifying Black and African American households. Typically, subsidies come from a variety of sources, such as the City of Colorado Springs, State of Colorado, Federal Home Loan Bank, and the partnering organization. Across these funding sources, higher subsidies per homebuyer will be required to keep the payment affordable. From an underwriting standpoint, monthly payments may approach the higher 30% range of a household's income. The City approves a monthly payment ratio range from 31-40% on a case-by case basis. In a conversation with one of our partnering organizations, they stated that a typical figure that local lenders approve is 38% of monthly income for housing. Where this is not optimal based on the definition of affordable housing capped at 30% of gross income, it is preferable to higher ranges of cost burdened individuals at the 50% range. Additionally, these homeownership programs create wealth building opportunity and avoid being subject to the turbulence of escalating rents in Colorado Springs.

For a 2-person household at 80% AMI, 31% of their monthly income is \$1,524. If this household were to purchase a home for \$275,000, with \$80,000 total subsidy, their payment could range from \$1,650 to \$1,750 depending on their credit rating, representing approximately 33-35% of their monthly income. For a 3- or 4-person household approaching 80% AMI, it is realistic to allocate anywhere from \$1,800 to \$2,000 a month, representing the same proportion (33-35%) of income dedicated to housing. Overall, these scenarios indicate sustainable homeownership under shared equity models is a reasonable assumption for Program Year 2023. In comparison to renting as of December 2022 CoStar (a real estate database) shows that the average 2-Bedroom apartment in Colorado Springs rents for \$1,500/month and is expected to increase 4-6% next year to \$1,570/month.

#### Continued Affordability

As stated above in the introduction, per the terms of the funding agreements executed with each subrecipient, resale provisions are included in each transaction to ensure that if the property is sold voluntarily or involuntarily prior to the end of the period of affordability it will remain affordable to a subsequent low- to moderate-income homebuyer. For example, the Land Use Restriction Agreement (LURA) is a restrictive covenant and recorded legal instrument that ensures that the property will be made available to a reasonable range of low- to moderate-income homebuyers. CDD requires that this agreement is included in every homebuyer transaction. Subrecipients explain these conditions to homebuyers prior to executing the LURA.

The land trust model programs that the City will administer in Program Year 2023 represent a type of shared equity model, where the original subsidies of City and partnering organization can be recouped if the homeowner decides to sell the residence. [Investopedia](#) defines a shared equity mortgage as an arrangement under which a lender and a borrower share ownership of a property. The borrower must occupy the property. When the property sells, the allocation of equity goes to each part, according to

*their equity contribution.* A shared equity models means that the City and the partnering organization can re-invest the appreciation earned, back into the home for subsequent homebuyers ensuring continued affordability.

Overall, the flexibility of CDD’s homebuyer programs are based on the ability to:

- Allocate a variable subsidy through underwriting, to be right-sized for an original sale or resale, and to ensure an affordable mortgage payment
- The ability to target various income/AMI tiers within the 70%-80% range
- Utilizing a local market survey to set a maximum HOME purchase value to consider a range of single-family properties

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The Community Development Division (CDD) ensures that the partnering homebuyer organization and the individual homebuyers are required to comply with a designated period of affordability. Within the HOME Agreement that CDD executes with the homebuyer organization, an Affordability Requirement stipulation dictates the period of time that the housing units must remain affordable. The table below specifies the number of years based on the assistance received, either five, ten, or fifteen years. In the case of newly constructed housing, the default requirement is twenty years.

The HOME affordability period is similarly enforced through the homebuyer organization by a Land Use Restriction Agreement (LURA), a restrictive covenant that is recorded with the Deed of Trust at the County Recorder’s Office. The LURA maintains its position as a restrictive covenant when the partnering homebuyer organization qualifies an eligible homebuyer household for the residence.

Homeownership assistance HOME amount per-unit	Minimum period of affordability in years
Under \$15,000	5
\$15,000 to \$40,000	10
Over \$40,000	15
New construction or acquisition of newly constructed housing	20

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Not applicable.

# City of Colorado Springs

## Emergency Solutions Grant Program

### Written Standards

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## **PROGRAM OVERVIEW**

### **Introduction**

The City of Colorado Springs (City) has developed the following standards for providing assistance with Emergency Solutions Grant (ESG) funds as required by section 576.400 (e) of the ESG Interim Rule. These standards were created in coordination with the Pikes Peak Continuum of Care (PPCoC) which includes nonprofit and for profit homeless service providers inclusive of health, mental health, and substance abuse providers, local, state and federal government representatives, businesses and corporations, philanthropic organizations and individuals, and persons currently or having formerly experienced homelessness within the PPCoC geographic area. They are in accordance with the interim rule for the ESG Program and the final rule for the definition of homelessness both released by the U.S. Department of Housing and Urban Development (HUD) on December 4, 2011.

The written standards have been formulated for the following purposes:

- Establish community-wide expectations on the operations of projects within the community,
- Ensure the system that is transparent to users and operators,
- Provide equal access, and
- Establish a minimum set of standards and expectations in terms of the quality expected of projects.

The City expects that the standards will become more expansive as the City gains more experience with and collects more data from services provided with the Emergency Solutions Grants program.

Though these standards are specifically required by section 576.400(e) of the ESG Interim Rule, agencies receiving funding from the City for homeless serving programs from other Federal, State, and local sources administered by the City will be expected to meet these standards for providing assistance.

### **Eligible Components**

The Emergency Solutions Grant (ESG) provides federal funds to assist individuals and families to quickly regain stability in permanent housing after experiencing a housing crisis or homelessness. ESG funds are available for five program components: street outreach, emergency shelter, homeless prevention, rapid re-housing, and data collection through the Homeless Management Information System (HMIS), as well administrative activities. The ESG program is authorized by subtitle B of title IV of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11371-11378).

The following crosswalk provides an overview of HUD Homeless and At Risk definitions and eligibility to ESG program components. Please see full definitions in Appendix A and B.

<b>Eligibility by Component</b>	<b>Emergency Shelter</b>	<p>Individuals and families defined as Homeless under the following categories are eligible for assistance in ES projects:</p> <ul style="list-style-type: none"> <li>• Category 1: Literally Homeless</li> <li>• Category 2: Imminent Risk of Homeless</li> <li>• Category 3: Homeless Under Other Federal Statutes</li> <li>• Category 4: Fleeing/Attempting to Flee DV</li> </ul>
	<b>Rapid Re-Housing</b>	<p>Individuals and families defined as Homeless under the following categories are eligible for assistance in RRH projects:</p> <ul style="list-style-type: none"> <li>• Category 1: Literally Homeless</li> <li>• Category 4: Fleeing/Attempting to Flee DV (if the individual or family is also literally homeless)</li> </ul>
	<b>Homelessness Prevention</b>	<p>Individuals and families defined as Homeless under the following categories are eligible for assistance in HP projects:</p> <ul style="list-style-type: none"> <li>• Category 2: Imminent Risk of Homeless</li> <li>• Category 3: Homeless Under Other Federal Statutes</li> <li>• Category 4: Fleeing/Attempting to Flee DV (if the individual or family is NOT also literally homeless)</li> </ul> <p>Additionally, HP projects must only serve individuals and families that have an annual income BELOW 30% AMI, AND have no other support networks and resources to prevent them from going to the street or a shelter. Finally, the assistance must be necessary to help the program participant regain stability in his/her current permanent housing or move into other permanent housing and achieve stability in that housing.</p>

### **Ineligible Activities**

Ineligible activities that cannot be funded with ESG include, but are not exclusive to:

- replacement of existing mainstream resources;
- payments made directly to program participants;
- payments on a mortgage or land contract;

- payment of rent for eligible individuals or families for the same period of time and for the same cost types being assisted through any other federal, state, or local housing subsidy program;
- payments on credit card bills or other consumer debt, including child support or garnishments;
- provision of cash assistance;
- payment of costs of discharge planning programs in mainstream institutions such as hospitals, nursing homes, jails, or prisons; and
- payment for religious activities. (Note: While organizations that are religious or faith-based are eligible to receive ESG funds, religious activities must be conducted separately, in time and location, from ESG-funded activities and participation must be voluntary for program participants.)

## **HMIS Data Collection**

All data on persons served and all activities funded with ESG funds must be entered into the PPCoC-approved Housing Management Information System (HMIS) or a comparable database. The purpose of the HMIS is to record and store client-level information about the numbers, characteristics, and needs of homeless and at risk of homelessness persons who receive program assistance. Additional information about the HMIS requirements is provided in this manual.

Victim service providers are prohibited from entering data in HMIS; however, they are required to maintain comparable databases of their own design which provide aggregate information and data consistent with HMIS data collection requirements. Projects serving survivors of domestic violence where the subrecipient is not a victim services provider are required to enter data in HMIS.

## **ESG CAPER (Consolidated Annual Performance Evaluation Report)**

ESG subrecipients are required to submit an ESG CAPER at least quarterly during the contract period and at the end of the program year. The reports must be generated by the subrecipient agency from HMIS.

## **Continuum of Care Coordination**

The role of the City as the ESG recipient is to consult with the Pikes Peak Continuum of Care (PPCoC) on specific aspects of its programs in order to foster a comprehensive, communitywide planning process that ensures the seamless coordination of services and funding streams. Consultation is intended to ensure that the recipients of HUD homeless grants are investing in the homeless assistance system in coordinated ways, thereby supporting the same goals and leveraging results. (See 24 CFR 576.400(a)).

## **Consultation Purpose and Mechanisms**

The City must involve the Pikes Peak Continuum of Care that serves its jurisdiction in:

- a. Determining how to allocate ESG funds each program year;
- b. Developing the performance standards for, and evaluating the outcomes of, projects and activities assisted by ESG funds; and
- c. Developing funding, policies, and procedures for the administration and operation of the HMIS.

The City recognizes that collaboration is an ongoing and evolving process and uses a combination of mechanisms for conducting consultation with the PPCoC and other key stakeholders. These mechanisms include the following:

- *Governing Board Participation* – Per the PPCoC Governance Charter, the City appoints a representative from the City Division responsible for administering ESG Program funds to the PPCoC Governing Board. The representative serves in an ex-officio capacity. The City representative also participates in the meetings of the Executive Committee of the Governing Board to provide technical assistance on ESG requirements, advocate for best practices and coordinate consultation processes. Participation better ensures coordination occurs on an on-going basis.
- *Stakeholder Meetings* – The City convenes meetings of representatives of the PPCoC leadership and the Consolidated Plan jurisdiction to set priorities for ESG funding and to provide input in the development of plans and policies. Priority setting and allocations begins annually with the City’s needs assessment process for the Consolidated Plan or Annual Action Plan. PPCoC staff attends public meetings and the City hosts at least one meeting with PPCoC members. The meetings may include additional key stakeholders as well, such as leaders from other homeless planning committees or networks. The City prepares a plan for use and allocation of funds and presents the plan to the PPCoC Governing Board for approval prior to being submitted for approval to City Council.
- *Committees or Advisory Groups* - Because the consultation requirements span several topics, the City consults with the committees established in the Pikes Peak Continuum of Care Governance Charter including the PPCoC Monitoring, Review, Ranking and Prioritization Committee, Client Management System (CMS) Advisory Committee and Consumer Advisory council as needed and may form additional committees.

The City’s goal is to allocate resources to the types of projects that are most likely to reduce homelessness. The City, as the ESG recipient, must consult with the PPCoC in determining ESG Program funding allocation priorities and describe this consultation in the Annual Action Plan. In order to prepare for this consultation, the City and the PPCoC will begin by assessing the extent to which there is already alignment between the PPCoC’s homeless strategy and ESG Program allocations. The City will

engage the PPCoC at a point in the process when the PPCoC can provide meaningful input related to ESG planning and allocation decisions in relation to the funding opportunities available through the PPCoC Program. Then, the City and the PPCoC can proceed in a discussion about how to better align allocations to meet priority community needs and achieve optimal results.

The City prepares a recommendation for use of funds with the Annual Action Plan and presents it to the PPCoC for input prior to being submitted for approval to City Council. ESG subrecipients for emergency shelter, street outreach, homeless prevention and rapid rehousing are selected through a competitive application process administered by the City. HMIS is funded through a direct allocation to the HMIS lead, though an application is required.

### **Coordinating Entry, Assessment and Services Among Providers**

In compliance with section 576.400(b) of the ESG Interim Rule, all ESG subrecipients within the PPCoC service area must coordinate and integrate, to the maximum extent practicable, ESG-funded activities with other programs targeted to people experiencing homelessness in the PPCoC area to provide a strategic, community-wide system to prevent and end homelessness. The goal is to increase the capacity of coordinated entry systems to **prioritize people who most need assistance across the PPCoC.**

### **Coordinated Assessment and Housing Placement System (Coordinated Entry)**

The PPCoC operates a Coordinated Assessment and Housing Placement System (also known as the Coordinated Entry System) to allocate housing and service resources as effectively as possible in a manner that is easily accessible and limits duplication of services. The PPCoC Assistance is prioritized based on vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner. With a “no wrong door” approach to housing assistance, the PPCoC aims to establish as many access points as possible for individuals or families in need to be assessed and referred to the appropriate resource.

In compliance with 576.400(d), the City requires that all subrecipient service providers will:

- **Participate in the coordinated assessment system.** Currently, the PPCoC operates a Coordinated Entry System for clients who meet the definition of literally homeless.
  - Client entry begins with the subrecipient service provider.
  - Providers administer the Housing Survey (The Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) is the common assessment tool).
  - Survey data entered into HMIS and vulnerability score is generated.
  - A team of service providers meet weekly for case conferencing if a housing resource is available.



- Client lists pulled from HMIS based upon available housing resources (Different vulnerability scores are tied to different levels of housing resources. Housing resources are submitted by providers with the resource along with the eligibility for the specific resource.)
  - Clients are matched with appropriate available resource.
  - Clients are located and further eligibility for available resource is verified by the subrecipient agency.
  - If clients remain eligible for resource, then they are referred to housing resource.
- **Establish a staff member as a point of contact** for other case managers and members of the PPCoC. The contact should be a position that sees little turnover and is familiar with organizational resources and up to date on current organizational capacity to accept and serve clients, such as a supervisor or manager. This contact should be able to provide information for other housing case managers on what current programs and resources are available to clients entering into the provider system through their organization. This contact will reduce or eliminate the need for clients to seek out additional assistance based on referrals from any ESG recipient agency.
  - **Attend all coordinated training for case managers** within the homeless provider system. Each subrecipient is expected to send at least one staff member to training sessions provided or hosted by the PPCoC. The members of the PPCoC will also host regular meetings of program staff to share best practices and engage in collective problem solving as the community works toward an integrated system for clients. Meetings will be facilitated through the Comprehensive Homeless Assistance Providers (CHAP) meetings.

## **Discharge Policies**

As part of its annual submission to HUD, the City is required to certify that it will establish discharge policies and protocols in its Consolidated Plan that prevent people from being discharged from publicly-funded systems of care into homelessness. The City will facilitate the collaboration between those persons responsible for discharge planning at the State and local government levels and those with experience and knowledge in homelessness (including the incidences of discharges from public institutions into homelessness) to ensure that established policies are informed by what works—and does not work—in practice.

