

# Boulder County Housing Authority



**2020-2024**

## **5-Year Plan for the U.S. Department of Housing and Urban Development (HUD)**

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Boulder County, in accordance with the Fair Housing Act, prohibits discrimination in its programs and activities on the basis of race, color, age, religion, sex, sexual orientation, disability, familial status or national origin.

Reasonable accommodations and modifications may be requested to ensure equal access by people with disabilities to its programs and activities. To request an accommodation or modification, please call the Department of Housing and Human Services Call Center at 303/441-1000.







**Boulder County Housing Authority (BCHA)  
2020-2024 5-Year Plan and Attachments**

**2020-2024 HUD 5-YEAR PLAN (HUD-50075-5Y)**

**REQUIRED SUBMISSION ATTACHMENTS**

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|--------------|--|
| Attachment 1 | HUD-50077, Civil Rights Certification                                    |
| 2            | HUD-50077-ST-HCV-HP, Certifications of Compliance                        |
| 3            | HUD-50077-SL, Certification of Consistency with the Consolidated Plan    |
| 4            | Resident Advisory Board – Agenda and Meeting Notes                       |
| 5            | Public Hearing – Meeting Notes   |
| 6            | Website Public Notice  |
| 7            | Affidavits of Publication – Boulder Daily Camera and Longmont Times-Call |
| 8            | BCHA Board Resolution Approving the Plan                                 |
| 9            | Violence Against Women Act (VAWA) Compliance                             |

**Contact:**

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<b>5-Year PHA Plan (for All PHAs)</b>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low-income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

**A. PHA Information**

**A.1 PHA Name:** Boulder County Housing Authority (BCHA)      **PHA Code:** CO061  
**PHA Plan for Fiscal Year Beginning (MM/YYYY):** 01/2020  
**PHA Plan Submission Type:**  5-Year Plan Submission       Revised 5-Year Plan Submission

**Availability of Information.** In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

BCHA’s draft PHA Plan, in full, was placed on its website at [www.BoulderCountyHousing.org](http://www.BoulderCountyHousing.org) from September 1, 2019 through October 15, 2019 which included information about the public hearing and requested review and input for the scheduled submission date of October 17, 2019. In addition, a legal notice was placed in the Boulder Daily Camera and Longmont Times-Call newspapers, covering Boulder County jurisdictions. The plan was also made available at the BCHA Main Office, located at 2525 13<sup>th</sup> Street, Suite 204, in Boulder. Attached are copies of the notices.

The following meetings were held in September 2019 at BCHA’s Kestrel Community, in the “55 and Over” Building, located at 1130 S Kestrel Ln in Louisville, CO:

- Public Hearing – Held September 19, 2019. No public attended.
- Resident Advisory Board Meeting – Held September 18, 2019. Meeting minutes attached.

PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)

**B. 5-Year Plan. Required for all PHAs completing this form.**

**B.1 Mission.** State the PHA’s mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA’s jurisdiction for the next five years.

BCHA’s mission is to foster the availability of quality, permanently-affordable housing and related services for residents using broad community resources. It strives to accomplish its mission through community collaboration, effective services and programs, professional organization, efficient resource management, and expansion of funding sources.

**B.2 Goals and Objectives.** Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.

**Note:** BCHA recently began to improve its metrics-tracking, specifically pertaining to the goals and objectives listed below. As such, some of the data are more reflective of only the past *few* years, as opposed to five years. Future PHA Plans will include more consistent data.

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**Goal 1: Increase affordable housing opportunities through subsidies and permanently-affordable homes**

**Objective 1.1** – Increase housing voucher utilization to greater than or equal to 800 vouchers leased and/or \$800,000 investment per month.

**Progress -**

- **U.S. Department of Housing and Urban Development (HUD) Annual Contributions Contract** – In 2018, BCHA received an additional \$1.265 million in Housing Choice Voucher (HCV) funding in 2018, resulting in the ability to issue up to BCHA’s Annual Contributions Contract of 896 vouchers.
- **Voucher Distribution (2015 Lottery)** – After an initial distribution in 2015, 220 households were contacted to be screened for a voucher in 2018. In 2019, BCHA contacted 632 households for screening (432 of whom are currently in process). This resulted in the issuance of 15 Homeless Admissions Vouchers and 74 HCV to date. BCHA currently has 133 households scheduled for briefings to occur in August and September, and anticipates this to result in the issuance of nearly 100 vouchers or up to a total of 896, per BCHA’s contract with HUD.
- **Veterans Assisted Supportive Housing (VASH) Vouchers** – In 2018, through an award of \$59,847, BCHA received seven additional vouchers from HUD to support Veterans and their families who are homeless, which increased the total number of vouchers to 67.
- **Family Unification Program (FUP) Vouchers** – In 2019, BCHA was awarded 42 FUP vouchers, serving families with identified child welfare concerns and youth transitioning out of the foster care system, resulting in an additional annual allocation of \$611,000 for a total of 92 vouchers.
- **Vouchers for Homeless Families and Individuals** – In 2018, BCHA expanded local preferences to include 50 admissions by families who were homeless, and set aside vouchers to be comprised of 20% of HCV turnover for individuals who are homeless, as part of the Housing Exits work group/initiative.
- **Rental Assistance Demonstration (RAD) Conversion** – In 2016, BCHA completed a conversion of 13 public housing units at BCHA’s Hillside Square property in Louisville, which provided project-based subsidies.

**Objective 1.2a** – Increase the number of permanently-affordable homes built or acquired by BCHA (within Boulder County, outside Boulder) to a minimum of 500 (total) by year 2024.

**Progress** - BCHA has added 226 homes to its portfolio since 2015.

Development Name	# Homes	Status
Kestrel (Louisville)	200	Completed 2018
Tungsten Village (Nederland)	26	Under Construction – to be completed 2020
<b>TOTAL</b>	<b>226</b>	

**Objective 1.2b** - Land bank three parcels of land for new BCHA affordable housing developments within 5 years.

**Progress** – In 2017, Boulder County purchased a 24-acre site in Lafayette for affordable housing development. The acquisition and planning processes for this site, Willoughby Corner, developed from a partnership between BCHA, the City of Lafayette, and faith leaders in the community.

**Objective 1.2c** - In partnership with Boulder County Regional Housing Partnership, increase the number of homes in the County region (including Boulder) that are permanently-affordable to households with low- and moderate-income so that 12% of all housing inventory meet these criteria by year 2035.

**Progress** – Since 2017, an additional 526 permanently affordable homes have been added to the region’s supply, with 1,200 more planned for development over the next three years.

