



Annual Action Plan

2019-20 DRAFT AS PUBLISHED FOR PUBLIC COMMENT



COLORADO
Department of Local Affairs
Division of Housing



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Executive Summary

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

1. Introduction

The State of Colorado receives annual grants from the Department of Housing and Urban Development (HUD). In order to receive those funds, the State is required to prepare and submit a 5-Year Consolidated Plan along with subsequent Annual Action Plans. The Consolidated Plan covers the period from April 1, 2015 through March 31, 2020. This Annual Action Plan covers the fifth program year (2019-2020) of the 2015-2020 Consolidated Plan. By submitting this Plan, the State is applying for formula grants from five programs: the Community Development Block Program (CDBG), the HOME Investment Partnership program (HOME), the Emergency Solutions Grant program (ESG), Housing Trust Fund (HTF), and the Housing Opportunities for Persons with AIDS program (HOPWA). The State's Department of Local Affairs (DOLA) is the lead agency in administering these funds, and will use them to further its mission of strengthening Colorado communities in ways that are consistent with the intent of the programs and that comply with the laws and regulations that govern them. The State of Colorado is committed to providing equal housing opportunity to all of its residents. Within DOLA, the Division of Local Government (DLG) is the lead agency for administering CDBG funds. The Division of Housing (DOH) is the lead agency for the HOME, ESG, HTF, and HOPWA programs. The State of Colorado has also received CDBG Disaster Recovery funds (CDBG-DR) to assist with the recovery of communities that were damaged or destroyed by the floods and wildfires 2013. DOLA also has oversight over the CDBG-DR grant.

For Fiscal Year 2019-2020, the State of Colorado expects to receive approximately \$22.5 million in funding from across all HUD Office of Community Planning and Development programs. This will be used for various purposes including the financing of the construction, rehabilitation, and preservation of affordable housing in addition to community and economic development (for CDBG funds). Funds are granted and loaned to awardees in compliance with federal program guidelines and regulations as well as the State of Colorado's policies. The pages that follow detail public participation in this planning process, resources that the State expects to receive and their planned uses, annual goals, methods of funding distribution, and other statements on programmatic operations that HUD requires in the Annual Action plan.

2. Summarize the objectives and outcomes identified in the Plan

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

Several of our plan goals address the objective of providing decent affordable housing: increasing the supply of affordable housing, preserving the supply of affordable housing, and improving the capacity of non-profit housing organizations. All three of these work to improve the availability and accessibility of decent affordable housing through construction, and acquisition or renovation of physical housing units. An overall increase in the supply of affordable housing benefits all residents of the state including people experiencing homelessness and people with special needs

One plan goal, improving the affordability of housing, includes activities such as down payment assistance and rental assistance, in which the residents of the housing receive a subsidy to make existing housing affordable to them

Six goals lead to improved sustainability of communities through the creation of suitable living environments – disaster recovery/urgent need, demolition, improving public infrastructure, community development and capital improvement, improving local government capacity, and homelessness prevention and alleviation. All of these enable communities to remain vibrant and livable. An eighth goal, small business development, addresses the sustainability of communities through economic development, the lifeblood of any healthy community.

3. Evaluation of past performance

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

For the 2017-2018 program year, we were successful in meeting most of our proposed goals, while continuing to focus on ways in which we can improve. Previous Action Plans, Consolidated Plans, and Consolidated Annual Performance Evaluations have shown our performance successes in greater detail. Utilizing data from past performances, we are able to more accurately choose our goals and projects based on funding allocation amounts as well as needs and priorities. Furthermore, every year conduct historical analyses for each project type, applications received, number of units produced, and the cost of each unit type. Finally, we consider the most recent available data on housing inventory and markets, the survey results, and the best use of funding to provide the greatest long-term benefit to those most in need.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

We have updated our Citizen Participation Plan in order to achieve more effective outreach and response opportunities and include new Affirmatively Furthering Fair Housing (AFFH) requirements as revised at 24 CFR 91.115. In addition, we increased our contact list for distribution of flyers announcing the availability of the draft Annual Action Plan online and holding of the public hearing.

5. Summary of public comments

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

Not applicable, will be added upon submission of final draft.

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

Not applicable, will be added upon submission of final draft.

7. Summary

Not applicable, will be added upon submission of final draft.

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PR-05 Lead & Responsible Agencies - 91.300(b)

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	COLORADO	
CDBG Administrator	COLORADO	Department of Local Affairs/Div of Local Gov't
HOPWA Administrator	COLORADO	Department of Local Affairs/Div of Housing
HOME Administrator	COLORADO	Department of Local Affairs/Div of Housing
ESG Administrator	COLORADO	Department of Local Affairs/Div of Housing
HOPWA-C Administrator	COLORADO	Department of Local Affairs/Div of Housing
HTF Administrator	COLORADO	Department of Local Affairs/Div of Housing

Table 1 – Responsible Agencies

Narrative

The Department of Local Affairs (DOLA) is the lead agency for the application. Two Divisions of DOLA administer the HUD formula programs, coordinate administration and provide reporting for these HUD funds under the authority of the Executive Director. The lead agency for the CDBG program is the Division of Local Government (DLG), while the Division of Housing (DOH) is the lead agency for the HOME, ESG, HTF, and HOPWA programs.

Consolidated Plan Public Contact Information

Main Number: 303-864-7720 TDD/TTY Number: 303-864-7758 Media Inquiries: 303-864-7707 Advocate Line: 303-864-7709 (LOCAL); 800-536-5349 (TOLL-FREE)

AP-10 Consultation - 91.110, 91.300(b); 91.315(l)

1. Introduction

DOLA took advantage of three ongoing consultation processes to develop major elements of the Consolidated Plan. The first and largest consultation process involved development of the Disaster Recovery Action Plan for use of CDBG-DR funds. Another consultation process that occurred was done in conjunction with development of the PHA Agency Plan and involved public housing authorities and other organizations that receive housing choice vouchers from the State. These include a number of organizations that serve people with disabilities and those who would otherwise be homeless. The Division of Housing's Office of Homeless Initiatives (OHI) consults with all three Continua of Care in Colorado to coordinate the use of Emergency Solutions Grant and Continuum of Care funds. Additionally, for the consultation of this year's Annual Action Plan, we expanded our contacts list and were able to obtain substantially more responses than previous years.

Provide a concise summary of the state's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies

DOH facilitates interagency coordination of housing, health and social service activities of various public and private agencies by participating in the following efforts:

- Established OHI to focus on homeless issues.
- OHI administers the "State Housing Voucher Program," partnering with the Colorado Department of Human Services and statewide community mental health centers to administer 125 state-funded housing vouchers annually with supportive services for participants with mental health disorders experiencing homelessness.
- Established a "Housing Initiatives" program to coordinate and collaborate with multiple agencies across additional program areas, including Veterans' Housing, Renewable Energy, and other areas of interest.
- DOH leads the Second Chance Housing and Reentry Program (C-SCHARP) Core Team meetings monthly; an interagency group including the Colorado Department of Corrections and community mental health centers working to address the needs of adult ex-offenders with co-occurring mental health and substance abuse disorders.
- Intradepartmental CDBG Coordinating Group. DOLA created a cross-divisional work group to coordinate and integrate its use of CDBG funds.
- **The Housing Interagency Pipeline Meeting which includes development staff from DOH, the Colorado Housing and Finance Authority (CHFA), USDA Rural Development, US Department of Housing and Urban Development (HUD) and Community Development Financial Institutions (CDFIs).**
- Pathways Home Colorado Advisory Board is a State coordinating organization appointed by the Governor to direct the implementation of the state plan to end homelessness.

- Participation in Colorado's three Continua of Care: Metropolitan Denver Homeless Initiative, Homeward Pikes Peak and the The Colorado Balance of State.
- Housing Colorado, Inc. is a 501(c)(3) membership organization that facilitates workshops, meetings and educational opportunities for housing organizations.
- Colorado Chapter, National Association of Housing Redevelopment Organizations (NAHRO) is a state trade association for housing authorities and redevelopment agencies.
- As part of OHI, the Office of Homeless Youth Services, a program within the Division of Housing, will meet on a regular basis with statewide agencies to establish goals, objectives and to seek funding.

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

In all three CoCs across Colorado, OHI plays an active role to coordinate the CoC stakeholders across the state and to assist in strategies towards addressing the needs of homeless persons throughout each CoC. Specifically, the OHI staff members hold seats on CoC boards or committees, and provide technical assistance as needed to ensure full understanding of local, state and federal policies and best practices. OHI acts as a leader in centralizing statewide goals, data and progress.

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

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

In response to the changes made to HUD's Homeless Assistance Programs by the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act, and the ESG Interim Rule that followed, Colorado has greatly increased collaboration with its three Continua of Care (CoCs) in designing its ESG program and HMIS. In 2012, representatives of the CoCs met with DOH staff to draft an allocation plan and host initial discussions for performance standards, evaluating outcomes, projects, policies and procedures for activities assisted by ESG funds, and developing funding, policies and procedures for the administration and operation of HMIS. Since 2012, DOH's allocation of ESG funds for Homeless Prevention and Rapid Rehousing (HP/RR) activities are now allocated to each CoC for recommendations and selection of applicants within their continuum. This new process for allocating ESG funds has

increased regional collaboration and has led CoCs in Colorado to begin work towards a coordinated intake and assessment process to allocate their HP/RR funding to those in their communities with the highest level of need. Currently, the Denver Metro area CoC has the most advanced coordinated assessment system and anticipates incorporating HP/RR resources into the system in the coming year.

Coordination to assist people experiencing homelessness and prevent homelessness will be led by Colorado's CoCs. Active engagement and membership in the CoC is required to receive funding. The CoCs will further engage and coordinate resources to improve current programs and funding strategies; and provide ongoing training as procedures are refined.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Colorado Recovery Office
	Agency/Group/Organization Type	Disaster Recovery
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development Disaster Recovery
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing meetings to create a disaster recovery action plan.
2	Agency/Group/Organization	Colorado PHA CO911
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via email to complete the PHA and special needs population portion. Expected outcome is improved coordination of housing choice voucher use.
3	Agency/Group/Organization	Small Business Development Centers
	Agency/Group/Organization Type	Statewide Economic Development NPO
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings to develop and carry out disaster recovery plan.

4	Agency/Group/Organization	Colorado Department of Public Health and Environment
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Disaster Recovery
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings to develop and carry out disaster recovery plan.
5	Agency/Group/Organization	Colorado Department of Agriculture
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Economic Development Disaster Recovery
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings to develop and carry out disaster recovery plan.
6	Agency/Group/Organization	Federal Emergency Management Agency
	Agency/Group/Organization Type	Other government - Federal
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development Disaster Recovery
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings to develop and carry out disaster recovery plan.

7	Agency/Group/Organization	Arapahoe House, Inc.
	Agency/Group/Organization Type	Housing Services-Health
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA plan consultation
8	Agency/Group/Organization	ARAPAHOE DOUGLAS MENTAL HEALTH NETWORK
	Agency/Group/Organization Type	Housing Services-Health
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
9	Agency/Group/Organization	Atlantis
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
10	Agency/Group/Organization	Aurora Comprehensive Mental Health Center
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
11	Agency/Group/Organization	CENTER FOR DISABILITIES, INC.
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
12	Agency/Group/Organization	Monte Vista Community Center Housing Authority
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation.
13	Agency/Group/Organization	Colorado Coalition for The Homeless
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation; consults with OHI as lead agency for the Balance of State and Metro Denver Housing Initiative Continuum of Care.
14	Agency/Group/Organization	Colorado Health Network
	Agency/Group/Organization Type	Housing Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Public Housing Needs Non-Homeless Special Needs HOPWA Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
15	Agency/Group/Organization	Community Reach Center, Inc.
	Agency/Group/Organization Type	PHA Services-Health
	What section of the Plan was addressed by Consultation?	Public Housing Needs Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
16	Agency/Group/Organization	CONNECTIONS FOR INDEPENDENT LIVING
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
17	Agency/Group/Organization	DEVELOPMENTAL DISABILITIES CENTER
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
18	Agency/Group/Organization	DEVELOPMENTAL PATHWAYS
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
19	Agency/Group/Organization	Disabled Resource Services
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
20	Agency/Group/Organization	Englewood Housing Authority
	Agency/Group/Organization Type	Housing PHA

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
21	Agency/Group/Organization	Garfield County Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA Plan consultation
23	Agency/Group/Organization	ARAPAHOE COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
24	Agency/Group/Organization	TOWN OF CAMPO
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
25	Agency/Group/Organization	CRIPPLE CREEK
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
26	Agency/Group/Organization	City of Colorado Springs
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
27	Agency/Group/Organization	LOVELAND
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey

28	Agency/Group/Organization	Community Resources and Housing Development Corp
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
29	Agency/Group/Organization	LONGMONT HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
30	Agency/Group/Organization	Haven House of Montrose
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
31	Agency/Group/Organization	TOWN OF ROCKVALE
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
32	Agency/Group/Organization	DACONO, CITY OF
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
33	Agency/Group/Organization	CREEDE
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
34	Agency/Group/Organization	TOWN OF VONA
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey

35	Agency/Group/Organization	FAMILY TREE INC.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
36	Agency/Group/Organization	CITY OF ALAMOSA
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
37	Agency/Group/Organization	BENT COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
38	Agency/Group/Organization	JeffCo Action Center dba The Action Center
	Agency/Group/Organization Type	Services - Housing Services-homeless Services-Health

	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
39	Agency/Group/Organization	SPRINGFIELD
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
40	Agency/Group/Organization	Town of Manzanola
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
41	Agency/Group/Organization	POSADA, INC.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
42	Agency/Group/Organization	SOUTHEAST COLORADO ENTERPRISE DEVELOPMENT
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
43	Agency/Group/Organization	HELP FOR ABUSED PARTNERS
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Victims of domestic violence
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
44	Agency/Group/Organization	SAN JUAN COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
45	Agency/Group/Organization	TOWN OF CARBONDALE
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
46	Agency/Group/Organization	Metro West Housing Solutions
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
47	Agency/Group/Organization	Advocates for Victims of Assault, Inc.
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
48	Agency/Group/Organization	LAS ANIMAS COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey

49	Agency/Group/Organization	TOWN OF NUCLA
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
50	Agency/Group/Organization	LA JUNTA
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
51	Agency/Group/Organization	AURORA HOUSING AUTHORITY
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
52	Agency/Group/Organization	MEEKER
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
53	Agency/Group/Organization	SAN LUIS VALLEY HOUSING COALITION
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
54	Agency/Group/Organization	ESTES PARK HOUSING AUTHORITY
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
55	Agency/Group/Organization	Town of Mountain View
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
56	Agency/Group/Organization	CORTEZ
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
57	Agency/Group/Organization	La Puente Home
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
58	Agency/Group/Organization	CROOK
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
59	Agency/Group/Organization	SAGUACHE COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
60	Agency/Group/Organization	The City of Fountain
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
61	Agency/Group/Organization	ALTERNATIVES TO VIOLENCE INC.
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
62	Agency/Group/Organization	MOUNTAIN VILLAGE, TOWN OF
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey

63	Agency/Group/Organization	City of Woodland Park
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
64	Agency/Group/Organization	MORGAN COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
65	Agency/Group/Organization	Douglas County Housing Partnership
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
66	Agency/Group/Organization	TOWN OF HILLROSE
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
67	Agency/Group/Organization	TOWN OF RED CLIFF
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
68	Agency/Group/Organization	VOLUNTEERS OF AMERICA
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey

69	Agency/Group/Organization	HOMEWARDBOUND OF THE GRAND VALLEY, INC.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
70	Agency/Group/Organization	CONEJOS COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
71	Agency/Group/Organization	Denver Housing Authority
	Agency/Group/Organization Type	PHA

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
72	Agency/Group/Organization	LIMON
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
73	Agency/Group/Organization	TOWN OF WINDSOR
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey

74	Agency/Group/Organization	ARKANSAS VALLEY RESOURCE CENTER
	Agency/Group/Organization Type	Services - Victims
	What section of the Plan was addressed by Consultation?	Sexual Assault Victims
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
75	Agency/Group/Organization	Archway Housing and Services Inc.
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
76	Agency/Group/Organization	HUERFANO COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
77	Agency/Group/Organization	Family Crisis Services, Inc.
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
78	Agency/Group/Organization	ST. FRANCIS CENTER
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
79	Agency/Group/Organization	Grand County Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
80	Agency/Group/Organization	GROWING HOME, INC.
	Agency/Group/Organization Type	Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
81	Agency/Group/Organization	ARVADA
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
82	Agency/Group/Organization	Loaves & Fishes
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
83	Agency/Group/Organization	THE GATHERING PLACE A DROP IN CENTER FOR WOMEN
	Agency/Group/Organization Type	Services-Children Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
84	Agency/Group/Organization	ROCKY MOUNTAIN COMMUNITY LAND TRUST
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
85	Agency/Group/Organization	SAFEHOUSE PROGRESSIVE ALLIANCE FOR NONVIOLENCE, INC.
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
86	Agency/Group/Organization	LAFAYETTE
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey

87	Agency/Group/Organization	BOULDER COUNTY HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
88	Agency/Group/Organization	CUSTER COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
89	Agency/Group/Organization	KIOWA, TOWN OF
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
90	Agency/Group/Organization	TOWN OF RIDGWAY
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
91	Agency/Group/Organization	CROWLEY COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
92	Agency/Group/Organization	Crisis Center
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
93	Agency/Group/Organization	LAMAR
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
94	Agency/Group/Organization	LARKSPUR
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
95	Agency/Group/Organization	GREELEY TRANSITIONAL HOUSE
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
96	Agency/Group/Organization	GILCREST
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey

97	Agency/Group/Organization	GREELEY CENTER FOR INDEPENDENCE
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
98	Agency/Group/Organization	Town of Calhan
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
99	Agency/Group/Organization	TOWN OF BAYFIELD
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
100	Agency/Group/Organization	ECKLEY
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
101	Agency/Group/Organization	WRAY, CITY OF
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
102	Agency/Group/Organization	ESTES PARK
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
103	Agency/Group/Organization	Safe Shelter of St. Vrain
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey

104	Agency/Group/Organization	OLNEY SPRINGS
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
105	Agency/Group/Organization	UPPER ARKANSAS AREA COUNCIL OF GOVERNMENTS
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
106	Agency/Group/Organization	HABITAT FOR HUMANITY OF METRO DENVER
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
107	Agency/Group/Organization	City of Wheat Ridge
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
108	Agency/Group/Organization	City of Greenwood Village
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
109	Agency/Group/Organization	Community Housing Development Association
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
110	Agency/Group/Organization	Mental Health Center of Denver
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Mental Illness
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
111	Agency/Group/Organization	Housing Catalyst
	Agency/Group/Organization Type	Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
112	Agency/Group/Organization	Colorado Cross Disability Coalition
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	persons with disabilities
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey
113	Agency/Group/Organization	TOWN OF OAK CREEK
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey

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

All agency types were consulted

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Colorado Coalition for the Homeless	One of our highest priority goals is eliminating homelessness through coordination with our continua of care.
Colorado Division of Housing 1- and 5 Yr Plan	Colorado Division of Housing PHA CO911	The goals in the PHA plan primarily address housing Colorado's most vulnerable citizens, which very closely mirror the goals in our Strategic Plan.
Colorado Disaster Recovery Action Plan	Colorado Dept of Local Affairs/Colorado Recovery Office	The disaster recovery plan overlaps the Con Plan in the areas of housing stock, economic development, and public facilities, all of which were depleted by the floods of Sept 2013 and by major wildfires.
Colorado Housing and Finance Authority	LIHTC Qualified Allocation Plan	The QAP overlaps with the Con Plan in the area of affordable housing.

Table 3 - Other local / regional / federal planning efforts

Narrative

Our consultation process and increased outreach lead to a significant increase in the number of agencies we were able to consult with for this year's plan. We will continue to improve our processes on an annual basis.

AP-12 Participation - 91.115, 91.300(c)

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

DOLA revised the Citizen Participation Plan to include better outreach practices and encourage greater citizen participation. Notice of the draft being available for comment for 30 days and notice of the public hearing were sent via email to our extended contact list from the survey section of the plan. Additionally, the notice and draft were posted on our website. Contact information was provided via a flyer encouraging citizen participation comments by phone, email, or in person. Our goal for outreach is to provide information to as many organizations and individuals in the most effective ways in order to target all necessary populations.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	N/A, this section will be revised prior to submission of the final draft to HUD.	N/A, this section will be revised prior to submission of the final draft to HUD.	N/A, this section will be revised prior to submission of the final draft to HUD.	
2	Internet Outreach	Non-targeted/broad community	N/A-The internet outreach was used to get inform the public about the public meeting.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Flyer distributed to general public	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p>	N/A-Flyer was used to inform the public of the public meeting. A version which was translated to Spanish was offered, a TTY number was provided, and explained that interpreters would be provided upon request.			