## **Client Eligibility**

### ***Assessment***

All applicants must be assessed to determine eligibility for receipt of ESG-funded services. Client assessment and determination of ESG eligibility includes the cost of staff time to complete an intake

and/or assessment even if it's determined from the evaluation the applicant is not eligible for ESG program assistance. When ESG funds are used to provide coordinated entry, a subrecipient is encouraged to utilize ESG funding with non-ESG funding in proportionate to the percentage of clients who are determined ESG eligible versus those referred to other programs. Other service costs associated with applicants determined to be ineligible for ESG assistance are not allowable including follow-up and case management. The ESG subrecipient is responsible for determining and documenting client eligibility. It is expected that within two weeks the agency will close out the client file by serving the client, referring them, or notifying the client that the client is not eligible for ESG assistance.

Eligible applicants for ESG funded program services must meet one of the categorical definitions of homeless or at risk of homelessness in Appendix A and Appendix B.

The City of Colorado Springs will not reimburse an agency for funds expended on clients that are found to be ineligible for ESG.

### ***Household Composition***

Homeless or at-risk of homelessness households who meet one or more of HUD determined categorical homeless definitions or criteria are eligible to receive program assistance. Household composition includes an individual living alone, family with or without children, or a group of individuals who are living together as one economic unit. Service providers receiving funds under the ESG Program cannot discriminate against a group of people presenting as a family based on the composition of the family (e.g., adults and children or just adults), the age of any member's family, the disability status of any members of the family, marital status, actual or perceived sexual orientation, or gender identity. In all cases, a household must lack sufficient resources and support networks necessary to obtain or retain housing without the provision of ESG assistance in order to be program eligible.

The type of ESG assistance for which an eligible household qualifies is determined by the stability of their current housing or their homeless status.

## **HOMELESS MANAGEMENT INFORMATION SYSTEM**

### **HMIS Funding, Administration, and Operation**

The City, in collaboration with the PPCoC, has identified funding and developed policies and procedures for operating and administering the HMIS, particularly in regard to the required participation of all ESG-funded subrecipients and in determining the cost of HMIS participation for ESG recipients and subrecipients. The PPCoC and City, in collaboration with the HMIS lead agency, will continue to take an active role in this process since the PPCoC is responsible for the HMIS and since

HMIS is a key source of data to assess performance of ESG Program-funded activities and the homeless assistance system.

### **Reporting Requirements**

For non-domestic violence service providers, ESG funded client and activity data must be entered into the HMIS or comparable database. Data entry and reporting expectations include:

- Timely and accurate data entry into the HMIS;
- Acquiring and documenting informed written consent from program participants. Subrecipients must complete the Client Information Disclosure and Shared Client Consent and Release Authorization attached in Appendices E and F;
- Protecting program participants' confidentiality; and
- Using the HMIS as a tool to analyze data to inform and improve the delivery of services.

### **Victim Services Data Collection**

Victim service providers are prohibited from entering data in HMIS; however, they are required to maintain comparable databases of their own design which provide aggregate information and data consistent with HMIS data collection requirements. Projects serving survivors of domestic violence where the recipient is not a victim services provider are required to enter data in their HMIS.

### **Eligible Costs**

ESG funds can be used for the following HMIS costs:

- The costs of using the coordinated entry process, but not the costs of developing or operating the system;
- Staff costs related to the operation and usage of the HMIS;
- Computer hardware and software costs including purchase of HMIS software licenses;
- Space and equipment costs related to the HMIS; and
- Costs related to monitoring and reviewing data quality, data analysis and reporting.

### **Performance Standards and Outcome Evaluation**

The City's goal is to increase the focus on data and performance. The City and the PPCoC will use HMIS and other pertinent data collected by providers to assist with evaluating ESG activities within the context of broader system performance and inform subsequent ESG and PPCoC program allocations. In alignment with the federal and state strategic plans to end homelessness, the City has established performance measures that require the collection of housing status data for all ESG activities (except HMIS) at the time of program exit. While performance measures are subject to further expansion and

refinement, all subrecipients are currently required to report on the following measures of stability and income:

- **Housing Stability** – measures the number of persons who maintained housing within the project or obtained other permanent housing upon exit. Both stability measurements – housing obtained and maintained - should be entered into the HMIS.
  - Preliminary performance benchmarks:
    - 80% of program participants maintain housing
    - 35% of program participants exit to permanent housing
- **Total Income** – measures the cash income from all sources that clients age 18 and over received as of the end of the operating year.
  - Preliminary performance benchmark: 50% of program participants with total income increases since initial assessment.
- **Earned Income** – measures the cash income recorded as “earned income” (i.e., income from employment) for clients age 18 through age 61 as of the end of the operating year.
  - Preliminary performance benchmark: 20% of program participants who increase their income since initial assessment.

In addition to the housing stability and income measures, subrecipients carrying out emergency shelter and street outreach activities are required to report the following measures:

### **Emergency Shelter**

- **Engagement** – Measures the number of clients in case management.
  - Preliminary performance benchmark: 85% of clients in shelter receive case management.

### **Street Outreach**

- **Contact** –the total number of interactions between a worker and homeless individuals on the street or some other inhabitable space. This will be used as a level-of-effort indicator. Benchmarks for contact rates will be set once the PPCoC establishes a methodology for determining one based on census data, Point-in-Time counts, and staff capacity.
- **Shelter Referral** – measures the number of people referred to a shelter from the street.
  - Preliminary performance benchmark: 70% of contacts go from the streets to any type of housing or shelter.

**These outcome and levels of effort measurements will be collected in addition to the required universal data elements that track client characteristics and service data.**

Performance will be reported in the City's Consolidated Annual Performance Evaluation Report (CAPER), which is presented to the PPCoC board for review during the public comment period.

Going forward, the City and the PPCoC must continue to develop performance standards for evaluating the effectiveness of ESG-funded activities within the PPCoC geographic area. The City will use these performance standards for evaluating the activities carried out with ESG funds, including how well subrecipients succeed in:

- Targeting those who most need assistance;
- Reducing the number of people living on the streets or in emergency shelters; and
- Reducing the time people spend homeless.

## **EMERGENCY SHELTER**

### **Eligible Activities**

Activities funded under the Emergency Shelter component are designed to increase the quantity and quality of temporary shelters provided to people experiencing homelessness, through the renovation of existing shelters or conversion of buildings to shelters, paying for the operating cost of shelters, and providing essential services. Allowable costs under these criteria are outlined in § 576.102.

ESG funds for shelters and outreach services (combined) are capped at 60% of the ESG grant award. The City will prioritize ESG funding to shelters that demonstrate a commitment to and history of lowering barriers to entry. The low barrier model is a national best practice for reaching the most people in need, especially the most vulnerable. It emphasizes safety, access, and engagement.

### **Homeless Status**

Homeless clients entering into the shelter system must meet the HUD criteria for homelessness as either literally homeless (Homeless Category 1), at imminent risk of homelessness (Homeless Category 2), homeless under another federal statute (Homeless Category 3), or fleeing/attempting to flee domestic violence (Homeless Category 4).

For additional details related to the HUD definition of Homeless and applicability to each program component, see Appendices A and B and the program crosswalk on page 6.

### **Client Prioritization & Referral Policies**

HUD recommends an approach that provides homeless persons with immediate access to shelter, then offers the supportive services that may be needed to foster long-term stability. **This approach removes unnecessary barriers and assumes that supportive services are more effective in addressing needs when the individual or family has shelter** and the daily stress of being on the street is taken out of the

equation. In all cases, providers should use their judgment when it comes to safety. If there are legitimate behavioral/safety concerns, the provider should find ways to address these – via shelter arrangements, programming, shelter renovations, or other solutions.

Emergency shelters will prioritize individuals/families that:

- Cannot be diverted to another program; and
- Are literally homeless; and
- Can be safely accommodated in the shelter; and
- Not in need of emergency medical or psychiatric services or danger to self or others.

Also note the following:

- Emergency Shelters cannot discriminate per HUD regulations (see Fair Housing Requirements in these Written Standards for more detail.)
- There shall be no requirements related to ID, income or employment for entry.
- Transgender placement will be made based on gender self-identification (see Equal Access Requirements for more detail.)

## **Intake and Assessment**

Recipients and subrecipients are required to document eligibility at program entry, even for emergency shelter. Given that third-party documentation at the emergency shelter level is not feasible in most cases, subrecipients operating emergency shelters can document homeless status through a certification by the individual or head of household as the primary method of establishing homeless eligibility. In these instances, one method of meeting this standard would be to require households to complete a sign-in sheet, with a statement at the top informing the individual or head of household that by signing, they certify that they are homeless.

Under no circumstances must the lack of third-party documentation prevent an individual or family from being immediately admitted to emergency shelter, receiving street outreach services, or being immediately admitted to shelter or receiving services provided by a victim service provider.

Once an individual or household has entered an emergency shelter, case managers will assess each program participant according to Coordinated Entry procedures and assign an appropriate level of service intervention. In determining what additional supports to provide, the intake worker will consider all resources and support networks available to the household.

- Any new client entering into shelter must be offered a complete assessment to understand client needs and barriers and match the client to the most appropriate services. If a client refuses, shelter staff must continue to offer a complete assessment as long as they remain in

the shelter. The goal is to connect the client with appropriate supportive services to foster long-term stability.

- Clients will be prioritized for those supportive services within the emergency shelter system based on need and available resources.

## **HMIS Data Entry Requirements for Shelters**

Emergency, day or mass shelters, or hotel/motel vouchers are required to collect data and report outcomes using the Entry/Exit method of data collection.

Shelters which meet the three criteria below may be set up in HMIS to use the Night-by-Night method of tracking shelter use: Night-by-Night (NBN) data collection involves recording, in HMIS, contacts with each person served. A contact is defined as the date of an interaction between a worker and a client designed to engage the client. A contact must be recorded any time a client is met. Engagements must also be recorded. An engagement is an interaction which results in a formalized assessment or discussion. The date of engagement should be entered into HMIS at the point when the client has been engaged by the shelter worker. (Within the current HMIS, a bed night service must be provided.)

- The shelter serves a large number of clients on a nightly basis;
- Clients are permitted to spend nights at the shelter on an irregular basis; and
- There is a high degree of client turnover.

With the NBN method:

- All data required to be collected, is collected at project entry; and
- The duration of each stay can be accurately aggregated to calculate each client's total length of stay in the project.

Regardless of the method used to track shelter use, subrecipients must be able to determine who and how many people were served by a shelter or shelter type for any given night, based on HMIS data.

For additional, detailed information about the reporting requirements, refer to the HMIS Operation Manual found at: <https://www.hudexchange.info/programs/hmis/>.

## **HOMELESSNESS PREVENTION AND RAPID RE-HOUSING**

### **Eligibility and Client Prioritization**

For additional details related to the HUD definition of Homeless and At Risk of Homelessness and applicability of these definitions to each program component, see Appendix A and B and page 6. A checklist of recordkeeping requirements for rental assistance programs is attached in Appendix L.

## Homeless Prevention

Individuals/families, who meet the HUD criteria for the following definitions, are eligible for Homelessness Prevention assistance:

- At Risk of Homelessness
- Homeless Category 2: Imminently at-risk of homelessness
- Homeless Category 3: Homeless under other federal statute and
- Homeless Category 4: Fleeing/attempting to flee DV (as long as the individuals/families fleeing or attempting to flee DV are **not** also literally homeless. If the individuals/families are also literally homeless they would qualify for Rapid Re-Housing instead. See below.)

Additional eligibility requirements related to Homelessness Prevention include:

- **Proof of residence** within the boundaries of the City of Colorado Springs.
- **Total household income and assets below 30 percent of Area Median Income (AMI)** at initial assessment. Clients must provide documentation of household income, including documentation of unemployment and zero income affidavit for clients without income.
- **No other support networks and resources** to prevent them from going to the street or a shelter.
- The assistance **must be necessary** to help the program participant regain stability in his/her current permanent housing or move into other permanent housing and achieve stability in that housing

### *Client Prioritization*

Note that all targeted individuals and families described below must meet the minimum HUD requirements for eligibility for homelessness prevention assistance.

The City has identified the following priorities for homelessness prevention assistance:

1. Families with children;
2. Chronically homeless;
3. Veterans;
4. Unaccompanied youth 18-24 years old; and
5. An individual or family fleeing domestic violence.

These are priorities and are not meant to preclude other eligible persons from receiving assistance. Within these priorities, the City will enable each subrecipient to prioritize the eligible households using the VI-SPDAT (or other versions of the SPDAT tool based on age and family status) and other information provided by the client. Homeless prevention is not currently set up for prioritization



through coordinated entry, however, the City and PPCoC will work toward prioritizing all housing and services through coordinated entry.

## **Rapid Re-Housing**

Individuals/families, who meet the HUD criteria for the following definitions, are eligible for Rapid Re-Housing assistance:

Homeless Category 1: Literally homeless

Homeless Category 4: Fleeing/attempting to flee DV (as long as the individuals/families fleeing or attempting to flee DV are **also** literally homeless).

Rapid re-housing **does not have income eligibility requirements at the time of intake**; however, to qualify for continuation of rapid re-housing assistance, an applicant must have an annual income at or below 30% AMI at the time of re-evaluation.

## ***Client Prioritization***

Note that all targeted individuals and families described below must meet the minimum HUD requirements for eligibility for rapid re-housing assistance.

The City targets the following population for rapid re-housing assistance:

1. Families with children;
2. Veterans;
3. Unaccompanied youth 18-24; and
4. An individual or family fleeing domestic violence.

These are priorities and are not meant to preclude other eligible persons from receiving assistance. Within these priorities, the City will enable each subrecipient to prioritize the eligible families using the appropriate version of the VI-SPDAT and other information provided by the client.

## **Intake and Assessment**

Any client assessed for potential assistance with ESG funds must meet the criteria to be determined eligible for homeless prevention or rapid re-housing assistance. Subrecipient case managers must complete the “But For” Certification attached in Appendix D certifying that a comprehensive assessment was completed and that the findings are such that client or household would become or remain homeless **but for** ESG assistance.

The caseworker must follow Coordinated Entry policies and best practices when doing the required intake assessment to evaluate a program participant's specific situation, and document that they 1) are

going to have to leave the unit, in cases of homelessness prevention assistance; and 2) meet any applicable eligibility criteria, such as lacking other resources or support networks.

When assessing a program participant's needs during the initial evaluation, a case worker must determine the amount and types of assistance the individual or family needs to achieve stability in permanent housing. As part of this assessment, it is important to determine which households will be able to avoid homelessness with limited assistance and which will need deeper levels of support. For effective outcomes, a strong program design will strive to find a balance between providing an appropriate level of financial assistance to achieve successful outcomes while avoiding excessive funding of individual households, which limits the overall number of households that can be served by the program. An effective assessment of each household's history, circumstances, and needs is critical when estimating the amount of assistance a household will need. As part of this assessment, a case worker must develop a plan to assist the program participant to retain permanent housing after the ESG assistance ends. See 24 CFR § 576.401(e)(1)(ii).

