



Boulder County Housing Authority (BCHA)
2020-2021 Annual Plan and Attachments

2020-2021 HUD ANNUAL PLAN (HUD-50075-HCV)

REQUIRED SUBMISSION ATTACHMENTS

Attachment 1	Deconcentration and Other Policies that Govern Eligibility, Selection and Admission
2	Rent Determination
3	Progress Report
4	Resident Advisory Board – Agenda and Meeting Notes

Contact:
Kelly Gonzalez, Housing Choice Voucher Program Manager,
Boulder County
PO Box 471, Boulder, CO 80306-0471
kegonzalez@bouldercounty.org, 303/441-4944

Streamlined Annual PHA Plan <i>(HCV Only PHAs)</i>	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-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS and SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																																			
A.1	<p> PHA Name: <u>Boulder County Housing Authority</u> PHA Code: <u>CO061</u> PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2020</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Housing Choice Vouchers (HCVs) <u>896</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> 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 of 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 the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. Current copies of our PHA Plan and Plan elements are uploaded on our website at www.bouldercountyhousing.org under the plans section of the Housing Choice Voucher page. All of the plan documents and supporting attachments are also available for review at our main housing office at 3460 N. Broadway in Boulder. <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 25%;">Program(s) not in the Consortia</th> <th style="width: 15%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead HA:																													
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B.	Annual Plan.
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. See attachment 1</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination. See attachment 2</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p>
B.2	<p>New Activities</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p>BCHA reserves the right to allocate up to 20 percent of its Housing Choice Vouchers for the potential use under the Project Based Vouchers Assistance Program. The proposed units may be located throughout BCHA's jurisdiction. This potential reallocation of the Project Based Assistance is consistent with BCHA's Agency Plan and goal of increasing affordable housing opportunities through subsidies. The locations will be consistent with goals of de-concentrating poverty and expanding housing and economic opportunities in accordance with HUD and the BCHA Administrative Plan. BCHA currently has 167 active and approved units of project-based voucher assistance.</p> <p>In December of 2018 BCHA was approved to project base an additional 6 vouchers for use at new construction site Tungsten Village, construction is set to finish mid-Summer 2020. BCHA plans to open the PBV waitlist for these 6 vouchers Spring of 2020 and begin issuing in the fall. Additionally, BCHA will be submitting another request to project base an additional 12 vouchers in early 2020, these vouchers would not be utilized or issued until 2021.</p>
B.3	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
B.4	<p>Civil Rights Certification</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

<p>B.5</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>B.6</p>	<p>Progress Report.</p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in its 5-Year PHA Plan.</p> <p>See attachment 3</p>
<p>B.7</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/> See attachment 4</p> <p>(a) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>

Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV Only PHAs

A. PHA Information. All PHAs must complete this section. ([24 CFR §903.23\(4\)\(e\)](#))

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

B. Annual Plan. All PHAs must complete this section. ([24 CFR §903.11\(c\)\(3\)](#))

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA’s jurisdiction and other families who are on the Section 8 tenant-based waiting list. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(1\)](#) and [24 CFR §903.7\(a\)\(2\)\(i\)](#)). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. [24 CFR §903.7\(a\)\(2\)\(ii\)](#)

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([24 CFR §903.7\(b\)](#))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

Rent Determination. A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. ([24 CFR §903.7\(d\)](#))

Operation and Management. A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. ([24 CFR §903.7\(e\)\(3\)\(4\)](#)).

Informal Review and Hearing Procedures. A description of the informal hearing and review procedures that the PHA makes available to its applicants. (24 CFR §903.7(f))

Homeownership Programs. A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA's partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA's partnerships with other entities, and activities under section 3 of the Housing and Community Development Act of 1968 and under requirements for the Family Self-Sufficiency Program and others. Include the program's size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR §903.7(l)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)(iii)).

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; or b) any change with regard to homeownership programs. See guidance on HUD's website at: [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

B.2 New Activity. If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark "yes" for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark "no." (24 CFR §983.57(b)(1) and Section 8(13)(C) of the United States Housing Act of 1937.

Project-Based Vouchers (PBV). Describe any plans to use HCVs for new project-based vouchers. If using PBVs, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

B.3 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.11(c)(3), 24 CFR §903.7(p))

B.4 Civil Rights Certification. Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

B.5 Certification by State or Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

B.6 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.11(c)(3), 24 CFR §903.7(r)(1))

B.7 Resident Advisory Board (RAB) comments. If the RAB provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides 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 for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 4.5 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Attachment 1

Deconcentration and Other Policies that Govern Eligibility, Selection and Admission.

The following amendments have been made to the BCHA Housing Choice Voucher Administrative Plan under Resolution 2018-11 that was passed and approved by the Board of Commissioners on October 18, 2018 and again through Resolution 2019-04 that was passed and approved by the Board of Commissioners on February 7, 2019.