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.320(c)(1,2)

Introduction

DOLA receives a variety of Federal and State resources, including the HUD formula amounts shown below that help meet the State’s housing, community and economic development needs. DOLA links these resources together and combines them with funding from local jurisdictions and private sources to maximize cost efficiency and stretch the public dollar.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	10,383,153	480,099	8,609,635	19,472,887	19,472,887	Colorado Non-Entitlement Community Development Block grant allocation.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	6,047,657	1,870,000	4,779,494	12,697,151	12,697,151	HOME Investment Partnership Non-Entitlement block grant allocation for Colorado.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	641,526	0	0	641,526	641,526	Housing Opportunities for Persons with AIDS balance of state block grant allocation for Colorado.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	2,039,357	0	0	2,039,357	2,039,357	Emergency Solutions Grants balance of state block grant allocation.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HTF	public - federal	Acquisition Admin and Planning Homebuyer assistance Multifamily rental new construction Multifamily rental rehab New construction for ownership	3,362,850	0	1,197,126	4,559,976	4,559,976	National Housing Trust Fund program.
Continuum of Care	public - federal	Short term or transitional housing facilities Supportive services Transitional housing Other	7,812,592	0	0	7,812,592	7,812,592	This is the amount awarded to DOH from the Competitive grant process.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
General Fund	public - state	Housing	17,000,000	0	0	17,000,000	17,000,000	Created by the General Assembly, the Housing Development Grant Fund (HDG) is administered by the Division of Housing (DOH). This fund consists of monies appropriated to the Colorado Affordable Housing Construction Grants Fund by the General Assembly. HDG provides funds for acquisition, rehabilitation, and new construction through a competitive application process to improve, preserve or expand the supply of affordable housing; to finance foreclosure prevention activities in Colorado, and to fund the acquisition of housing and economic data necessary to advise the State Housing Board on local housing conditions.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Housing Trust Fund	public - federal	Multifamily rental new construction	0	0	0	0	0	This table can not be deleted for technical reasons, HTF is described above.
Section 811	public - federal	Rental Assistance Supportive services	721,770	0	0	721,770	721,770	HUD funding for permanent affordable housing with supportive services for people with disabilities who have income less than 30% of the area median, to enable them to live independently rather than in institutional settings.
Supportive Housing Program	public - federal	Rental Assistance Supportive services	4,993,410	0	0	4,993,410	4,993,410	Fort Lyon Supportive Housing program is a federal program designed to promote the development of supportive housing and supportive services to assist homeless persons in transitioning from homelessness, and to promote the provision of supportive housing to enable homeless persons to live as independently as possible.

Other	public - federal	Acquisition Admin and Planning Economic Development Financial Assistance Homebuyer assistance Homeowner rehab Housing Multifamily rental new construction Multifamily rental rehab New construction for ownership Permanent housing placement Public Improvements Rental Assistance Supportive	53,600,000	0	0	53,600,000	53,600,000	<p>The State is committed to supporting the full recovery of all communities impacted by flood and wildfire disasters. As part of the recovery effort the State leverages resources from federal, state, philanthropic and private resources. Community Development Block Grant-Disaster Recovery Program (CDBG-DR) awards to the State include \$62,800,000 (December 16th, 2013), \$199,300,000 (June 3rd, 2014), and \$58,246,000 (January 13, 2015), for a total \$320,346,000. Please see Geographic Area Served for details of the disaster declarations served by these funds.</p>
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Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
		services Other						
Other	public - federal	Acquisition Homebuyer assistance Multifamily rental new construction Multifamily rental rehab	17,000,000	0	0	17,000,000	34,000,000	Private Activity Bond Allocation: DOH has a Statewide Balance of \$17,000,000. These funds may be used for a variety of affordable housing and economic development purposes. While not a grant source, Private Activity Bonds provide tax exempt bonding authority to originate tax-exempt mortgages. For rental housing they also give projects access to 4% Low Income Housing Tax Credits.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Acquisition Homeowner rehab Multifamily rental rehab	60,000	0	0	60,000	840,000	NSP-1 Program Income: Program income generated by projects undertaken through NSP1 funding. May be used to acquire, rehabilitate, and/or redevelop properties that are foreclosed, abandoned, or vacant, in designated census tracts that were heavily impacted by foreclosures in the economic downturn
Other	public - federal	Rental Assistance	47,632,116	0	0	47,632,116	49,941,243	HCV Program: Funds received through HUD's Public and Indian Housing HCV program to provide rental subsidies.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Acquisition Multifamily rental new construction Multifamily rental rehab New construction for ownership Overnight shelter	3,200,000	0	0	3,200,000	3,200,000	Colorado Housing Investment Fund: The State of Colorado received over \$50 million from the mortgage settlement with the 5 major banks, all custodial funds through the Attorney General's office, to be used for homeowner relief, foreclosure prevention and affordable housing. The Colorado Housing Investment Fund (CHIF) was created with part of those funds to address Colorado's need for affordable rental housing

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Housing	16,300,000	0	0	16,300,000	16,300,000	Homeless Solutions Program, funded by State Marijuana Tax Cash Fund for permanent supportive housing capital development grants and loans, as well as vouchers and services funding for those transitioning from chronic homelessness and from recovery residences.
Other	public - state	Other	5,877,850	0	0	5,877,850	6,627,850	This is an annual allocation from the State's General Fund for grants to local governments in rural Colorado to improve economic development.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Public Improvements Public Services Other	123,000,000	0	0	123,000,000	123,000,000	Energy and Mineral Impact Assistance Program: This is a community and economic development grant program that provides dollars via formula distribution and grants to Colorado local governments to address the impacts of oil, gas and mineral extraction activities in their communities. Funds come from the state severance tax. This program also funds a loan program for water and wastewater improvements and several initiatives including the Department's Main Street, Broadband, Best and Brightest Intern and University Technical.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Rental Assistance	6,221,788	0	0	6,221,788	6,221,788	State Housing Vouchers: Funds provided by the state for housing vouchers provided to those exiting from facilities which provide behavioral health care.

Table 5 - Expected Resources – Priority Table

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

The Division of Housing matches HOME funds with state loan funds spent on HOME eligible activities, local funding used in HOME projects, foundation funds used in HOME projects, and other HOME-eligible match sources. The state loan funds include: Colorado Housing Investment Funds (CHIF), Housing Development Grants (HDG) and Housing Development Loan Funds (HDLF).

ESG applicants must make matching contributions in an amount that equals the amount of ESG funds awarded by DOH. The matching contributions must meet all requirements that apply to the ESG funds provided by HUD. In the event that a subrecipient is unable to meet its matching requirements due to a financial hardship, it may request, in writing, an exception to this rule, with explanation of amount, nature and cause of the hardship. DOH shall consider such requests on a case by case basis.

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

DOLA is not aware of any publically owned land or property that could be used to address needs identified in the plan.

Discussion

Private Activity Bonds are not funds to be awarded, but tax-exempt bonds that can be issued for specific purposes. The federal government grants annual allocations of this bonding authority to states. DOH coordinates the use of LIHTC funds awarded by the Colorado Housing and Finance Authority (CHFA) through quarterly pipeline meetings and throughout the loan/grant underwriting process for each proposed project. Because DOH accepts applications for the types of projects that are LIHTC eligible monthly, we are able to accommodate CHFA's funding cycle. The quarterly "pipeline" meetings include members of development staff from DOH, Colorado Housing and Finance Authority (CHFA), Mile High Community Loan Fund, USDA Rural Development, and Department of Housing and Urban Development (HUD). HTF was a new funding source in 2017, and it is being used as a new affordable housing production program that will complement existing Federal, state and local efforts to increase and preserve the supply of decent, safe, and sanitary affordable housing for extremely low- and very low-income households, including families experiencing homelessness.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives – 91.320(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase Supply of Affordable Housing	2015	2020	Affordable Housing Homeless Non-Homeless Special Needs	State of Colorado	Additional Affordable Housing	CDBG: \$2,920,933 HOME: \$5,713,718 General Fund: \$8,500,000 Housing Trust Fund: \$2,000,000 Section 811: \$1,823,990 Private Activity Bond Allocation: \$8,500,000	Rental units constructed: 510 Household Housing Unit Homeowner Housing Added: 60 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Disaster Recovery	2015	2019	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development Economic Development, Planning and Resiliency, Infrastructure	State of Colorado Flood Disaster Recovery Area	Additional Affordable Housing Community Development and Capital Improvements Economic Development Housing Rehabilitation Housing and Assistance for the Homeless Local Government Capacity Building Public Infrastructure Urgent Need/Disaster Recovery	CDBG: \$200,000 CDBG-DR: \$53,600,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 54 Persons Assisted Rental units constructed: 937 Household Housing Unit Homeowner Housing Added: 64 Household Housing Unit Homeowner Housing Rehabilitated: 149 Household Housing Unit Direct Financial Assistance to Homebuyers: 56 Households Assisted Jobs created/retained: 223 Jobs Businesses assisted: 97 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Homelessness Prevention and Alleviation	2015	2020	Homeless	State of Colorado	Additional Affordable Housing and Assistance for the Homeless	HOPWA: \$641,526 ESG: \$2,039,357 Continuum of Care: \$7,812,592 Housing Trust Fund: \$1,823,990 Supportive Housing Program: \$4,993,410 Homeless Solutions Program: \$16,300,000	Tenant-based rental assistance / Rapid Rehousing: 120 Households Assisted Homeless Person Overnight Shelter: 20000 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 5 Beds Homelessness Prevention: 1200 Persons Assisted Housing for Homeless added: 210 Household Housing Unit
4	Preserve Existing Affordable Housing	2015	2020	Affordable Housing	State of Colorado	Acquire and Preserve Affordable Housing Stock. Housing Rehabilitation	CDBG: \$1,947,289 HOME: \$5,078,860 General Fund: \$8,500,000 Housing Trust Fund: \$911,995 NSP-1 Program Income: \$60,000 Private Activity Bond Allocation: \$25,500,000	Rental units rehabilitated: 350 Household Housing Unit Homeowner Housing Rehabilitated: 140 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Improve Public Infrastructure	2015	2020	Non-Housing Community Development	State of Colorado	Public Infrastructure	CDBG: \$4,284,035 Energy and Mineral Impact Assistance Program: \$100,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3500 Persons Assisted Jobs created/retained: 18 Jobs
6	Improve Housing Affordability	2015	2020	Affordable Housing	State of Colorado	Additional Affordable Housing and Assistance for the Homeless	HOME: \$1,269,715 Section 811: \$721,770 Community Living Colorado Housing Vouchers: \$4,355,261 HCV Program: \$49,941,243 State Housing Vouchers: \$6,221,788	Direct Financial Assistance to Homebuyers: 100 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 7000 Households Assisted
7	Community Development and Capital Improvement	2015	2020	Non-Housing Community Development	State of Colorado	Community Development and Capital Improvements	CDBG: \$3,310,391 General Fund-Rural Economic Development: \$750,000 Limited Gaming Impact Program: \$4,900,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	Support Small Business Development	2015	2020	Non-Housing Community Development	State of Colorado	Economic Development	CDBG: \$3,894,577	Jobs created/retained: 781 Jobs
9	Affirmatively Further Fair Housing	2015	2020	All housing	State of Colorado	Affirmatively Further Fair Housing	CDBG: \$194,729 HOME: \$126,972	Other: 20 Other
10	Build Housing Non-Profit Capacity	2015	2020	Affordable Housing	State of Colorado	Housing Non-Profit Capacity Building	HOME: \$507,886	Other: 4 Other
11	Build Local Government Capacity	2015	2020	Non-Housing Community Development	State of Colorado	Local Government Capacity Building	CDBG: \$3,000	Other: 10 Other
12	Demolition	2015	2020	Demolition of slum and blight	State of Colorado	Community Development and Capital Improvements	CDBG: \$973,644	Buildings Demolished: 10 Buildings

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase Supply of Affordable Housing
	Goal Description	The Division of Housing (DOH) will help to increase the affordable housing supply by providing funding for construction of both rental and ownership housing that is designated to be affordable to households and individuals whose income falls below 80% of the area median. DOH will maximize funding for housing affordable to families/households at the extremely-low and very-low income levels as much as possible and still make individual projects financially sustainable. Funding will come primarily from HOME Investment Partnership funds, but CDBG funds may be used to acquire property or to cover soft costs. Other primary funding resources will include the state Housing Development Grant fund and Housing Development Loan fund, as well as the Colorado Housing Investment Fund.
2	Goal Name	Disaster Recovery
	Goal Description	This funding from the additional CDBG Disaster Recovery grants would be used to provide housing to Coloradans displaced from their homes by disasters that occurred during the 2013 flood. Disaster recovery grants will also help provide funding to meet non-housing needs created by the floods such as repair or replacement of damaged infrastructure and assistance to impacted businesses. No specific set aside has been made from our regular CDBG allocation for this purpose, but it is high on the list of priorities for this year because it is urgent and expected to occupy significant staff time and effort. In the event of a disaster in an area which is not a presidentially declared disaster area, then CDBG funds may be used for disaster recovery related urgent need purposes.
3	Goal Name	Homelessness Prevention and Alleviation
	Goal Description	One of the primary goals in the coming year is to focus on increasing access to housing units (particularly for the chronically homeless, veterans, persons with disabilities, and youth) through the continuum of housing. The Office of Homeless Initiatives (OHI) team will work towards the production of new permanent supportive housing units by providing leadership and technical assistance to local partners on the housing development process and resources. In 2014, the OHI partnered with the Colorado Housing and Finance Authority and Enterprise Community Partners to launch the "Pathways Home Supportive Housing Toolkit," in which six communities participated in a permanent supportive housing capacity building workshop. Due to a number of interested partners statewide, the OHI will be continuing these toolkits. Not only will this work shorten the period of time that individuals and families experience homelessness, the OHI will also facilitate increased access to affordable housing units.

4	Goal Name	Preserve Existing Affordable Housing
	Goal Description	The Division of Housing (DOH) will provide funding for the acquisition and rehabilitation of affordable rental housing, especially to preserve existing affordable units as affordable, and to improve the condition of existing affordable housing stock. DOH will also fund single-family rehabilitation programs that provide low-cost loans to low/moderate income homeowners to keep their homes habitable.
5	Goal Name	Improve Public Infrastructure
	Goal Description	Help communities with the installation of public infrastructure items such as water system, sanitary sewer system and/or storm drainage system improvements that will either: 1.) remedy problems from the existing system(s) being under-sized, leaky, out of regulatory compliance or obsolete, benefiting over 51% low to moderate income persons living in the entire community or in the specific area where the improvements are made; or 2.) benefit start-up and/or expanding businesses in a community that create or retain jobs, at least 51% of which will be filled by persons of low to moderate income.
6	Goal Name	Improve Housing Affordability
	Goal Description	Activities associated with this goal reduce the cost of housing by rental assistance, down payment assistance or contributions to development costs that will ultimately reduce the cost to the consumer, such as subsidies for Habitat for Humanity housing or land trust housing.
7	Goal Name	Community Development and Capital Improvement
	Goal Description	Provide financial assistance to rural communities to implement community development and capital improvement activities. Includes acquisition of property (to be used for public facilities), and construction or reconstruction of public facilities that primarily benefit low/moderate income persons.
8	Goal Name	Support Small Business Development
	Goal Description	Provide assistance to small businesses to start or expand their operations, and partner with local banks to fill gaps in financing packages so that 51% of jobs created or retained are filled by persons of low to moderate income.

9	Goal Name	Affirmatively Further Fair Housing
	Goal Description	
10	Goal Name	Build Housing Non-Profit Capacity
	Goal Description	This goal includes CHDO operating funding for pre-development and capacity building, resulting in the production of housing units, down payment assistance loans or rehabilitation loans within two years.
11	Goal Name	Build Local Government Capacity
	Goal Description	Increase the capacity of local governments to administer federal grants that facilitate the development of sustainable communities through training classes offered by the Department of Local Affairs, Division of Local Government. Accomplishments will be measured by the number of local governments which participate in the training.
12	Goal Name	Demolition
	Goal Description	Demolition of slum and blight

AP-25 Allocation Priorities – 91.320(d)

Introduction:

The table below represents an estimate of the percentage of each type of funding DOLA anticipates using for each of our goals. Actual awards and expenditures may differ from this since the methods of allocation are based on competitive processes.

Funding Allocation Priorities

	Total (%)	Demolition (%)	Build Local Government Capacity (%)	Build Housing Non-Profit Capacity (%)	Affirmatively Further Fair Housing (%)	Support Small Business Development (%)	Community Development and Capital Improvement	Improve Housing Affordability (%)	Improve Public Infrastructure (%)	Preserve Existing Affordable Housing (%)	Homelessness Prevention and Alleviation (%)	Disaster Recovery (%)	Increase Supply of Affordable Housing (%)
CDBG	100	5	9	0	1	20	17	0	22	10	0	1	15
HOME	100	0	0	4	1	0	0	10	0	40	0	0	45
HOPWA	100	0	0	0	0	0	0	100	0	0	0	0	0
ESG	100	0	0	0	0	0	0	0	0	0	100	0	0
HTF	100	0	0	0	0	0	0	0	0	20	40	0	40
Continuum of Care	100	0	0	0	0	0	0	0	0	0	100	0	0
General Fund	100	0	0	0	0	0	0	0	0	50	0	0	50
Housing Trust Fund	100	0	0	0	0	0	0	0	0	20	40	0	40
Section 811	100	0	0	0	0	0	0	100	0	0	0	0	0

	Total (%)	Demolition (%)	Build Local Government Capacity (%)	Build Housing Non-Profit Capacity (%)	Affirmatively Further Fair Housing (%)	Support Small Business Development (%)	Community Development and Capital Improvement	Improve Housing Affordability (%)	Improve Public Infrastructure (%)	Preserve Existing Affordable Housing (%)	Homelessness Prevention and Alleviation (%)	Disaster Recovery (%)	Increase Supply of Affordable Housing (%)
Supportive Housing Program	100	0	0	0	0	0	0	0	0	0	100	0	0
Other CDBG-DR	100	0	0	0	0	0	0	0	0	0	0	100	0
Other Colorado Housing Investment Fund	100	0	0	0	0	0	0	0	0	50	0	0	50
Other Community Living Colorado Housing Vouchers	100	0	0	0	0	0	0	100	0	0	0	0	0
Other Energy and Mineral Impact Assistance Program	100	0	0	0	0	0	0	0	100	0	0	0	0

	Total (%)	Demolition (%)	Build Local Government Capacity (%)	Build Housing Non-Profit Capacity (%)	Affirmatively Further Fair Housing (%)	Support Small Business Development (%)	Community Development and Capital Improvement	Improve Housing Affordability (%)	Improve Public Infrastructure (%)	Preserve Existing Affordable Housing (%)	Homelessness Prevention and Alleviation (%)	Disaster Recovery (%)	Increase Supply of Affordable Housing (%)
Other General Fund-Rural Economic Development	100	0	25	0	0	25	25	0	25	0	0	0	0
Other HCV Program	100	0	0	0	0	0	0	100	0	0	0	0	0
Other Homeless Solutions Program	100	0	0	0	0	0	0	25	0	25	25	0	25
Other Limited Gaming Impact Program	100	0	0	0	0	0	50	0	50	0	0	0	0
Other NSP-1 Program Income	100	0	0	0	0	0	0	0	0	50	0	0	50

	Total (%)	Demolition (%)	Build Local Government Capacity (%)	Build Housing Non-Profit Capacity (%)	Affirmatively Further Fair Housing (%)	Support Small Business Development (%)	Community Development and Capital Improvement	Improve Housing Affordability (%)	Improve Public Infrastructure (%)	Preserve Existing Affordable Housing (%)	Homelessness Prevention and Alleviation (%)	Disaster Recovery (%)	Increase Supply of Affordable Housing (%)
Other Private Activity Bond Allocation	100	0	0	0	0	0	0	0	0	25	0	0	75
Other State Housing Vouchers	100	0	0	0	0	0	0	100	0	0	0	0	0

Table 7 – Funding Allocation Priorities

Reason for Allocation Priorities

Some allocations above are clear - for example, Emergency Solutions Grant funding is specifically for preventing homelessness and assisting and rehousing people experiencing homelessness. The exact allocation priorities of the other resources is very difficult to determine. It will depend on the types of projects for which DOLA receives applications and the specific features of a project will determine which funding source is most suitable. Supportive Housing is defined as affordable community-based housing that provides people with disabilities or special needs with links to supportive services.