For the delivery of Rapid Rehousing assistance, the PPCoC will use the Vulnerability Index-Service Prioritization and Decision Assistance Tool (VI-SPDAT) Pre-Screen Survey. Responses will be entered into HMIS. Funds will be allocated through the coordinated entry process. Homeless Prevention clients, because they are not literally homeless, are not required to be administered the VI-SPDAT. Until the coordinated entry process is better established to coordinate and prioritize services community-wide, Homeless Prevention funds can be allocated at the project level.

### **Calculating Gross Annual Income**

Annual income is the gross amount of income anticipated to be received by a household during the coming year based on the household's circumstances at the time of program intake and assessment. Annual Income determination is consistent with the Housing Choice Voucher definition of annual income found at 24 CFR 5.609. HUD provides an Income Eligibility Calculator at <https://www.hudexchange.info/incomecalculator/>. Please note that the income eligibility calculator is designed to help subrecipients calculate income in accordance with the allowable definition, but it does not verify income. The calculator does not replace the documentation that must be collected and retained by the subrecipient as outlined in Attachment L.

When determining the annual income of a household to establish eligibility for ESG assistance, subrecipient must count the income of all adults in the household, including nonrelated individuals, within the limitations imposed by 24 CFR 5.609. Not everyone living in the unit is considered a member of the household for the purposes of determining a household's income. Excluded persons include: foster children, foster adults, live-in aides, children of live-in aides and unborn children. A person subject to shared-custody agreement should be counted as household member if the child resides with the household at least 50% of the time.

Income generated by an asset, such as the interest on savings or checking account is considered household income even if the household elects not to receive it. For example, though an applicant may elect to reinvest the interest or dividends from an asset, the interest or dividends are still counted as income anticipated to be received during the coming 12 months. Asset income is discussed in 24 CFR 5.609. Income producing assets include: bank accounts; life insurance policies; lump sum additions (legal settlement, refund, etc.); personal property held as investments; retirement/pension funds; trusts; assets disposed of for less than fair market value; and stocks; bonds or mutual funds.

### **Eligibility Documentation and Recordkeeping**

Subrecipients must establish written intake procedures that include requirement of written documentation verifying eligibility for program services in accordance with the following preferred order of documentation. Documentation verifying eligibility must be available in client files or if kept electronically, available upon request. Recordkeeping and Reporting Requirements are provided in Appendix L.

#### ***Third Party Documentation***

Third Party documentation (source documents provide by an outside source) is the preferable form of verification and includes but is not exclusive to pay stubs, written statement or documents from employer, landlord, public benefit worker, or agency service provider. Written verification must be sent directly to program staff. Bank statements may not be used as proof of any earned or unearned income.

#### ***Intake/Case Manger Worker Observation Documented by ESG Staff***

Staff documentation may include oral statements made by social worker, case manager, or other appropriate official at an institution, shelter, or other facility and documented by the program intake worker/case manager. Use of oral statements is allowable when third party documentation is not available.

#### ***Participant Self-Certification***

Self-Certification requires a written and signed document by the individual or head of household seeking assistance attesting to the eligibility facts for which they are certifying. A third party may be designated by a participant to sign documents on their behalf when they are unable to do so. If needed, subrecipient must provide access to language interpretation services and assistive devices necessary for participants to understand the documents they are certifying. A Self-Declaration of Income form is provided in Appendix G.

Self-certification documentation is only used when documented staff efforts verify that third-party or worker observation documentation is not available. However, lack of third-party documentation must

not prevent an individual or household from being immediately admitted to emergency shelter, receiving street outreach services, or immediately accessing domestic violence/victim service shelter and assistance.

### Periodic Re-Certification

All case managers are required to re-evaluate clients based on the following schedule. At that time, a case manager may decide to extend, decrease, or discontinue providing assistance.

Program Component	Schedule	Re-evaluation Criteria
Homelessness Prevention	Every 3 months	For both HP and RRH, to continue to receive assistance, clients must <ul style="list-style-type: none"> <li>• be at or below 30% AMI <b>and</b></li> <li>• lack sufficient resources and support networks necessary to retain housing without ESG assistance.</li> </ul>
Rapid Re-Housing	Annually	

Program participants must meet with their case managers at least monthly, either in-person or by phone. In some cases program participants will be required to have regular home and office visits. Review the section on Case Management below for additional details.

Notification of a program participant’s changes in income or other circumstances that affect his/her need for assistance is required at re-evaluation only.

### Housing Relocation and Stabilization Services

#### Case Management

Program participants receiving homelessness prevention or rapid re-housing assistance must receive housing stability case management that assists the program participant in ensuring long-term housing stability. Case managers are required to complete a Housing Stabilization Plan (attached in Appendix H) for each ESG program participant. This requirement applies to all ESG program participants regardless of whether they are receiving one-time financial assistance or ongoing assistance and includes the following:

- Meeting with a case manager and developing a plan to assist the program participant to retain permanent housing after the ESG assistance ends (24 CFR 576.401(e)).
- Connecting the program participant to mainstream and other resources.

Connecting program participants to other resources would include assisting them in obtaining appropriate supportive services, as well as connecting them to other federal, state, local, and private benefits and services for which they may be eligible. This includes, but is not limited to, Medicaid, SNAP, WIC, unemployment insurance, SSI/SSDI, services for veterans, and TANF (see 24 CFR § 576.401(d)).

If a subrecipient is providing a one-time payment of utility or rental assistance or arrears assistance, a single case management session may meet the program's requirements so long as the housing plan can be established and the referrals to mainstream resources can be completed during the initial intake meeting.

In developing a plan to assist the program participant to retain permanent housing after the ESG assistance ends, the case manager should take into account all relevant considerations, such as the program participant's current or expected income and expenses, other public or private assistance for which the program participant will be eligible and likely to receive; and the relative affordability of available housing in the area.

Program participants receiving ongoing assistance are required to meet not less than once per month with case managers while they are receiving homelessness prevention or rapid re-housing assistance. Once that assistance ends they are no longer required to meet with a case manager on a monthly basis. Subrecipients may choose to have program participants continue to meet for 6 months after assistance ends to ensure that they have achieved housing stability.

For monthly meetings between re-evaluations, meetings should take place in the format most likely to ensure long-term housing stability, including home visits.

Re-evaluations must take place not less than once every 3 months for program participants receiving homeless prevention assistance, and not less than once annually for program participants receiving rapid re-housing assistance (24 CFR § 576.401(b)). At these re-evaluations, in-person meetings are required because program participants must provide documentation regarding eligibility.

As part of the requirement for comprehensive case management for housing stability, all case managers are expected to complete, at a minimum, an in-person or by phone follow up with clients 30 days after exiting the program.

## **Housing Location Services**

Any subrecipient of ESG assistance must provide housing location assistance for clients as a part of its full housing relocation and stabilization services to ESG clients. Subrecipients are expected to have at least one staff member dedicated to finding appropriate housing and developing relationships with affordable housing providers so that ESG clients have access to housing choice through the subrecipient, rather than the expectation that clients must navigate the system on their own.

Note that as part of housing location and case management services provided, staff is expected to educate landlords and familiarize them with the financial assistance model, particularly as it relates to participant share in rent. Additionally, housing location and case management staff are expected to inform landlord on updates to changes in participant share as well as eligibility re-evaluations; this way the landlord is aware of any changes to the amount of financial assistance being provided. Staff must touch base with the landlord and ensure that they have an updated copy of the Rental Assistance Agreement (see Appendix K) and are aware of the changes to the participant rent share.

### **Eligible costs**

Case Management activities assess, arrange, coordinate, and monitor individualized services developed for program participants. Eligible costs include:

- Using coordinated entry (HMIS);
- Conducting initial evaluations including, verifying and documenting eligibility;
- Counseling;
- Developing, securing and coordinating services and obtaining Federal, State, and local benefits;
- Monitoring and evaluating program participant progress;
- Providing information and referrals to other providers;
- Providing ongoing risk assessment and safety planning with victims of domestic violence, dating violence, sexual assault, and stalking; AND
- Developing an individualized housing and service plan, including planning a path to permanent housing.

### **Financial Assistance**

ESG funding must be used as a last resort, be the least amount of assistance needed to stabilize the client, and be for the least amount of time possible. ESG funds are not to supplant other available resources to the client nor will ESG funds be used to duplicate a resource provided in the same time period for the same cost.

The City will not have a minimum amount or percentage that will be applied to client contributions across all service providers. In addition, the City will not allow providers to create a minimum

participation amount for clients upon entry into any homelessness prevention or rapid re-housing program.

Financial assistance cannot be provided to a program participant who is receiving the same type of assistance through other public sources or to a program participant who has been provided with replacement housing payments under the Uniform Relocation Act (URA) during the period of time covered by the URA payments.

### **Housing Relocation and Stabilization Financial Assistance**

ESG funds may be used to pay landlords, utility companies and other third parties for the following housing related costs:

#### ***Rental Application Fee***

ESG can fund applicant fees charged by the landlord to all applicants. Application fees can only be provided for one application at a time; but note that this only limits the number of applications that require application fees. Case managers and housing specialists can and should work with clients and landlords to process as many free applications as possible.

#### ***Utility Arrears, Payments and Deposits***

ESG funds may pay for up to 12 months utility payments per program participant, per service, during any three year period and up to six (6) months in utility payments in arrears per service (for a total of 18 months). A partial payment of the utility bill counts as one month. This assistance may only be provided if the program participant or member of the same household has an account in his or her name with a utility company or proof of responsibility to make utility payments. Eligible utility services are gas, electric, water, and sewage.

The amount of utility payments may be increased to 24 months if the client is enrolled in a full or part time training program designed to provide permanent long term employment and is receiving Rapid Rehousing assistance for 24 months. No program participant shall receive more than 24 months of utility assistance within any 3-year period (24 CFR 576.105(a)(5)).

Cable TV or other similar utilities may not be paid with ESG funds unless a cable fee is charged to all tenants and is required under the lease for occupancy in the unit. The cost would be eligible as rental assistance (24 CFR 576.106(d)(2)).

Utility Deposits. ESG funds may pay for a standard utility deposit required by the utility company for all customers for gas, electric, water, and sewage utility services.

### ***Security Deposits***

- Not to exceed an amount equal to 2 months' rent; and
- Limited to one time assistance within 3 years.
- Deposits may remain with the client if they are stably housed once the subrecipient has completed providing assistance.

### ***Last Month's Rent***

If necessary to obtain housing for a program participant, the last month's rent may be paid from ESG funds to the owner of that housing at the time the owner is paid the security deposit and the first month's rent. This assistance must not exceed one month's rent and must be included in calculating the program participant's total rental assistance, which cannot exceed the limits set above.

### **Short and Medium Term Rental Assistance**

#### ***Rent Arrears***

A one-time payment for up to 3 months of rent in arrears during any 3-year period, plus any late fees on those arrears.

An arrears payment is only an eligible cost if a tenant would actually be evicted for non-payment of their portion of the rent (Homelessness Prevention) or the arrears are preventing the household from obtaining permanent housing and achieving stability in that housing (Rapid Re-Housing).

Because the goal of the ESG program is to help program participants achieve stability in permanent housing, a household **may not** be assisted with arrears in order to stay in a unit with rent that the household will not be able to sustain. Instead, ESG subrecipients may make a one-time payment of rental arrears on the unaffordable unit and then provide housing relocation and stabilization services and rental assistance to help the individual or family move into other permanent housing that complies with ESG program requirements.

#### ***Rental Assistance***

Limited to 12 months within a 3 year period. The amount of rental assistance may be increased to 24 months if the client is enrolled in a full or part time training program designed to provide permanent long term employment.

### **Rental Agreement and Lease**



The landlord must agree that they will not evict the tenant in return for receiving ESG funds (the landlord may have legal right to evict the tenant based on other reasons.) The subrecipient and landlord must execute the ESG Rental Agreement in Appendix L.

No ESG funds may be disbursed until the case manager receives a legally binding, written lease showing the names of the tenants, the move-in-date, occupancy terms, expiration date and the costs payable by the tenant. All payments must be paid to verified third parties. Under no circumstances may ESG payments be made directly to the client.

### **Rent Reasonableness Determination**

Subrecipient must determine whether the gross rent of particular unit is a reasonable rent in comparison to rent for other comparable unassisted units. To make this determination, subrecipient must consider 1) the location, quality, size, unit type, and age of the contract unit; and 2) any amenities, housing services, maintenance and utilities to be provided by the owner in accordance with the lease. The unit's gross rent must be comparable to the rent reasonableness rent for the unit to be considered for rental assistance.

Subrecipient must determine the review method(s) they will use to establish the rent reasonableness standards for their area (e.g.; a list of comparable rents can be completed by using a market study of rents charged for units of different sizes or by reviewing advertisements for comparable rental units). To learn how public housing authorities establish rent reasonableness for the Housing Choice Voucher, review Chapter 9 of the HUD Housing Choice Voucher Program Guidebook.

Comparable rents vary over time with market modifications. Rent Reasonableness standards must be reviewed periodically and adjusted to align with these rent market changes.

The Rent Reasonableness review completed for each unit must be documented in the client case file. A sample rent reasonableness form is included in Appendix I.

### **Fair Market Rent (FMR) Requirement**

HUD establishes FMR to determine rent ceilings for HUD-funded rental assistance programs. HUD publishes the FMR schedule annually for 530 metropolitan areas and 2,045 non-metropolitan county areas. The HUD FMR Index can be found [here](#).

Gross rent for units in which ESG provides rental assistance must be the same or less than the FMR for the location. If subrecipient's service area includes more than one county, subrecipient must use the appropriate FMR for the country in which the assisted rental unit is located. The applicable FMR data should be copied and placed in the client file to document the FMR for the participant's unit size and geographic area.

## **STREET OUTREACH**

Street outreach is service delivery for the specific purpose of reaching out to unsheltered homeless people and connecting them with emergency shelter, housing, or critical services. It also covers costs for providing urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility.

ESG funds for shelters and outreach services (combined) are capped at 60% of the ESG grant award.

### **Eligibility: Status as Homeless**

As required in 24 CFR §576.101 (Paragraph (1)(i) of §576.2), providers must target people who meet the following definition of homeless:

- An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground.

### **Assessment and Essential Services**

Engagement activities must include an initial assessment of needs and eligibility in order to prioritize the type and source of assistance required with safety and urgent health needs being the highest priority. Based on need and assessment, qualifying individuals and/or families will be offered essential services beyond emergency health and other crisis intervention assistance that include case management, transportation, and housing stabilization. Whenever feasible, rapid re-housing will be a priority over the provision or referral to emergency shelter or transitional housing.