Chapters and Pages	Changes Made in Admin Plan
Revision Page	Added new revision date
TOC-1 thru TOC-36	Updated TOC
Intro-iii/iv	Updated info for HUD-50058 Instruction Booklet and replaced PIH 2012-10 with PIH 2018-24 info on p. Intro-iii Updated links in last two paragraphs on p. Intro-iv
Chapter 2 2-3 thru 2-6	Added new 4th bullet on p. 2-4 Changed text in 1st paragraph under Discrimination Complaints on p. 2-5 Updates to the process for Section 504 requests for Reasonable Accommodations
Chapter 3 3-15/16	Updated PIH notice number reference in 3-II.C. Subheading on p. 3-15 More detailed definition provided for Family Criminal History Requirements and Screening - Updates to denial of assistance process
Chapter 4 4-3/4 4-9/10 4-15/16	Added text in last paragraph of PHA Policy on p. 4-3 Selection and HCV Funding Sources - Targeted Funding - Updates to totals under FUP and VASH programs Waiting List – Order of Selection - Preferences - Added Homeless Family Admissions Preference, Added Homeless Individuals and Couples Preference Notification of Selection - Updates to process to notify families Added text in 3rd paragraph of PHA Policy on p. 4-10 Updated PIH notice number in 2nd paragraph under 4-III.E. on p. 4-16
Chapter 6 6-25/26 6-35/36 6-57/58	Definition of Medical Expenses - More detailed description of allowable medical expenses Updated PIH notice number reference in last paragraph on p. 6-26 Added new “(aa)” paragraph on p. 6-35 Deleted text in paragraph under Utility Allowance Revisions on p. 6/58

<p>Chapter 7 7-1 thru 7-8 7-11/12</p>	<p>Changed PIH notice number in title of Chapter 7, in 2nd paragraph on p. 7-1, in “HUD’s Verification...” subheading on p. 7-2, and in 2nd full paragraph on 7-3</p> <p>Added or changed text regarding “IVT” reports in “EIV Income...” subheading, the following paragraph, and throughout the PHA Policy on p. 7-4</p> <p>Changed PIH notice number in 2nd paragraph on p. 7-5, in “Written Third Party...” subheading on p. 7-6, in “Oral Third Party...” subheading on p. 7-7, and in “When Third- Party...” subheading on p. 7-8</p> <p>Updated formatting of the word “email” in 2nd paragraph on p. 7-7</p> <p>Changed PIH notice number in 7-II.B. heading on p. 7-12</p>
<p>Chapter 8 8-21/22</p>	<p>Life-Threatening Conditions - Additional deficiencies and improved definitions added</p> <p>Elevated Blood Lead Level - Changed language to be in line with updated Federal Register related to lead levels</p>
<p>Chapter 9 9-3/4 9-11/12</p>	<p>Added “by email” text to 3rd paragraph, and 2nd and 4th indented paragraphs under PHA Policy on p. 9-4</p> <p>Added “by email” text to 1st paragraph and added a period to end of 1st paragraph under PHA Policy on p. 9-11, and to 1st indented paragraph under PHA Policy on p. 9-12</p>
<p>Chapter 10 10-5/6 10-11/12 10-15/16 10-19/20</p>	<p>Allowable Moves- Included VAWA language regarding emergency transfers</p> <p>Added new HAP Families Who Wish to Move subsection, with new PHA Policy on p. 10-6</p> <p>Corrected formatting of “email” text in paragraph and PHA Policy under Preapproval Contact with the Receiving PHA, and in PHA Policy under Initial Notification to the Receiving PHA on p. 10-11</p> <p>Corrected formatting of “email” text in PHA Policy under Responding to Initial PHA’s Request on p. 10-15</p> <p>Corrected formatting of “email” text in paragraph and PHA Policy under Initial Billing Deadline on p. 10-19</p>
<p>Chapter 11 11-13/14</p>	<p>Added text in 3rd paragraph in PHA Policy under Method of Reporting on p. 11-14</p>
<p>Chapter 12 12-3/4 12-23 thru 12-26</p>	<p>Updated termination process as it relates to VAWA households</p> <p>Updated PIH notice in 2nd subheading on p. 12-3</p> <p>Added text in 1st paragraph under 2nd PHA Policy on p. 12-23</p> <p>Repaginated pp. 12-23 through 12-25</p>
<p>Chapter 14 14-5/6 14-9 thru 14-12</p>	<p>Updated repayment policy and procedures for family owed debts</p> <p>Corrected word spacing in 1st paragraph in 1st PHA Policy on p. 14-5</p> <p>Repaginated pp. 14-10 through 14-11</p> <p>Added 2 new last paragraphs under PHA Policy on p. 14-11</p>
<p>Chapter 16 16-7/8</p>	<p>Updated VAWA law outlined including references made to updated forms and transfer plan (see Exhibits)</p> <p>Added missing “24 CFR” text to reference in first heading, added new Voluntary Use of Small Area FMRs subsection with new PHA Policy to p. 16-7</p>

