

How to Submit a LAF Claim

▶ To file a claim, the owner must contact the voucher administrator within 5 business days after receiving possession of the unit to inform staff of their intent to file a claim.

If you don't have the voucher administrator's contact information, call (303) 441-4364 or send an email to: mediation@bouldercolorado.gov

▶ Next, within 30 days of contacting the voucher administrator, complete the LAF Claim Form at the following URL:

https://bouldercolorado.formstack.com/forms/landlord_assurance_fund_claim_form

When submitting a LAF Claim Form, you must also:

- ▶ Submit copies of the final move-out inspection with pictures. The voucher administrator agency has the discretion to conduct an inspection of the reported damage and the owner must be present for the inspection if an inspection is conducted.
- ▶ Submit copies of paid invoices for repairs above normal wear and tear, any other supporting documentation, and a copy of the final security deposit settlement.

▶ The full amount of the collected security deposit and any available insurance coverage must be used to cover unpaid amounts before a LAF claim can be filed

▶ LAF funding agencies may contact owners who have submitted claim forms to obtain additional information

What's Not Covered

The following damages and conditions are not covered by the LAF:

- Uncollected security deposit
- Damage to common areas or other units
- Attorney's fees/court costs
- Infestations
- Mold
- Damage covered by insurance policies (note: the insurance deductible may be covered)
- Units other than the one under contract
- Damage committed more than two years after the effective date of the applicable lease
- Damage not directly linked to the family's occupancy (such as forces of nature)
- Lost rental income
- Any utility cost and/or rental arrears

Note: Only the unit under the contract is covered.

Boulder County Landlord Assurance Fund (LAF)

The Landlord Assurance Fund (LAF) helps landlords in Boulder County recoup damage costs for rental assistance supported tenants. The fund acts as a “safety net” for the first two years of tenancy for all landlords who accept federal, state, and local Boulder County housing vouchers and other types of rental assistance.

All of the following conditions must be satisfied to make a claim against the fund:

1. The unit is in Boulder County;
2. There is between \$500 and \$2,000 (maximum request) of eligible damage caused while the unit was being leased using a federal, state or local housing voucher;
3. The lease was in place when the damage occurred and had an effective date of July 1, 2019 or later;
4. The owner submitted a move-in condition report signed by the owner and the resident to the related voucher administrator within 10 days of the lease effective date*;
5. The claim is for damages that were caused by tenant within two years of the start date of the lease.

Note: Dollars are only provided if the landlord is unable to satisfy the reimbursement payment through any other source, including the security deposit.

** voucher administrator can also refer to the initial HQS/Habitability inspection for additional information*

For more information, contact us at
(303) 441-4364 or
email: mediation@bouldercolorado.gov

Funding for LAF is provided by the
following partners:

Boulder County

Boulder County Housing Authority

Boulder Housing Partners

City of Boulder

City of Longmont

Longmont Housing Authority

Mental Health Partners

Landlord Assurance Fund

Helping Landlords in Boulder County
Recoup Damage Costs for Rental
Assistance Supported Tenants