### **Engagement Services**

Engagement services are activities to locate, identify, and build relationships with unsheltered homeless people to offer immediate support, intervention, and connections with homeless assistance programs and/or mainstream social services and other housing programs. Eligible costs include:

- Conducting an initial assessment of applicant needs and eligibility;
- Providing crisis counseling;
- Addressing urgent physical needs, such as providing meals, blankets, clothes, or toiletries;
- Actively connecting and providing information and referrals to needed services; and
- Cell phone costs of outreach workers while carrying out these activities.

### **Case Management**

Case management activities help assess housing and service needs and arrange, coordinate and/or monitor the delivery of individualized services. Eligible costs include:

- Assessment and intake evaluations including verifying and documenting eligibility;
- Counseling;
- Developing/securing/coordinating services;
- Helping obtain federal, state, and local benefits;
- Monitoring and evaluating program participant progress;
- Providing information and referrals to other providers; and
- Developing an individualized housing stabilization plan that leads to the attainment of stable permanent housing.

### **Emergency Health Services**

Emergency health services can be funded with ESG only to the extent that other non-ESG funded appropriate health services are inaccessible or unavailable within the service area. Eligible costs include:

- Assessing health problems and developing treatment plans;
- Assistance in understanding health needs;
- Directly providing or helping obtain appropriate emergency medical treatment; and
- Providing medication and follow-up services.

### **Emergency Mental Health Services**

Emergency mental health services can be funded with ESG only to the extent that other non-ESG funded appropriate health services are inaccessible or unavailable within the service area. Eligible costs include:

- Crisis intervention;
- Prescription of psychotropic medications;
- Explanation about the use and management of medications; and
- Combinations of therapeutic approaches to address multiple problems.

### **Transportation**

Travel expenses incurred by outreach workers, social workers, medical professionals or other service agency employee during the provision of allowable street outreach services are eligible costs. They include:

- Transporting unsheltered people to emergency shelters or other service facilities;
- Public transportation for participants;
- Mileage allowance for outreach workers using their own vehicles to visit program participants;

- Purchasing or leasing a vehicle for use in conducting outreach activities, including the cost of gas, insurance, taxes, and maintenance for the vehicle; and
- Costs of staff to accompany or assist program participant to use public transportation.

## **Services For Special Populations**

Services for special populations are essential services tailored to address the particular needs of homeless youth, victims of domestic violence, dating violence, sexual assault, or stalking, including services offered by rape crisis centers, domestic violence shelters, and other organizations that serve homeless persons with special needs. Eligible costs include all those listed under the following engagement services:

- Engagement;
- Case management;
- Emergency health services;
- Emergency mental health services; and
- Transportation.

## **ADMINISTRATIVE REQUIREMENTS**

### **Match Requirements**

The City requires subrecipients to make matching contributions in an amount that equals (100%) the amount of ESG funds allocated by the City.

Matching contributions can be obtained from any source, including any Federal (non-ESG) source, as well as state, local, and private sources. Use of any Federal source must not prohibit those funds from being used as ESG match and not already be matched with ESG funds. Subrecipient must ensure the laws governing any funds used as matching contributions do not prohibit the use of those funds as match.

All sources listed as match must meet these criteria:

- The matching contribution must be made after the date that HUD and the City sign the ESG Grant Agreement;
- Cash contributions must be expended within the expenditure deadline in 576.203;
- Non-cash contributions must be made within the expenditure deadline in 576.203;
- Contributions used to match a previous ESG grant may not be used to match a subsequent ESG grant;

- Contributions that have been or will be counted as satisfying a match requirement of other federal funds may not be used as match for ESG funding;
- The matching funds must be used for ESG eligible clients and activities; and
- If ESG funds are used to satisfy matching requirements of another federal program, funding from that program cannot be used to satisfy the matching requirements of ESG.

Possible sources of match, other than federal, state or local grants include:

- Cash;
- The value or fair rental value of any donated material or building;
- The value of any lease on a building;
- Any salary paid to staff to carry out the program of the recipient; and
- The value of the time and services contributed by volunteers.

Services provided by individuals must be valued at rates consistent with those ordinarily paid for similar work by subrecipient. If subrecipient does not have employees performing similar work, the rates must be consistent with those ordinarily paid by other employers for similar work in the same labor market.

The value of any real property, equipment, goods or services can be used as match provided the costs would be allowable if subrecipient had purchased them. Some non-cash contributions would be considered indirect costs if purchased by subrecipient; match for these contributions may be given only if subrecipient has established a special indirect cost rate for allocating the value of those contributions to individual projects or programs.

Costs paid by program income shall count as match if the costs are eligible ESG costs that supplement subrecipient's ESG program.

Subrecipient must keep records of the source and use of contributions made to satisfy the matching requirement. Records must indicate the fiscal year grant for which each matching contribution is counted, as well as how the value of non-cash contributions was derived. To the extent feasible, volunteer services must be supported by the same methods that subrecipient uses to support the allocation of regular personnel costs.

The City will provide an ESG Match Form. Match must be reported quarterly at minimum.

(For the specific match requirements, see 24 CFR 576.201.)

## **Documentation Requirements**

Subrecipients must establish and maintain sufficient records to enable the recipient and HUD to determine whether ESG requirements are being met. Recipients and subrecipients must keep documentation showing that ESG grant funds were spent on allowable costs in accordance with the requirements for eligible activities under § 576.101- § 576.108 and the cost principles for state, local, and Indian tribal governments and non-profits found at 2 CFR Part 225 and 2 CFR Part 230, respectively. (24 CFR 576.500(u)). The City of Colorado Springs, as the recipient, will meet these documentation requirements by obtaining the information through reports from subrecipients or other appropriate methods as designated by the City of Colorado Springs.

Subrecipients must maintain all the case file records. Subrecipients must maintain records for ALL persons seeking assistance (including those persons that are determined to be ineligible). For those determined ineligible, the record must include documentation of the reason for that determination. This requirement allows for the City and its subrecipients to have clear and consistent documentation of all persons who seek and those that receive ESG assistance. At a minimum, records must include the client application for assistance, all documentation collected on the client's homeless or at-risk of homelessness status, and their income (when applicable).

Prior to determining a potential client's eligibility, recipients and subrecipients cannot incur ESG costs (including case management costs) beyond the costs involved in intake and initial evaluation.

For detailed guidance regarding recordkeeping and reporting requirements under the ESG program, subrecipients should review section 576.500 of the ESG Interim Rule.

Failure to keep adequate records of both persons seeking assistance and those that receive assistance could jeopardize future ESG funding to the subrecipients.

## **Termination, Grievance and Conflict of Interest Policies**

The ESG subrecipient must have written denial, termination, and grievance policies and procedures. The policies and procedures should be readily available to program participants either in writing or by posting them in a public space. Copies and explanation of the policies and procedures should be provided directly to any client when denial termination, or other action affects the client's ability to receive assistance. The notice must provide the specific reason(s) for the action and provide a process the applicant can follow to request a review of the decision.

### **Termination or Denial of Assistance**

If the subrecipient is terminating rental assistance to the program participant, they must immediately notify the landlord of the date rental assistance for their tenant will end.

Termination from assistance does not prevent subrecipient from providing further assistance, later, to the same household or individual if they are determined eligible for such assistance.

## **Grievance and Appeals Process**

The ESG subrecipient is required to have an established process for addressing client grievances for decisions, including termination or reduction of benefit, denial of benefit or other grievance. At a minimum, the process must include the following components:

- Informs the participant/applicant of the policy and/or policy must be posted in an area specific by the policy and in general locations in which a client/applicant is expected to be;
- Informs the participant/applicant that they must contest any subrecipient's decision that denies (for any reason) or limits eligibility of participant/applicant and/or terminates or modifies any benefits;
- Allows any aggrieved person a minimum of thirty days within which to request an administrative review;
- Informs the applicant/participant of their right to present written or oral objections before a person other than the person (or a subordinate of that person) who made or approved the decision;
- Informs the Community Development Division (CDD) of the request for administrative review within 10 days of receiving the request;
- Informs the applicant/participant and CDD in writing of the final determination and basis for the decision within ten days of the determination.

Any person or persons designated by the subrecipient can complete the administrative review, other than the person who made or approved the decision under review or a subordinate of this person.

CDD retains the right to require modification of any review or appeal process that CDD determines does not meet basic principles for notification, instruction, time allowance, impartiality or other necessary component.

Subrecipients must make accommodations for clients who have language or disability barriers that would prevent them from participating in the appeals process.

CDD retains the right to require modification of any review or appeals process that in its determination does not meet basic principles for notification, instruction, time allowance, impartiality, and access.

## **Conflict of Interest**

### ***Organizational***

The provision of any type or amount of ESG assistance may not be conditioned on an individual's or household's acceptance or occupancy of emergency shelter or housing owned by the subrecipient or an affiliated organization. The subrecipient is prohibited from conducting a participant's intake

assessment to determine program eligibility if the participant resides in housing where the subrecipient has ownership interest. The subrecipient would need to find another independent organization that is also an ESG subrecipient to do the intake assessment and ensure that all program participants are eligible even if the subrecipient has a waiver of the conflict of interest requirements. Conflicts of interest waivers regarding rent assistance and rental agreement requirements can only be approved by HUD. If a subrecipient wishes to apply for a waiver, they should contact CDD for guidance in submission of a waiver request, which must be approved by CDD who will then submit to HUD. See 24 CFR 576.404(a).

The subrecipient must keep records to show compliance with ESG program organizational conflicts-of-interest requirements.

### ***Individual***

For the procurement of goods and services, the subrecipient must comply with the codes of conduct and conflict of interest requirements under 24 CFR 85.36 (for governments) or 24 CFR 84.42 (for nonprofits)

Persons for whom the Conflict of Interest requirements apply include any person who is an employee, agent, consultant, officer, or elected or appointed official of the subrecipient agency. No person who exercises or has exercised any functions or responsibilities with respect to activities under the ESG program, or who is in a position to participate in a decision-making process or gain inside information with regard to activities assisted under the program, may obtain a financial interest or benefit from an assisted activity; have a financial interest in any contract, subcontract, or agreement with respect to an assisted activity; or have a financial interest in the proceeds derived from an assisted activity, either for him or herself or for those with whom he or she has family or business ties, during his or her tenure or during the one-year period following his or her tenure.

## **Fair Housing Requirements**

### **Affirmative Outreach**

The ESG subrecipient must communicate and make known that use of ESG funded facilities, assistance and services are available on a nondiscriminatory basis. The subrecipient must develop and implement affirmative outreach written procedures and communication tools and materials to inform persons without regard to race, color, ethnicity, religion, sex, age, national origin, familial status, gender identity or disability, how to obtain access to facilities and services. If it appears the procedures used will not reach persons of any particular race, color, religion, sex, age, national origin, familial status, gender identity or disability who may qualify for those activities and services, the subrecipient must establish additional procedures to ensure those persons are made aware of assistance opportunities.



Reasonable accommodations for persons with disabilities must be available in order to ensure disabled participants have an equal opportunity to utilize housing, including shelters, and receive essential services. Greater levels of accessibility may be required for some shelters in compliance with The Americans with Disabilities Act.

### **Nondiscrimination**

The ESG subrecipient is required to comply with all state and federal statuses relating to nondiscrimination. Any of the following actions based on race, color, national origin, religion, sex, familial status, gender identity or handicap are not permitted:

- Refuse to rent housing or provide services;
- Make housing or services unavailable;
- Deny a dwelling or service;
- Set different terms, conditions, or privileges for rental of a dwelling or obtaining services;
- Provide different housing services or facilities or different services;
- Falsely deny that housing is available for inspection or rental or that services are available; and
- Deny anyone access to a facility or service.

### **Equal Access Requirements**

On September 21, 2016, HUD published a final rule entitled "Equal Access in Accordance with an Individual's Gender Identity in Community Planning and Development Programs." Through this final rule, HUD ensures equal access to individuals in accordance with their gender identity in programs and shelter funded under programs administered by HUD's Office of Community Planning and Development (CPD). This rule builds upon HUD's February 2012 final rule entitled "Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity" (2012 Equal Access Rule), which aimed to ensure that HUD's housing programs would be open to all eligible individuals and families regardless of sexual orientation, gender identity, or marital status. The final rule requires that recipients and subrecipients of CPD funding, as well as owners, operators, and managers of shelters, and other buildings and facilities and providers of services funded in whole or in part by any CPD program to grant equal access to such facilities, and other buildings and facilities, benefits, accommodations and services to individuals in accordance with the individual's gender identity, and in a manner that affords equal access to the individual's family.

### **Family Composition**

Any group of people that present together for assistance and identify themselves as a family, regardless of age or relationship or other factors, are considered to be a family and must be served together as such. Further, a recipient or subrecipient receiving funds under the ESG Program cannot discriminate against a group of people presenting as a family based on the composition of the family

(e.g., adults and children or just adults), the age of any member's family, the disability status of any members of the family, marital status, actual or perceived sexual orientation, or gender identity.

Shelters that accept households with children must accept all households with children regardless of the parent's gender. While it is acceptable for a shelter to limit assistance to households with children, it may not limit assistance to only women with children. Such a shelter must also serve the following family types, should they present, in order to be in compliance with the Equal Access rule:

- Single male head of household with minor child(ren); and
- Any household made up of two or more adults, regardless of sexual orientation, marital status, or gender identity, presenting with minor child(ren).

When limiting assistance to households with children, the emergency shelter would not be required to serve families composed of only adult members and could deny access to these types of families provided that all adult-only families are treated equally, regardless of sexual orientation, marital status, or gender identity.

### **Accommodating Families**

If a shelter has private rooms in which a family can stay together, then the family must be able to stay in a room together if they choose.

In all cases (whether or not it's a congregate-style shelter), all families must be treated the same. For example:

- If the standard practice is to put down mats in a conference room for everyone who is considered "overflow" (beyond the capacity of the shelter beds), then it can shelter a family together in that space.
- If the standard practice is to place a family in its own room, it would be acceptable to leave a bed empty to accommodate the family, (e.g. a family of four could stay in a unit with 5 beds, and the fifth bed could be open). In this example, HUD would not expect a provider to fill the 5th bed with an individual that is not a member of the family, so long as the provider documented the reasons for having open beds.

### **Ensuring Safety and Privacy**

A recipient/subrecipient that is concerned about the safety and privacy of particular residents (e.g. women and female children in a shelter where a teenage boy is with his mother) may create separate space where some families can stay, away from others. For example, a recipient/subrecipient might establish separate family rooms, where the family can sleep together.

If there are legitimate behavioral/safety concerns, the provider should find ways to address these – via shelter arrangements, programming, shelter renovations, or other solutions.

### **Single Sex Shelters**

Finally, a single-sex shelter is only acceptable under certain limited conditions:

- The shelter must be for individuals only. A shelter that accepts families with children cannot be single sex. An example of this might be a shelter that serves single women only (women not in families, without children under 18); AND
- The shelter must not be considered a "dwelling unit" or it must have a shared bathing facility. This policy, which applies to ESG, is stated most clearly in the CoC interim rule, at section 578.93: "The housing may be limited to one sex where such housing consists of a single structure with shared bedrooms or bathing facilities such that the considerations of personal privacy and the physical limitations of the configuration of the housing make it appropriate for the housing to be limited to one sex."