**Goal 2: Preserve the affordability of existing affordable housing stock**

**Objective 2.1** – Make substantial capital improvements to 3 BCHA properties.

**Progress** – To date, 32 roofs within the BCHA portfolio have been replaced. Decks have been replaced and/or repaired, as necessary, at Wedgewood Apartments in Longmont. BCHA is in process of completing siding and gutter repairs/replacement at Sunnyside and Rodeo Court properties.

**Goal 3: Continue to support the vision of the Boulder County Department of Housing and Human Services, to provide housing and wide-ranging supports for stability and moves toward self-sufficiency**

**Objective 3.1** – Support residents with human services and life skills training through the Family Self-Sufficiency (FSS) program, a 5-year academic, employment and savings initiative program designed to help families with low income gain education and career skills.

**Progress** - Since 2015, FSS has served a total of 657 clients. Within this period, 79 participants have graduated, and saved an average of \$549,897 in escrow accounts which were used for higher education, car purchases, and (15) home purchases.

**Objective 3.2** – Provide counseling and education to clients in the areas of personal finance to help them build skills and increase their knowledge capacity in their move toward self-sufficiency.

**Progress** - Since 2015, Boulder County’s Personal Finance program has served 2,875 clients through individual counseling sessions, and the Education Program served 6,621 clients through their workshops focusing on homeownership training, budgeting and money management, banking and investing, and debt.

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**Goal 4: Manage resources efficiently**

**Objective 4.1** - Meet or exceed an occupancy rate of 96% or greater for BCHA properties.

**Progress** - In 2018 and 2019, Property Management maintained occupancy goals of 96% or greater.

**Objective 4.2** – Meet or exceed rent collection of 97% or greater for BCHA property residents.

**Progress** - In 2018 and 2019, Property Management ensured rent collection of 97% or greater in 2018 and 2019.

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**Goal 5: Continue collaboration with other agencies to provide supportive services, programs, and subsidies to BCHA clients with low- to moderate-income**

**Objective 5.1** – Through partnerships with at least one other program or through additional funding received by BCHA, provide supplemental support and subsidies for residents and voucher-holders for non-housing related expenses.

**Progress 1** – Mobility for All (MFA), a County program, provides services and subsidies to increase access to transportation for many BCHA property residents, as it addresses mobility needs of those with low income, disabilities and/or who are older. Since 2015, MFA has provided bus passes and offered increased options to residents, particularly those without access to a vehicle or who live more than a mile from transit, through such initiatives as a carshare program, partnership with Lyft, coordination with RTD and local jurisdictions, a bike rodeo, transit training and a free Eco-Pass.

**Progress 2** - In 2019, BCHA was awarded a one-time grant for \$4,500 from the County Resource Conservation division to work in partnership with Eco-Cycle’s Hard-to-Recycle Materials (CHaRM) facility to pay the cost for residents to recycle electronic materials. In addition to paying residents’ recycling costs, benefits include education about recycling guidelines and resource conservation, and work to ensuring safe and legal disposal of these materials. To date, BCHA has expended \$1,600 of those funds.

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**Goal 6: Collaborate with local and regional partners, as appropriate, to support community and regional affordable housing goals**

**Objective 6.1** – Act as administrator of the Boulder County Regional Housing Partnership, which began in 2016, to provide leadership and guidance to further long-term regional housing affordability for households with low- to moderate-income, with a goal of increasing inventory by 12% or 12,000 homes by 2035. These objectives are measured by 1) number of homes created, 2) amount of funding available for creation or preservation, and 3) policy and regulatory changes made possible through the Partnership.

**Progress** – Since 2017, an additional 526 permanently affordable homes have been added to the region’s supply with an additional 1,200 planned for development over the next three years; \$9 million has been generated in local funding, leveraging \$2.6 million in federal funding; and policy and regulatory changes include a reinstatement of Longmont’s Inclusionary Housing Program and expansion of Boulder’s, amended regulations supporting accessory dwelling units in Boulder, and implementation of a housing fee in Lafayette. In 2018, the Partnership was recognized with a National Association of Counties Best in Category award for Planning, which represents true innovation in multi-jurisdictional partnership striving to create housing solutions collaboratively with the entire community.

**Objective 6.2** – Continue to play an active role in furthering the goals of the Boulder Broomfield Regional (HOME) Consortium, a regional planning group made up of the cities of Boulder and Longmont, the City and County of Broomfield and Boulder County. The Consortium’s guiding document, the Consolidated Plan, provides and analyzes market data and housing and community development needs, and designs a strategic plan, with input from the public, used to distribute federal, state and local sources.

**Progress** – Since 2015, the Consortium allocated more than \$5 million in federal HOME Investment Partnership Program (HOME) funding, which was split by the four jurisdictions on a rotating cycle. In 2019, the Consortium updated its intergovernmental agreement and hired a research consultant to begin collaboration on the upcoming 5-year Consolidated Plan to start in 2020.

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**GOAL 7: Maintain compliance with Fair Housing law**

**Objective 7.1** – Advertise for property and voucher vacancies in accordance with BCHA’s Affirmative Fair Housing Marketing Plan (AFHMP) to ensure applicants of all majority and minority groups, regardless of sex, disability, familial status, etc. are aware of BCHA’s housing opportunities.

**Progress** – Over the past five years, BCHA advertised its vacancies in accordance with the AFHMP by distributing information to close to 60 diverse local agencies.

**Objective 7.2** – Design and distribute extensive marketing materials for properties, services and programs to potential clients, with information about BCHA’s non-discrimination policy and their right to request a reasonable accommodation for fair access to information and services.

**Progress** – In addition to maintaining a dedicated webpage for each of our new developments, BCHA provides regular social media advertising to more than 2,000 followers and members of many local Facebook groups. Topics include public support programs (eligibility information and program updates), housing opportunities (including waitlist openings, affordable rentals, and development updates) public meetings, upcoming financial counseling workshops and homeownership training opportunities, promoting community engagement (community design activities), newsletters and other publications, as well as relevant posts by our community-based partners. As appropriate, these communications include BCHA’s non-discrimination policy and reasonable accommodation clauses and were translated into Spanish.

**Objective 7.3** – Continue to improve the administration of BCHA’s Reasonable Accommodation Committee, providing an opportunity for applicants, residents and program participants with a disability to request an accommodation and/or modification to be able to fully participate in a

program, take advantage of a service and have an equal opportunity to use and enjoy a dwelling, including public and common use spaces.