HTF State Limited Beneficiaries or Preferences- § 91.320(k)(5)(vii)

The State will limit beneficiaries and/or give preferences to the following segments of the extremely low-income population:

- People with disabilities or other special needs (e.g. individuals/families exiting homelessness).

How will the proposed distribution of funds will address the priority needs and specific objectives described in the Consolidated Plan?

Funding will be directed toward the projects that best fit each program's statutory and regulatory requirements and meet the needs of local communities for economic development, public infrastructure, facilities and services, and housing for those least able to afford it.

DRAFT

AP-30 Methods of Distribution – 91.320(d)&(k)

Introduction:

Within the Colorado Department of Local Affairs, the Division of Housing administers the State of Colorado's allocation of HOME Investment Partnership (HOME), Emergency Solutions Grants (ESG), Housing Opportunities for Persons with AIDS (HOPWA), and Housing Trust Fund (HTF) funds, while the Division of Local Government is the lead agency administering Community Development Block Grant (CDBG) funds. The Department of Local Affairs splits its annual allocation of Non-Entitlement CDBG funds into 3 equal portions once funds are taken out for administration. Each portions represents Housing, Public Facilities or Economic Development. The Division of Housing administers CDBG Housing funds, the Division of Local Government administers CDBG Public Facility Funds and the Governor's Office of Economic Development and International Trade administers Economic Development CDBG Funds. Generally, if there are available funds in any one portion after a reasonable length of time, and there is a high demand in another area, these funds may be re-assigned in order to address the demands of the local communities. DOLA will distribute CDBG resources through a competitive process to eligible non-entitlement local governments through the divisions who administer these programs.

Distribution Methods

Table 8 - Distribution Methods by State Program

1	State Program Name:	Community Housing Development Organization Operating Grants
	Funding Sources:	HOME
	Describe the state program addressed by the Method of Distribution.	Certified Community Housing Development Organizations (CHDOs) apply to the Division of Housing (DOH) once a year on September 1st for operating funds. Applications for pre-development loans are taken anytime during the year. Colorado DOH Development Specialists review the requests and simultaneously review documentation submitted to re-certify the agency as a CHDO.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Agencies provide copies of their articles, bylaws, Board of Directors names and sector representing, staff bios, business plan, financial stats, letters of local funding match (for entitlement areas), and a memorandum of understanding with DOH to begin construction on new development within 24 months. Developers also review CHDO's progress on previously identified projects.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	
<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	

Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)	
Describe how resources will be allocated among funding categories.	<p>CHDO operating funds are generally awarded to all agencies meeting the threshold requirements and demonstrating capacity to complete projects identified in their business plan. Agencies in rural areas without local contribution are prioritized based on staff review of need for funding.</p>
Describe threshold factors and grant size limits.	<p>Successful completion of previously identified projects is required. A business plan identifying new development or acquisition activities is required. Because of the number of CHDOs requesting operating funds, grants are generally \$20,000-\$50,000 per agency.</p>

	What are the outcome measures expected as a result of the method of distribution?	DOH expects all CHDOs receiving operating funds to increase the number of affordable housing units through acquisition of existing market rate housing and restricting them to low/moderate income households or in creating new affordable units.
2	State Program Name:	Economic Development
	Funding Sources:	CDBG
	Describe the state program addressed by the Method of Distribution.	The economic development use of CDBG funds is administered by the Governor's Office of Economic Development and International Trade (OEDIT), and receives a one-third share of Colorado's annual non-entitlement CDBG allocation. OEDIT will accept and consider business development proposals that involve providing financial assistance to private for-profit and non-profit businesses (except for financing for community development proposals) on a continuous basis. Such proposals include those that would provide funding through local or regional loan funds, infrastructure to benefit specific businesses, and feasibility/planning studies to benefit specific businesses.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Final funding decisions are made by the Governor's Financial Review Committee and applications are considered on a continual basis until all funds are awarded. Because housing, public facility and economic development projects are administered by separate divisions, the application review and award process is different for all. However, all CDBG applications are reviewed for the following: Applicant Eligibility, Eligible Activity, National Objective Eligibility, Priority within the Consolidated Plan, the project's benefit to low and moderate income persons or households, Demonstrated Need, Project Implementation and Sustainability, number and economic status of individuals affected by the need, Level of Urgency, project's Readiness to Go, and Management Capacity.</p> <p>Other review criteria include:</p> <ul style="list-style-type: none"> · Consistency with local development strategies and coordination with other activities; · Public and Private Commitments; value and the viability of those commitments; Level of local commitment; communities are strongly encouraged to take primary responsibility for resolving their public facilities problems. In specific projects, this may involve making financial commitments; adjusting development regulations, user rates and fees, and capital construction and maintenance programs; creating improvement districts; establishing development and redevelopment authorities; and generally sharing in or leveraging funds and management for development and redevelopment · Management Capability - the ability of the local government submitting the proposal to administer the project as described either through their own staff or contractors. · Budget - DOLA staff will compare administrative and other costs with those of other similar proposals. Are the proposed administration and overall project budgets adequate, reasonable and realistic given the project work plan? · Statutory and Regulatory Compliance - Does the proposed project involve or result in residential displacement? Is there a plan to replace all low/moderate income housing demolished or converted, and to assist persons being relocated? Does the proposed project involve real property acquisition or relocation of any persons or businesses? Does it trigger Uniform Relocation Act requirements? Are cost and time requirement estimates reasonable? Are estimated labor wage costs reasonable? Is the project subject to Davis-Bacon prevailing wage
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	<p>requirements? Is the proposed project in a floodplain or geological hazard area, or does it affect cultural or historic resources? Are there other environmental considerations?</p> <p>For economic development projects that involve grants or business loan funds or loan guarantees:</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>Additional information can be accessed through the website and Colorado's CDBG Guidebook also posted on the web.</p>
<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	

Describe how resources will be allocated among funding categories.	<p>Colorado Governor's Office of Economic Development and International Trade (OEDIT) will accept and consider business development proposals that involve providing financial assistance to private for-profit and non-profit businesses (except for financing for community development proposals) on a continuous basis. Such proposals include those that would provide:</p> <ul style="list-style-type: none"> · Funding through local or regional loan funds · Infrastructure to benefit specific businesses and <p>Feasibility/planning studies to benefit specific businesses.</p>
Describe threshold factors and grant size limits.	<p>There are no minimum or maximum grant size limits for economic development.</p>
What are the outcome measures expected as a result of the method of distribution?	<p>To the extent that CDBG funds are allocated and available, Colorado's rural local government priorities will be addressed, particularly those with low to moderate income populations. This method of distribution will provide economic opportunity to help create sustainable communities.</p>

3	State Program Name:	Emergency Solutions Grants
	Funding Sources:	ESG
	Describe the state program addressed by the Method of Distribution.	Emergency Solutions Grants (ESG) funds provide grants by formula to States, metropolitan cities, urban counties and U.S. territories for eligible activities. The funds can be used to provide a wide range of services and supports under the five program components: street outreach, emergency shelter, rapid rehousing, homelessness prevention, and HMIS.
	Describe all of the criteria that will be used to select applications and the relative importance of these criteria.	The criteria used to select applications and the relative importance of these criteria can be found on the scoring sheets used as our method of distribution for this program. The questions listed on the scoring sheet include, but are not limited to: location, match requirement, existing agency's reporting history, application content, agency capacity, and HUD performance standards and outcomes.
	If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)	

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>The notice of funding availability (NOFA) is published once per year on the Division of Housing website to make its allocation available to the various agencies. The Division of Housing is publishing 2019-2020 NOFA prior to Action Plan approval to accommodate the requirement at 24 CFR 576.203(a). Funds are awarded to state recipients using the scoring sheet system described above, followed by a review and recommendation of the Asset Manager, ESG Program Manager, Housing Policy Director, and Director. Many of the applicants are continuing programs and agencies who Division of Housing has worked with in previous years</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	
<p>Describe how resources will be allocated among funding categories.</p>	<p>The five funding categories used to allocate resources are street outreach, emergency shelter, rapid rehousing, homelessness prevention, and HMIS. Each of the five categories have corresponding ESG activities and eligible costs provided by U.S. Department of Housing and Urban Development. Resources are allocated among funding categories using the ESG program regulations, eligible costs, and program requirements.</p>

	Describe threshold factors and grant size limits.	The exact funding amount provided for ESG varies each year. Once an amount is allocated to Division of Housing, the number and amount of grants to be awarded is determined. There is not a grant size limit, however our average grant size is approximately \$25,000 per grantee for shelters, and \$250,000 for homeless prevention and rapid re-housing. Because many of our applicants are continuing programs from agencies we have worked with previously, most of the applications request the same or similar amounts as the years prior. We are able to adjust the threshold factors and grant size limits based on the number of returning and new applications we get each year compared to the funding provided.
	What are the outcome measures expected as a result of the method of distribution?	Emergency Solutions Grant funds used to support emergency shelters create available suitable living environments for the homeless; those used for homelessness prevention help to provide affordability for decent affordable housing; funds used for rapid re-housing make decent affordable housing available or accessible.
4	State Program Name:	Homeownership Down Payment Assistance/Equity Sharing
	Funding Sources:	CDBG HOME General Fund

<p>Describe the state program addressed by the Method of Distribution.</p>	<p>Funded with HOME, CDBG, or HDG Division of Housing (DOH) provides grant funds to regional housing organizations to provide down payment assistance loans to low and moderate-income families and administrative funding for program operation. These loans are set at a low interest rate and can be amortized or deferred depending upon the need of the family. When loan repayment is received, the housing agency places the payment into a revolving loan fund. The primary goals of the down payment assistance program are to:</p> <ul style="list-style-type: none"> · Provide opportunities for low and moderate-income Coloradans to purchase their own homes; · Increase the number of homeowners in the regional housing organization's service area; · Create and maintain a regional revolving loan fund to assist future families with Down Payment Assistance; · Enhance neighborhoods and communities; and, · Provide stability for families and achieve lower foreclosure rates by requiring pre-homeownership counseling. <p>Annual follow-up with families is highly recommended, as well as foreclosure prevention through pre-homeownership counseling.</p>
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<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Applications are accepted once per year. Review criteria may include, but are not limited to the following:</p> <ul style="list-style-type: none"> The need for the program; Program sustainability; Financial, administrative, and management capacity of the applicant; Geographic coverage; Applicant's past performance as a grantee of the state; Application thresholds; Administrative fees; Cost effectiveness; Cost containment guidance; Cost ranges; <p>If applicable, program income fund balance.</p> <p>Regional field and program staff review each application and reach a consensus on a recommended level of funding based on underwriting. The Housing Development Specialist is responsible for underwriting the program to assess the need for funding. The Development Specialist prepares a Pro/Con document for each submitted application. The Pro/Con is designed to provide information in an objective format to assist staff and the State Housing Board in making a funding recommendation. The staff forwards the results of its review to the Executive Director of the Department of Local Affairs, who may consult with the State Housing Board or other advisory groups on the proposal. DOH accepts applications once a year for the competitive application cycle that allows for the direct comparison of programs to ensure funding goes to the applications with the best merits. The Division does not limit the beneficiaries or give preferences to a particular segment of the low-income population for HOME funded home-ownership programs.</p>
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<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>All potential applicants are able to access application instructions, CDBG guidebook, Revolving Loan Fund Program Guidelines, and other state publications describing the application criteria on the Division of Housing website: https://www.colorado.gov/dola</p>
<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	

<p>Describe how resources will be allocated among funding categories.</p>	<p>Revolving Loan Fund or recycled HOME program income Homeownership Programs for single-family owner-occupied homes loan funds to the homeowner for down payment assistance. The funds are retained by the local agency operating the program and are re-lent to new homebuyers. Additional information can be found in the Revolving Loan Fund Program Guidelines.</p> <p>Recommendations on resource allocation among funding categories are determined following the application criteria reviews described above. An underwriting process reviews whether the program is feasible and necessary based on the type, location, and ability of the agency to carry out its proposal. Recommendations range from full funding, low to high partial funding, or no funding based on underwriting. Division of Housing determines which funding will be utilized for each project and program by following HUD and funding source regulations, and by availability of funds.</p>
<p>Describe threshold factors and grant size limits.</p>	<p>Each proposed RLF or recycled HOME program income program is evaluated using the Division of Housing evaluation criteria which are detailed in its application instructions.</p> <p>There are no grant size limits for Homeownership DPA. However, in 2014 our average DPA award was \$200,000 with a total of \$2,000,000. Our awarded amounts ranged from \$32,000 to \$343,000. In 2015, our average award was \$150,000 with a total in federal funds awarded to DPA programs of \$730,000. Our award amounts ranged from \$24,000 to \$432,000. In general, 2 years maximum if PI is considered appropriate for RLF programs.</p>

	What are the outcome measures expected as a result of the method of distribution?	The outcome measures expected for this RLF program are improved affordability of decent housing
5	State Program Name:	Homeownership Down Payment Assistance/Equity Sharing
	Funding Sources:	CDBG HOME General Fund

<p>Describe the state program addressed by the Method of Distribution.</p>	<p>Funded with HOME, CDBG, or HDG Division of Housing (DOH) provides grant funds to regional housing organizations to provide down payment assistance loans to low and moderate-income families and administrative funding for program operation. These loans are set at a low interest rate and can be amortized or deferred depending upon the need of the family. When loan repayment is received, the housing agency places the payment into a revolving loan fund. The primary goals of the down payment assistance program are to:</p> <ul style="list-style-type: none"> · Provide opportunities for low and moderate-income Coloradans to purchase their own homes; · Increase the number of homeowners in the regional housing organization's service area; · Create and maintain a regional revolving loan fund to assist future families with Down Payment Assistance; · Enhance neighborhoods and communities; and, · Provide stability for families and achieve lower foreclosure rates by requiring pre-homeownership counseling. <p>Annual follow-up with families is highly recommended, as well as foreclosure prevention through pre-homeownership counseling.</p>
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<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Applications are accepted once per year. Review criteria may include, but are not limited to the following:</p> <ul style="list-style-type: none"> The need for the program; Program sustainability; Financial, administrative, and management capacity of the applicant; Geographic coverage; Applicant's past performance as a grantee of the state; Application thresholds; Administrative fees; Cost effectiveness; Cost containment guidance; Cost ranges; <p>If applicable, program income fund balance.</p> <p>Regional field and program staff review each application and reach a consensus on a recommended level of funding based on underwriting. The Housing Development Specialist is responsible for underwriting the program to assess the need for funding. The Development Specialist prepares a Pro/Con document for each submitted application. The Pro/Con is designed to provide information in an objective format to assist staff and the State Housing Board in making a funding recommendation. The staff forwards the results of its review to the Executive Director of the Department of Local Affairs, who may consult with the State Housing Board or other advisory groups on the proposal. DOH accepts applications once a year for the competitive application cycle that allows for the direct comparison of programs to ensure funding goes to the applications with the best merits. The Division does not limit the beneficiaries or give preferences to a particular segment of the low-income population for HOME funded home-ownership programs.</p>
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<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>All potential applicants are able to access application instructions, CDBG guidebook, Revolving Loan Fund Program Guidelines, and other state publications describing the application criteria on the Division of Housing website: https://www.colorado.gov/dola</p>
<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	

Describe how resources will be allocated among funding categories.	<p>Revolving Loan Fund or recycled HOME program income Homeownership Programs for single-family owner-occupied homes loan funds to the homeowner for down payment assistance. The funds are retained by the local agency operating the program and are re-lent to new homebuyers. Additional information can be found in the Revolving Loan Fund Program Guidelines.</p> <p>Recommendations on resource allocation among funding categories are determined following the application criteria reviews described above. An underwriting process reviews whether the program is feasible and necessary based on the type, location, and ability of the agency to carry out its proposal. Recommendations range from full funding, low to high partial funding, or no funding based on underwriting. Division of Housing determines which funding will be utilized for each project and program by following HUD and funding source regulations, and by availability of funds.</p>
Describe threshold factors and grant size limits.	<p>Each proposed RLF or recycled HOME program income program is evaluated using the Division of Housing evaluation criteria which are detailed in its application instructions.</p> <p>There are no grant size limits for Homeownership DPA. However, in 2014 our average DPA award was \$200,000 with a total of \$2,000,000. Our awarded amounts ranged from \$32,000 to \$343,000. In 2015, our average award was \$150,000 with a total in federal funds awarded to DPA programs of \$730,000. Our award amounts ranged from \$24,000 to \$432,000. In general, 2 years maximum if PI is considered appropriate for RLF programs.</p>

	What are the outcome measures expected as a result of the method of distribution?	The outcome measures expected for this RLF program are improved affordability of decent housing
6	State Program Name:	Homeownership Down Payment Assistance/Equity Sharing
	Funding Sources:	CDBG HOME General Fund

<p>Describe the state program addressed by the Method of Distribution.</p>	<p>Funded with HOME, CDBG, or HDG Division of Housing (DOH) provides grant funds to regional housing organizations to provide down payment assistance loans to low and moderate-income families and administrative funding for program operation. These loans are set at a low interest rate and can be amortized or deferred depending upon the need of the family. When loan repayment is received, the housing agency places the payment into a revolving loan fund. The primary goals of the down payment assistance program are to:</p> <ul style="list-style-type: none"> · Provide opportunities for low and moderate-income Coloradans to purchase their own homes; · Increase the number of homeowners in the regional housing organization's service area; · Create and maintain a regional revolving loan fund to assist future families with Down Payment Assistance; · Enhance neighborhoods and communities; and, · Provide stability for families and achieve lower foreclosure rates by requiring pre-homeownership counseling. <p>Annual follow-up with families is highly recommended, as well as foreclosure prevention through pre-homeownership counseling.</p>
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<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Applications are accepted once per year. Review criteria may include, but are not limited to the following:</p> <ul style="list-style-type: none"> The need for the program; Program sustainability; Financial, administrative, and management capacity of the applicant; Geographic coverage; Applicant's past performance as a grantee of the state; Application thresholds; Administrative fees; Cost effectiveness; Cost containment guidance; Cost ranges; <p>If applicable, program income fund balance.</p> <p>Regional field and program staff review each application and reach a consensus on a recommended level of funding based on underwriting. The Housing Development Specialist is responsible for underwriting the program to assess the need for funding. The Development Specialist prepares a Pro/Con document for each submitted application. The Pro/Con is designed to provide information in an objective format to assist staff and the State Housing Board in making a funding recommendation. The staff forwards the results of its review to the Executive Director of the Department of Local Affairs, who may consult with the State Housing Board or other advisory groups on the proposal. DOH accepts applications once a year for the competitive application cycle that allows for the direct comparison of programs to ensure funding goes to the applications with the best merits. The Division does not limit the beneficiaries or give preferences to a particular segment of the low-income population for HOME funded home-ownership programs.</p>
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<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>All potential applicants are able to access application instructions, CDBG guidebook, Revolving Loan Fund Program Guidelines, and other state publications describing the application criteria on the Division of Housing website: https://www.colorado.gov/dola</p>
<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	

Describe how resources will be allocated among funding categories.	<p>Revolving Loan Fund or recycled HOME program income Homeownership Programs for single-family owner-occupied homes loan funds to the homeowner for down payment assistance. The funds are retained by the local agency operating the program and are re-lent to new homebuyers. Additional information can be found in the Revolving Loan Fund Program Guidelines.</p> <p>Recommendations on resource allocation among funding categories are determined following the application criteria reviews described above. An underwriting process reviews whether the program is feasible and necessary based on the type, location, and ability of the agency to carry out its proposal. Recommendations range from full funding, low to high partial funding, or no funding based on underwriting. Division of Housing determines which funding will be utilized for each project and program by following HUD and funding source regulations, and by availability of funds.</p>
Describe threshold factors and grant size limits.	<p>Each proposed RLF or recycled HOME program income program is evaluated using the Division of Housing evaluation criteria which are detailed in its application instructions.</p> <p>There are no grant size limits for Homeownership DPA. However, in 2014 our average DPA award was \$200,000 with a total of \$2,000,000. Our awarded amounts ranged from \$32,000 to \$343,000. In 2015, our average award was \$150,000 with a total in federal funds awarded to DPA programs of \$730,000. Our award amounts ranged from \$24,000 to \$432,000. In general, 2 years maximum if PI is considered appropriate for RLF programs.</p>