For detailed guidance on the definition of family and how it applies to recipients and subrecipients of ESG and CoC Program funds please review FAQ #1529 available online here:

<https://www.hudexchange.info/faqs/1529/how-is-the-definition-of-family-that-was-included/>

More information about the Equal Access Rule can be found here:

<https://www.hudexchange.info/resource/1991/equal-access-to-housing-final-rule/>

### **Equal Access and Gender Identity**

In accordance with updated HUD requirements<sup>1</sup>, providers must ensure that their policies do not isolate or segregate clients based upon gender identity. The intent of the Equal Access Rule is to affirm that discrimination based on gender identity is sex discrimination and to prevent the biases of individual clients from creating situations where transgender individuals are isolated or segregated.

HUD requirements also state that:

- providers must place, serve, and accommodate in accordance with the stated gender identity of the individual;

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<sup>1</sup> Equal Access in Accordance with an Individual's Gender Identity in Community Planning and Development Programs, Final Rule, 81 Fed. Reg. 64763 (Sep 21, 2016)

- providers cannot subject individuals to intrusive questioning, ask for anatomical information or documentary, physical, or medical evidence of the individual's gender identity; and
- providers must take reasonable and nondiscriminatory steps to address privacy and safety concerns raised by residents and occupants, (not just transgender and gender non-conforming individuals).

This means that any special accommodations are to be provided *for* the person who requests privacy and must not be targeted *at* another person, i.e. the person who requests privacy for themselves can be moved or separated, but a person cannot request that someone else be moved or separated on the basis of gender identity. Providers can no longer make case-by-case determinations that transgender clients receive alternative accommodations for health and safety reasons, unless the client has requested it.

Clients with special health concerns, trauma histories or other needs may also make reasonable requests for accommodations. Some options for staff are:

- Establish a single use bathroom for client use at specific intervals during the day. Often an existing staff member bathroom may be made available for this purpose without compromising the requirements of staff members.
- Provide certain times during the day that a bathroom can be scheduled by any client with a request to use a congregate facility privately.
- Ensure that toilet and shower stalls have locking doors or, at a minimum, curtains to allow for modesty and dignity.
- For shower use, consider implementing a schedule for all clients if communal showers are the only available type of shower.

The requirements of the Equal Access Rule apply to grant recipients and subrecipients, as well as to owners, operators, and managers of shelters and other buildings and facilities and providers of services funded in whole or in part by any HUD Community Planning and Development program.

## **Habitability Standards**

All housing units supported with program funds must meet HUD Habitability Standards as addressed in §576.403 (also see Appendix J). Housing also needs to be compliant with local housing codes relating to occupancy, health, and safety standards and the program must comply with the more stringent of the two.

## **Shelters**

Emergency shelters that receive ESG funds for renovation or shelter operations must meet the minimum standards for safety, sanitation, and privacy provided in §576.403(b).

In addition, emergency shelters that receive ESG funds for renovation (conversion, major rehabilitation, or other renovation) also must meet local government safety and sanitation standards, as applicable.

These standards include the following:

- Structure and materials;
- Access to and within the shelter;
- Personal space and security;
- Interior air quality;
- Water supply;
- Sanitary facilities;
- Heating and cooling operating equipment;
- Natural and electrically produced light;
- Area for food preparation;
- Safe and sanitary facility maintenance; and
- Fire safety/smoke detectors

### **Permanent Housing**

The subrecipient cannot use ESG funds to help a program participant remain in or move into housing that does not meet the minimum habitability standards under §576.403(c). This restriction applies to all activities under the Homelessness Prevention and Rapid Re-housing components.

Minimum habitability standards for permanent housing include requirements for:

- Structure and materials;
- Personal space and security;
- Interior air quality
- Water supply
- Sanitary facilities;
- Heating and cooling operating equipment;
- Natural and electrically produced light;
- Area for food preparation;
- Safe and sanitary facility maintenance; and
- Fire safety/smoke detectors

For households moving into a new unit, the unit must meet habitability standards before the lease is signed and the household moves in. For households already residing in a unit, the unit must meet habitability standards before financial or rental assistance can be provided.

The Shelter and Housing Standards Inspection Checklists can be found in Appendix J.

### **Lead-Based Paint Requirements**

Federal lead-based paint requirements apply anytime federal funds are used for housing assistance and the living space or unit was built prior to 1978. The Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851-4856), and implementing regulations in 24 CFR part 35, subparts A, B, H, J, K, M, and R apply to all shelters assisted with ESG funding and all housing occupied by program participants.

### **Environmental Review**

Recipients and subrecipients and their contractors shall not rehabilitate, convert, or renovate a shelter or prospective shelter until the City has performed an environmental review under 24 CFR part 50 and subrecipient has received HUD approval to continue. Environmental reviews must also be completed for any project-based housing assistance paid with ESG funding.

## APPENDIX A: HUD DEFINITION FOR HOMELESSNESS

HUD CRITERIA FOR DEFINING HOMELESS	<b>Category 1</b>	Literally Homeless	<p>Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:</p> <ul style="list-style-type: none"> <li>• Has a primary nighttime residence that is a public or private place not meant for human habitation;</li> <li>• Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); <u>or</u></li> <li>• Is exiting an institution where (s)he has resided for 90 days or less <u>and</u> who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.</li> </ul>
	<b>Category 2</b>	Imminent Risk of Homelessness	<p>Individual or family who will imminently lose their primary nighttime residence, provided that:</p> <ul style="list-style-type: none"> <li>• Residence will be lost within 14 days of the date of application for homeless assistance;</li> <li>• No subsequent residence has been identified; <u>and</u></li> <li>• The individual or family lacks the resources or support networks needed to obtain other permanent housing</li> </ul>
	<b>Category 3</b>	Homeless under other Federal statutes	<p>Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:</p> <ul style="list-style-type: none"> <li>• Are defined as homeless under the other listed federal statutes;</li> <li>• Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application;</li> <li>• Have experienced persistent instability as measured by two moves or more during in the preceding 60 days; <u>and</u></li> <li>• Can be expected to continue in such status for an extended period of time due to special needs or barriers.</li> </ul>
	<b>Category 4</b>	Fleeing/ Attempting to Flee DV	<p>Any individual or family who:</p> <ul style="list-style-type: none"> <li>• Is fleeing, or is attempting to flee, domestic violence;</li> <li>• Has no other residence; <u>and</u></li> <li>• Lacks the resources or support networks to obtain other permanent housing</li> </ul>

**APPENDIX B: HUD DEFINITION FOR AT RISK OF HOMELESSNESS**

<b>HUD CRITERIA FOR DEFINING AT RISK OF HOMELESSNESS</b>	<b>Category 1</b>	Individuals and Families	<p>An individual or family who:</p> <ul style="list-style-type: none"> <li>(i) Has an annual income below <u>30%</u> of median family income for the area; <u>AND</u></li> <li>(ii) Does not have sufficient resources or support networks immediately available to prevent them from moving to an emergency shelter or another place defined in Category 1 of the “homeless” definition; <u>AND</u></li> <li>(iii) Meets one of the following conditions: <ul style="list-style-type: none"> <li>A. Has moved because of economic reasons 2 or more times during the 60 days immediately preceding the application for assistance; <u>OR</u></li> <li>B. Is living in the home of another because of economic hardship; <u>OR</u></li> <li>C. Has been notified that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance; <u>OR</u></li> <li>D. Lives in a hotel or motel and the cost is not paid for by charitable organizations or by Federal, State, or local government programs for low-income individuals; <u>OR</u></li> <li>E. Lives in an SRO or efficiency apartment unit in which there reside more than 2 persons or lives in a larger housing unit in which there reside more than one and a half persons per room; <u>OR</u></li> <li>F. Is exiting a publicly funded institution or system of care; <u>OR</u></li> <li>G. Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient’s approved Con Plan.</li> </ul> </li> </ul>
	<b>Category 2</b>	Unaccompanied Children and Youth	A child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute
	<b>Category 3</b>	Families with Children and Youth	An unaccompanied youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under section 725(2) of the McKinney-Vento Homeless Assistance Act, and the parent(s) or guardian(s) or that child or youth if living with him or her.



## APPENDIX C(1): HOMELESS CERTIFICATION BY HUD DEFINITION FOR HOMELESS

This document is to certify the individual or household named below is currently homeless based on the category checked and required documentation.

ESG Client/Household Name: \_\_\_\_\_ Date: \_\_\_\_\_

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### CHRONICALLY HOMELESS CERTIFICATION

#### CHRONICALLY HOMELESS: Eligible for Rapid Re-housing assistance.

Individual or family:

- Is homeless and resides in a place not meant for human habitation, a safe haven, or in an emergency shelter and has been homeless and residing in such a place for at least 12 months *or* on at least four separate occasions in the last three (3) years where the combined occasions must total at least 12 months; **and**
- (ii) Has a head of household with a diagnosable substance use disorder, serious mental illness, developmental disability (as defined in Section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002)), post-traumatic stress disorder, cognitive impairments resulting from a brain injury, or chronic physical illness or disability.

#### NOTE:

- Transitional Housing does not qualify an individual/family for chronic status.
- Veterans receiving Supportive Services for Veteran Families (SSVF) or other grant per-diem programs offered by the Veterans Administration **do** maintain their Chronic Status.
- ESG Rapid Re-housing is not considered transitional housing.
- Institution stays of less than 90 days do not constitute a break and can be included in the time calculation as long as the individual/family were on the streets, in emergency shelter, or safe haven when they began.
- Stays in “housed” environments that are less than seven (7) consecutive nights do not constitute a break in homelessness.

- A BREAK in homelessness is defined as a stay in housing that lasts at least seven (7) consecutive nights; therefore a client must have at least four (4) separate occasions to qualify under this option.

**The following documentation must be provided to certify individual living in a place not meant for human habitation, a safe haven or an emergency shelter:**

**Option 1:**

- An HMIS record or record from a comparable database. If not documented in HMIS for 12 months proceed to Option 2.

**Option 2:**

- A written observation by an outreach worker of the conditions where the individual was living *or*
- A written referral by another housing or service provider where the individual was living.

**Note:** One encounter per month, documented breaks in HMIS (stayed with relative for night etc. counts as homeless) is acceptable documentation. Must be documented in client file.

**Option 3: For use *only* in remote areas if no third-party certification is available; self-certification cannot be used for more than 25% of households per operating year/agency.**

- Self-certification by the individual seeking assistance, which must be accompanied by the intake worker's documentation of the living situation of the individual or family seeking assistance and the steps that were taken to obtain evidence in Steps 1 and 2.

**To certify head of household disability, the following documentation must be provided:**

- Verification of disability

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## GENERAL HOMELESS CERTIFICATION

### CATEGORY 1: Literally Homeless

**Category 1 is eligible for Rapid Re-housing assistance**

- Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- (i) Has a primary nighttime residence that is a public or private place not meant for human habitation; **or**
- (ii) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs).

**Documentation of one of the following is required to certify homeless status:**

- Written observation by the outreach worker; **or**
- Written referral by another housing or service provider; **or**
- Certification by the individual or head of household seeking assistance stating that (s)he was living on the streets or in shelter.

- (iii) **Or** is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

**Documentation must include one of the above forms of evidence AND one of the following:**

- Discharge paperwork **or** written/oral referral; **or**
- Written record of intake worker's due diligence to obtain above evidence **and** certification by individual that they exited institution.

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**Categories 2 through 4 receive assistance under Homeless Prevention**

**CATEGORY 2: Imminent Risk of Homelessness**

- Individual or family who will imminently lose their primary nighttime residence, provided that:
  - (i) Residence will be lost within 14 days of the date of application for homeless assistance;
  - (ii) No subsequent residence has been identified; and
  - (iii) The individual or family lacks the resources or support networks needed to obtain other permanent housing.

**Documentation must include one of the following:**

- A court order resulting from an eviction action notifying the individual or family that they must leave; **or**
- For individual and families leaving a hotel or motel—evidence that they lack the financial resources to stay (Form No. 5); **or**
- A documented and verified oral statement.

**In addition to one of the above, documentation must include BOTH of the following:**

- Certification that no subsequent residence has been identified; **AND**
- Self-certification or other written documentation that the individual or family lacks the financial resources and support necessary to obtain permanent housing.

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### **CATEGORY 3: Homeless under Other Federal Statutes**

- Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:
  - (i) Are defined as homeless under the other listed federal statutes;
  - (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application;
  - (iii) Have experienced persistent instability as measured by 2 moves or more during the preceding 60 days; **and**
  - (iv) Can be expected to continue in such status for an extended period of time due to special needs or barriers.

**Documentation must include all of the following:**

- Certification by the nonprofit or state or local government that the individual or head of household seeking assistance met the criteria of homelessness under another federal statute; **and**
- Certification of no public housing in the last 60 days; **and**
- Certification by the individual or head of household, and any available supporting documentation, that (s)he has moved 2 or more times in the past 60 days; **and**

Documentation of special needs or 2 or more barriers.

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**CATEGORY 4: Fleeing/Attempting to Flee Domestic Violence**

Any individual or family who:

- (i) Is fleeing, or is attempting to flee, domestic violence;
- (ii) Has no other residence; **and**
- (iii) Lacks the resources or support networks to obtain other permanent housing

**Documentation required for victim service providers:**

An oral statement by the individual or head of household seeking assistance which states: they are fleeing; they have no subsequent residence; and they lack resources. Statement must be documented by a self-certification **or** a certification by the intake worker.

**Documentation required for non-victim service providers (all of the following):**

- Oral statement by the individual or head of household seeking assistance that they are fleeing. This statement is documented by a self-certification **or** by the caseworker. Where the safety of the individual or family is not jeopardized, the oral statement must be verified; **and**
- Certification by the individual or head of household that no subsequent residence has been identified; **and**
- Self-certification, or other written documentation, that the individual or family lacks the financial resources and support networks to obtain other permanent housing.

Intake Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## APPENDIX C(2): AT RISK OF HOMELESSNESS CERTIFICATION

This is to certify that the individual or household below is currently at risk of homelessness based on the category checked and required documentation.

ESG Household Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Check only one category and complete only that section**

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**CATEGORY 1: An individual or family:** (must have income 30% below AMI, lack sufficient resources & meet one of the following risk factors)

- Has an annual income below 30% of AMI (must have documentation of income eligibility; **AND**
- Lacks sufficient resources or support networks immediately available to prevent homelessness (must complete Self-Certification Form No. 5) supported by other documentation when practical such as termination notice, unemployment compensation statement, bank statement, healthcare/utility bill showing arrears.