**Progress 1** - The Reasonable Accommodation (RA) Committee experienced great improvement over the past 3 years, in particular, through streamlined processes, updated policies and request packets, and more oversight and coordination by County attorneys.

While BCHA is unable to influence requests, as it is based on client needs and initiative, the table below provides data regarding the number of requests and determinations over the past five years. Requests have included, but are not limited to, increase in bedroom size, increase in payment standard, addition of a live-in aide, addition of a companion animal or service animal (to be able to reside in a home), and various home modifications. Determinations were made based on information received and a connection between a person’s disability and their need for the accommodation.

Year	# Requests
2015	65
2016	53
2017	77
2018	114
2019 (through Aug)	65

**Progress 2** - In 2018, HUD Fair Housing and Equal Opportunity Office (FHEO) provided continuing education to program staff, including the voucher program, property management, maintenance, resident services, and attorneys, in the areas of fair housing and reasonable accommodation/modification, to increase staff knowledge to help ensure continued inclusion and compliance.

**B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

**Housing Vouchers**

The following are the current (approx.) number of housing vouchers operated and distributed by BCHA per the HUD Annual Contributions Contract:

Voucher Type	# Subsidies
Housing Choice Vouchers	491
Project-Based Vouchers (including RAD Conversion)	161
Veterans Assisted Supportive Housing (VASH)	67
Family Unification Program (FUP)	92
Homeless Admissions	50
Non-Elderly Disabled	35
<b>TOTAL</b>	<b>896</b>

**Housing Development**

**Kestrel** - In 2018, BCHA completed construction of 200 home community in the dual-focused Kestrel development in Louisville, serving residents with income at or below 60% AMI. Kestrel is made up of 129 townhome style homes serving mixed age residents and 71 homes in a building for people age 55 and older. Within the mixed age portion specifically, BCHA also received an award of 20 project-based vouchers from the State Section 811 program, serving residents with significant and long-term disabilities.

**Tungsten Village** - In 2018, BCHA began the planning and design processes for its new property in Nederland, Tungsten Village. Tungsten began construction in June 2019 and is expected to begin leasing by the end of summer 2020. The property will consist of 26 homes in one building and will serve residents with income at or below 60% AMI, with six homes offering a project-based subsidy.

**Coffman Street** - In 2018, BCHA began work on Coffman Street, an upcoming development in Longmont. Coffman is a public-private partnership in Longmont's central business district and will provide 73 homes for households with low to moderate income, including 12 serving as permanent supportive housing, and will also include a workforce enterprise program, commercial space for management and resident services offices, and an attached parking structure for housing and area residents, businesses and the public.

**Willoughby Corner** - In 2017, BCHA acquired 24 acres of land in Lafayette. This community, to be called Willoughby Corner, will provide approx. 400 homes serving the needs of a variety of residents through rental and homeownership opportunities. Construction is anticipated to begin in 2021.

**Copper Stone** - In 2018, BCHA partnered with a private developer, Inland Group, by providing its property tax exemption status to support the affordability of Copper Stone, a 260-home development in Lafayette.

**Property Management** – BCHA continued to meet occupancy goals of 96% or greater and ensured rent collection of 97% or greater in 2018 and 2019. BCHA also adopted and updated resident policies, including those pertaining to smoking, illegal drugs, pets, and housekeeping.

**Compliance** - In 2018, BCHA created an internal compliance and program eligibility team in 2018 to assist with managing the increasing complexity of the BCHA housing portfolio and voucher programs, promoting adherence to layered financing requirements and mitigating risk. The team administers more than 20 successful property and voucher audits by various investors, including HUD, each year.

**Flood Recovery** - BCHA, through its Housing Rehabilitation Program, spent \$579,784 in CDBG-DR funds from HUD to administer recovery efforts related to the unprecedented 2013 Boulder County Flood. In particular, funding was used to replace nine mobile homes and repair four properties.

**Homelessness Assistance** – In 2016, Boulder County received \$680,000 in federal Continuum of Care (CoC) funding from the Metro Denver Homeless Initiative (MDHI) for rapid rehousing of vulnerable families and transition-aged youth, providing up to two years of tenant-based rental assistance with supportive case management services. The County also partnered with Boulder Housing Partners and the Boulder Shelter to apply for bonus funding serving individuals who are chronically homeless.

**Housing Rehabilitation and Weatherization** - Since 2015, 49 homes have been rehabilitated to address health and safety issues, correct code violations, make the home more energy-efficient, and undertake aesthetic improvements. Until BCHA discontinued its programs through the Longs Peak Energy Conservation division in mid-2018, 1,331 homes were weatherized for energy-efficiency. Due to administrative changes, both the rehabilitation and weatherization programs no longer operate through BCHA.

**Resident Services** – BCHA's team support residents of all ages through services and programming. These have included a Meals on Wheels program at Josephine Commons Senior Housing, financial grants for emergency rent assistance, a food pantry at the Kestrel development, recycling and compost presentations, a summer bike camp, a Scouts troop at the Aspinwall development, *Art for Social Change* summer program, senior reading program to toddlers, a homework club, and resident gardens for all ages, including one specifically for youth.

BCHA also provides services to residents of BCHA's Casa de la Esperanza property, which houses migrant workers. The services specific to these residents focus on moving children (of parents who have an average maximum education level of education of 3<sup>rd</sup> grade) out of the poverty cycle by providing tutoring, recreational activities, art classes, and robotics. Over the last 10 years, 100% of the students graduated from high school, and a number went on to higher education.

**Fair Housing and Reasonable Accommodation** – In 2018, HUD Office of Fair Housing and Equal Opportunity (FHEO) provided continuing education to program staff, including from the voucher program, property management, maintenance, resident services, and attorneys, in the areas of fair housing and reasonable accommodation/modification, to increase staff knowledge to help ensure continued inclusion and compliance.

**Regional Affordable Housing Strategic Partnership and Plan** – Beginning in 2016, a cross-jurisdictional working group – the Boulder County Regional Housing Partnership – formed to provide collaborative leadership and guidance to further regional housing affordability in the long-term with a goal of increasing affordable housing inventory by 12% or 12,000 homes by 2035. To date, the work has led to community education and engagement, increased housing opportunities, and policy and regulatory gains, already making notable progress and significantly benefiting the regional community.

**Boulder Broomfield Regional (HOME) Consortium** – The Consortium continues to be a successful regional collaboration. In 2015, the group designed the Analysis of Impediments to Fair Housing Choice. In 2017, each jurisdiction provided information and data for the Fair Housing Assessment, which was subsequently halted by HUD. The Consortium is currently working on its next 5-Year Consolidated Plan, which will also include a Fair Housing Assessment, for the period of 2020-2024.