	What are the outcome measures expected as a result of the method of distribution?	The outcome measures expected for this RLF program are improved affordability of decent housing
7	State Program Name:	Housing Opportunities for Persons with AIDS (HOPWA)
	Funding Sources:	HOPWA
	Describe the state program addressed by the Method of Distribution.	The resources of the HOPWA program are granted to Colorado AIDS Project (CAP), an umbrella organization that serves the balance of state outside the Denver Metro Area. CAP distributes funds through its regional offices: Southern Colorado AIDS Project, Western Colorado AIDS Project and Northern Colorado AIDS Project. CAP also enters into a memorandum of understanding with Boulder County AIDS Project to provide tenant-based rental assistance and supportive services in Boulder County. Funds are allocation on the basis of the number of people living with HIV/AIDS in each catchment area as well as the ability to use the funds timely.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>The critical criterion is the ability of the organization to effectively fund and provide services to people living with HIV/AIDS throughout the balance of state. Only one organization, Colorado AIDS Project, has this capacity.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	
<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	

Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)	<p>The Balance of State HOPWA program was designed in partnership with Colorado AIDS project, and there are no other organizations in the state capable of providing the same level of specialized services for people living with HIV/AIDS. CAP is a grassroots, community-based organization for serving people living with HIV/AIDS that existed prior to the creation of the HOPWA program. It is not, however, faith based.</p>
Describe how resources will be allocated among funding categories.	<p>As required by 24 CFR 574.300, 3% of the grant is allocated to the State's administrative costs; the remaining funds are granted to Colorado AIDS project. Under the regulations they may use up to 7% of the amount they receive for administrative costs. Remaining funds are distributed between rental assistance and supportive services and each regional office receives an amount consistent with the number of people living with HIV/AIDS in their service area with consideration to their ability to use the funds in a timely manner.</p>
Describe threshold factors and grant size limits.	<p>The grant size is limited by the amount of funding available under each annual HOPWA allocation.</p>

	What are the outcome measures expected as a result of the method of distribution?	Decent affordable housing and supportive housing services will be made available/accessible to low-income persons living with HIV/AIDs in the State of Colorado outside of the Denver Metro Eligible Metropolitan Statistical Area (EMSA).
8	State Program Name:	Housing Trust Fund (HTF)
	Funding Sources:	Housing Trust Fund
	Describe the state program addressed by the Method of Distribution.	The Housing Trust Fund (HTF) is a new affordable housing production program that will complement existing Federal, state and local efforts to increase and preserve the supply of decent, safe, and sanitary affordable housing for extremely low- and very low-income households, including homeless families.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Threshold:</p> <ul style="list-style-type: none"> -Applicant's ability to obligate HTF funds -Applicant's ability to undertake eligible activities in a timely manner <p>Remaining Priorities</p> <ul style="list-style-type: none"> # Priority based upon geographic diversity # For rental housing, the extent to which the project has Federal, State or local project-based rental assistance so rents are affordable to extremely low-income families # For rental housing, the duration of the units' affordability period # 1: The merits of the application in meeting the State's priority housing needs (please describe) # The extent to which application makes use of non-federal funding sources Other (please describe). Please attach response if you need additional space. <p>Colorado will distribute HTF funds by selecting applications submitted by eligible recipients. 100 percent of the HTF funds will benefit extremely-low income households.</p> <p>An applicant's ability to obligate HTF funds, undertake eligible activities in a timely manner, and own/manage/operate a HTF-assisted property in compliance with HUD regulations will be treated as threshold criteria. Another threshold criterion for Colorado's HTF funding will be the creation or preservation of permanent rental housing (transitional housing and shelters are not eligible).</p> <p>Applications that fail to meet all of Colorado's threshold criteria (HTF threshold criteria above and other threshold criteria in Colorado's funding application) will not be considered for HTF funding. Applications that meet Colorado's threshold criteria will be prioritized for HTF funding based on the following criteria:</p> <p>The first and second funding priorities will be given to applications that meet the State's priority housing needs by: 1) providing affordable, community-based supportive housing for people with disabilities or other special needs ("Supportive Housing"); or 2) including 30% AMI units in mixed-</p>
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	<p>income developments that would be infeasible at 30% AMI rents but for HTF funding. The Supportive Housing priority (#1) aligns with Colorado's Priority Need for "Housing and Assistance for the Homeless". Supportive Housing projects should include Federal, State, or local project-based rental assistance to ensure the rents for HTF-assisted units are affordable to extremely low-income families. The 30% AMI units in mixed-income developments priority (#2) aligns with Colorado's Priority Needs for "Additional Affordable Housing" and "Acquire and Preserve Affordable Housing Stock".</p> <p>The third funding priority will be for applications that contribute to Geographic Diversity (IDIS Con Plan and Action Plan SP-10). Under this criterion, priority for funding will be given to applications for projects that Affirmatively Further Fair Housing and/or are located in rural areas.</p> <p>The fourth funding priority will be for leveraging. Colorado will consider the extent to which each application includes non-Federal funding sources and local resources and/or concessions. Those with greater local/non-Federal commitment, when resources are available, will receive funding priority.</p> <p>The fifth funding priority will be based on the duration of the affordability period. All HTF units in rental housing projects are required to remain affordable as HTF units for a minimum of 30 years. Projects for which the underwriting supports financial feasibility beyond the minimum period, and for which the owner is willing to commit to a longer affordability period, will receive funding priority.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>N/A</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>N/A</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	<p>N/A</p>
<p>Describe how resources will be allocated among funding categories.</p>	<p>Recommendations on how resources will be allocated among funding categories are determined following the application reviews described above. An underwriting process reviews whether the program is feasible and necessary based on the type, location, and ability of the agency to carry out its proposal. Recommendations range from full funding, low to high partial funding, or no funding based on underwriting. Division of Housing determines which funding will be used for each project and program by following HUD and funding source regulations, and by availability of funds.</p>

	Describe threshold factors and grant size limits.	The maximum per-unit development subsidy limit for housing assisted with HTF funds will be adjusted for the number of bedrooms and based upon the geographic location of the units. DOH uses the following criteria to evaluate each application. The cost ranges are a benchmark to assess whether a project is being built to modest standards or whether there are site conditions, market standards, or design considerations that necessitate higher or lower development costs. All development criteria that fall outside of the parameters of the various ranges must be explained.
	What are the outcome measures expected as a result of the method of distribution?	The outcome measures expected as a result of the method of distribution is increased affordable housing and prevention/alleviation of homelessness. 100 percent of the funds will be used to serve extremely low-income households.
9	State Program Name:	Public Facilities
	Funding Sources:	CDBG
	Describe the state program addressed by the Method of Distribution.	This state program funds improvements in public infrastructure, such as water and sewer or drainage systems, and public facilities like day care centers or hospitals.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Final funding decisions are made by the Executive Director of the Colorado Department of Local Affairs with input from Division of Local Government Management and Regional staff. All CDBG applications are reviewed for the following: Applicant Eligibility, Eligible Activity, National Objective, Priority within the Consolidated Plan, the project's benefit to low and moderate income persons or households, Demonstrated Need, Project Implementation and Sustainability, number and economic status of individuals affected by the need, Level of Urgency, Project's Readiness to Go, and Management Capacity. CDBG funds may also be used for the purpose of public facility improvement in the case of disaster recovery in an area is not a presidentially declared disaster area under urgent need.</p> <p>Other review criteria include:</p> <ul style="list-style-type: none"> · Consistency with local development strategies and coordination with other activities; · Public and Private Commitments; value and the viability of those commitments; Level of local commitment; communities are strongly encouraged to take primary responsibility for resolving their public facilities problems. In specific projects, this may involve making financial commitments; adjusting development regulations, user rates and fees, and capital construction and maintenance programs; creating improvement districts; establishing development and redevelopment authorities; and generally sharing in or leveraging funds and management for development and redevelopment · Management Capability - the ability of the local government submitting the proposal to administer the project as described either through their own staff or contractors. · Budget - DOLA staff will compare administrative and other costs with those of other similar proposals. Are the proposed administration and overall project budgets adequate, reasonable and realistic given the project work plan? <p>Statutory and Regulatory Compliance - Does the proposed project involve or result in residential displacement? Is there a plan to replace all low/moderate income housing demolished or converted, and to assist persons being relocated? Does the proposed project involve real property acquisition or relocation of any persons or businesses? Does it trigger Uniform Relocation Act requirements? Are cost and time requirement estimates reasonable? Are estimated labor wage costs reasonable? Is the project subject to Davis-Bacon prevailing wage</p>
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	requirements? Is the proposed project in a floodplain or geological hazard area, or does it affect cultural or historic resources? Are there other environmental considerations?
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>The State will continue a coordinated technical assistance program to assist communities with CDBG project management and project formulation and planning, particularly in coordination with State programs such as Impact grants, housing grants and loans, and economic development funds. The State will target special project management technical assistance to communities that have never administered a CDBG grant, and to those that have experienced or are experiencing difficulty in administering a CDBG grant. Project formulation and planning assistance will be targeted to communities that need more long-term technical assistance to prepare for CDBG or other State funding in the future, and that have committed to undertake overall development and maintenance planning and budgeting efforts.</p> <p>To provide consistent guidance to CDBG recipients, the Department of Local Affairs will have a CDBG staff specialist. State technical assistance may be in the form of personal contact with local government officials and staff, workshops, brokering assistance from private or local public sources, and documents and materials. Staff members have prepared a CDBG Guidebook that is available online at: www.dola.state.co.us/LGS/FA/cdbg.htm.</p> <p>The Guidebook contains information on Project Start-up, Financial Management, Reporting, Environmental Review, Civil Rights, Acquisition, Relocation, Labor and Construction, Project Close-Out, and Monitoring. All sections are available in PDF or Word format. DOLA also gives this Guidebook to grantees in hard copy at the time of award.</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	
<p>Describe how resources will be allocated among funding categories.</p>	<p>For public facilities or community development projects, there is no breakdown among funding categories. Funding is subject to local government's applications and eligibility requirements.</p>

	Describe threshold factors and grant size limits.	The department suggests that \$600,000 be considered the maximum grant guideline for public facility or community development projects, however, if a local government demonstrates a significant health and/or safety need and is unable to find other funding, the department may consider increasing this maximum. Applications are reviewed through funding cycles that are announced on the web and made known through state associations. Typically, only one cycle is held per year. Additional cycles may be announced if sufficient funds remain.
	What are the outcome measures expected as a result of the method of distribution?	To the extent that CDBG funds are allocated and available, Colorado's rural local government priorities will be addressed, particularly those with low to moderate income populations.
10	State Program Name:	Single-Family Owner-Occupied Rehabilitation/Home Modification
	Funding Sources:	CDBG HOME General Fund

<p>Describe the state program addressed by the Method of Distribution.</p>	<p>Single-Family Owner-Occupied Rehabilitation (SFOO): Division of Housing (DOH) provides grant funds to regional housing organizations throughout the state to provide SFOO Housing Rehabilitation or emergency repair loans to low and moderate-income families. Similar to the Down Payment Assistance Program, these loans are set at a low interest rate and can be amortized or deferred depending upon the need of the family. When loan repayment is received, the housing agency places the payment into a revolving loan fund. These funds are then recycled back into the community to provide additional housing rehabilitation. The primary goals of the SFOO Rehab program are to:</p> <ul style="list-style-type: none"> · Preserve, enhance, and maintain affordable housing stock through repair and renovation within the community; · Protect the health and safety of the occupants through the correction of housing hazards; · Assist homeowners in improving the condition of their homes; · Allow homeowners to stay in their homes and not be forced to move due to a lack of accessibility; · Assist homeowners to improve their home's energy efficiency; · Create and maintain regional revolving loan funds to assist with future housing rehabilitation projects; and · Develop and sustain a network of local contractors to complete housing repairs and renovations.
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<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Applications are accepted once per year. Review criteria may include, but are not limited to, the following:</p> <ul style="list-style-type: none"> · The need for the program; · Program sustainability; · Financial, administrative, and management capacity of the applicant; · Geographic coverage; · Applicant's past performance as a grantee of the state; · Application thresholds; · Administrative fees; · Cost effectiveness; · Cost containment guidance; · Cost ranges. <p>Regional field and program staff review each application and reach a consensus on a recommended level of funding based on underwriting. The Housing Development Specialist is responsible for underwriting the program to assess the need for funding. The Development Specialist prepares a Pro/Con document for each submitted application. The Pro/Con is designed to provide information in an objective format to assist staff and the State Housing Board in making a funding recommendation. The staff forwards the results of its review to the Executive Director of the Department of Local Affairs, who may consult with the State Housing Board or other advisory groups on the proposal. The Division of Housing accepts applications once a year for the competitive application cycle that allows for the direct comparison of programs to ensure funding goes to the projects with the best merits.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>All potential applicants are able to access application instructions, CDBG guidebook, and other state publications describing the application criteria on the Division of Housing website: www.Colorado.gov/DOLA.</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	
<p>Describe how resources will be allocated among funding categories.</p>	<p>Recommendations on how resources will be allocated among funding categories are determined following the application reviews described above. An underwriting process reviews whether the program is feasible and necessary based on the type, location, and ability of the agency to carryout its proposal. Recommendations range from full funding, low to high partial funding, or no funding based on underwriting. Division of Housing determines which funding will be used for each project and program by following HUD and funding source regulations, and by availability of funds.</p>

	Describe threshold factors and grant size limits.	Each proposed rehab program is evaluated using the Division of Housing evaluation criteria which are detailed in its application instructions. We do not have a threshold factors or grant size limits for SFOO. In 2018, our average awarded amount was \$152,000 with a range of \$55,000 to \$247,000. Our total amount awarded was \$611,000.
	What are the outcome measures expected as a result of the method of distribution?	outcome of these rehab programs is expected to improve availability/accessibility of decent affordable housing that meets the needs of its occupants.
11	State Program Name:	Single-Family Owner-Occupied Rehabilitation/Home Modification
	Funding Sources:	CDBG HOME General Fund

<p>Describe the state program addressed by the Method of Distribution.</p>	<p>Single-Family Owner-Occupied Rehabilitation (SFOO): Division of Housing (DOH) provides grant funds to regional housing organizations throughout the state to provide SFOO Housing Rehabilitation or emergency repair loans to low and moderate-income families. Similar to the Down Payment Assistance Program, these loans are set at a low interest rate and can be amortized or deferred depending upon the need of the family. When loan repayment is received, the housing agency places the payment into a revolving loan fund. These funds are then recycled back into the community to provide additional housing rehabilitation. The primary goals of the SFOO Rehab program are to:</p> <ul style="list-style-type: none"> · Preserve, enhance, and maintain affordable housing stock through repair and renovation within the community; · Protect the health and safety of the occupants through the correction of housing hazards; · Assist homeowners in improving the condition of their homes; · Allow homeowners to stay in their homes and not be forced to move due to a lack of accessibility; · Assist homeowners to improve their home's energy efficiency; · Create and maintain regional revolving loan funds to assist with future housing rehabilitation projects; and · Develop and sustain a network of local contractors to complete housing repairs and renovations.
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<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Applications are accepted once per year. Review criteria may include, but are not limited to, the following:</p> <ul style="list-style-type: none"> · The need for the program; · Program sustainability; · Financial, administrative, and management capacity of the applicant; · Geographic coverage; · Applicant's past performance as a grantee of the state; · Application thresholds; · Administrative fees; · Cost effectiveness; · Cost containment guidance; · Cost ranges. <p>Regional field and program staff review each application and reach a consensus on a recommended level of funding based on underwriting. The Housing Development Specialist is responsible for underwriting the program to assess the need for funding. The Development Specialist prepares a Pro/Con document for each submitted application. The Pro/Con is designed to provide information in an objective format to assist staff and the State Housing Board in making a funding recommendation. The staff forwards the results of its review to the Executive Director of the Department of Local Affairs, who may consult with the State Housing Board or other advisory groups on the proposal. The Division of Housing accepts applications once a year for the competitive application cycle that allows for the direct comparison of programs to ensure funding goes to the projects with the best merits.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>All potential applicants are able to access application instructions, CDBG guidebook, and other state publications describing the application criteria on the Division of Housing website: www.Colorado.gov/DOLA.</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	
<p>Describe how resources will be allocated among funding categories.</p>	<p>Recommendations on how resources will be allocated among funding categories are determined following the application reviews described above. An underwriting process reviews whether the program is feasible and necessary based on the type, location, and ability of the agency to carryout its proposal. Recommendations range from full funding, low to high partial funding, or no funding based on underwriting. Division of Housing determines which funding will be used for each project and program by following HUD and funding source regulations, and by availability of funds.</p>

	Describe threshold factors and grant size limits.	Each proposed rehab program is evaluated using the Division of Housing evaluation criteria which are detailed in its application instructions. We do not have a threshold factors or grant size limits for SFOO. In 2018, our average awarded amount was \$152,000 with a range of \$55,000 to \$247,000. Our total amount awarded was \$611,000.
	What are the outcome measures expected as a result of the method of distribution?	outcome of these rehab programs is expected to improve availability/accessibility of decent affordable housing that meets the needs of its occupants.
12	State Program Name:	Single-Family Owner-Occupied Rehabilitation/Home Modification
	Funding Sources:	CDBG HOME General Fund

<p>Describe the state program addressed by the Method of Distribution.</p>	<p>Single-Family Owner-Occupied Rehabilitation (SFOO): Division of Housing (DOH) provides grant funds to regional housing organizations throughout the state to provide SFOO Housing Rehabilitation or emergency repair loans to low and moderate-income families. Similar to the Down Payment Assistance Program, these loans are set at a low interest rate and can be amortized or deferred depending upon the need of the family. When loan repayment is received, the housing agency places the payment into a revolving loan fund. These funds are then recycled back into the community to provide additional housing rehabilitation. The primary goals of the SFOO Rehab program are to:</p> <ul style="list-style-type: none"> · Preserve, enhance, and maintain affordable housing stock through repair and renovation within the community; · Protect the health and safety of the occupants through the correction of housing hazards; · Assist homeowners in improving the condition of their homes; · Allow homeowners to stay in their homes and not be forced to move due to a lack of accessibility; · Assist homeowners to improve their home's energy efficiency; · Create and maintain regional revolving loan funds to assist with future housing rehabilitation projects; and · Develop and sustain a network of local contractors to complete housing repairs and renovations.
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<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Applications are accepted once per year. Review criteria may include, but are not limited to, the following:</p> <ul style="list-style-type: none"> · The need for the program; · Program sustainability; · Financial, administrative, and management capacity of the applicant; · Geographic coverage; · Applicant's past performance as a grantee of the state; · Application thresholds; · Administrative fees; · Cost effectiveness; · Cost containment guidance; · Cost ranges. <p>Regional field and program staff review each application and reach a consensus on a recommended level of funding based on underwriting. The Housing Development Specialist is responsible for underwriting the program to assess the need for funding. The Development Specialist prepares a Pro/Con document for each submitted application. The Pro/Con is designed to provide information in an objective format to assist staff and the State Housing Board in making a funding recommendation. The staff forwards the results of its review to the Executive Director of the Department of Local Affairs, who may consult with the State Housing Board or other advisory groups on the proposal. The Division of Housing accepts applications once a year for the competitive application cycle that allows for the direct comparison of programs to ensure funding goes to the projects with the best merits.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>All potential applicants are able to access application instructions, CDBG guidebook, and other state publications describing the application criteria on the Division of Housing website: www.Colorado.gov/DOLA.</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	
<p>Describe how resources will be allocated among funding categories.</p>	<p>Recommendations on how resources will be allocated among funding categories are determined following the application reviews described above. An underwriting process reviews whether the program is feasible and necessary based on the type, location, and ability of the agency to carryout its proposal. Recommendations range from full funding, low to high partial funding, or no funding based on underwriting. Division of Housing determines which funding will be used for each project and program by following HUD and funding source regulations, and by availability of funds.</p>

	Describe threshold factors and grant size limits.	Each proposed rehab program is evaluated using the Division of Housing evaluation criteria which are detailed in its application instructions. We do not have a threshold factors or grant size limits for SFOO. In 2018, our average awarded amount was \$152,000 with a range of \$55,000 to \$247,000. Our total amount awarded was \$611,000.
	What are the outcome measures expected as a result of the method of distribution?	outcome of these rehab programs is expected to improve availability/accessibility of decent affordable housing that meets the needs of its occupants.
13	State Program Name:	Tenant Based Rental Assistance
	Funding Sources:	HOME

<p>Describe the state program addressed by the Method of Distribution.</p>	<p>Tenant Based Rental Assistance (TBRA) is a HOME program supporting two Division of Housing (DOH) programs to assist:</p> <ol style="list-style-type: none"> 1. Homeless families in need of housing; and, 2. Assist households moving from institutions. <p>This program current assists homeless families identified by the Department of Education and individuals being released from institutions by:</p> <ul style="list-style-type: none"> · Providing temporary housing assistance that allows participants to stabilize their lives; · Providing case management to assist participants in obtaining long term housing; · Stabilizing participants and helping them move past multiple issues in their lives including limited job skills and/or lack of problem solving ability, evictions and poor credit; and, · Providing opportunities with responsibility to participate <p>Participants are expected to apply for Section 8 (rental assistance, or obtain an affordable unit, e.g. Low-Incomes Housing Tax Credit, other subsidized unit or other housing assistance);</p> <p>Participants are expected to work with a case manager and complete case management goals to secure long term housing.</p>
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<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Applications are accepted by the first of every month throughout the year. Review criteria may include but are not limited to the following:</p> <ul style="list-style-type: none"> · Project need; · Project sustainability; · Financial, administrative, and management capacity of the applicant; · Geographic coverage; · Applicant's past performance as a grantee of the state; · Cost effectiveness; and, · Cost containment guidance. <p>Regional field and program staff review each application and reach a consensus on a recommended level of funding based on underwriting. The Housing Development Specialist is responsible for underwriting the program to assess the need for funding. The Development Specialist prepares a Pro/Con document for each submitted application. The Pro/Con is designed to provide information in an objective format to assist staff and the State Housing Board in making a funding recommendation. The staff forwards the results of its review to the Executive Director of the Department of Local Affairs, who may consult with the State Housing Board or other advisory groups on the proposal. The Division of Housing accepts applications monthly for this.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	
<p>Describe how resources will be allocated among funding categories.</p>	<p>Recommendations on how resources will be allocated among funding categories are determined following the application reviews described above. An underwriting process reviews whether the program is feasible and necessary based on the type, location, and ability of the agency to carryout its proposal. Recommendations range from full funding, low to high partial funding, or no funding based on underwriting. Division of Housing determines which funding will be used for each project and program by following HUD and funding source regulations, and by availability of funds.</p>

Describe threshold factors and grant size limits.	<p>The working policy has always been a program size of no more than 30 families for TBRA grants. This translates into different funding amounts because each market has different rent characteristics. With the current RFA, CDOH has capped total funding available for TBRA programs to \$1MM in the first 12 months of a contract.</p>
What are the outcome measures expected as a result of the method of distribution?	<p>The outcome of these programs is expected to be improved affordability of decent housing.</p>

Discussion:

All methods of distribution are designed to meet specific program requirements and to ensure the most effective use of the funds by incorporating competitive processes in the HOME, CDBG, HOPWA, ESG, and HTF distribution.