**AND meets one of the following risk factors with acceptable documentation:**

- Risk 1:** Persistent housing instability - has moved because of economic reasons two or more times during the 60 days immediately preceding the application for assistance (**must document the following two criteria**):
    - Housing history must demonstrate two or more moves within 60 days: documentation may include HMIS records, referral from housing/service provider, letter from tenant/owner (***intake observation not appropriate***); and
    - Economic reasons may include termination from employment, unexpected medical costs, inability to maintain housing including utilities, etc: documentation may include notice of termination, healthcare bills indicating arrears, utility bills indicating arrears (***intake observation not appropriate***).
- 

- Risk 2:** Living in the home of another person/individual because of economic hardship (**must document the following two criteria**):

- Housing must be in the home of another (i.e., doubled up): documentation may include letter from tenant/homeowner (***intake observation may be appropriate***); **and**
  - Economic reasons may include termination from employment, unexpected medical costs, inability to maintain housing including utilities, etc: documentation may include notice of termination, healthcare bills indicating arrears, utility bills indicating arrears (***intake observation not appropriate***).
- 

- Risk 3:** Housing loss within 21 days – has been notified of their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance: notification to leave within 21 days *must be written and only third party source/written is appropriate* (**must document one of the following criteria**):
    - If tenant/homeowner: eviction notice, court order to leave within 21 days; **or**
    - If living with another (doubled up): eviction letter from tenant/homeowner.
- 

- Risk 4:** Living in a rented hotel or motel and cost is not paid for by charitable organization or by Federal, State, or local government programs for low-income individuals (**must document the following two criteria**):
    - Housing must be in a hotel/motel: documentation may include either letter from hotel/motel manager or intake observation; **and**
    - Costs have not been covered by charitable organization or government program: documentation – cancelled check.
- 

- Risk 5:** Living in a severely over-crowded unit as defined by US Census Bureau: lives in an SRO or efficiency apartment unit in which there reside more than 2 persons or lives in a larger housing unit in which there reside more than 1½ persons per room (**must document the following**):
    - Number of rooms in unit **AND** number of individuals living in unit: documentation may include lease, unit details from Tax Assessor’s Office, intake observation.
- 

- Risk 6:** Exiting publicly funded institution or system of care (**must document the following**):

- Discharge from healthcare facility, mental health facility, foster care or other youth facility or correction program: documentation – discharge paperwork or referral letter.
- 

- Risk 7:** Living in housing associated with instability and an increased risk of homelessness. For example: being a young household with a young child, lacking transportation to work, or other circumstances or barriers as identified in your community.

**Documentation must include:**

- Self-certification or other written documentation describing the circumstances and that the individual or family lacks financial resources and support networks to obtain other permanent housing.
- 

**CATEGORY 2: Unaccompanied Children and Youth**

- A child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute (**must document the following**):
- Verification of Homeless Status must be provided by agency administering applicable Federal program: **documentation must be Third Party – Written ONLY**; Certification of homeless status (letter or standardized form).
- 

**CATEGORY 3: Families with Children and Youth**

- An unaccompanied youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under section 725(2) of the McKinney-Vento Homeless Assistance Act, and the parent(s) or guardian(s) or that child or youth if living with him or her (**must document the following**).
- Third Party – Written ONLY**; must have documentation of homeless status, which may be letter or referral provided by agency administering the Federal Program **AND** must confirm family/guardian is residing with children/youth.
- 

Intake Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**APPENDIX D: “BUT FOR” CERTIFICATION**

**ESG Housing Options and Resources Eligibility**

**“But For” Certification**

Applicant Name: \_\_\_\_\_

This document is to certify that the above named applicant or household has explored all re-housing options and all available resources. The case manager also certifies that a comprehensive assessment was completed and that the findings are such that the above named applicant or household would become or remain homeless **but** for ESG Homelessness Prevention or RRH assistance. (See attached assessment)

---

**Client Certification**

Under penalty of perjury I, \_\_\_\_\_ affirm the following statements to be true.

- a. I affirm that I have explored all housing options, (family, friends, public housing, and private housing), and that I have not been able to secure housing.
- b. I affirm that I have accurately reported my family composition and total family income.
- c. I affirm that my household lacks the financial resources and support networks needed to obtain immediate housing (i.e. start-up costs, etc.).
- d. I affirm that I am not receiving financial assistance for the same reason that I am applying for ESG funds.
- e. I affirm that I would become or remain homeless **but** for ESG assistance.

\_\_\_\_\_  
Applicant’s Signature

\_\_\_\_\_  
Date:

---

### Case Manager Certification

Under penalty of perjury I, \_\_\_\_\_ affirm the following statements to be true.

- a. Upon completion of assessment, I affirm that the above named applicant has proven that they have explored all housing options and have not been successful with securing housing.
- b. Upon completion of assessment, I affirm that the above named applicant/household lacks the financial resources and support networks needed to obtain immediate housing.
- c. I certify that I have completed a thorough assessment, including alternative housing options, income and asset verifications and homeless verifications, and believe that the above named applicant or household would become or remain homeless **but** for the ESG assistance.

\_\_\_\_\_  
Case Manager's Signature

\_\_\_\_\_  
Date

## APPENDIX E: CMS CONSENT AND RELEASE FORM

I, \_\_\_\_\_, have received the **CMS Client Information Disclosure** and my questions about these documents have been answered. It has been explained to me that **[Agency Name]** will collect information about me and/or my family to help that agency provide me with the best possible services. By signing this form I am allowing this agency to put my information into the Client Management System (CMS).

The following items have been explained to me and my questions have been answered:

- I understand that the information in this system will not be used to deny me services such as emergency assistance, outreach, shelter, or housing assistance.
- I understand that the receipt of services is based on agency policy and the requirements of certain funding agencies
- I understand that this written consent allows **[Agency Name]** to collect (in writing or direct input), enter, see, and update information about my family and myself in the CMS.
- I understand that **[Agency Name]** and the CMS system administrators will never give information that can be used to tell who I am to anyone outside the agency without my written consent or as required through a court order.
- I understand that I may sign a written request to change my release authorization at any time.
- I understand that this release is valid for seven (7) years after the last time I receive services from the agency.
- I understand that I have the right to see my CMS record, ask for changes to the information that it contains, and to have a copy of the information contained in my CMS record from the above named agency by written request.
- I understand that the confidentiality of my records is protected by law.

### **Client Release Authorization (initial below and sign where indicated):**

\_\_\_\_\_ I understand my information will be shared with participating agencies per Information Disclosure list and for community reporting purposes

\_\_\_\_\_ I understand this release covers all household members listed on my application and/or accepted into the program now or in the future.

\_\_\_\_\_  
SIGNATURE OF CLIENT OR GUARDIAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME OF CLIENT OR GUARDIAN

\_\_\_\_\_  
SIGNATURE OF AGENCY WITNESS

\_\_\_\_\_  
DATE

## APPENDIX F: CMS CLIENT INFORMATION DISCLOSURE

This notice explains how information about you may be used and shared. It also tells you how you can access your information. Please read it carefully and ask any questions you may have.

### What is the Client Management System (CMS)?

In order for **(Agency Name)** to provide you with the best possible service(s), it is necessary for us to collect information about you and your family. CMS is used by many Colorado agencies to serve their clients. System administrators for CMS are certified staff at Pikes Peak United Way; Colorado Department of Human Services, Division of Supportive Housing and Homeless Programs; and Mile High United Way.

### What You Need to Know Before You Sign

Receipt of services from **(Agency Name)** is based on agency policy and the requirements of certain funding agencies, and we are obligated to explain these to you.

**By law, we must** protect the privacy of your information, inform you of your rights, and tell you how we keep your information private.

**Exceptions:** By law, we are required to report a life-threatening situation to you or others, and/or a suspicion of child abuse or neglect.

### What information may be collected about you?

Your name	Your address
Your date of birth	Type of housing
Your Social Security Number	Homeless status
Your gender	Reasons for homelessness if applicable
Your race/ethnicity	Household income
Marital status	Employment information
Your family members	Work skills
Your phone number(s)	Domestic violence history
Military veteran status	Services needed and provided
Whether or not you have a disability	Outcomes of services provided

Medical information, including HIV status, status  
mental health, substance abuse and pregnancy

### **Why is the information collected?**

To better determine your needs and the needs of others;

To determine if your, and others, needs were met;

To improve how services are provided;

To track the number of people in our programs and the services we have provided;

To determine how many people are homeless, at risk of homelessness, or otherwise in need;

To find out what services are available and what other services may be needed;

To report back to agencies that provide us funding;

To obtain new funding for programs that serve persons who are homeless and in need; and

For research purposes on homelessness and other community human service needs.

### **What happens to your information?**

Your information is given a special code to help us uniquely identify you.

Security protections are in place to keep your information safe.

Certain data elements are shared with all participating agencies as described on the following page.

Only the agency entering the information and the system administrators can see information identifying what agency you have visited, and what programs and services you have received.

The system administrators will prepare reports to show the number of people in need of services and gaps in available services. Personal information that could be used to tell who you are will never be used for these reports. The system administrator does not provide your personal information to the federal government or to any source not named in this document.

Your information will not be used for any other purposes without your written consent.

Your information will be kept for a minimum of seven (7) years after you stop getting services.

### **What are the risks?**

While security protections have been put into place to keep your information safe, it is not possible to guarantee the absolute safety of the data contained in your records.

**What are your rights?**

You have the right to ask about any information requested.

You have the right to ask for information about who has seen your information.

You may change your release authorization at any time.

You have the right to see your information and change it if it isn't correct.

You have the right to file a grievance. If you believe that your privacy has been violated, send your grievance in writing to:

**Pikes Peak United Way**  
**518 North Nevada Avenue**  
**Colorado Springs, Colorado 80903**  
**Attn: Community Information Systems Manager**

There will be no punishment against you if you file a complaint. You can obtain a grievance form from any CIS agency or from Pikes Peak United Way.

The System Administrator may make changes to this form from time to time. Changes are reviewed and approved by the CMS Advisory Committee. New forms will be available for review upon request at CMS participating agencies as of the new effective date.

If you have any questions about The Pikes Peak Region Comprehensive Client Information System, or any questions about rights or the information contained in this form, please call the Community Information Systems Manager, Pikes Peak United Way, at 719-955-0749. Office hours are Monday through Friday, 8 a.m. to 5 p.m. Voicemail may be left after office hours.

**Additional Information for Shared Clients**

**The following data elements will be shared for Head of Household (HOH) and all household members:**

SSN	Gender
First Name, Middle Name, Last Name	Date of Birth
Preferred First Name, Preferred Last Name	

Disabling Condition (Yes, No, Don't Know or Refused)

Marital Status

Education Level

1st Language

2nd Language

Housing Status

Family Type

Race

Income Source

Stated Income

Veteran

Non-Cash Benefit

Last Known Permanent Address

Street Address(City, County, State, Zip)

Current Contact Information (Street Address, Phone 1 Phone 2, Contact Preference, Alternate Address, Alternate Phone, Current Address, Email)

Central Intake Notes

Address History

Documents, if any (documents can be set to shared or not shared)



**Following are the participating agencies  
which can see shared information:**

Alano House

Ascending to Health

AspenPointe Inc.

Colorado Springs Housing Authority

Department of Veterans Affairs-El Paso  
County

Greccio Housing Unlimited Inc.

Homeward Pikes Peak

Interfaith Hospitality Network of Colorado  
Springs

Partners in Housing Inc.

Pikes Peak United Way (System  
Administrator)

REACH Pikes Peak

Rocky Mountain Human Services

Salvation Army - El Paso County

Springs Rescue Mission

Tri-Lakes Cares

Urban Peak Colorado Springs

**APPENDIX G: SELF DECLARATION OF INCOME**

Applicant Name: \_\_\_\_\_

This is to certify the income status for the above named individual. Income includes but is not limited to:

- The full amount of gross income earned before taxes and deductions.
- The net income earned from the operation of a business, i.e., total revenue minus business operating expenses. This also includes any withdrawals of cash from the business or profession for your personal use.
- Monthly interest and dividend income credited to an applicant’s bank account and available for use.
- The monthly payment amount received from Social Security, annuities, retirement funds, pensions, disability and other similar types of periodic payments.
- Any monthly payments in lieu of earnings, such as unemployment, disability compensation, SSI, SSDI, and worker's compensation.
- Monthly income from government agencies excluding amounts designated for shelter, and utilities, WIC, food stamps, and childcare.
- Alimony, child support and foster care payments received from organizations or from persons not residing in the dwelling.
- All basic pay, special day and allowances of a member of the Armed Forces excluding special pay for exposure to hostile fire.

**Check only one box and complete only that section**

I certify, under penalty of perjury, that I currently receive the following income:

Source: \_\_\_\_\_ Amount: \_\_\_\_\_ Frequency: \_\_\_\_\_  
\_\_\_\_\_

Source: \_\_\_\_\_ Amount: \_\_\_\_\_ Frequency: \_\_\_\_\_  
\_\_\_\_\_

Source: \_\_\_\_\_ Amount: \_\_\_\_\_ Frequency: \_\_\_\_\_  
\_\_\_\_\_

HPRP Applicant Signature: \_\_\_\_\_

Date:

\_\_\_\_\_

---

I certify, under penalty of perjury, that I do not have any income from any source at this time.

HPRP Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

---

### **Staff Verification**

I understand that third-party verification is the preferred method of certifying income for HPRP assistance. I understand self-declaration is only permitted when I have attempted to but cannot obtain third party verification.