**B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. **Attachment 9.**

**B.5 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. **N/A**

**B.6 Resident Advisory Board (RAB) Comments.**

(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?  Y  N

(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. **Attachment 4.**

**B.7 Certification by State or Local Officials.**

[Form HUD 50077-SL](#), *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. **Attachment 3.**

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the  5-Year and/or  Annual PHA Plan for the PHA fiscal year beginning January 1, 2020, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Boulder County Housing Authority

CO061

PHA Name

PHA Number/HA Code

X  5-Year PHA Plan for Fiscal Years 20<sup>20</sup> - 20<sup>24</sup>

Annual PHA Plan for Fiscal Years 20\_\_ - 20\_\_

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012, 31 U.S.C. 3729, 3802)

Name of Authorized Official

Title

Elise Jones

Chair, Housing Authority Board

Signature

Date

08/18/19

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year Plan for the PHA fiscal year beginning **January 1, 2020** hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Boulder County Housing Authority  
PHA Name

CO061  
PHA Number/HA Code

Annual PHA Plan for Fiscal Year 20\_\_\_\_

5-Year PHA Plan for Fiscal Years 2020 - 2024

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

<p>Name of Authorized Official Elise Jones Deb Gardner <small>Elise Jones was excused Oct. 10, 2019. Deb Gardner sat as Authorized</small></p>	<p>Title Chair, Housing Authority Board</p>
<p>Signature </p>	<p>Date 10/10/2019</p>

**Certification by State or Local  
 Official of PHA Plans Consistency  
 with the Consolidated Plan or  
 State Consolidated Plan  
 (All PHAs)**

U. S Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 2/29/2016

**Certification by State or Local Official of PHA Plans  
 Consistency with the Consolidated Plan or State Consolidated Plan**

I, Renee Gallegos, the Community Investment Program Manager  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan of the

Boulder County Housing Authority (BCHA)  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of  
 Impediments (AI) to Fair Housing Choice of the

Boulder Broomfield Regional HOME Consortium  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State  
 Consolidated Plan and the AI.

BCHA's 5-Year Plan is consistent with the Consortium's federal Consolidated Plan and Analysis of  
 Impediments to Fair Housing Choice by addressing and working toward its goal of preserving existing  
 housing and increasing the number and affordability of rental housing for its lowest income residents,  
 reducing homelessness within the region, revitalizing and investing in the community and increasing  
 residents' economic empowerment, always with an eye toward Fair Housing.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Renee Gallegos	Community Investment Program Manager City of Boulder, Lead Agency for the Consortium
Signature	Date
	10/15/2019





**Boulder County Housing Authority (BCHA)  
Public Housing Authority Plan  
Resident Advisory Board (RAB) Meeting Notes**

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September 18, 2019, 3:30 – 4:30pm  
Kestrel “55 and Over” Building – Community Room  
1130 S Kestrel Ln, Louisville, CO 80026

**Staff Attendees:** Carlene Hatch (Maintenance and Operations), Amelia Groves (Senior Services Support), Aimee Bruhn (Communications), Mackenzie Sehlke (Communications), Olivia Lucas (Boulder County Attorney’s Office), Ann Harris (Resident Services/Family Self-Sufficiency), Jessica Spurr (Compliance), Leslie Gibson (Housing Development, Facilitator)

**Residents, Voucher-holders and Program Participant Attendees:** Six members attended; all are residents of BCHA properties, and 4 of them are voucher-holders. Their names, affiliations and backgrounds are not disclosed to the public. One person who identified as formerly homeless responded that they would attend, although needed to cancel a few hours prior to the meeting.

**1. Introductions of Residents and Staff**

**2. Brief Explanation about the Meeting Purpose and RAB Role**

The purpose of the meeting, held one time per year, is to review the BCHA’s Annual and 5-Year Plans, as required by the U.S. Dept. of Housing and Urban Development (HUD), share accomplishments and current/anticipated projects and goals, and receive feedback. A Resident Advisory Board, mandated by HUD, ensures that BCHA receives input and participation from residents, voucher-holders and program participants who represent clients and populations served by BCHA.

**3. Discussion Items**

▪ **BCHA Annual Plan – Overview**

Leslie explained this RAB meeting is held specifically to review and obtain comment for the HUD 5-Year Plan, which sets goals and measurable objectives for BCHA programs. She briefly outlined the priorities for the next 5 years, outlined in the Plan and centered on such areas as development, property management, voucher supply and distribution, and explained that future annual RAB meetings will review annual progress, until new goals are set for the next 5-Year Plan. One conversation, in particular, was centered around Family Self-Sufficiency, a 5-year program for families with children to provide housing and life skills training, including an equity-building bank account to encourage savings as means to promote self-sufficiency. The Resident Advisory Board made no recommendations nor challenged any elements to the Plan.

▪ **BCHA Structure – Overview**

Leslie gave a brief overview of BCHA structure, particularly the integration of the Housing Authority and Department of Social Services in 2009, which created the Department of Housing and Human Services. The purpose of the merger is to provide an umbrella of services to keep clients housed, and provide them with supportive services and benefits to help create and maintain stability.

- **Regional Housing Plan: Tripling Affordable Housing, Building a Healthy Community – Mackenzie Sehlke, Public Affairs Specialist**

Mackenzie presented to the group about the Boulder County Regional Housing Partnership, with the goal of expanding affordable housing to meet a 12% goal 2035, by providing an additional 12,000 homes to total 18,000. She explained there is an increasingly high need for affordable housing in the county and in the region, as 54% of renters in the county are cost-burdened, defined as paying more than 30% of their income toward their housing costs. BCHA is contributing to this regional goal by building more affordable housing, specifically through its upcoming developments. Mackenzie also told the group about the “Home Wanted” campaign, which is the official collaboration of the nine jurisdictions in the county addressing our region’s current and ongoing need for affordable housing. Many of the resident participants were interested in learning more about the campaign and partnership, and in response, staff offered to schedule an additional meeting to discuss it more in detail.