Starting in 2017 and on-going, the State will prioritize any CDBG or HOME Program Income funds held at the sub-grantee or sub-recipient level (i.e. local government or agency level) that may be returned to the State to be loaned or granted back to eligible projects or programs in that same jurisdiction or region. The State will analyze the balance of local level CDBG or HOME Program Income amounts to ensure appropriate funds for approximately 2-years of revolving loan fund volume. If excess CDBG or HOME Program Income is available, the State will develop a policy for re-capture of funds with a priority to fund eligible projects or programs in that same target area.

AP-35 Projects – (Optional)

Introduction:

N/A

#	Project Name

Table 9 – Project Information

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

DRAFT

AP-38 Project Summary
Project Summary Information

DRAFT

AP-40 Section 108 Loan Guarantee – 91.320(k)(1)(ii)

Will the state help non-entitlement units of general local government to apply for Section 108 loan funds?

No

Available Grant Amounts

N/A

Acceptance process of applications

N/A

AP-45 Community Revitalization Strategies – 91.320(k)(1)(ii)

Will the state allow units of general local government to carry out community revitalization strategies?

Yes

State's Process and Criteria for approving local government revitalization strategies

The State does not approve revitalization strategies for local governments. However, the State through DOLA, operates the Colorado Main Street program which works with communities throughout Colorado to revitalize their historic commercial districts. The Main Street approach is a nationally recognized, successful program in which communities apply a comprehensive approach to improving their districts, creating jobs, and building a stronger economic base, all while preserving the character of the community.

AP-50 Geographic Distribution – 91.320(f)

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

The Department of Local Affairs distributes its funding using competitive applications processes for all funding other than HOPWA. This means that geographic distribution cannot be predicted, and will often be determined by the capacity of local governments and non-profits to carry out projects successfully and in compliance with program regulations. This may result in geographic distribution that is not consistent with geographic need.

In September 2013, Colorado suffered catastrophic flooding as a result of unprecedented rainfall across twenty-four counties in the State, of which 18 were Presidentially Declared Disaster Areas[1]. The floods impacted the entire social fabric of the State, causing major destruction to housing, businesses, and infrastructure. The Department of Local Affairs includes prioritization of these flood impacted areas in the use of all funding programs other than HOPWA, without exclusion of any projects on the basis of their location.

Geographic Distribution

Target Area	Percentage of Funds
State of Colorado	100
Flood Disaster Recovery Area	

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Flood Disaster Recovery area will receive all of the CDBG-DR funding that has been awarded to the State. All other funding from the annual allocations of CDBG, HOME, HOPWA, ESG, and HTF will be used throughout the rest of the state.

Discussion

Affordable Housing

AP-55 Affordable Housing – 24 CFR 91.320(g)

Introduction:

One Year Goals for the Number of Households to be Supported	
Homeless	835
Non-Homeless	8,030
Special-Needs	200
Total	9,065

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	6,885
The Production of New Units	2,000
Rehab of Existing Units	150
Acquisition of Existing Units	30
Total	9,065

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion:

AP-60 Public Housing - 24 CFR 91.320(j)

Introduction:

Housing assistance provided by the Division of Housing (DOH) is funded by HUD. These federal funds are used in the administration of the Housing Choice Voucher program. DOH has jurisdiction to serve all 64 counties within the state.

The current rental assistance programs retain the number of vouchers formerly targeted to persons with special needs including those with developmental, mental health, substance abuse and/or physical disabilities. DOH partners with thousands of private landlords and approximately 50 community-based service providers across the State to combine housing assistance with supportive services. These providers include: mental health centers, centers for independent living, community center boards, and homeless service providers. The four-way partnership between DOH, the service agency, the property owner and the participant ensures an effective and efficient approach to providing housing and supportive services to some of Colorado's most vulnerable citizens.

Other Housing Choice Vouchers are also targeted to people most in need; however preferences are provided to a wide array of individuals including people experiencing homelessness, survivors of domestic violence, and other disenfranchised populations. DOH primarily partners with local housing authorities, many in rural areas, to administer these vouchers.

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

The State of Colorado Department of Local Affairs does not own or manage any public housing.

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

The State does not operate public housing and therefore does not plan resident initiatives. However, the State does encourage its partner organizations in their efforts to provide resident initiatives in their public housing properties.

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

The Division of Housing PHA is not designated as troubled.

Discussion:

The Division of Housing (DOH), like all HUD-funded public housing authorities, is required to follow the Department of Housing and Urban Development's (HUD) program regulations. HUD clearly outlines participant obligations, program administration regulations, and required statutes for public housing authorities to follow. However, DOH has designed an approach to administering the very regulation-

intensive Housing Choice Voucher (HCV) Program that complies with HUD regulations while keeping the unique needs and successes of its participants as the primary goal.

DOH contracts/partners with 66 nonprofit disability providers, homeless providers and housing authorities across Colorado in addition to other community housing partners. Partnerships include 15 of Colorado's Community Mental Health Centers, all but two of the State's Community Center Boards, and many of the Independent Living Centers. Through these partnerships, each HCV participant is assigned an agency residential coordinator with whom they work directly to complete the required housing processes. In addition, most participants also have access to case management services to assist in other aspects of their lives. Most residential coordinators have experience and training working with persons with disabilities and/or special needs. This training brings a level of support that is unmatched at most public housing agencies. If a participant does not complete the necessary paperwork, or does not attend a scheduled meeting, the participant is not terminated but rather the residential coordinator reaches out to the participant, visiting their home if necessary.

DOH has also implemented alternatives to termination by considering all circumstances including an individual's disability and the role the disability may have played in the program violation. DOH only proceeds to immediate termination in the most extreme cases. In all other circumstances, DOH implements its termination process that involves conferences with program participants where the program violations are discussed and alternatives to termination are developed. The close relationship with DOH's agency partners often facilitates successful resolutions by bringing all interested parties to participate in a dialogue.

Additionally, DOH provides statewide training opportunities designed to assist both the public and private sector housing providers in working with persons with disabilities and other special needs populations. The trainings cover topics such as Fair Housing and are designed to educate the housing community on housing persons with disabilities.

AP-65 Homeless and Other Special Needs Activities – 91.320(h)

Introduction

In 2012, DOH created the Homeless Programs Team (HPT), now named the Office of Homeless Initiatives (OHI), in partnership with the Governor's Office made up of key personnel from DOH. OHI provides expertise on housing and services for people experiencing homelessness or at risk of homelessness. Specifically, OHI works towards solutions for all Coloradans unstably housed or homeless, including families with children, senior citizens, veterans, persons with disabilities, those who experience chronic homelessness and, through the Office of Homeless Youth Services, youth. OHI focuses exclusively on ending and preventing homelessness for Colorado's most vulnerable citizens. Activities carried out by OHI include the facilitation of partnerships to create more permanent supportive housing, management of Federal Supportive Housing Programs serving those with special needs and advising the Emergency Solutions Grant (ESG) allocation. OHI advises other DOH staff members and the DOH Director on the regional needs to address homelessness, makes funding recommendations for programs statewide and researches, analyzes and sets policies to address homelessness statewide.

The addition of HTF will increase our work with people experiencing homelessness and special needs population by allowing increased funding for extremely-low income individuals. Community-based supportive housing projects are a Colorado priority for the use of HTF funds.

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

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

OHI will continue to work closely with the Governor's office and other state agencies to continue to use data from the Vulnerability Index assessment tool in communities around the state to identify the most vulnerable individuals experiencing homelessness. With the information gleaned from the Vulnerability Index along with the annual HUD Point-in-Time survey data, the HPT makes funding and policy recommendations for new supportive housing and programmatic partnerships. An example of this in the coming year is increased community-based efforts for coordinated assessment and housing placement efforts for homeless Veterans in multiple communities throughout each CoC.

DOH works with community partners to assess the individual needs of program participants and works to fund housing placement services and a continuum of service-enriched housing from very intensive services, serving chronically homeless individuals for example, to less intensive "step up" supportive housing models with case management services available as needed.

Addressing the emergency shelter and transitional housing needs of homeless persons

While OHI prioritizes permanent supportive housing, DOH also works to address emergency shelter and

transitional housing needs of homeless persons. Each community's needs for emergency and transitional housing are determined by the population that they serve, mainly through the survey data collected statewide. Many communities are in need of additional emergency shelters and transitional housing units. OHI will recommend funding, specifically through the ESG program, to shelters and transitional housing programs which aim to connect individuals experiencing homelessness to permanent housing as quickly as possible. DOH will continue awarding ESG funding to local HUD Continuum of Care organizations in order to give local organizations a greater ability to prioritize programs based upon their unique needs. Additionally, OHI advises DOH staff and Housing Development Specialists on emergency shelter and transitional housing projects that are appropriate for and in need of federal CDBG, HOME, and HTF funds in order to serve homeless individuals and families. Lastly, DOH has led a pilot project which converted a recently closed state prison, the Fort Lyon facility in Bent County, CO, into transitional housing. Specifically, the Fort Lyon Supportive Residential Community (Fort Lyon) combines many state, local, federal, and private resources (including mortgage settlement funds awarded to Colorado) to provide a place for chronically homeless individuals and veterans to transition from homelessness to permanent housing. For the past two years, Fort Lyon has provided stabilization and connection to recovery-oriented and health services for those experiencing chronic homelessness through intensive services and access to permanent housing upon exit.

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

One of the primary goals in the coming year for OHI is to continue to focus on increasing access to housing units (particularly for the chronically homeless, veterans, persons with disabilities, and youth) through the continuum of housing. This calls for collaboration and capacity building at the local level to help communities identify their service gaps and most vulnerable populations with the longest histories of homelessness. Also, OHI will work towards the production of new permanent supportive housing units by providing leadership and technical assistance to local partners on the housing development process and resources. Not only will this work shorten the period of time that individuals and families experience homelessness; the HPT will also facilitate increased access to affordable housing units. The team will accomplish this by working with new and existing projects to promote unit set-asides for targeted populations (e.g. chronically homeless, veterans, persons with disabilities, or youth) and recommend incentives for this such as project-based voucher allocations for projects dedicating units to priority populations.

A priority for HTF is to commit funding towards permanent rental housing and supportive housing projects serving homeless individuals. In addition, the primary goal of using HTF funds is to create units for extremely low-income individuals throughout Colorado. There is currently a shortfall of over 100,000

rental units for households earning less than \$20,000 per year.

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

DOH will continue to provide temporary homelessness prevention services and funding through the ESG grant. OHI is collaborating with numerous other agencies as part of the Pathways Home Colorado initiative to prevent homelessness by increasing the supply of affordable housing, improving access to mainstream benefits, improving access to education and employment opportunities, improving access to the supportive services needed by some populations to maintain housing. A copy of the Pathways Home Colorado document is attached to this AAP.

Discussion

DOH is pleased to report the progress of OHI and our efforts as a State towards preventing and ending homelessness. We hope that our model of establishing OHI to provide leadership and focus specifically on housing for special needs populations is one that can be successfully replicated in other States and Regions.

The Office of Homeless Initiatives (OHI) supports the creation of cost-effective and humane interventions for highly vulnerable individuals and families experiencing homelessness. OHI has made significant progress in this endeavor through a number of efforts including the Pathways Home Supportive Housing Toolkit, a 5-month capacity-building curriculum that in combination with the Joint-Underwriting initiative with the Colorado Housing and Finance Authority, has led to the creation of 282 units of Permanent Supportive Housing in 2015, 246 units in 2016, and is expected to produce more than 430 new units over the next two years.

AP-70 HOPWA Goals – 91.320(k)(4)

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	0
Tenant-based rental assistance	65
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	65

AP-75 Barriers to affordable housing – 91.320(i)

Introduction:

The State's rapid development from the early 1990s to early 2000s made growth management issues a concern for State and local elected officials in Colorado and caused many communities to adopt policies that growth should "pay its own way." This resulted in sometimes complex impact fee structures. These growth-control policies and fees remain in place and continue to work against development of affordable housing.

Growth control policies can serve either as management tools controlling and directing appropriate development – or as regulatory barriers to prevent additional development. This is most apparent in housing development, which is affected by every tool a community might use to control growth. Tools include annexation and zoning policies, both in terms of the amount of land available for residential development and its density; subdivision design and engineering standards; impact fees for infrastructure and other public facilities; building codes; limits on the number of building permits allowed each year; and regulations to protect environmental and cultural resources.

The Division defines "regulatory barriers" as either deliberate or de facto actions that prohibit or discourage construction of affordable housing without reasons directly related to public health and safety. Additionally, a regulatory barrier can be a Federal, State, or local statute, ordinance, policy, custom, practice, or procedure that excessively increases the cost of new or rehabilitated housing, either by improperly restricting the location of housing, or by imposing unjustified restrictions on housing development with little or no demonstrated compensating assistance.

The problems created by regulatory barriers are compounded by the "not in my backyard" issues. The problem of finding suitable sites for affordable housing or community development projects continues to be a problem in Colorado. Many neighborhoods are unwilling to have mixed income rental units, housing for persons with special needs or senior housing. This lack of understanding and fear of affordable housing residents also hampers efforts to expand Colorado's affordable housing inventory

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

DOLA staff works with local governments and housing providers to increase their capacity to design, locate and provide infrastructure, economic development and new affordable housing projects. The Department supplements technical assistance with statewide training including capacity building activities for local governments, technical assistance to nonprofit organizations and classes such as the Developer's Toolkit, Hammering out the Deal, and application workshops for housing.

DOH provides technical assistance to local governments that want to modify land use regulations in order to encourage affordable housing development. During our application review process, the Division makes it a priority to assess a local government's financial contribution compared to the impact its

regulations and policies have on the total project cost.

The primary way the Division will provide technical assistance is through its ongoing discussions with local governments during project funding. The Division will also provide workshops for local government officials about regulatory barriers as requested.

Discussion:

Barriers to affordable housing are also barriers to fair housing in most instances. Specifically, since members of racial and ethnic minorities, women, and people with disabilities, protected under Fair Housing law, are disproportionately low-income, lack of affordable housing places greater burdens on them. Overcoming barriers to affordable housing is essential to providing fair housing opportunity for all.

HTF funding will be used to provide additional housing for the underserved population of extremely low-income individuals. In addition, these funds will be utilized with the continued prioritization of geographic diversity.

AP-85 Other Actions – 91.320(j)

Introduction:

Actions planned to address obstacles to meeting underserved needs

Within the Division of Local Government, general areas of assistance to the underserved include, but are not limited to: budgeting, finance, general government administration, special district administration and elections, and water and wastewater management. In addition, technical assistance staff processes and assists with a number of required local government filings that are received by the Department of Local Affairs, and perform research functions for the state, local governments, and other interested individuals.

Technical Assistance Services include administrative, financial, and other assistance to local officials, staff, and citizens in the day-to-day operation of a local government. The Technical Assistance section delivers assistance through workshops, publications, individual consultations and on-line resources. The Division of Local Government provides professional assistance to local governments in many areas of financial management, including investment and cash management strategies, short and long term capital financing options, revenue development, expenditure control, and banking. Staff is available to provide financial trend analyses, a valuable tool in predicting future outcomes. The Division of Local Government offers an annual series of workshops usually at six to nine locations around the state on topics of current financial management interest.

Supplying safe drinking water and treating wastewater are two of the basic services local governments provide. Department staff can assist communities in addressing the range of water and wastewater problems they often face, from deteriorating distribution lines to inadequate budgeting and accounting practices. Department staff are available to analyze needs and develop goals, develop a capital improvement program, analyze rate structures for user and tap fees, coordinate with the Colorado Department of Public Health and Environment and other state and federal agencies, explore funding alternatives and identify plant operator training programs.

DOLA, through OEDIT, serves all rural counties with its Business Loan Funds. The Department reaches out to businesses by annually participating in at least five regional business finance forums throughout the state. The State advertises its infrastructure grants to municipal, county and economic development officials.

HTF funding will be used to create more units for the underserved population of extremely low-income individuals.

Actions planned to foster and maintain affordable housing

DOLA, through the Division of Housing, plans to take the following actions to foster and maintain affordable housing:

(1) promote the development of low-income units by providing HOME and/or CDBG resources to fill gaps on the housing development side of a project, while using project-based Section 8 Housing Choice

Vouchers to create revenue after completion;

(2) using Veterans Administration Supportive Housing vouchers (VASH) to assist veterans experiencing homelessness;

(3) creating an initiative that ensures linkage between housing and Medicaid, SAMHSA, TANF and other mainstream human service assistance;

(4) Working with key stakeholder groups to make progress toward recognizing and treating the long-term effects of addiction and alcoholism as a disabling condition;

(5) coordinating HEARTH ACT services with Continuum of Care and local jurisdictions to ensure that it funds projects and programs to meet the greatest homeless needs.

When State revenues are sufficient DOH may receive Housing Development Grant funds. When available, these State funds are the most flexible of the Division's resources, and allow tailored community solutions to help ensure that the poorest families in Colorado have an increasing supply of rental units affordable to them. DOH expects to receive \$17,000,000 in Housing Development Grant funds for the State Fiscal Year that runs from July 1, 2019 through June 30, 2020. Additional funding that is used for affordable housing has become available over the past few years, such as the Colorado Housing Investment Fund (CHIF), which originated with mortgage settlement funds. DOH receives CHIF funding as custodial funds through the Attorney General's office to be used for homeowner relief, foreclosure prevention, and affordable housing -- the Division expects to receive approximately \$3,200,000 in CHIF program income as principal and interest payments from previously issued loans in the upcoming year.

The primary housing assistance program is the Housing Choice Voucher program (HCV). These funds are used in the administration of both the Housing Choice Voucher and Shelter Plus Care programs through DOH.

DOH will continue to coordinate its funding efforts with those of the Colorado Housing and Finance Authority (CHFA) and other funding agencies often coordinate their efforts to make affordable housing projects successful.