*Documentation of attempt made for third-party verification:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**APPENDIX H: HOUSING STABILIZATION PLAN**

**EMERGENCY SOLUTIONS GRANTS PROGRAM**

**HOUSING STABILIZATION PLAN**

<b>Name:</b>	<b>Date of Plan:</b>
	<b>Review Date:</b>
<b>Address:</b>	<b>Program:</b>
<b>Date of Birth:</b>	<b>Rapid Re-Housing _____</b>
<b>Legal Status:</b>	<b>Homelessness Prevention _____</b>

**1. Assistance Received through ESG:**

**HOMELESS PREVENTION:**

<b>Rental Arrears- <i>One-time payment for up to (6) months of rental arrears</i></b>	<b>Yes _____</b>	<b>Amount Received:</b>
<b>Utility Deposits</b>	<b>Yes _____</b>	<b>Amount Received:</b>
<b>Utility Payments</b>	<b>Yes _____</b>	
<b>Utility Arrears</b>	<b>Yes _____</b>	

**RAPID RE-HOUSING:**

<b>Short Term Rental Assistance</b> <b>(up to 3 months)</b>	<b>Yes</b> ____	<b>Amount Received:</b>  <b>Duration:</b>
<b>Medium Term Rental Assistance</b> <b>(up to 12 months or exceeding more than 3 months )</b>	<b>Yes</b> ____	<b>Amount Received:</b>  <b>Duration:</b>

**HOUSING RELOCATION STABILIZATION (Both Prevention and RRH):**

<b>Rental Application Fees</b>	Yes _____	<b>Amount Received:</b>
<b>Security Deposits</b> <b>(equal to no more than 2 months)</b>	Yes _____	<b>Amount Received:</b>
<b>Last Month Rent</b> <b>(may be paid at the time the owner is paid security)</b>	Yes _____	<b>Amount Received:</b>
<b>Utility Payments</b> <b>(up to 12 months)</b>	Yes _____	<b>Amount Received:</b>
<b>Moving Cost</b>	Yes _____	<b>Truck Rental Amount:</b>  <b>Hiring Moving Company Amount:</b>  <b>Temporary Storage Fees Amount (up to 3 months) Amount:</b>

<p><b><u>Housing Barriers:</u></b></p>          <p><b><u>Factors That Threaten Housing Stability:</u></b></p>
---

**Program Participant Strengths and Resources:**

**Objective 1:**

<b>What</b>	<b>Purpose</b>	<b>Person Responsible</b>	<b>Completion/Target Date</b>

**Objective 2:**

<b>What</b>	<b>Purpose</b>	<b>Person Responsible</b>	<b>Completion/Target Date</b>

**Objective 3:**

<b>What</b>	<b>Purpose</b>	<b>Person Responsible</b>	<b>Completion/Target Date</b>

**Objective 4:**

--	--	--	--



<b>What</b>	<b>Purpose</b>	<b>Person Responsible</b>	<b>Completion/Target Date</b>

**Service Needs and Referrals:**

<b>Employment</b>	<b>Yes</b> ____	<b>Referral agency or program:</b>
<b>Education</b>	<b>Yes</b> ____	<b>Referral agency or program:</b>
<b>Substance Abuse (drug or alcohol)</b>	<b>Yes</b> ____	<b>Referral agency or program:</b>
<b>Childcare services</b>	<b>Yes</b> ____	<b>Referral agency or program:</b>
<b>Other type of service (please specify)</b>	<b>Yes</b> ____	<b>Referral agency or program:</b>

\_\_\_\_\_ I agree with this Housing Stabilization Plan

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

## APPENDIX I: RENT REASONABLENESS CHECKLIST AND CERTIFICATION

To verify that the rent for the unit you have selected is reasonable, find the address of another unit in the neighborhood that is similar to the unit you have chosen. It must be the same type of unit and have the same number of bedrooms. The rent must be the same or more than the rent for the unit you have selected. Some ideas for places to look for comparable units include the local paper, the owner, your friends, and local real estate agents, and rental websites.

---

	SELECTED UNIT	UNIT #1	UNIT #2	UNIT #3
ADDRESS OF UNIT:				
TYPE OF UNIT/CONSTRUCTION: (CIRCLE APPLICABLE TYPE)	<b>APT. 1-4 FLOORS</b> <b>APT. 5+FLOORS</b> <b>DUPLEX/TOWNHOUSE</b> <b>MANUFACTURED HOME</b> <b>SINGLE FAMILY</b> <b>OTHER: _____</b>	<b>APT. 1-4 FLOORS</b> <b>APT. 5+FLOORS</b> <b>DUPLEX/TOWNHOUSE</b> <b>MANUFACTURED HOME</b> <b>SINGLE FAMILY</b> <b>OTHER: _____</b>	<b>APT. 1-4 FLOORS</b> <b>APT. 5+FLOORS</b> <b>DUPLEX/TOWNHOUSE</b> <b>MANUFACTURED HOME</b> <b>SINGLE FAMILY</b> <b>OTHER: _____</b>	<b>APT. 1-4 FLOORS</b> <b>APT. 5+FLOORS</b> <b>DUPLEX/TOWNHOUSE</b> <b>MANUFACTURED HOME</b> <b>SINGLE FAMILY</b> <b>OTHER: _____</b>
NUMBER OF BEDROOMS:				
APPROXIMATE SQUARE FOOTAGE:				
GENERAL HOUSING CONDITION:				

LOCATION/ ACCESSIBILITY (I.E., NEAR SCHOOLS, BUS, PARK, ETC.):				
AMENITIES:  CIRCLE <u>ALL</u> THAT APPLY	<b>AIR CONDITIONER</b> <b>GARBAGE DISPOSAL</b> <b>DISHWASHER</b> <b>WASHER/DRYER</b> <b>CARPET</b> <b>RECREATIONAL FACILITIES.</b> <b>STORAGE AREAS</b> <b>PARKING</b> <b>MAINTENANCE SERVICE</b> <b>HOUSING SERVICES</b> <b>OTHER: _____</b>	<b>AIR CONDITIONER</b> <b>GARBAGE DISPOSAL</b> <b>DISHWASHER</b> <b>WASHER/DRYER</b> <b>CARPET</b> <b>RECREATIONAL FACILITIES.</b> <b>STORAGE AREAS</b> <b>PARKING</b> <b>MAINTENANCE SERVICE</b> <b>HOUSING SERVICES</b> <b>OTHER: _____</b>	<b>AIR CONDITIONER</b> <b>GARBAGE DISPOSAL</b> <b>DISHWASHER</b> <b>WASHER/DRYER</b> <b>CARPET</b> <b>RECREATIONAL FACILITIES.</b> <b>STORAGE AREAS</b> <b>PARKING</b> <b>MAINTENANCE SERVICE</b> <b>HOUSING SERVICES</b> <b>OTHER: _____</b>	<b>AIR CONDITIONER</b> <b>GARBAGE DISPOSAL</b> <b>DISHWASHER</b> <b>WASHER/DRYER</b> <b>CARPET</b> <b>RECREATIONAL FACILITIES.</b> <b>STORAGE AREAS</b> <b>PARKING</b> <b>MAINTENANCE SERVICE</b> <b>HOUSING SERVICES</b> <b>OTHER: _____</b>
APPROXIMATE YEAR BUILT:				
UTILITIES(TYPE)	<b>YES</b>  <b>NO</b>	<b>YES</b>  <b>NO</b>	<b>YES</b>  <b>NO</b>	<b>YES</b>  <b>NO</b>
UNIT RENT				
UTILITY ALLOWANCE				
GROSS RENT				

HANDICAP ACCESSIBLE:	YES No	YES No	YES No	YES No
-------------------------	-----------	-----------	-----------	-----------

**CERTIFICATION:**

**A. Comparison with Fair Market Rent**

PROPOSED CONTRACT RENT (\_\_\_\_\_) + UTILITY ALLOWANCE (\_\_\_\_\_) = PROPOSED GROSS RENT (\_\_\_\_\_)

APPLICABLE FAIR MARKET RENT: \$ \_\_\_\_\_

DOES PROPOSED GROSS RENT EXCEED FAIR MARKET RENT?  Yes  No

**B. Rent Reasonableness**

Based upon a comparison with rents for comparable units, I have determined that the proposed rent for the unit [ ] is [ ] is not reasonable.

<b>NAME:</b>
<b>SIGNATURE:</b>
<b>DATE:</b>
<b>TITLE:</b>
<b>AGENCY:</b>

## APPENDIX J(1): SHELTER STANDARDS

### Minimum Standards for Emergency Shelters

**Instructions:** Place a check mark in the correct column to indicate whether the property is approved or deficient with respect to each standard. A copy of this checklist should be placed in the shelter's files.

Approved	Deficient	Standard (24 CFR part 576.403(b))
		<p>1. <i>Structure and materials:</i></p> <ul style="list-style-type: none"> <li>a. The shelter building is structurally sound to protect the residents from the elements and not pose any threat to the health and safety of the residents.</li> <li>b. Any renovation (including major rehabilitation and conversion) carried out with ESG assistance uses Energy Star and WaterSense products and appliances.</li> </ul>
		<p>2. <i>Access.</i> Where applicable, the shelter is accessible in accordance with:</p> <ul style="list-style-type: none"> <li>a. Section 504 of the Rehabilitation Act (29 U.S.C. 794) and implementing regulations at 24 CFR part 8;</li> <li>b. The Fair Housing Act (42 U.S.C. 3601 et seq.) and implementing regulations at 24 CFR part 100; and</li> <li>c. Title II of the Americans with Disabilities Act (42 U.S.C. 12131 et seq.) and 28 CFR part 35.</li> </ul>
		<p>3. <i>Space and security:</i> Except where the shelter is intended for day use only, the shelter provides each program participant in the shelter with an acceptable place to sleep and adequate space and security for themselves and their belongings.</p>
		<p>4. <i>Interior air quality:</i> Each room or space within the shelter has a natural or mechanical means of ventilation. The interior air is free of pollutants at a level that might threaten or harm the health of residents.</p>
		<p>5. <i>Water Supply:</i> The shelter's water supply is free of contamination.</p>
		<p>6. <i>Sanitary Facilities:</i> Each program participant in the shelter has access to sanitary facilities that are in proper operating condition, are private, and are adequate for personal cleanliness and the disposal of human waste.</p>
		<p>7. <i>Thermal environment:</i> The shelter has any necessary heating/cooling facilities in proper operating condition.</p>
		<p>8. <i>Illumination and electricity:</i></p> <ul style="list-style-type: none"> <li>a. The shelter has adequate natural or artificial illumination to permit normal indoor activities and support health and safety.</li> <li>b. There are sufficient electrical sources to permit the safe use of electrical appliances in the shelter.</li> </ul>

		9. <i>Food preparation:</i> Food preparation areas, if any, contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner.
		10. <i>Sanitary conditions:</i> The shelter is maintained in a sanitary condition.
		11. <i>Fire safety:</i> a. There is at least one working smoke detector in each occupied unit of the shelter. Where possible, smoke detectors are located near sleeping areas. b. All public areas of the shelter have at least one working smoke detector. c. The fire alarm system is designed for hearing-impaired residents. d. There is a second means of exiting the building in the event of fire or other emergency.
		12. If ESG funds were used for renovation or conversion, the shelter meets state or local government safety and sanitation standards, as applicable.
		13. Meets additional recipient/subrecipient standards (if any).

**CERTIFICATION STATEMENT**

I certify that I have evaluated the property located at the address below to the best of my ability and find the following:

Property meets all of the above standards.

<b><u>COMMENTS:</u></b>
-------------------------

Property does not meet all of the above standards.

ESG Recipient Name: _____
---------------------------

ESG Subrecipient Name (if applicable): \_\_\_\_\_

Emergency Shelter Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Evaluator Signature: \_\_\_\_\_ Date of review: \_\_\_\_\_

Evaluator Name: \_\_\_\_\_

Approving Official Signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

Approving Official Name (if applicable): \_\_\_\_\_



## APPENDIX J(2): HOUSING STANDARDS

### Minimum Standards for Permanent Housing

**Instructions:** Place a check mark in the correct column to indicate whether the property is approved or deficient with respect to each standard. The property must meet all standards in order to be approved. A copy of this checklist should be placed in the client file.

Approved	Deficient	<b>Standard</b> <i>(24 CFR part 576.403(c))</i>
		1. <i>Structure and materials:</i> The structure is structurally sound to protect the residents from the elements and not pose any threat to the health and safety of the residents.
		2. <i>Space and security:</i> Each resident is provided adequate space and security for themselves and their belongings. Each resident is provided an acceptable place to sleep.
		3. <i>Interior air quality:</i> Each room or space has a natural or mechanical means of ventilation. The interior air is free of pollutants at a level that might threaten or harm the health of residents.
		4. <i>Water Supply:</i> The water supply is free from contamination.
		5. <i>Sanitary Facilities:</i> Residents have access to sufficient sanitary facilities that are in proper operating condition, are private, and are adequate for personal cleanliness and the disposal of human waste.
		6. <i>Thermal environment:</i> The housing has any necessary heating/cooling facilities in proper operating condition.
		7. <i>Illumination and electricity:</i> The structure has adequate natural or artificial illumination to permit normal indoor activities and support health and safety. There are sufficient electrical sources to permit the safe use of electrical appliances in the structure.
		8. <i>Food preparation:</i> All food preparation areas contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner.
		9. <i>Sanitary condition:</i> The housing is maintained in sanitary condition.
		10. <i>Fire safety:</i>

		<ul style="list-style-type: none"> <li>a. There is a second means of exiting the building in the event of fire or other emergency.</li> <li>b. The unit includes at least one battery-operated or hard-wired smoke detector, in proper working condition, on each occupied level of the unit. Smoke detectors are located, to the extent practicable, in a hallway adjacent to a bedroom.</li> <li>c. If the unit is occupied by hearing-impaired persons, smoke detectors have an alarm system designed for hearing-impaired persons in each bedroom occupied by a hearing-impaired person.</li> <li>d. The public areas are equipped with a sufficient number, but not less than one for each area, of battery-operated or hard-wired smoke detectors. Public areas include, but are not limited to, laundry rooms, day care centers, hallways, stairwells, and other common areas.</li> </ul>
		11. Meets additional recipient/subrecipient standards (if any).

**CERTIFICATION STATEMENT**

I certify that I have evaluated the property located at the address below to the best of my ability and find the following:

Property meets all of the above standards.

<p><b><u>COMMENTS:</u></b></p>
--------------------------------

Property does not meet all of the above standards.

ESG Recipient Name: _____
ESG Subrecipient Name: _____
Program Participant Name: _____
Street Address: _____
Apartment: _____
City: _____ State: _____ Zip: _____
Evaluator Signature: _____ Date of review: _____
_____
Evaluator Name: _____
Approving Official Signature (if applicable): _____ Date: _____

\_\_\_\_\_

Approving Official Name (if applicable): \_\_\_\_\_

## APPENDIX K: ESG RENTAL ASSISTANCE AGREEMENT

**Instructions:** This Agreement covers ESG “Tenant-Based” Rental Assistance and must be completed by the ESG subrecipient Agency and Landlord when providing rental assistance under both the homelessness prevention and rapid re-housing components of the ESG Program. **When paying rental arrears *only* a Rental Assistance Agreement is required as arrears are considered rental assistance.** The Rental Assistance Agreement does not take the place of the lease between the program participant and landlord.

Agency: \_\_\_\_\_

Program participant: \_\_\_\_\_

Address of unit being rented: \_\_\_\_\_

Name of apartment complex if applicable: \_\_\_\_\_

Landlord name: \_\_\_\_\_

Landlord address: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_

When providing tenant-based rental assistance, the Rental Assistance Agreement with the Landlord must terminate and no further rental assistance payments be made if:

- The program participant moves out of the housing unit;
- The lease terminates and is not renewed;
- The program participant becomes ineligible to receive ESG rental assistance.

During the term of the Rental Assistance Agreement, the Landlord must provide the Agency named above a copy of any notice to the program participant to vacate the housing unit, or any complaint used under state or local law to commence an eviction action against the program participant.

---

**Terms of Agreement:** (term of the rental assistance agreement should be for the length of time the Agency anticipates providing assistance). All payments must be made directly to the Landlord.

- The term of this Rental Assistance Agreement begins on \_\_\_\_\_ and ends on \_\_\_\_\_.

**Security Deposit:**

- Agency will pay a Security Deposit to Landlord in the amount of \$\_\_\_\_\_.