- **Upcoming Housing Developments – Nederland, Longmont, Lafayette**

Leslie provided general information about and timelines for three upcoming BCHA developments: Tungsten Village, Nederland; Coffman Street, Longmont; and Willoughby Corner, Lafayette. She explained that construction has begun on the first property, Tungsten Village, which will include 26 homes open to mixed ages, is located across from the RTD transit center, and is anticipated to be completed and leased by this time next year. Both Coffman Street and Willoughby Corner are currently in the planning, design and community engagement processes. Information about all upcoming developments is located on BCHA’s website: [BCHA upcoming developments](#). Board members were encouraged to sign up for the respective interest lists to stay informed of the projects, including learning about opportunities for community input and waitlist openings.

#### **4. Resident Feedback – Questions, comments, concerns, etc.**

Residents and staff were engaged during the meeting, offering input and asking clarifying questions. Much of the discussion centered around the need for affordable housing in the county and larger region. One Board member stated they were a pastor and worked closely with residents in need. She said many people become “stuck” in the welfare system, and those residents, in particular, would benefit from supportive services and financial aid. Another participant noted the changing structure of households returning to multigenerational by need, which includes adult children and older adults unable to afford a home on their own. This also affects the design of the structures and homes, which allow for more bathrooms and amenities to help older adults age in place.

Lastly, Leslie mentioned BCHA takes advantage of other opportunities to serve its clients through grant funds. One program is the 2019 recycling program, which pays the cost for property residents to recycle electronic materials through Eco-Cycle’s Center for Hard-to-Recycle (CHaRM) facility. While some of the board members were familiar with the program, others requested more information, including details about recycling and composting at their property. After the meeting, Leslie followed up with written materials about the electronics program and advised tenants to speak with their property manager to find out specific guidelines for the jurisdiction in which they live.

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If you are a person with a disability who requires assistance to fully participate in this meeting, please contact Leslie Gibson at 303/709-3197 or [lgibson@bouldercounty.org](mailto:lgibson@bouldercounty.org), or Colorado Relay at 1/800-659-2656, to let us know how we can accommodate your needs.

Boulder County, in accordance with the Fair Housing Act, prohibits discrimination on the basis of race, color, age, religion, sex, sexual orientation, disability, familial status or national origin.



**Boulder County Housing Authority  
2019 Annual Plan**

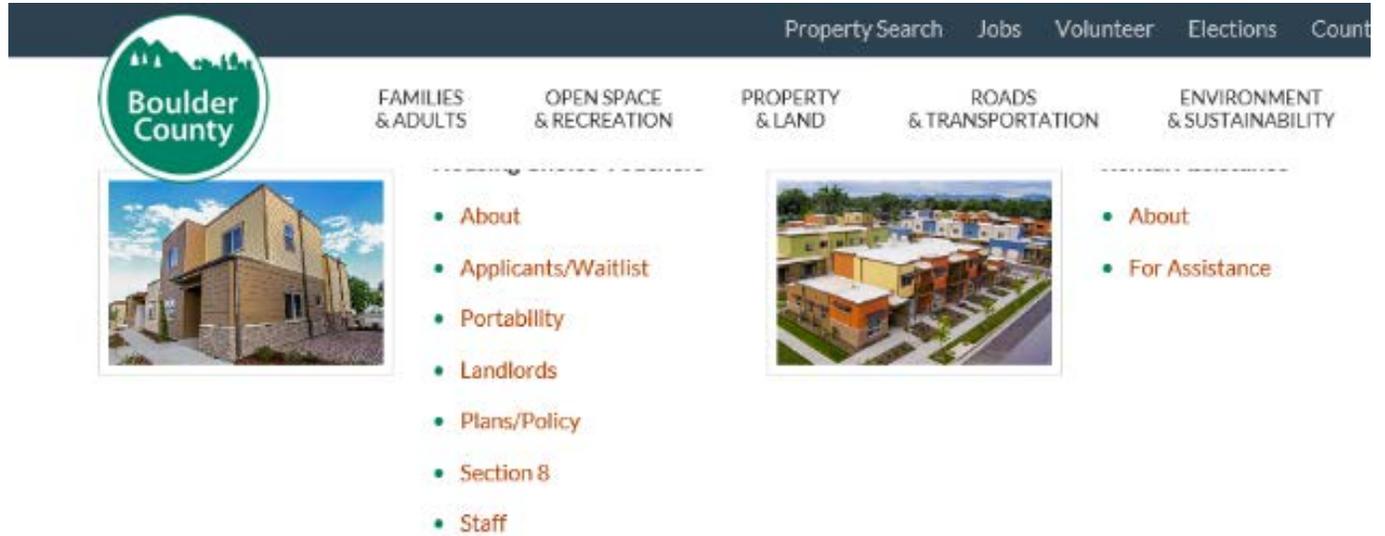
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**PUBLIC HEARING  
September 18, 2019, 1:30am – 2:30pm  
Kestrel “55 and Over” Building, 1130 S Kestrel Ln, Louisville, CO 80027**

There were no attendees at the meeting.



Sept 1 – Oct 1, 2019



The image shows a navigation menu for the Boulder County Housing Authority website. At the top right, there are links for "Property Search", "Jobs", "Volunteer", "Elections", and "Count". Below this, the "Boulder County" logo is on the left. The main navigation categories are: "FAMILIES & ADULTS", "OPEN SPACE & RECREATION", "PROPERTY & LAND", "ROADS & TRANSPORTATION", and "ENVIRONMENT & SUSTAINABILITY". Under "FAMILIES & ADULTS", there is a list of links: "About", "Applicants/Waitlist", "Portability", "Landlords", "Plans/Policy", "Section 8", and "Staff". Under "ENVIRONMENT & SUSTAINABILITY", there is a list of links: "About" and "For Assistance". There are also two images of modern housing units, one on the left and one on the right.

## Proposed Boulder County Housing Authority Plan 2020-2025

The Boulder County Housing Authority (BCHA) hereby notifies the public of its proposed 5-Year Public Housing Authority Plan for the period between 2020-2025. This plan is required by the U.S. Department of Housing and Urban Development (HUD) for all housing authorities that receive program funding.

A public hearing will be held on September 19, 2019, from 1:30 to 2:30pm, at the Kestrel Community ("55 and Over Building" Community Room), located at 1130 S Kestrel Ln in Louisville.

This Plan will also be available for public review and comment from September 1 through October 15, 2019 at the following locations:

- [BCHA PHA Plan 2020-2025](#)
- Boulder County Housing Authority Main Office, 2525 13<sup>th</sup> St, Suite 204, Boulder, CO 80304

Written comments may be directed to Leslie Gibson, Housing and Community Development Specialist, at [lgibson@bouldercounty.org](mailto:lgibson@bouldercounty.org), via fax at 720-564-2283, or by mail to:

**Boulder County Housing Authority**

ATTN: Leslie

PO Box 471

Boulder, CO 80306-0471



The Boulder County Housing Authority (BCHA) hereby notifies the public of its proposed 5-Year Public Housing Authority Plan for the period between 2020-2025. This plan is required by the U.S. Department of Housing and Urban Development (HUD) for all housing authorities that receive program funding.