HTF funding will be awarded to organizations that will develop and restore units for extremely low-income individuals. The priorities of this new funding source include new construction and rehabilitation of affordable housing.

Actions planned to reduce lead-based paint hazards

DOH works closely with subgrantees, contract agencies, and the Colorado Department of Public Health and Environment (CDPHE) to assure that the State's housing programs and projects comply with current requirements of Title X of the Community Development Act of 1992. Approximately 431,736 (+/-10%) homes in Colorado may contain lead based paint. DOH staff reviews each proposed housing project to ensure compliance Title X, based on the type of project, the type, amount, and duration of financial assistance, and the age of the property. In addition, DOH makes training and technical resources available to local housing providers and developers. DOH is implementing the following activities during the period of 2015–2020 to ensure statewide compliance with applicable lead-based paint regulations.

1. Enhance Existing Partnerships

DOH will assist public and private efforts to reduce lead-based paint hazards across the State through involvement in the Colorado Lead Coalition interagency work group, which develops and implements strategies for statewide lead hazard reduction and education efforts. The Coalition includes the U.S. Environmental Protection Agency, Denver Health, the U.S. Department of Housing and Urban Development, the Colorado Department of Health and Environment and other agencies. DOH also provides technical assistance and support integration of the various services offered to lower-income households, including participation in current healthy home projects in the state. This includes the Colorado Healthy Homes Coalition (CHHC) that promotes the provision of comprehensive housing rehabilitation and household services to lower-income households. The CHHC works to maximize the interventions for each household in regard to their overall well-being by linking housing rehabilitation and weatherization services with medical care and hazard mitigation programs. DOH will continue to participate in the CHHC. DOH also supports the HUD Safe and Healthy Homes Investment Partnership certification program as a tool for program integration.

2. Provide Lead Hazard Information to Housing Providers, Local Officials and Assisted Households

DOH provides all sub-grantees, contractors and local housing and service providers with the most current required publications for distribution to occupants of housing units assisted with Division funds. The DOH staff has a working knowledge of the Environmental Protection Agency (EPA) Renovation, Repair, and Painting Rule (RRP) that requires all rehabilitation contractors to be certified in lead-based paint procedures. DOH has processes in place to confirm that contractors compensated through DOH funded activities are properly RRP certified.

3. Enhance Existing Delivery System and Technical Capacity

DOH has increased its involvement in Colorado Department of Public Health and Environment's lead-based paint education activities and sponsored additional lead-safe work practice trainings around the State. DOH will continue to provide technical assistance about Title X requirements through web-based training, on-site visits, project underwriting and the distribution of best practice methods. DOH continues to search for funding opportunities to provide additional resources concerning lead-based paint and other home hazards, including funds from HUD's Office of Healthy Homes and Lead Hazard Control grants. DOH will coordinate applications for funding under the Lead Hazard Reduction Program – Healthy Homes Initiative on behalf of the entire State.

Actions planned to reduce the number of poverty-level families

Employment:

The fundamental “antipoverty strategy” is a good job. Thus, the key element for lifting people out of poverty is creating and retaining jobs, helping people acquire the right skills to fill those jobs, and connecting the unemployed to jobs. The Office of Economic Development and International Trade (OEDIT) focuses on using CDBG funds for job creation. By helping provide businesses and local governments with the funding and infrastructure they need, OEDIT enables businesses to create and retain jobs.

HUD's formula grants to DOLA also contribute to creating and retaining jobs in Colorado, although that is not their primary purpose. The Divisions of Housing and Local Government are working to strengthen

Section 3 performance in their use of federal funds to better create and retain jobs through their public facilities and housing projects.

Housing and Supportive Services:

The Division of Housing works to lift people out of poverty by combining housing opportunities with the supportive services needed to achieve self-sufficiency. The Division funds transitional and permanent supportive housing development for people with special needs as well as the homeless and chronically homeless. Programs operated by our Public Housing Authority section include the Family Self-Sufficiency and Family Unification programs, Housing Choice Voucher special needs programs for people with disabilities, Homeless with Substance Abuse initiatives, Housing Choice Voucher Welfare-to-Work program, Project Access vouchers to assist younger persons with disabilities in moving from institutions into the community and Veterans Administration Supportive Housing vouchers that provide permanent housing to homeless veterans. The use of new HTF funds will also be utilized to serve this population by creating more units for extremely low-income and homeless individuals and households.

Actions planned to develop institutional structure

The Department of Local Affairs works with local governments, private industry, and nonprofit organizations to tackle issues involved in providing affordable housing, and community and economic

development. The primary gaps remaining in the institutional structure in Colorado are:

Governmental Coordination:

Problem: Gaps in communications can affect the decision-making of an entire region and lead to inefficient land use or excessive burden on one locale.

Solution: The Department of Local Affairs (DOLA) is the one agency in Colorado that deals almost exclusively with local governments on all levels of its mission. DOH continues to increase the coordination and involvement of State and Federal agencies, public and private nonprofits and others in the leveraging of funding sources, the planning and delivery of housing-related services, and the development of special initiatives to increase and preserve affordable housing. The State's "Interagency Housing Pipeline" is composed of key agencies that include the DOH, Colorado Housing and Finance Authority, U.S. Department of Housing and Urban Development and U.S. Department of Agriculture, Rural Development. These bi-monthly meetings provide coordination around multiple agency rules, various funding sources and an annual targeting of specific priority areas of the State in order to address immediate housing needs. Colorado also consults and collaborates with its CoCs.

Capacity of Local Nonprofit Organizations and Housing Authorities:

Problem: Many nonprofits lack not only the funding to meet their community's housing demands, but also the staff expertise to expand or diversify existing services.

Solution: DOLA works with the Department of Human Services and special-needs providers to encourage partnerships between service providers and housing development agencies. These alliances are essential to increasing the supply of affordable, accessible housing for persons with special needs. DOLA works to improve agency capacity through technical assistance, workshops, training and monitoring. These efforts encourage retention of existing housing and new production of housing units

and the creation and expansion of projects and programs that meet community needs.

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

The Division of Housing takes the following actions and collaborates with the following organizations to enhance coordination between public and private housing and social service agencies:

- Established a “Housing Initiatives” program to coordinate and collaborate with multiple agencies across additional program areas, including Veterans’ Housing, Renewable Energy, and other areas of interest.
- Second Chance Housing and Prisoner Reentry Program (C-SCHARP) Task Force
- Intradepartmental CDBG Coordinating Group. DOLA created a cross-divisional work group to coordinate and integrate its use of CDBG funds.
- The Interagency Housing Pipeline which includes development staff from DOH, the Colorado Housing and Finance Authority (CHFA), the USDA Rural Development, US Department of Housing and Urban Development (HUD), and several Community Development Financial Institutions (CDFIs).
- Colorado and Community Interagency Council on Homelessness, a State coordinating organization appointed by the Governor to develop a strategic plan to end homelessness.
- Participates in Colorado’s three Continua of Care (CoC): Metropolitan Denver Homeless Initiative; Homeward Pikes Peak and the Balance of State.
- Housing Colorado, Inc., a 501(c)(3) membership organization that facilitates workshops, meetings and educational opportunities, as well as an annual conference for housing organizations and industry professionals.
- Colorado Chapter, National Association of Housing Redevelopment Organizations (NAHRO), a state trade association for housing authorities and redevelopment agencies.
- Colorado Foreclosure Task Force, a public-private task force in which the Division of Housing participates as an active member.
- Supportive Housing Program, a statewide housing authority whose oversight transferred to the Division of Housing as of July 1, 2011. DOH has established and will maintain Housing Advisory Housing Board.
- Examines linkages between HOME, CDBG and the HUD Section 8 Housing Choice Voucher Program. The purpose of the examination is to increase the supply of affordable housing for persons of limited income.
- DOH's OHI will focus on homeless issues.
- Office of Homeless Youth Services, a program within the Division of Housing, will meet on a regular basis with statewide agencies to establish goals, objectives and to seek funding.

Discussion:

Actions Planned to Affirmatively Further Fair Housing: DOH will continue to take opportunities to educate housing providers across the state on fair housing whenever possible. DOH will

propose sessions at both the National Association of Housing and Redevelopment Officials Conference and also with Housing Colorado Annual Conference. In addition, the Division has contracted with the Denver Metro Fair Housing Center to test for housing discrimination in the Disaster Recovery area and for discrimination against people with disabilities and people with children in the Denver Metro Area.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.320(k)(1,2,3)

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.320(k)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	200,000
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.320(k)(2)

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

HOME funding is not being used for any form of investment other than those identified in Section

92.205.

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

The State reviews applications for homeownership projects and programs to determine whether resale or recapture restrictions are best suited to each proposal. Generally, recapture is preferred, unless the applicant can demonstrate that they will be able to assist homebuyers with meeting resale requirements during the HOME affordability period. The state does not allow subrecipients to choose, but instead the state will favor recapture unless there is an ongoing relationship (e.g. or land trust model). Agencies must ensure ongoing compliance by using either a “Recapture” or “Resale” model. DOH and the agency must agree on which model to use before the program begins, and that choice must be reflected in the contract between DOH and the agency. Neither option prevents clients from selling their home, although Resale does restrict the sales price. Only DPA and For-Sale loans (not Rehab) have to be protected for the affordability period by a recorded “enforceable instrument.” Programs using the Resale model must use a Beneficiary and Use Covenant. Programs using the Recapture model may use a Beneficiary and Use Covenant, or they may instead incorporate it into their loan documents – but only if the client is not allowed to fully pay off the loan before the affordability period expires. The agency must incorporate the following agreements into their loan agreements (Deed of Trust, Promissory Note or other documents):

- Key terms of the mortgage note
- Length of the affordability period
- Principle residency is required of the client throughout the affordability period. If a client fails to use the home as a principle residence, the remaining balance of their loan becomes due and payable.
- Loan payoff does not end the affordability period, but selling the home or losing it to foreclosure does end it, and releases any use covenant.
- DOH recommends that the agency seek legal advice about incorporating these provisions into their loan documents.

Subrecipient resale/recapture provisions are the same. Subrecipients are expected to demonstrate how they are able to assist homebuyers in meeting the resale requirements during the time DOH and the agency agree on which model will be used before the program begins and be reflected in the contract. Following the detailed requirements in the RLF guidelines and application will outline their ability to meet resale requirements as detailed in the resale guidelines below. DOH staff provides on-going technical assistance to agencies to maximize the use of the new grant and program income funds used in revolving loan fund programs. DOH will monitor all agencies for compliance with these policies, as well as federal requirements, at least bi-annually. This review will include an evaluation of the agency’s performance in meeting service provision goals, and compliance with local lending guidelines. Any changes to the resale/recapture requirements will

include an amendment to the Annual Action Plan.

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

Recapture the HOME Investment and Create another Affordable Unit: HOME funds subject to recapture include any development subsidy or direct assistance to the homebuyer that reduced the purchase price from fair market value to an affordable price, or any down payment or subordinate financing provided on behalf of the low income purchaser. • The property may be sold during the affordability period with full or partial repayment of the HOME assistance. Recaptured funds must be used for more HOME-eligible activities. • Full Recapture, subject to net proceeds – the agency (or subgrantee) will recapture 100% of the funds if the client sells their home before the end of the affordability period, unless the client can demonstrate that the sale was an arms-length transaction and that net proceeds are not adequate to pay off 100% of the loan. • Net proceeds = Sales price – Senior debt repayment – Closing costs. Any excess net proceeds, after repayment of the DPA loan to the agency, may be kept by the client, unless their loan is structured with an equity ratio instead of an amortizing interest rate (for Shared Equity Programs).

Resale of the Existing Property to another Low-income Buyer: • The subsequent purchaser must be a low-income family (80% or less of area median income) that will use the property as its principal residence. • The sale of the property to the new low-income family must be at a price that allows for "fair return on investment, including any improvements" to the seller (the former homebuyer). • The former homebuyer's investment is defined as their down payment plus the value of any improvements they made to the house. For example, the homebuyer made a \$1,000 down payment to purchase an existing home. They also invested in a new kitchen that added \$5,000 to the value of the home. Their investment equals \$6,000. "Fair return" is defined as the percentage change in the value of the home, based on the percentage change in median home prices and documented by appraisals from the former homebuyer's purchase and the subsequent (new) homebuyer's purchase. • For example, the median sales price for the home's unit type (single family vs. condo; existing vs. new construction) and market area, according to the local Multiple Listing Service, was \$200,000 when the homebuyer purchased it. When they decide to sell, the same measure of median sales price indicates an increase of 2.5% to \$205,000. The seller must be allowed to sell the home for enough to recoup both their original investment (\$6,000) and a 2.5% fair return on that investment ($\$6,000 \times 2.5\% = \150), a total of \$6,150. • NOTE: if median sales prices actually decline between sales, the seller may not receive a return on their investment. AND ALSO, • The property must be sold at a price that is affordable to a household at 75% to 80% of area median income that will pay not more than 30% of their income for principal and interest. • If the affordable sales price is not enough to allow the seller to realize a fair return on their investment, the State may provide HOME funding to help a qualified buyer afford a sales price that does ensure a fair return. The new HOME funding would be provided through an existing State subgrantee.

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

The Division of Housing may use HOME funds to refinance existing debt on an eligible single-family, owner-occupied property when it uses HOME funds to rehabilitate the unit, if the refinancing will reduce overall housing costs for the owner and make the housing more affordable. The Division may also use HOME funds to refinance existing debt on multifamily rehabilitation, or new construction projects if refinancing is necessary for continued long-term affordability and is consistent with State-established guidelines. To qualify, the proposed project must meet one of the following criteria: • Rehabilitation is the primary eligible activity. This means that the amount of HOME funds for rehabilitation must equal or exceed the amount of HOME funds used to refinance existing debt on the property. The minimum ratio of rehabilitation costs to refinancing costs must be 1 to 1, or a minimum rehabilitation cost of \$5,000 per unit; or • A review of management practices should demonstrate that disinvestment in the property has not occurred, that the long-term needs of the project can be met, and that it is feasible to serve the targeted population over the proposed affordability period; or • The application must state whether the new investment is being made to maintain current affordable units, create additional affordable units, or both; or • The required period of affordability will be a minimum of 30 years; or • The State will accept applications for refinancing statewide; and, or • The State will not use HOME funds to refinance multifamily loans made or insured by any Federal program, including CDBG, unless additional affordable units will be income-restricted to low-income households or the affordability period is extended.

Emergency Solutions Grant (ESG) Reference 91.320(k)(3)

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

Please see attached ESG Standards and ESG Policies and Procedures.

Per language of 576.301(d)(1) and (2) the intent of the “geographical area” is intended to mean that the funds would first go to the Adams County jurisdiction without the entitlement areas (Thornton and Westminster). If DOH has any remaining funds from the first go round, then the funds could be advertised to Adams County including Thornton and Westminster and then if you have funds remaining after that then it could go to the State geographical area.

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

Each of the three Continua of Care is at a different stage in the development of its coordinated

assessment system, but each is working towards the development and implementation of a centralized system. The most robust and established system falls under the Denver Metro area Continuum of Care. That system currently serves chronically homeless individuals, veterans and youth, matching them to permanent supportive housing resources. In the coming year, the continuum aims to incorporate homeless families and rapid rehousing resources as well. The El Paso County Continuum of Care system serves veterans, but aims to incorporate chronically homeless individuals in the coming year. The Balance of State Continuum of Care has begun piloting coordinated entry through two pilot programs in at least six communities. The Balance of State is receiving technical assistance from HUD and the DOH. DOH is intricately involved in the strategy, planning and implementation of each continuum's efforts.

The El Paso County Continuum of Care system serves veterans, but aims to incorporate chronically homeless individuals in the coming year. The Balance of State Continuum of Care has begun piloting coordinated entry through two pilot programs in at least six communities. The Balance of State is receiving technical assistance from HUD and the DOH. DOH is intricately involved in the strategy, planning and implementation of each continuum's efforts.

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

ESG Housing Assistance applications will be submitted to the Division of Housing whose internal staff will screen applications for threshold criteria and forward eligible applications to a scoring committee. The Program Manager will present funding recommendations to the Division Director, DOLA's Executive Director. DOLA's Executive Director will make the final funding decision.

THRESHOLD CRITERIA

- 501(c)(3) status or unit of general local government
 - Compliance with HMIS Participation
 - Dollar for dollar match requirement
 - Ability to meet certification of insurance requirement
- #### SCORING CRITERIA
- Years of experience in serving special needs population
 - Staff capacity and track record for serving special needs population
 - Staff capacity and track record
 - Identify and document NEED for shelter and/or services
 - Financial capacity
 - Policies and procedures for assessing client needs
 - Ability to conduct income determinations
 - Ability to comply with grant requirements

SCORING CRITERIA • Years of experience in serving special needs population • Staff capacity and track record for serving special needs population • Staff capacity and track record • Identify and document NEED for shelter and/or services • Financial capacity • Policies and procedures for assessing client needs • Ability to conduct income determinations

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The ESG application scoring committee includes a homeless or formerly homeless individual among its seven members.

5. Describe performance standards for evaluating ESG.

Currently, the Division of Housing is relying on quarterly esnaps reports that capture unduplicated numbers of persons or households served as well as onsite monitoring performed by DOH staff members. In partnership with the Continuum of Care, new written performance standards will be developed using the Consolidated plan, quarterly enaps report, Annual Action Plan and CAPER, as a guide to which performance standards will be recorded, tracked and produced in monthly or quarterly reports. General performance standards such as the unduplicated number of persons or households prevented from becoming homeless and the unduplicated number of persons or households assisted from emergency shelters/streets into permanent housing will be reported.

Housing Trust Fund (HTF)
Reference 24 CFR 91.320(k)(5)

1. How will the grantee distribute its HTF funds? Select all that apply:

☒ Applications submitted by eligible recipients

2. If distributing HTF funds through grants to subgrantees, describe the method for distributing HTF funds through grants to subgrantees and how those funds will be made available to state agencies and/or units of general local government. If not distributing funds through grants to subgrantees, enter "N/A".

N/A

3. If distributing HTF funds by selecting applications submitted by eligible recipients,

a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2). If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

Eligible Recipients are organizations, agencies, or other entities (including public housing agencies, for-profit entities, or nonprofit entities) that receive HTF assistance from the State as an owner or developer to carry out an HTF-assisted project. To be eligible for HTF assistance, a recipient must

(1) Make acceptable assurances to the State that it will comply with the requirements of the HTF program during the entire period that from the time the State selects the recipient to receive HTF funds until the conclusion of all HTF-funded

(2) Demonstrate its ability and financial capacity to undertake the eligible activity, comply with HTF regulations and State requirements, and manage the eligible activity;

(3) Demonstrate its familiarity with the requirements of other Federal, State, or local housing programs that may be used in conjunction with HTF funds to ensure compliance with all applicable requirements and regulations of such programs; and

(4) Have demonstrated experience and capacity to carry out an eligible HTF activity as evidenced by its ability to own, construct/rehabilitate, manage, and/or operate an affordable multifamily rental housing development.

b. Describe the grantee’s application requirements for eligible recipients to apply for HTF funds. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

See attached file regarding subsection 2.b.

c. Describe the selection criteria that the grantee will use to select applications submitted by eligible recipients. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

See attached file regarding subsection 2.c.

d. Describe the grantee’s required priority for funding based on geographic diversity (as defined by the grantee in the consolidated plan). If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

N/A

e. Describe the grantee's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

>Following submission of a complete application (as described in 3.b.), an applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner will be treated as threshold criteria.

f. Describe the grantee's required priority for funding based on the extent to which the rental project has Federal, State, or local project-based rental assistance so that rents are affordable to extremely low-income families. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Colorado's first priority for HTF funding is for projects that provide affordable, community-based supportive housing for people with disabilities or other special needs ("Supportive Housing"). This priority aligns with Colorado's Priority Need for "Housing and Assistance for the Homeless." To meet the criteria for this priority, Supportive Housing projects should include Federal, State, or local project-based rental assistance to ensure the rents for HTF-assisted units are affordable to extremely low-income families.

g. Describe the grantee's required priority for funding based on the financial feasibility of the project beyond the required 30-year period. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

All HTF units in rental housing projects are required to remain affordable as HTF units for a minimum of 30 years. Projects for which the underwriting supports financial feasibility beyond the minimum period, and for which the owner is willing to commit to a longer affordability period, are Colorado's fifth funding priority.

h. Describe the grantee's required priority for funding based on the merits of the application in meeting the priority housing needs of the grantee (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development

features, or housing that serves special needs populations). If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

As described in VI. 3.c. and f., Colorado's top priority for HTF funding is for projects that provide affordable, community-based supportive housing for people with disabilities or other special needs (“Supportive Housing”), and include project-based rental assistance. This priority aligns with Colorado’s Priority Need for “Housing and Assistance for the Homeless.”

i. Describe the grantee’s required priority for funding based on the extent to which the application makes use of non-federal funding sources. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

As its fourth funding priority, Colorado will consider non-federal leverage, or the extent to which each application includes non-federal funding sources and local resources and/or concessions. Those with greater local/non-federal commitment, when resources are available, will receive funding priority over applications with less non-federal leverage.