**Rental Arrears:**

- Agency will pay Rental Arrears to Landlord in the amount of \$\_\_\_\_\_.
- Number of months of arrears paid: \_\_\_\_\_

**Monthly Rent:**

- The monthly rent payable to the Landlord is: \$\_\_\_\_\_
- Of the monthly rent amount the ESG portion is: \$\_\_\_\_\_

- **\*\*Of the monthly rent amount the program participant portion is**  
\$ \_\_\_\_\_

**\*\***(If the program participant is required to pay a portion of the monthly rental amount, the Agency must have written policies and procedures for determining the program participant's portion).

**Payment Due Date:** (payment due date, grace period, and late payment penalty requirements must be the same as indicated in program participant's lease).

- The payment due date is: \_\_\_\_\_
- The grace period for payment is: \_\_\_\_\_
- Late penalty requirements are: \_\_\_\_\_  
(ESG Program funds cannot be used to pay late payment penalty costs).

\_\_\_\_\_  
Signature of Landlord Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Agency's Authorized Representative Date: \_\_\_\_\_

## APPENDIX L: HOMELESS PREVENTION AND RAPID RE-HOUSING REPORTING AND RECORDKEEPING REQUIREMENTS

(24 CFR 576.500)

*To serve any participant with ESG rental assistance the program participant must be determined eligible under either the homeless definition or the at-risk of homelessness definition and must meet the eligibility criteria for ESG rapid re-housing or homelessness prevention assistance (24 CFR 576.103 and 104).*

<p>Eligibility criteria for Homelessness Prevention Assistance</p>	<p>To be eligible for assistance under the Homelessness Prevention component, individuals or families must meet the criteria under the "at risk of homelessness" definition, or the criteria in paragraphs 2, 3, or 4 of the "homeless" definition, AND have an annual income below 30 percent of the median family income for the area, as determined by HUD, AND have no other support networks and resources to prevent them from going to the street or a shelter. Finally, the assistance must be necessary to help the program participant regain stability in his/her current permanent housing or move into other permanent housing and achieve stability in that housing (24 CFR § 576.103).          ____ ESG Application Form</p>
<p>Eligibility Criteria for Rapid Re-Housing Assistance</p>	<p>Rapid Re-Housing assistance may only be provided to "program participants who meet the criteria under paragraph (1) of the 'homeless' definition in §576.2 or who meet the criteria under paragraph (4) of the 'homeless' definition AND live in an emergency shelter or other place described in paragraph (1) of the 'homeless' definition." (24 CFR § 576.104).           ____ ESG Application Form           ____ Client referral from Coordinated Entry</p>
<p>Documentation of Homeless Status  Order of Priority</p>	<p>Recipients must maintain and follow written intake procedures to determine whether potential program participants meet the homeless definition found in §576.2. These procedures must require documentation at intake of the evidence relied upon to establish and verify homeless status.  Therefore, recipients and subrecipients are required to document eligibility at program entry. For ESG homelessness prevention and rapid re-housing assistance, the interim rule establishes the following order of priority for obtaining evidence:</p> <ol style="list-style-type: none"> <li>1. Third-party documentation, including written and source documentation, and HMIS records;</li> <li>2. Intake worker observations;</li> <li>3. Certification from persons seeking assistance.</li> </ol>

	<p>_____ Client HMIS ID#: _____</p> <p>_____ HMIS Client Consent and Release Authorization Form</p>
Documentation of Homeless Status Under paragraph (1)(i) or (ii) of the homeless definition Street or Shelter	<p>_____ Written observation by an outreach worker of conditions where client was living;</p> <p>_____ Written referral by another housing or service provider; or</p> <p>_____ Self-certification</p>
Documentation of Homeless Status Under paragraph (1)(iii) of the homeless definition Exiting an institution	<p>_____ Written observation by an outreach worker of conditions where client was living;</p> <p>_____ Written referral by another housing or service provider; or</p> <p>_____ Self-certification; AND one of the following:</p> <p>_____ Discharge paperwork or a written or oral referral from a social worker, case manager, or other appropriate official of the institution, that states the beginning and end dates of the time residing in the institution. All oral statements must be recorded by the intake worker; or</p> <p>_____ if the evidence above is not obtainable, a written record of the intake worker's due diligence in attempting to obtain the evidence above and a certification by the individual seeking assistance that states that he or she is exiting or has just exited an institution where he or she resided for 90 days or less. ( ESG Options and Resource Eligibility Form)</p>
Documentation of Homeless Status Under paragraph 2 of	<p>_____ A court order resulting from an eviction action that requires the individual or family to leave their residence within 14 days [21 days for risk factor 3] after the date of their application for homeless assistance; or the equivalent notice under applicable state law, a Notice to Quit, or a Notice to Terminate issued under state law.<sup>2</sup></p>

<sup>2</sup> Please note that in many circumstances, a 5-day "notice to pay or quit" (or similar notice) from the landlord, is \*not\* equivalent to a court-ordered eviction notice. The intent of the law and regulation is that the notice provided by the landlord must actually require the tenant to leave the unit, usually enforced by the use of law enforcement (such as a sheriff). The above language from the final rule of the homeless definition is designed to encompass state laws that may use slightly different language; however, the language in any state law must truly be the equivalent of a court-ordered eviction action.



<p>the homeless definition</p> <p>Documentation of At Risk of Homelessness Status Under Category 1, Risk Factor 3 of the at risk of homelessness definition</p>	<p>_____ As a last resort, an oral statement by the individual or head of household may be used to document that an individual or family must leave the housing unit that they own or rent within 14/21 days after the date of their application for homeless assistance. <b>Warning: If in HUD-monitoring it is identified that an oral statement is used to document homeless status for the majority of program participants in the project, then that would be raised as a concern and might result in corrective actions.</b></p> <p>The oral statement must be recorded and found credible by the intake worker. To be found credible, the oral statement must either be</p> <p>_____ (1) verified by the landlord (or lender, in the case of foreclosure) and documented by a written certification by the landlord/bank or by the intake worker's recording of the oral statement or</p> <p>_____ (2) where the intake worker is unable to contact the landlord/bank, a written certification by the intake worker of his or her due diligence in attempting to obtain the landlord/bank's verification.</p> <p>_____ Certification by the individual or head of household that no subsequent residence has been identified; and</p> <p>_____ Certification or other written documentation that the individual or family lacks the resources and support networks needed to obtain other permanent housing.</p>
<p>Documentation of Homeless Status Under paragraph 3 of the homeless definition</p> <p>Unaccompanied Youth or homeless family with one or children or youth</p>	<p>_____ <b>For paragraph 3(i):</b> Certification of homeless status by local private nonprofit organization or state or local governmental entity responsible for administering assistance under the applicable Act (for paragraph 3(i)).</p> <p>_____ <b>For paragraph 3(ii):</b></p> <p>_____ referral by another housing or service provider;</p> <p>_____ Written observation by an outreach worker; or</p> <p>_____ Self-certification</p> <p>_____ <b>For paragraph 3(iii):</b> Certification by the individual or head of household and any available supporting documentation that the individual or family moved two or more times during the 60-day period immediately preceding the date of application for homeless assistance including:</p> <p>_____ recorded statements or records obtained from each owner or renter of housing, provider of shelter or housing, or social worker, case worker, or other appropriate official of a hospital or institution in which the individual or family resided; or</p>

	<p>_____ if the above statements or records are unobtainable, a written record of the intake worker’s due diligence in attempting to obtain these statements or records.</p> <p>_____ <b>individual or family fleeing domestic violence:</b> intake worker may obtain a written certification from the individual or head of household seeking assistance that they were fleeing that situation and that they resided at that address.</p> <p>_____ <b>for paragraph 3(iv):</b> written diagnosis from a professional who is licensed by the state to diagnose and treat that condition; or</p> <p>_____ intake staff recorded observation of disability that within 45 days of date of the application for assistance is confirmed by a professional who is licensed by the state to diagnose and treat that condition.</p> <p>_____ employment records, department of correction records, literacy, English proficiency tests, or other reasonable documentation of the conditions required under paragraph 3(iv) of the homeless definition.</p>
<p>Documentation of Homeless Status Under paragraph 4 of the homeless definition</p> <p>Fleeing domestic violence</p>	<p>_____ <b>when receiving shelter or services provided by a victim service provider:</b> then a self-certification is sufficient so long as the individual or household is certifying they are fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking, lacks resources and support networks, and subsequent residence.</p> <p>_____ <b>If the organization is not a victim service provider,</b> the individual may self-certify lack of resources, support network, and subsequent residence, but the intake worker should attempt to verify those conditions as long as doing so does not jeopardize the safety of the individual/family.</p>
<p>Documentation of at risk of homelessness status</p>	<p>_____ Intake certification form</p> <p>_____ Annual income documentation</p> <p>_____ Certification that the program participant has insufficient financial resources and support networks immediately available to attain housing stability and one or more of the at risk conditions.</p> <p>_____ the most reliable evidence available to show that the program participant has insufficient financial resources and support networks immediately available to prevent them from moving to an emergency shelter or a place not meant for human habitation. Acceptable evidence includes the following:</p> <p>_____ source documents (e.g. notice of termination from employment);</p> <p>_____ if source documents are unobtainable, a written statement by the relevant third party (e.g. former employer) or a written certification by the recipient’s or subrecipient’s intake staff of the oral verification by the relevant third party that the applicant meets one or both of the criteria under paragraph (1)(ii);</p> <p>_____ if source documents and third party verification are unobtainable, a written statement by the recipient’s or subrecipient’s intake staff describing the efforts taken to obtain the required evidence; and</p> <p>_____ the most reliable evidence available to show that the program participant meets one or more of the at risk conditions. Acceptable evidence includes:</p> <p>_____ source documents that evidence one or more of the conditions (e.g. eviction notice, notice of termination from employment, bank statement);</p> <p>_____ if source documents are unobtainable, a written statement by the relevant third party (e.g. former employer, owner) or written certification by the recipient’s</p>

	<p>or subrecipient’s intake staff of the oral verification by the relevant third party that the applicant meets one or more of the criteria under paragraph (1)(iii);  _____ if source documents and third party verification are unobtainable, a written statement by the recipient’s or subrecipient’s intake staff that the staff person has visited the applicant’s residence and determined that the applicant meets one or more of the at risk conditions or, if a visit is not practicable or relevant to the determination, a written statement by the recipient’s or subrecipient’s intake staff describing the efforts taken to obtain the required evidence; or  _____ if the program participant meets the criteria under paragraph (2) or (3) of the “at risk of homelessness” definition, certification of the child or youth’s homeless status by the agency or organization responsible for administering assistance under the applicable Act.</p>
Determination of ineligibility	<p>_____ documentation of the reason for the determination of ineligibility</p>
Annual Income	<p>_____ income evaluation form  _____ Income eligibility &amp; Rent Calculation Worksheet  _____ source documents for the assets held by the program participant and the income received over the most recent period for which representative data is available before the date of evaluation  _____ wage statement  _____ unemployment compensation statement  _____ public benefits statement  _____ bank statement</p> <p>To the extent that source documents are unobtainable:  _____ a written statement by the relevant third party or the written certification by the recipient's or  _____ subrecipient's intake staff of the oral verification by the relevant third party of the income that the program participant received over the most recent period for which representative data is available; or</p> <p>To the extent that source documents and third party verification are unobtainable:  _____ Written certification by the program participant of the amount of income the program participant received for the most recent period representative of the income that the program participant is reasonably expected to receive over the 3-month period following the evaluation.</p> <p>It is always the judgment of the case worker doing the required intake assessment to evaluate a program participant's specific situation and document that they meet any applicable eligibility criteria, such as lacking other resources or support networks</p>
Program Participant Records	<p>_____ ESG Housing Stabilization Plan  _____ evidence of homeless status or at risk of homelessness status, as applicable  _____ records of services and assistance provided to the program participant  _____ records of compliance with applicable requirements for providing services and assistance to that program participant under the program components and eligible activities provisions at section 576.101 through 576.106,</p>

	<p>_____ records of compliance with the provision on determining eligibility and the amount and type of assistance at 576.401(a) and (b), and</p> <p>_____ records of compliance with the provision on using appropriate assistance and services at 576.401(d) and (e)</p> <p>_____ where applicable, compliance with the termination of assistance requirement in 576.402</p>
Rental assistance agreements and payments	<p>_____ copies of all leases and rental assistance agreements</p> <p>_____ documentation of payments made to owners for the provision of rental assistance</p> <p>_____ supporting documents for these payment, including dates of occupancy by program participants</p>
Utility allowance	<p>_____ records of monthly allowance for utilities (excluding telephones) used to determine compliance with the rent restriction</p>
Shelter and housing standards	<p>Records of compliance with shelter and housing standards in 576.403.</p> <p>___ Lead Based Paint</p> <p>___ ESG Inspection Checklist</p> <p>___ Rent Reasonableness</p>
Services and assistance provided	<p>_____ types of essential services, rental assistance, and housing stabilization and relocation services provided</p> <p>_____ amounts spent on these services</p> <p>_____ records to demonstrate compliance with the maintenance of effort requirement including the following:</p> <p>_____ city budget</p> <p>_____ sources of funding for street outreach and emergency shelter</p>

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ FOR \_\_\_\_\_ ESG PROGRAM

REASON: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **APPENDIX M: ADDITIONAL INFORMATION**

**HUD ESG Resources:** <https://www.hudexchange.info/esg/>

### **Other Relevant Federal Regulations**

24 CFR Part 5 Subpart F: Section 8 and Public Housing: Occupancy Requirements for Section 8-Based Assistance

24 CFR 91: Consolidated Submissions for Community Planning and Development Programs

24 CFR 121: Homeless Management Information System (HMIS)

24 CFR 576: Emergency Solutions Grant Program

24 CFR 5.609: Annual Income

24 CFR 982: Fair Market Rent and Rent Reasonableness

24 CFR Part 35: Lead-Based Paint

EPA resources: <http://www2.epa.gov/lead>

HUD resources:

[http://portal.hud.gov/hudportal/documents/huddoc?id=DOC\\_11875.pdf](http://portal.hud.gov/hudportal/documents/huddoc?id=DOC_11875.pdf)

CFRs cited are amended from time to time and can be found at:

<http://www.ecfr.gov/cgi-bin/text-idx?c-ecfr&tpl=%2findex.tpl>

### **Annual Median Income**

<https://www.huduser.gov/portal/datasets/il/il16/>

### **HMIS Manual**

<https://www.hudexchange.info/resources/documents/HMIS-Data-Standards-Manual.pdf>

**Personal Responsibility and Work Opportunity Reconciliation Act of 1996**

<http://www.gpo.gov/fdsys/pkg/PLAW-104publ193/content-detail.html>

**Housing Choice Voucher Guidebook**

[www.hud.gov/offices/adm/hudclips/guidebooks/7420.10G/7420g09GUID.pdf](http://www.hud.gov/offices/adm/hudclips/guidebooks/7420.10G/7420g09GUID.pdf)

**Colorado Anti-Discrimination Act (§24.34)**

See Parts 5 and 6 for anti-discrimination practices in housing and public accommodations:

<https://www.sos.state.co.us/CCR/GenerateRulePdf.do?ruleVersionId=2876>