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- On BCHA's website at [www.BoulderCountyHousing.org](http://www.BoulderCountyHousing.org)
- Boulder County Housing Authority Main Office, 2525 13th St, Suite 204, Boulder, CO 80304

Written comments may be directed to Leslie Gibson, Housing and Community Development Specialist, at [lgibson@bouldercounty.org](mailto:lgibson@bouldercounty.org), via fax at 720-564-2283, or by mail to: Boulder County Housing Authority, ATTN: Leslie, PO Box 471, Boulder, CO 80306-0471. Comments must be received by 4:30pm on October 15, 2019. Please call 303-709-3197 with questions.

If you are a person with a disability who requires assistance to fully participate in this review process, please call 303/709-3197 or Colorado Relay at 1-800-659-2656.

Boulder County, in accordance with the Fair Housing Act, prohibits discrimination on the basis of race, color, age, religion sex, sexual orientation, disability, familial status or national origin. If you have questions or concerns, please call Leslie Gibson at 303-709-3197. Published: Longmont Times Call September 5, 2019--1634111

### Prairie Mountain Media, LLC

#### PUBLISHER'S AFFIDAVIT

County of Boulder  
State of Colorado

The undersigned, Elizabeth Maes, being first duly sworn under oath, states and affirms as follows:

1. He/she is the legal Advertising Reviewer of Prairie Mountain Media LLC, publisher of the *Longmont Times Call*.
2. The *Longmont Times Call* is a newspaper of general circulation that has been published continuously and without interruption for at least fifty-two weeks in Boulder County and meets the legal requisites for a legal newspaper under Colo. Rev. Stat. 24-70-103.
3. The notice that is attached hereto is a true copy, published in the *Longmont Times Call* in Boulder County on the following date(s):

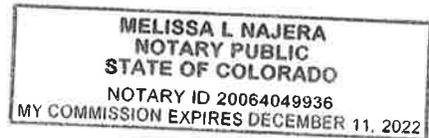
Sep 5, 2019

Signature

Subscribed and sworn to me before me this

5th day of September, 2019.

Notary Public



(SEAL)

Account:	1063825
Ad Number:	1634111
Fee:	\$33.93

The Boulder County Housing Authority (BCHA) hereby notifies the public of its proposed 5-Year Public Housing Authority Plan for the period between 2020-2025. This plan is required by the U.S. Department of Housing and Urban Development (HUD) for all housing authorities that receive program funding.

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Boulder County, in accordance with the Fair Housing Act, prohibits discrimination on the basis of race, color, age, religion sex, sexual orientation, disability, familial status or national origin. If you have questions or concerns, please call Leslie Gibson at 303-709-3197. Published: Boulder Daily Camera September 5, 2019--1634109

### Prairie Mountain Media, LLC

#### PUBLISHER'S AFFIDAVIT

County of Boulder  
State of Colorado

The undersigned, Elizabeth Maes, being first duly sworn under oath, states and affirms as follows:

1. He/she is the legal Advertising Reviewer of Prairie Mountain Media LLC, publisher of the *Daily Camera*.
2. The *Daily Camera* is a newspaper of general circulation that has been published continuously and without interruption for at least fifty-two weeks in Boulder County and meets the legal requisites for a legal newspaper under Colo. Rev. Stat. 24-70-103.
3. The notice that is attached hereto is a true copy, published in the *Daily Camera* in Boulder County on the following date(s):

Sep 5, 2019

Signature

Subscribed and sworn to me before me this

5th day of September, 2019.

Notary Public

<p><b>MELISSA L NAJERA</b>  <b>NOTARY PUBLIC</b>  <b>STATE OF COLORADO</b>          NOTARY ID 20064049936          MY COMMISSION EXPIRES DECEMBER 11, 2022</p>
--

(SEAL)

Account:	1063825
Ad Number:	1634109
Fee:	\$51.48



# Boulder County Housing Authority

3460 North Broadway, Boulder (Mail: PO Box 471, Boulder, Colorado 80306-0471) • Tel: 303.441.3929 Fax: 720.564.2283  
www.bouldercountyhhs.org

Boulder County Housing Authority  
Resolution 2019-11:

**A RESOLUTION FOR THE PURPOSE OF APPROVING THE 5-YEAR PLAN, COVERING 2020-2024, MANDATED BY THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE BOULDER COUNTY HOUSING AUTHORITY**

Recitals

A. The Department of Housing and Urban Development (“HUD”) mandates that all public housing authorities submit an Annual Plan and a 5-Year Plan.

B. The mandated Annual and 5-Year Plans must be reviewed and approved by the Boulder County Housing Authority (“BCHA”) Board at a public hearing.

C. The mandated 5-Year Plan was reviewed by the BCHA Board and presented at a public hearing for public comment on September 19, 2019, after being duly noticed in local newspapers pursuant to HUD regulations, and in addition to being posted on the BCHA website.

Therefore, the BCHA Board resolves:

1. The 5-Year Plan is approved for submission to HUD.

Passed and approved this 10 day of October, 2019.

[SEAL]

HOUSING AUTHORITY OF THE COUNTY  
OF BOULDER, COLORADO

By: Deb Gardner  
Elise Jones, BCHA Chair  
Elise Jones was excused Oct. 10, 2019. Deb Gardner sat as Chair to the BCHA

I hereby certify that the foregoing is a full, true, and correct copy of the Resolution adopted by the Boulder County Housing Authority at the meeting of said Board in Boulder, Colorado.

ATTEST:

Brianna Barber  
Assistant Secretary to BCHA

bb [MT # 2450]





**BOULDER COUNTY HOUSING AUTHORITY**  
**Notice of Occupancy Rights under the Violence Against Women Act<sup>1</sup>**

**To all Tenants and Applicants**

The Violence Against Women Act (VAWA) provides protections for victims of domestic violence, dating violence, sexual assault, or stalking. VAWA protections are not only available to women, but are available equally to all individuals regardless of sex, gender identity, or sexual orientation.<sup>2</sup> The U.S. Department of Housing and Urban Development (HUD) is the Federal agency that oversees that **Boulder County Housing Authority Housing Choice Voucher Program and Rental Assistance Programs**, is in compliance with VAWA. This notice explains your rights under VAWA. A HUD-approved certification form is attached to this notice. You can fill out this form to show that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking, and that you wish to use your rights under VAWA.”