4. Does the grantee’s application require the applicant to include a description of the eligible activities to be conducted with HTF funds? If not distributing funds by selecting applications submitted by eligible recipients, select “N/A”.

Yes

5. Does the grantee’s application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements? If not distributing funds by selecting applications submitted by eligible recipients, select “N/A”.

Yes

6. Performance Goals and Benchmarks. The grantee has met the requirement to provide for performance goals and benchmarks against which the grantee will measure its progress, consistent with the grantee’s goals established under 24 CFR 91.315(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

Yes

7. Maximum Per-unit Development Subsidy Amount for Housing Assisted with HTF Funds.

Enter or attach the grantee's maximum per-unit development subsidy limits for housing assisted with HTF funds.

The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area.

If the grantee will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME's maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

>The 2019 maximum per-unit subsidies are as follows:>Max Subsidy 0 bedroom: \$147,074>Max Subsidy 1 bedroom: \$168,600>Max Subsidy 2 bedroom: \$205,018>Max Subsidy 3 bedroom: \$265,229>Max Subsidy 4 bedroom: \$291,137

Housing Trust Fund (HTF)

Reference 24 CFR 91.320(k)(5)

Section 2. b.

The Colorado Department of Local Affairs, Division of Housing (DOH) follows its traditional monthly application process to review proposals and award HTF funds to projects. Applications are accepted on or before the first working day of each month to begin that month's review cycle.

MINIMUM APPLICATION THRESHOLD: Applicants are expected to submit complete applications. The following are the minimum threshold requirements for a complete application. However, DOH may make exceptions to the minimum threshold criteria on a project-by-project basis, according to special circumstances and local conditions.

Demonstrate need by:

1. Third party market study
2. Local housing needs assessment and strategic plan
3. Local government supporting documentation substantiating the need and expressing support for the proposal

Administrative Capacity:

1. No unresolved financial audit findings
2. Compliance plan to ensure that Federal and State regulations and reporting requirements will be met, including but not limited to
 - a) Federal Labor and Construction Standards, including Davis Bacon Wages
 - b) Section 3 and MBE/WBE
 - c) Fair Housing and Civil Rights, including Section 504
 - d) Residential Antidisplacement and Relocation
 - e) State or Federal procurement requirements
 - f) Lead Based Paint and other environmental hazards
3. Property Management Experience
 - a) Property Management plan that ensures rent and affordability compliance
 - b) Tax Credit compliance
4. Applicant Monitoring Record
 - a) Monitoring finding resolution for on-site visits
 - b) Problems with periodic compliance reports are resolved
5. Applicant reporting and pay requests are timely and accurate
 - a) Applicant is current with all DOH required reporting
 - b) Pay requests must be timely, accurate, and current before processing a new grant or loan
6. Previous project experience not required although additional information will be required.

Completed Application

1. Legal notice published and public hearing requirements met
2. Documents signed
3. Required documents submitted
4. Complete project budget

Project Readiness to Proceed

1. Site control
2. Third party capital needs assessment completed within the past 12 months and covering a period of no fewer than 15 years for rehabilitation projects
3. Scope of work for rehabilitation projects
4. Confirmed local political support
5. Local financial support
6. Expected planning and zoning approval within 90 days of State Housing Board approval
7. Substantial amount of other funds committed including commitments of primary sources of funding. All other funds applied for or in the application process with the expectation of commitment within 90 days from the State Housing Board approval
8. Construction and/or acquisition start date
9. Construction cost estimate
10. Relocation and/or replacement housing required relocation plan and budget submitted

Energy Performance Standards

Project Affordability Period. Rental Housing. The DOH affordability term will run concurrently with the HUD required term of affordability.

1. The minimum affordability term for new construction is 30 years
2. The minimum affordability term for acquisition with or without rehabilitation is 30 years
3. The affordability term may be reduced or extended to align with the project's permanent funding at the discretion of DOH, but must comply with minimum federal affordability term requirements

MANAGEMENT CAPACITY. DOH evaluates each applicant's capacity to fulfill the objectives of the project.

Section 2.c.

Colorado will distribute HTF funds by selecting applications submitted by eligible recipients. 100 percent of the HTF funds will benefit extremely-low income households.

Following submission of a complete application (as described in 3.b.), an applicant's ability to obligate HTF funds, undertake eligible activities in a timely manner, and own/manage/operate an HTF-assisted property in compliance with HUD regulations will be treated as threshold criteria. Another threshold criterion for Colorado's HTF funding will be the creation or preservation of permanent rental housing (transitional housing and shelters are not eligible). Applications that fail to meet all of Colorado's threshold criteria (HTF threshold criteria and application threshold criteria) will not be considered for HTF funding.

The Colorado Department of Local Affairs, Division of Housing (DOH) follows its traditional monthly application process to review proposals and award HTF funds to projects. Applications are accepted on or before the first working day of each month to begin that month's review cycle.

Three (3) separate DOH staff reviews are completed prior to the presentation of an application to the State Housing Board for a funding recommendation to the Colorado Department of Local Affairs' Executive Director.

The first and second funding priorities will be given to applications that meet the State's priority housing needs by:

- 1) Providing affordable, community-based supportive housing for people with disabilities or other special needs ("Supportive Housing"). This Supportive Housing priority aligns with Colorado's Priority Need for "Housing and Assistance for the Homeless." Supportive Housing projects should include Federal, State, or local project-based rental assistance to ensure the rents for HTF-assisted units are affordable to extremely low-income families.
- 2) Including 30% AMI units in mixed-income developments that would be infeasible at 30% AMI rents but for HTF funding. This 30% AMI units in mixed-income developments priority aligns with Colorado's Priority Needs for "Additional Affordable Housing" and "Acquire and Preserve Affordable Housing Stock."

Additionally, applications that meet Colorado's threshold requirements will be receive priority for HTF funding as described in the following sections VI.3.d. through VI.3.i.

d. Describe the grantee's required priority for funding based on geographic diversity (as defined by the grantee in the consolidated plan). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Applications that contribute to Geographic Diversity (IDIS Con Plan and Action Plan SP-10) will be Colorado's third priority for HTF funding. Under this criterion, priority will be given to applications for projects that Affirmatively Further Fair Housing and/or are located in rural areas.

8. Rehabilitation Standards. The grantee must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The grantee's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The grantee must attach its rehabilitation standards below.

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

See attached file regarding rental rehab standards.



COLORADO

Department of Local Affairs

Division of Housing

Multi-family Housing Rehabilitation Standards

Effective July 2017

Colorado Department of Local Affairs
Division of Housing
1313 Sherman Street, Room 500
Denver, Colorado 80203
(303) 864-7810
<http://dola.colorado.gov/doh>

Alison George, Director

Multi-Family Housing Rehabilitation Standards

Description:

The Division of Housing (DOH) has created these Multi Family Housing Rehabilitation Standards (Rehab Standards) to uniformly provide for safe, decent, durable, high-performing and affordable housing. They apply to multi-family properties rehabilitated with the use of DOH funding. Further, these standards are written to comply with the requirements of the HOME Investment Partnership Program (HOME) and the National Housing Trust Fund (HTF) and address the following:

- Capital Needs Assessment (found on page 3 in Establishing Scope of Work Priorities)
- Accessibility (found on Page 4 in Applicable Laws and Regulations)
- Disaster mitigation (found on Page 5 in Applicable Laws and Regulations)
- State and local codes (found on Page 5 in Applicable Laws and Regulations)
- Uniform Physical Condition Standards (found on Page 5 in Applicable Laws and Regulations)
- Health and safety (Section 1)
- Lead-based paint (Section 1)
- Major systems (Section 2 thru 11)

These standards are designed to be used with multi-family properties with five or more units. The Single-family Housing Rehabilitation Standards apply to one- to four- unit dwellings of three stories or less.

These standards describe the minimum requirements in a variety of ways including:

- These standards are designed to exceed the Uniform Physical Condition Standards (UPCS) and ensure upon completion, the assisted project and units will be decent, safe, sanitary and in good repair as described in 24 CFR 5.703. Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation identifies, at a minimum, those items that must be inspected along with the observable deficiency and the type and degree of deficiency that must be addressed. Any deficiency found to exist from Appendix A must be addressed, even if a specific standard for that item is not included in this document. In the event that a specific standard is not included for an observed deficiency, the repair shall be completed in a thorough and workmanlike manner in accordance with industry practice.
- Minimum requirements for the materials and methods used. **All construction materials and methods shall be in compliance with locally adopted building codes.** If there are no local codes, then they shall comply with State Code (the National Electrical Code (NEC), 2014 Edition, as may be amended by the Colorado Electrical Board, the International Plumbing Code (IPC) 2015 and the International Fire/Gas Code (IFGC) as amended in the Colorado Plumbing Code, and the International Existing Building Code of the ICC (IEBC)).

Note: At the time of publication and adoption of these standards, the adopted codes

referenced are believed to be those in force. As standards and codes change and are put into effect by the governing authorities having jurisdiction, the new standards and codes will apply in lieu of those referenced.

- The requirements of regulatory agencies such as the local government's Building, Housing and Zoning Codes; the Environmental Protection Agency (EPA); federal, state and local Historic Preservation requirements. **These Rehabilitation Standards are not meant to substitute for a thorough understanding of all of the codes and regulations that may apply to your projects.**
- The requirements of funders such as HUD (CDBG, HOME, NSP, HTF, CDBG-DR) or local governments, including the Environmental Review process.

In order to access further and more detailed information, hyperlinks to useful web sites are included in this document. They can serve as a valuable resource.

Establishing Scope of Work Priorities:

For all Rehabilitation Projects, health and safety standards represent the highest priority work to be completed first, especially if they are life threatening. Any and all life threatening health and safety deficiencies shall be corrected in every rehabilitation project, regardless of funding source **and must be addressed immediately if the housing is occupied.** Appendix A identifies life-threatening deficiencies in (****bold italic***) for the property site, building exterior, building systems, common areas, and units.

Another top priority for the scope of work is the remaining useful life of all major building systems, which shall be estimated through a Capital Needs Assessment (CNA) or other means and must cover the period of affordability. Federal funding requirements dictate that if a multifamily housing project consists of 26 units or more, a (CNA) shall be performed to determine the remaining useful life of major systems, and the Division of Housing (DOH) may require a (CNA) regardless of project size. Those systems that are found to be at or near the end of their useful life shall be repaired or replaced as part of the rehabilitation of the project. A replacement reserve shall be established and monthly payments made to the reserve account in an amount adequate to repair or replace systems as needed through the entire period of affordability. Major systems include the structure, roof, cladding, weatherproofing (windows, doors, siding, gutters, etc.), plumbing, electrical, heating, ventilation, and air conditioning, and are identified by the symbol "**[MAJOR SYSTEM]**".

The next priority for inclusion in the scope of work is any violation of locally adopted building code, housing code, zoning ordinance, and/or disaster mitigation standards. It is important for Grantees and their Contractors/Subcontractors to be knowledgeable about their local codes, and to communicate freely with local code officials if their code requirements are unclear. If there are no locally adopted building codes, then State Code (the National Electrical Code (NEC), 2014 Edition, as may be amended by the Colorado Electrical Board, the International Plumbing Code (IPC) 2015 and the International Fire/Gas Code (IFGC) as amended in the

Colorado Plumbing Code, and the International Existing Building Code of the ICC (IEBC)).

Most building codes, including the International Existing Building Code of the ICC (IEBC), allow for building components that were constructed in compliance with the building code that was in effect at the time, and that do not pose a health or safety threat, to remain as is. Generally, they do not need to be improved to meet current code unless they are a threat to health or safety. The same applies to these Rehab Standards – if a building component is not a threat to health or safety, and if it complies with the building code that was in effect when it was built, then the component does not need to be brought into compliance with these standards.

Grantees may choose to implement “Green Standards,” identified by this symbol - **[GREEN STANDARD]**, unless they are found under health and safety, in which case they shall be corrected to the GREEN STANDARD. These standards accomplish one or more of the following:

- Conserve water
- Conserve energy
- Provide residents with a healthier living environment
- Reduce impact on the natural environment
- Create a more sustainable product lifetime

In areas where the **[GREEN STANDARD]** is optional and a Grantee chooses not to implement the GREEN STANDARD, the repair or replacement shall be completed according to applicable codes and in accordance with industry standards.

Source Documents:

The standards in this document were adapted from a template used by Livable Housing, Inc., a consulting and training firm, and were based on a number of similar documents used in various housing rehabilitation programs. The standards with the label **[GREEN STANDARD]** were added with the assistance of Enterprise Community Partners and intended to be used for including green rehabilitation improvements that follow accepted national green building standards such as LEED and the Green Communities Criteria.

Applicable Laws and Regulations

These Rehabilitation Standards are not meant to substitute for a thorough understanding of all of the regulations that may apply to your projects.

The following statutory and regulatory requirements are applicable to projects funded with federal funds:

- HUD – HOME, HTF or CDBG regulations (depending on the funding source used)
- Broadband infrastructure as defined in 24 CFR 5.100 for substantial rehabilitation of a building with more than 4 rental units, the rehabilitation must provide for installation of broadband infrastructure, as this term is also defined in 24 CFR 5.100. This requirement

may be waived if DOLA makes a written determination that such installation is not required in accordance with the requirements at 24 CFR 570.482(c)(5) (CDBG), 24 CFR 92.251(b)(1)(x) (HOME), or 24 CFR 93.301(b)(1)(x) (HTF).

- Accessibility Requirements in 24 CFR part 8, which implements Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131 – 12189) Implemented at 28 CFR parts 35 and 36, as applicable. Covered multifamily dwellings, as defined at 24 CFR 100.201 shall also meet the construction requirements at 24 CFR 100.205.
- NEPA Environmental Review
- Local Code: Current locally adopted Building, Housing and Zoning Codes, including any local Disaster Mitigation Standards.
- If no local Building Code: State Code (the National Electrical Code (NEC), 2014 Edition, as may be amended by the Colorado Electrical Board, the International Plumbing Code (IPC) 2015 and the International Fire/Gas Code (IFGC) as amended in the Colorado Plumbing Code, and the International Existing Building Code of the ICC (IEBC)).
- Federal Code: For programs funded with HOME or HTF funds after January 24, 2014, HUD will adapt the Uniform Physical Condition Standards (UPCS) inspection protocol for housing rehabilitation.
- Environmental Protection Agency (EPA) regulations including the RRP regulations for Lead Based Paint
- EPA regulations for the Resource Conservation and Recovery Act (RCRA), dealing with hazardous materials.
- If the building is over 50 years old, then the Colorado State Historic Preservation Office (SHPO) requirements as well as any federal or local Historic Preservation requirements.
- Life Safety Code – NFPA 101 as published by the National Fire Protection Association.

The following are additional guidelines and codes that may apply:

- Energy: A locally adopted energy code, 2009 (or newer) International Energy Conservation Code (IECC).
- Accessibility: ANSI standards for accessibility by disabled residents
- HAZMAT: HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing

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Appendix A: Uniform Physical Condition Standards for Multifamily Housing

1) Health and Safety

[GREEN STANDARD] is mandatory in this section

Contaminants [GREEN STANDARD]	
Repair Standard	
N/A	
Replacement Standard	
<p>All materials installed shall meet the following standards to minimize the presence of Volatile Organic Compounds (VOC) and Formaldehyde:</p> <ul style="list-style-type: none"> • All paints and primers should meet the most recent Green Seal G-11 Environmental Standard. http://www.greenseal.org/Home.aspx • All particleboard components shall meet ANSI A208.1 for formaldehyde emission limits, or all exposed particleboard edges shall be sealed with a low-VOC sealant or have a factory-applied, low-VOC sealant prior to installation. All MDF edges shall meet ANSI A208.2 for formaldehyde emission limits, or all exposed MDF edges shall be sealed with a low-VOC sealant or have a factory-applied, low-VOC sealant prior to installation. 	

Lead-Based Paint (LBP) [GREEN STANDARD]	
Repair Standard ("Interim Controls")	
<p>For all housing units constructed prior to 1978, they must meet the lead-based paint requirements at 24 CFR part 35 and must follow HUD LBP Guidelines including testing for LBP and Lead-safe work practices. Only EPA-certified Renovation, Repair and Painting (RRP) contractors may perform the work. See: http://www.hud.gov/offices/lead/lbp/hudguidelines/</p> <p>All interim controls shall be performed as follows and by properly trained workers:</p> <ul style="list-style-type: none"> • When any LBP-coated surfaces are disturbed, the work area shall be sealed and tenants of occupied buildings shall be adequately protected from LBP hazards. • Occupants may be temporarily relocated as required by the regulations. • All surfaces coated with LBP shall be properly maintained over the life of the program covenants. • Tenants living in buildings constructed prior to 1978 that are not certified as being "lead free" shall be provided with the "Protect Your Family from Lead in Your Home" pamphlet, the location and condition of known LBP, and advance written notice prior to any lead-hazard reduction activity. 	
Replacement Standard ("Abatement")	
<p>When Interim Control is impractical, the most affordable solution for abatement of the component shall be chosen. For example, walls containing LBP may be covered with drywall or</p>	

guttered and replaced with drywall. Trim and other wood or metal components containing LBP may be removed and replaced with similar materials.

Any work must meet the lead-based paint requirement at 24 CFR par 35 and must follow HUD LBP Guidelines including Lead-safe work practices, and only use EPA-certified abatement contractors to perform the work. See: <http://www.hud.gov/offices/lead/lbp/hudguidelines/>

Asbestos [GREEN STANDARD]

Repair Standard

Asbestos can be found in these and many other common building materials: Ceiling textures, vinyl floor coverings and mastic, boiler and pipe insulation, heating and cooling duct insulation, ceiling tile, roofing products, clapboard shingles, etc. An asbestos inspection by a certified asbestos building inspector is required in Colorado if the trigger level of suspect materials to be disturbed is exceeded. An exemption is possible only if it can be shown that the building was constructed after October 12, 1988 **and** either no asbestos containing material (ACM) was specified in any construction document for the building OR no ACMs were used in the building.

For more information and repair requirements, see the Colorado Dept. of Public Health and Environment's Asbestos website at: <http://www.colorado.gov/cs/Satellite/CDPHE-AP/CBON/1251594599613>

Replacement Standard

Abatement of friable asbestos-containing materials in Colorado shall be performed by a General Abatement Contractor, certified by the Colorado Dept. of Public Health and Environment's Air Pollution Control Division.

For more information and abatement requirements, see the Colorado Dept. of Public Health and Environment's Asbestos website at: <http://www.colorado.gov/cs/Satellite/CDPHE-AP/CBON/1251594599613>

Radon [GREEN STANDARD]

Repair Standard

All residential buildings shall be subject to a "Short Term" Radon Test. If the result is a reading of 4 pCi/L or higher, then perform a follow-up "Short Term" test and average the results. If the average is above 4 pCi/L, remediation shall be required.

Radon test kits may be purchased from your local home improvement store. Be sure the kit says "certified by the [National Radon Proficiency Program](#)." Individuals can also get coupons for mail-order test kits on the Colorado Dept. of Public Health and Environment's website: <http://www.colorado.gov/cs/Satellite/CDPHE-HM/CBON/1251617274212>

Replacement Standard

If, as a result of the testing above, there is a presence of Radon at or above the 4 pCi/L level, remediation shall be undertaken per the EPA guidance in their Consumer's Guide to Radon Reduction: <http://www.epa.gov/radon/pubs/consguid.html>.

If the home's water comes from a private well, the water should also be tested. Water testing is available from the [Colorado Department of Public Health and Environment's Laboratory Services Division](#).

Mold [GREEN STANDARD]

Repair Standard

Any presence of mold is unacceptable and shall be addressed per the National Center for Healthy Housing protocol "Creating a Healthy Home." Once the source of the mold causing moisture has been identified and repaired, All carpeting, drywall or other gypsum-based wall coverings or any other non-structural components with mold present shall be removed and replaced.

Replacement Standard

U.S. Environmental Protection Agency (EPA) and the U.S. Centers for Disease Control and Prevention (CDC) recommend that trained mold remediation professionals do the mold clean up if mold growth covers more than 100 square feet, or a 10 foot by 10 foot area.