<p>Chapter 17 17-3/4 17-15/16 17-41/42 17-65 thru 17-66</p>	<p>Included Emergency Transfer under VAWA information Updated process for solicitation and selection of PBV proposals Added policy regarding vacancy payments Added new 2nd paragraph to PHA Policy, changed text in the following paragraph, and added a new last paragraph on p. 17-3 Repaginated pp. 17-3 and 17-4 Reformatted date in 2nd paragraph under “Units Not Subject to...” on p. 17-4 Reformatted date in last paragraph under Exceptions to 25 Percent... and to paragraph under Supportive Services on p. 17-15 Updated formatting of words in 1st paragraph in PHA Policy under Filling Vacancies on p. 17-42 Added new EXHIBIT 17-1: PDV DEVELOPMENT INFORMATION on pp. 17-65 and 17-66</p>
<p>Chapter 18 18-5 thru 18-10 18-21/22 18-25/26 18-51 thru 18-52</p>	<p>New chapter added since the May 2016 approval to convert 13 Public Housing units to Project Based vouchers. Corrected typo in 3rd bullet on p. 18-5 Added new 2nd paragraph in PHA Policy under 18-I.C. and corrected typo in 3rd paragraph under 18-I.D. on p. 18-6 Corrected typo in 2nd main paragraph on p. 18-8 Corrected typos and formatting in 2nd paragraph on p. 18-10 Corrected extra spacing in 1st paragraph under 18-V.B. on p. 18-21 Corrected formatting of “email” text in 1st paragraph of PHA Policy on p. 18-26 Added new EXHIBIT 18-1: PDV DEVELOPMENT INFORMATION on pp. 18-51 and 18-52</p>

On October 18, 2018 the Board of Commissioners passed Resolution 2018-10 revising the HCV Administrative Plan to include a preference for homelessness status for up to 50 vouchers for families. The preference description reads as follows:

- This local preference will be limited to applicants referred in through Boulder County’s Community Housing Resource Panel and may include families transitioning from a Rapid Rehousing Program. Applicants qualifying for this local preference will receive ten (10) points on the Housing Choice Voucher waiting list. In order to receive a Housing Choice Voucher, homeless family applicants that at initial screening, met the McKinney-Vento Homeless Assistance Act definition and/or revised definition of homeless as defined by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act).

On May 7, 2019 the Board of Commissioners passed Resolution 2019-07 revising the HCV Administrative Plan to approve a set aside for allocating 20% of prior year turnover Housing Choice Vouchers to clients coming through Homeless Solutions of Boulder County (HSBC). The preference description reads as follows:

- These set aside vouchers will be limited to single individuals and couples over the age of 18 referred in through HSBC clients as defined as clients who have completed HSBC screening, are currently enrolled in a Boulder County Permanent Supportive Housing or Rapid

Rehousing Program, and/or who are on the HSBC high frequency utilizer list who are literally homeless as defined by the U.S. Department of Housing and Urban Development. Applicants qualifying for these vouchers will receive ten (10) additional points on the Housing Choice Voucher waiting list.

Attachment 2

Rent Determination

On October 18, 2018, Resolution 2018-12 was approved revising the HCV payment standards. The payment standards were effective January 1, 2019. Due to an increase in the area Fair Market Rents, BCHA adjusted the payment standards to adopt an average of 102% of the HUD 2019 Fair Market Rents. The standards were changed based on unit size to the following:

Efficiency	1 bedroom	2 bedroom	3 bedroom	4 bedroom	5 bedroom
\$1195	\$1281	\$1537	\$2126	\$2384	\$2742

On November 7, 2019 Resolution 2019-14 was approved revising the HCV payment standards. The payment standards will be effective January 1, 2020. Due to an increase in the area Fair Market Rents, BCHA adjusted the payment standards to adopt 100% of the HUD 2020 Fair Market Rents. The standards were changed based on unit size to the following:

Efficiency	1 bedroom	2 bedroom	3 bedroom	4 bedroom	5 bedroom
\$1273	\$1412	\$1717	\$2381	\$2686	\$3089

Attachment 3

B.6 Progress Report

Below is a description of BCHA's progress in meeting its Mission and Goals described in the 5-Year Plan:

The following are BCHA's mission and goals as described in its 5-Year PHA Plan (2020), and BCHA's progress in meeting them:

BCHA's mission is to provide safe, decent and sanitary housing conditions for very low-income families and to manage resources efficiently. BCHA will promote personal, economic and social upward mobility to provide families the opportunity to make the transition from subsidized to non-subsidized housing. BCHA fosters 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.

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
TOTAL	226	

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.

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.

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.

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.

GOAL 7: Maintain compliance with Fair Housing laws

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 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.

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. BCHA held a Fair Housing training for staff hosted by the Colorado Housing and Finance Authority (CFHA) on February 27, 2020.

Attachment 4

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

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.

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, 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.