**Protections for Applicants**

If you otherwise qualify for assistance under **Boulder County Housing Authority Housing**, you cannot be denied admission or denied assistance because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

**Protections for Tenants**

If you are receiving assistance under **Boulder County Housing Authority**, you may not be denied assistance, terminated from participation, or be evicted from your rental housing because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

Also, if you or an affiliated individual of yours is or has been the victim of domestic violence, dating violence, sexual assault, or stalking by a member of your household or any guest, you may not be denied rental assistance or occupancy rights under **Boulder County Housing Authority**, solely on the basis of criminal activity directly relating to that domestic violence, dating violence, sexual assault, or stalking.

Affiliated individual means your spouse, parent, brother, sister, or child, or a person to whom you stand in the place of a parent or guardian (for example, the affiliated individual is in your care, custody, or control); or any individual, tenant, or lawful occupant living in your household.

**Removing the Abuser or Perpetrator from the Household**

BCHA may divide (bifurcate) your lease in order to evict the individual or terminate the assistance of the individual who has engaged in criminal activity (the abuser or perpetrator) directly relating to domestic violence, dating violence, sexual assault, or stalking.

If BCHA chooses to remove the abuser or perpetrator, BCHA may not take away the rights of eligible tenants to the unit or otherwise punish the remaining tenants. If the evicted abuser or perpetrator was the sole tenant to have established eligibility for assistance under the program,

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<sup>1</sup> Despite the name of this law, VAWA protection is available regardless of sex, gender identity, or sexual orientation.

<sup>2</sup> Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status.

BCHA must allow the tenant who is or has been a victim and other household members to remain in the unit for a period of time, in order to establish eligibility under the program or under another HUD housing program covered by VAWA, or, find alternative housing.

In removing the abuser or perpetrator from the household, BCHA must follow Federal, State, and local eviction procedures. In order to divide a lease, BCHA may, but is not required to, ask you for documentation or certification of the incidences of domestic violence, dating violence, sexual assault, or stalking.

### **Moving to Another Unit**

Upon your request, BCHA may permit you to move to another unit, subject to the availability of other units, and still keep your assistance. In order to approve a request, BCHA may ask you to provide documentation that you are requesting to move because of an incidence of domestic violence, dating violence, sexual assault, or stalking. If the request is a request for emergency transfer, the housing provider may ask you to submit a written request or fill out a form where you certify that you meet the criteria for an emergency transfer under VAWA. The criteria are:

- (1) **You are a victim of domestic violence, dating violence, sexual assault, or stalking.** If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation, as described in the documentation section below.
- (2) **You expressly request the emergency transfer.** Your housing provider may choose to require that you submit a form, or may accept another written or oral request.
- (3) **You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit.** This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future.

**OR**

**You are a victim of sexual assault and the assault occurred on the premises during the 90-calendar-day period before you request a transfer.** If you are a victim of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you expressly request the transfer.

BCHA will keep confidential requests for emergency transfers by victims of domestic violence, dating violence, sexual assault, or stalking, and the location of any move by such victims and their families.

BCHA's emergency transfer plan provides further information on emergency transfers, and BCHA must make a copy of its emergency transfer plan available to you if you ask to see it.

### **Documenting You Are or Have Been a Victim of Domestic Violence, Dating Violence, Sexual Assault or Stalking**

BCHA can, but is not required to, ask you to provide documentation to “certify” that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking. Such request from BCHA must be in writing, and BCHA must give you at least 14 business days (Saturdays, Sundays, and Federal holidays do not count) from the day you receive the request to provide the documentation. BCHA may, but does not have to, extend the deadline for the submission of documentation upon your request.

You can provide one of the following to BCHA as documentation. It is your choice which of the following to submit if BCHA asks you to provide documentation that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

- A complete HUD-approved certification form given to you by BCHA with this notice, that documents an incident of domestic violence, dating violence, sexual assault, or stalking. The form will ask for your name, the date, time, and location of the incident of domestic violence, dating violence, sexual assault, or stalking, and a description of the incident. The certification form provides for including the name of the abuser or perpetrator if the name of the abuser or perpetrator is known and is safe to provide.
- A record of a Federal, State, tribal, territorial, or local law enforcement agency, court, or administrative agency that documents the incident of domestic violence, dating violence, sexual assault, or stalking. Examples of such records include police reports, protective orders, and restraining orders, among others.
- A statement, which you must sign, along with the signature of an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional or a mental health professional (collectively, “professional”) from whom you sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse, and with the professional selected by you attesting under penalty of perjury that he or she believes that the incident or incidents of domestic violence, dating violence, sexual assault, or stalking are grounds for protection.
- Any other statement or evidence that BCHA has agreed to accept.

If you fail or refuse to provide one of these documents within the 14 business days, BCHA does not have to provide you with the protections contained in this notice.

If BCHA receives conflicting evidence that an incident of domestic violence, dating violence, sexual assault, or stalking has been committed (such as certification forms from two or more members of a household each claiming to be a victim and naming one or more of the other petitioning household members as the abuser or perpetrator), BCHA has the right to request that you provide third-party documentation within thirty 30 calendar days in order to resolve the conflict. If you fail or refuse to provide third-party documentation where there is conflicting evidence, BCHA does not have to provide you with the protections contained in this notice.

### **Confidentiality**

BCHA must keep confidential any information you provide related to the exercise of your rights under VAWA, including the fact that you are exercising your rights under VAWA.

BCHA must not allow any individual administering assistance or other services on behalf of BCHA (for example, employees and contractors) to have access to confidential information unless for reasons that specifically call for these individuals to have access to this information under applicable Federal, State, or local law.

BCHA must not enter your information into any shared database or disclose your information to any other entity or individual. BCHA, however, may disclose the information provided if:

- You give written permission to BCHA to release the information on a time limited basis.
- BCHA needs to use the information in an eviction or termination proceeding, such as to evict your abuser or perpetrator or terminate your abuser or perpetrator from assistance under this program.
- A law requires BCHA or your landlord to release the information.

VAWA does not limit BCHA's duty to honor court orders about access to or control of the property. This includes orders issued to protect a victim and orders dividing property among household members in cases where a family breaks up.

### **Reasons a Tenant Eligible for Occupancy Rights under VAWA May Be Evicted or Assistance May Be Terminated**

You can be evicted and your assistance can be terminated for serious or repeated lease violations that are not related to domestic violence, dating violence, sexual assault, or stalking committed against you. However, BCHA cannot hold tenants who have been victims of domestic violence, dating violence, sexual assault, or stalking to a more demanding set of rules than it applies to tenants who have not been victims of domestic violence, dating violence, sexual assault, or stalking.

The protections described in this notice might not apply, and you could be evicted and your assistance terminated, if BCHA can demonstrate that not evicting you or terminating your assistance would present a real physical danger that:

- 1) Would occur within an immediate time frame, and
- 2) Could result in death or serious bodily harm to other tenants or those who work on the property.

If BCHA can demonstrate the above, BCHA should only terminate your assistance or evict you if there are no other actions that could be taken to reduce or eliminate the threat.

### **Other Laws**

VAWA does not replace any Federal, State, or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault, or stalking. You may be entitled to additional housing protections for victims of domestic violence, dating violence, sexual assault, or stalking under other Federal laws, as well as under State and local laws.

### **Non-Compliance with The Requirements of This Notice**

You may report a covered housing provider's violations of these rights and seek additional assistance, if needed, by contacting or filing a complaint with Boulder County Housing Authority or the Denver HUD field office.

### **For Additional Information**

You may view a copy of HUD's final VAWA rule at  
**<https://portal.hud.gov/hudportal/documents/huddoc?id=5720-F-03VAWAFinRule.pdf>**

Additionally, BCHA must make a copy of HUD's VAWA regulations available to you if you ask to see them.

For questions regarding VAWA, please contact **Boulder County Housing Authority Housing Program Manager at 303.441.3929.**

For help regarding an abusive relationship, you may call the National Domestic Violence Hotline at 1-800-799-7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY). You may also contact **Safehouse Progressive Alliance for Non-Violence at 303-449-8623 or St. Vrain Safe Shelter at 303-772-4422.**

For tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

For help regarding sexual assault, you may contact **Safehouse Progressive Alliance for Non-Violence at 303-449-8623 or St. Vrain Safe Shelter at 303-772-4422.**

Victims of stalking seeking help may contact **Safehouse Progressive Alliance for Non-Violence at 303-449-8623 or St. Vrain Safe Shelter at 303-772-4422.**

**Attachment:** Certification form HUD-5382

**CERTIFICATION OF  
DOMESTIC VIOLENCE,  
DATING VIOLENCE,  
SEXUAL ASSAULT, OR STALKING,  
AND ALTERNATE DOCUMENTATION**

**U.S. Department of Housing  
and Urban Development**

OMB Approval No. 2577-0286  
Exp. 06/30/2017

**Purpose of Form:** The Violence Against Women Act (“VAWA”) protects applicants, tenants, and program participants in certain HUD programs from being evicted, denied housing assistance, or terminated from housing assistance based on acts of domestic violence, dating violence, sexual assault, or stalking against them. Despite the name of this law, VAWA protection is available to victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.

**Use of This Optional Form:** If you are seeking VAWA protections from your housing provider, your housing provider may give you a written request that asks you to submit documentation about the incident or incidents of domestic violence, dating violence, sexual assault, or stalking.

In response to this request, you or someone on your behalf may complete this optional form and submit it to your housing provider, or you may submit one of the following types of third-party documentation:

- (1) A document signed by you and an employee, agent, or volunteer of a victim service provider, an attorney, or medical professional, or a mental health professional (collectively, “professional”) from whom you have sought assistance relating to domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse. The document must specify, under penalty of perjury, that the professional believes the incident or incidents of domestic violence, dating violence, sexual assault, or stalking occurred and meet the definition of “domestic violence,” “dating violence,” “sexual assault,” or “stalking” in HUD’s regulations at 24 CFR 5.2003.
- (2) A record of a Federal, State, tribal, territorial or local law enforcement agency, court, or administrative agency; or
- (3) At the discretion of the housing provider, a statement or other evidence provided by the applicant or tenant.

**Submission of Documentation:** The time period to submit documentation is 14 business days from the date that you receive a written request from your housing provider asking that you provide documentation of the occurrence of domestic violence, dating violence, sexual assault, or stalking. Your housing provider may, but is not required to, extend the time period to submit the documentation, if you request an extension of the time period. If the requested information is not received within 14 business days of when you received the request for the documentation, or any extension of the date provided by your housing provider, your housing provider does not need to grant you any of the VAWA protections. Distribution or issuance of this form does not serve as a written request for certification.

**Confidentiality:** All information provided to your housing provider concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking shall be kept confidential and such details shall not be entered into any shared database. Employees of your housing provider are not to have access to these details unless to grant or deny VAWA protections to you, and such employees may not disclose this information to any other entity or individual, except to the extent that disclosure is: (i) consented to by you in writing in a time-limited release; (ii) required for use in an eviction proceeding or hearing regarding termination of assistance; or (iii) otherwise required by applicable law.

**TO BE COMPLETED BY OR ON BEHALF OF THE VICTIM OF DOMESTIC VIOLENCE,  
DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING**

1. Date the written request is received by victim: \_\_\_\_\_

2. Name of victim: \_\_\_\_\_

3. Your name (if different from victim's): \_\_\_\_\_

4. Name(s) of other family member(s) listed on the lease: \_\_\_\_\_

\_\_\_\_\_

5. Residence of victim: \_\_\_\_\_

6. Name of the accused perpetrator (if known and can be safely disclosed): \_\_\_\_\_

\_\_\_\_\_

7. Relationship of the accused perpetrator to the victim: \_\_\_\_\_

8. Date(s) and times(s) of incident(s) (if known): \_\_\_\_\_

\_\_\_\_\_

10. Location of incident(s): \_\_\_\_\_

In your own words, briefly describe the incident(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This is to certify that the information provided on this form is true and correct to the best of my knowledge and recollection, and that the individual named above in Item 2 is or has been a victim of domestic violence, dating violence, sexual assault, or stalking. I acknowledge that submission of false information could jeopardize program eligibility and could be the basis for denial of admission, termination of assistance, or eviction.

Signature \_\_\_\_\_ Signed on (Date) \_\_\_\_\_

**Public Reporting Burden:** The public reporting burden for this collection of information is estimated to average 1 hour per response. This includes the time for collecting, reviewing, and reporting the data. The information provided is to be used by the housing provider to request certification that the applicant or tenant is a victim of domestic violence, dating violence, sexual assault, or stalking. The information is subject to the confidentiality requirements of VAWA. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid Office of Management and Budget control number.