All carpeting, drywall or other gypsum-based wall coverings or any other non-structural components with mold present shall be removed and replaced. The National Center for Healthy Housing protocol "Creating a Healthy Home" shall be followed for remediation of structural components:

http://www.nchh.org/Portals/0/Contents/FloodCleanupGuide_screen_.pdf

Fire Safety - Egress	
Repair Standard	
N/A	
Replacement Standard	
Egress windows are required in all new sleeping and living areas unless other secondary means of escape requirements are met, in accordance with local building codes or the IEBC. No bedrooms shall be created in attics or basements unless Life Safety Code (NFPA 101) egress requirements are met.	

Fire and CO Alarms [GREEN STANDARD]	
Repair Standard	
Existing fire and smoke, carbon monoxide and security systems that meet current local code (or the IEBC) and Colorado State Statute, shall be repaired to operating condition. If hard wiring of smoke detectors is not feasible, then detectors with 10 year lithium batteries may be used.	
Replacement Standard	
Smoke and carbon monoxide detectors shall be installed to meet current local code (or the IEBC) and in accordance with Colorado Statute. If hard wiring of smoke detectors is not feasible, then detectors with 10 year lithium batteries may be used.	

2) Site

Drainage [GREEN STANDARD]	
Repair Standard	
All grading or impervious surfaces adjacent to the building and for a distance of at least 10 feet away from the building shall slope away from the structure at a pitch of at least 1 inch per foot. Sidewalks used for access cannot have a cross slope more than ¼" per foot. Holes or depressions of more than six inches (6") in diameter should be filled to correct drainage problems and remove safety hazards. All bare earth within three feet of the foundation shall be planted with low-water landscaping. Bare earth more than three feet from the foundation may be reseeded with grass or planted with low-water landscaping. For more information, see Denver Water's website at: http://www.denverwater.org/Conservation/Xeriscape/	
Replacement Standard	N/A
N/A	

Outbuildings	
Repair Standard	
Unsafe and blighted structures, including outbuildings, may be removed if it is not financially feasible to complete the repairs required to make them structurally sound, leak-free, with any health or safety hazards stabilized. Detached garages should have operable and lockable doors and windows.	
Replacement Standard	N/A
DOH rehabilitation funds may not be used to replace outbuildings.	

Fencing and Gates	
Repair Standard	
Existing fences shall be in good repair. Holes, broken pickets, torn chain-link fabric, missing top-rails, defective posts or supports, broken or missing masonry units, peeling paint, wobbly gate posts, gates which don't open and close properly, etc. shall be repaired.	
Replacement Standard	
DOH rehabilitation funds may not be used to replace fencing.	

Paving And Walks	
Repair Standard	
Sidewalks, driveways, and concrete or asphalt paved pads or parking areas shall be free of trip hazards. Any such surfaces that are excessively cracked, crumbling, irregular, or uneven shall be repaired or replaced. All existing driveways and automobile parking areas which are deteriorated or consist of materials unable to support vehicle traffic shall be removed, improved, or replaced.	
Replacement Standard	
Un-repairable essential walks and driveways shall be replaced with permeable paving, if financially feasible [GREEN STANDARD] , or with concrete per local codes (or IEBC). All concrete in public right of way areas shall conform to the local permitting jurisdiction's Building and Planning Department's requirements. Walkways and areas subject to pedestrian traffic shall be finished in such manner as to minimize slip hazards when wet.	

Trees and Shrubbery	
Repair Standard	
Trees that are dead, dying, or hazardous may be removed or trimmed, if that removes the hazard. Trees that could damage the structural integrity of an adjoining building above or below the foundation shall be removed. Removal shall include cutting close to the ground, and should also include grinding of the stump to 12 inches below the finished grade, installation of topsoil and re-seeding.	
Replacement Standard [GREEN STANDARD]	
Replacement trees and shrubs are permitted if economically feasible and shall be selected from the State Extension Service list of local, drought-resistant and non-invasive plant materials. In placement of trees, attention should be paid to shading the building to reduce air conditioning costs. Also, trees should be located a sufficient distance from foundations, sidewalls, walkways, driveways, patios and sidewalks in order to avoid future damage from root growth, branches brushing against the structure, and fire. Setbacks from structures should typically exceed half of the canopy diameter of a full-grown example of the species.	

Lawn [GREEN STANDARD]	
Repair Standard	
Bare section of lawn may be reseeded with drought-resistant grasses or plantings. For more information, see Denver Water's website at: http://www.denverwater.org/Conservation/Xeriscape/	
Replacement Standard	
Over-seeding is permitted with drought-resistant varieties. If lawn grasses do not exist at property, drought-resistant sod can be used for renovation if existing vegetation is removed and the underlying soil is tilled or core cultivated (aerified).	

3) Building Exterior

NOTE: Any exterior work on a building that is historic shall follow the Colorado State Historic Preservation Office guidelines and any applicable local or federal regulations on historic properties.

Exterior Cladding [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
Siding and trim shall be intact and weather tight and shall not permit the entry of water, snow, wind, or rodents into the interior. They shall be free of holes and broken or rotted finish materials and shall be capable of being kept in a clean and sanitary condition. All painted exterior components shall have a minimum of one continuous coat of paint, and no exterior painted surface shall have any deteriorated paint. Buildings designated as historic shall have existing siding repaired to blend with existing and shall be spot-primed and top-coated in a lead-safe manner.	
Replacement Standard	
Buildings may have siding replaced with wood, vinyl or cementitious siding to match the existing configuration. New wood components shall be FSC certified: http://www.fsc.org/ . All new surfaces that will receive paint shall be primed prior to painting.	

Exterior Porches	
Repair Standard	
Deteriorated concrete porches shall be repaired when possible. Unsafe wood porch components shall be repaired when possible. Porch repairs shall be structurally sound, with smooth and even decking surfaces. Deteriorated wood structural components shall be replaced with preservative-treated wood.	
Replacement Standard	
Decks and railings on porches shall be replaced in accordance with local codes (or IEBC). Replaced wood structural components shall be preservative-treated. New porches on historic buildings shall be historically sensitive.	

Exterior/Interior Railings	
Repair Standard	Existing handrails and railings shall be structurally sound and meet local codes (or IEBC). Guard rails are required on any accessible area, including stairs, with a walking surface over 30" above the adjacent ground level. Structurally sound railings may be repaired if it is possible to maintain the existing style. On historic structures, railing repairs shall be historically sensitive.
Replacement Standard	Handrails shall be present on one side of all interior and exterior steps or stairways with more than two risers and around steps, porches or platforms over 30" above the adjacent ground level, and shall meet local codes (or IEBC). On historic structures new exterior railings shall be historically sensitive.

Exterior Decks and Exterior/Interior Steps	
Repair Standard	Steps, stairways, and porch decks shall be structurally sound, reasonably level, with smooth and even surfaces. Repairs shall match existing materials.
Replacement Standard	Decks and steps shall be constructed to meet local codes (or IEBC). Replaced wood structural components shall be preservative-treated. On historic structures new wood decking shall be structurally sound and historically sensitive.

4) Foundations and Structure

Firewalls [MAJOR SYSTEM]	
Repair Standard	Firewalls (between separate dwelling units and between dwelling units and attached garages) shall be maintained without cracks and plaster deterioration and covered with 5/8" type X gypsum, glued and screwed to structure.
Replacement Standard	When frame walls and floors adjoining other dwellings or attached garages are gutted, new wall finish installations shall conform to local codes (or IEBC) for fire ratings.

Foundations [MAJOR SYSTEM]	
Repair Standard	
Foundations shall be repaired to be sound, reasonably level, free from movement, and prevent the entrance of water or moisture. Cracks in foundation walls shall be effectively sealed and loose or defective mortar joints shall be replaced. All foundations that show evidence of leakage from the outside require appropriate and effective waterproofing. All earth-to-wood contact shall be eliminated.	
Replacement Standard	
Foundation replacements shall be completed to meet local codes (or IEBC).	

Structural Walls [MAJOR SYSTEM]	
Repair Standard	
Structural framing and masonry shall be free from visible deterioration, rot, or serious termite damage, and be adequately sized for current loads. Prior to rehab, all sagging rafters shall be visually inspected, and significant structural damage and its cause shall be corrected.	
Replacement Standard	
New structural walls shall be constructed to meet local codes or (IEBC). All exterior walls that are part of the building envelope (the air barrier and thermal barrier separating the conditioned space from the non-conditioned space) shall be insulated to meet local codes (or IEBC).	

5) Windows and Doors

Interior Doors	
Repair Standard	
Interior door, frames, jambs and casings shall be in good condition and free of excessive scratches, gouges, chipping, peeling, or other unsightly damage or wear and in good working order. Doors shall be free of holes, delaminating skins, broken stiles or rails. Gaps should be sufficient to prevent rubbing but no larger than ¼". Baths and occupied bedrooms shall have operating doors and lock sets.	
Replacement Standard	
Hollow-core, pressed-wood product consistent with the style of existing doors including latch-sets. Baths and occupied bedrooms shall have lock sets.	

Exterior Doors [MAJOR SYSTEM]	
Repair Standard	Exterior door, frames, jambs and trim shall be in good condition and free of excessive scratches, gouges, chipping, peeling, or other unsightly damage or wear and in good working order. Doors shall be free of holes, delaminating skins, broken stiles or rails. Exterior doors shall be solid, weather-stripped to be air tight and shall operate smoothly. They shall include a peep sight, an entrance lock set and a deadbolt that is operable from the interior side without the use of a key, tool or special knowledge. Security or screen doors shall be in good working condition, including any latches and locks, and no broken glass and ripped or torn screens should be present.
Replacement Standard	Replacement doors at the front of historic buildings shall be historically sensitive. Steel, insulated doors may be installed at entrances not visible from the front street and on the front of the property for buildings that are not historic. Dead bolt locks that are operable from the interior side without the use of a key, tool or special knowledge shall be installed on all exterior doors and keyed to match the entrance lock set. All new doors shall be weather-stripped to be air tight. Security or Screen doors may be replaced if repairs are not feasible.

Windows [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	Other than fixed windows, all windows shall be capable of being easily opened and closed, remain in an open position when placed there by window hardware, not sticks or other such items. Windows shall lock when closed and the open section shall be covered with a screen. Glass shall be free of open holes or cracks and secured with an adequate amount of putty. Windows shall be weather-stripped to be air tight when closed.
Replacement Standard	Windows that are not repairable shall be replaced. New windows shall meet all requirements of current local building codes or (IEBC) and shall meet the ENERGY STAR standard for this geographic region. For more information: http://www.energystar.gov/index.cfm?c=windows_doors.pr_anat_window Windows on key façades of historically sensitive properties shall be wood of the style original to the building. New windows on other properties may be vinyl and double-glazed.

Basement Windows and Ventilation [MAJOR SYSTEM]	
Repair Standard	
If feasible, two basement windows on opposite sides of the building should be operable for ventilation, in good working order, and lockable.	
Replacement Standard	
Basement windows may be replaced with glass block, so long as a minimum of two glass block windows on opposite sides of the building have operable and lockable center vents. If the basement is used as a sleeping or living area, please refer to Section 1 for Fire Safety – Egress requirements.	

6) Roofing

Flat and Low-Slope Roofing [MAJOR SYSTEM]	
Repair Standard	
Built-up roofing that is leak-free may be repaired so that the roof is free of peeling, shipping, sloughing, fissures, cracks, lifting seams, excessive bubbles or excessive alligatoring in coatings or asphalt flood coats. Roof coatings shall be in good condition and consist of compatible materials. Gravel roofs shall have gravel present in sufficient quantity and proper distribution. Flashing and accessories shall be repaired and properly sealed. Asphalt shingles or cold-application rolled roofing shall be replaced if the roof slope is less than 2:12.	
Replacement Standard	
The most cost-effective roof shall be installed to the manufacturer's specifications and in accordance with local codes (or IEBC).	

Pitched Roofs [MAJOR SYSTEM]	
Repair Standard	
Missing and leaking shingles and flashing shall be repaired on otherwise functional roofs provided there are no excessive lumps, breaks, tears, inconsistent birdsmouths, and the shingle roof has substantial well adhered mineral surface covering the tabs and grooves. Shingle roofs with loose minerals surface, sparsely covered surfaces, excessive curling, cupping, breakage or brittleness should be replaced. Slate, metal and tile roofs shall be repaired when feasible.	

Replacement Standard	
The most cost-effective roof shall be installed except that roofing may be installed to match other structures in the complex, or to preserve other architectural elements. On historic structures new roofing shall be historically sensitive. All roofing shall be installed to the manufacturer's specifications and in accordance with local codes (or IEBC).	

Gutters and Downspouts [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
Gutters and downspouts shall be in good repair, leak free and collect storm water from all lower roof edges. Concrete splash blocks shall be installed to move water away from the foundation. The system shall move all storm water away from the building and prevent water from entering the structure. In addition to positive drainage away from the building, outlets shall be a minimum of 3 feet away from the foundation.	
Replacement Standard	
Gutters and downspouts shall be installed and collect storm water from all lower roof edges. Concrete splash blocks shall be installed to move water away from the foundation. The system shall move all storm water away from the building and prevent water from entering the structure. In addition to positive drainage away from the building, outlets shall be a minimum of 3 feet away from the foundation.	

7) Insulation and Ventilation

Infiltration [GREEN STANDARD]	
Repair Standard	
Any unit receiving energy-efficiency improvements shall be tested with a Blower Door and existing air sealing shall be repaired to attain a maximum 0.35 Air Changes per Hour at 50 Pascal pressure (0.35 ACH50).	
Replacement Standard	
All units shall be air sealed to meet the minimum Blower Door test requirements of 0.35 Air Changes per Hour at 50 Pascal pressure (0.35 ACH50).	

Insulation [GREEN STANDARD]	
Repair Standard	
If being added, insulation shall be installed per the manufacturer's instructions and at the recommended R-value for the dimensional lumber used in the wall construction. All exposed heat ducts and hot water or steam heat distribution piping along with general use hot water piping which are located in unheated spaces shall be insulated or otherwise protected from heat loss. All water distribution piping shall be protected from freezing.	
Replacement Standard	
When siding is being replaced and/or interior wall finishes of exterior walls are being replaced in a building, such exterior walls are to be provided with insulation and at the recommended R-value for the dimensional lumber used to construct walls. The ENERGY STAR Thermal Bypass Inspection Checklist should be completed, found at: http://www.energystar.gov/ia/partners/bldrs_lenders_raters/downloads/Thermal_Bypass_Inspection_Checklist.pdf	

Bath Ventilation [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
All bathroom ventilation shall meet the local building code (or IEBC) for bath ventilation that was in effect at the time of their construction.	
Replacement Standard	
All bathrooms shall be mechanically vented to the ≥ 80 CFM creating ≤ 0.3 Sones of fan noise and shall be on the same switch as the bathroom light. Fans shall be installed according to manufacturer's specifications and shall meet the local building code (or IEBC).	

Kitchen Ventilation [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
All kitchen ventilation shall be functional and meet the local building code (or IEBC) for kitchen ventilation that was in effect at the time of their construction.	
Replacement Standard	
All kitchens shall have functional mechanical ventilation operating at a minimum 150 CFM. Any new ventilation system shall meet current local code requirements (or IEBC).	

Roof Ventilation [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
All structures shall meet the local building code (or IEBC) for roof ventilation that was in effect at the time of their construction.	
Replacement Standard	
All new roofing systems shall meet current local code requirements (or IEBC) for ventilation.	

8 - Interior Standards

Interior Walls and Ceilings	
Repair Standard	
Walls should be smooth wood, plywood, plaster or sheetrock/drywall. All interior walls shall be finished without noticeable irregularities, be free of exposed wiring, have a hard waterproof surface in areas subject to moisture, shall not allow significant entry of air in the unit, and shall be durably painted or otherwise appropriately finished. Holes, cracks and deteriorated and un-keyed plaster shall be repaired to match the surrounding surfaces. All visual painted surfaces shall be stabilized to minimize lead paint hazards using premium vinyl acrylic paint.	
Replacement Standard	
All walls, in areas not subject to moisture, shall be replaced with ½" sheetrock/drywall. All replaced sheetrock/drywall shall be taped, floated, sanded, textured to match other wall areas, primed and painted. Moisture resistant materials shall be used in areas subject to moisture. All Fire-rated assemblies shall be specified on a project-by-project basis as required by local codes (or IEBC).	

Flooring	
Repair Standard	
Floor framing shall be capable of supporting existing dead load and anticipated live loads as appropriate for type of structure and class of occupancy. All subfloors should be solid and continuous, without liberal movement or bounce, and free from rot and deterioration. Bathroom, kitchen and other water-susceptible floor areas shall be covered with water-resistant flooring that is free from tears or tripping hazards. Wood floors shall be in sound	

condition without excessive gouges, breakage, lifting, curling, buckling, or shrinking. Carpet shall be clean and in safe and sanitary condition free of excessive wear, tears, soil, folds, and shall be properly attached. Tile floors shall be free of cracked, broken, loose or missing tiles with grout intact.

[GREEN STANDARD] Damaged wood floor shall be repaired when possible. When existing deteriorated carpet is installed over hardwood floors, the hardwood may be refinished whenever practical, taking into account the relative cost of replacing carpet and the needs of the residents.

Replacement Standard

Floor framing shall meet local code requirements (or IEBC). Subfloors shall be a minimum of ¾ inch plywood. Kitchens, baths, and other water-susceptible area shall receive resilient sheet goods.

[GREEN STANDARD] Whenever practical, rooms other than kitchens and baths with existing wood flooring shall be maintained as wood floors and refinished when appropriate. Rooms other than kitchens or baths without usable wood floors may be finished with carpet and associated products that are Carpet and Rug Institute's Green Label certified. For more information: <http://www.carpet-rug.org/residential-customers/selecting-the-right-carpet-or-rug/green-label.cfm>

All new flooring shall be installed in accordance with manufacturer's recommendations.

New basement slabs shall be installed to local codes (or IEBC).

Closets

Repair Standard

Existing closets shall be maintained in good repair and have a shelf and clothes rod.

Replacement Standard

New closets may be created if there is a significant lack of storage space and the budget permits. New closets shall have a minimum depth of 2 feet and include a shelf and clothes rod.

Cabinets and Countertop	
Repair Standard	
Kitchens shall have countertop and storage space adequate for the preparation and storage of food. Countertops shall free of wear, water damage, and uplifting of surface material. Existing cabinets with hardwood doors and face frames may be repaired if in good condition. All cabinets shall be sound and cleanable with no missing doors, drawers or hardware. All doors and drawers shall operate properly.	
Replacement Standard	
Kitchens shall have countertop and storage space adequate for the preparation and storage of food. Countertops shall be of water-proof material and backsplashes shall be provided. Replacement cabinets shall be factory-finished builders-grade or better with hardwood doors and face frames.	

Appliances	
Repair Standard	
All appliances in units shall be in proper working order and in clean and sanitary condition.	

Replacement Standard	
All new appliances shall be "Energy Star" rated.	

9) Electric

Note: If there is no local building code, then all electrical work shall comply with the State Code (the National Electrical Code, 2011 Edition, as may be amended by the Colorado Electrical Board).

Lighting	
Repair Standard	
All halls, stairs and rooms necessary to cross to other rooms and stairways shall be well lit. All lights and switches in hallways, stairs and other passages shall be operable and safe.	
[GREEN STANDARD] Existing fixtures with incandescent lamp fittings shall have CFL replacement lamps installed.	

Replacement Standard	
All halls, stairs and rooms necessary to cross to other rooms and stairways shall be well lit. Attics, basements and crawl spaces shall have utility fixtures. All new light fixtures shall be ENERGY STAR labeled.	

Interior Electric Distribution [MAJOR SYSTEM]	
Repair Standard	
Exposed knob and tube shall be replaced. Every room shall have a minimum of two duplex receptacles, placed on separate walls and one light fixture or receptacle switched at each room entrance. All electrical outlets used in bathrooms and toilet rooms, kitchens, all outlets within six feet (6') of a water source (excluding washing machines and sump pumps), outlets located on open porches or breezeways, exterior outlets, outlets located in garages and in non-habitable basements, except those outlets that are dedicated appliance outlets, shall be Ground-Fault Circuit Interrupter (GFCI) protected. Where the source wiring circuit is accessible (e.g. first floor above basements, in gutted rooms, etc.), receptacles shall be grounded. Permanently installed or proposed stoves, refrigerators, freezers, dishwashers and disposals, microwaves, washers and dryers shall have separate circuits sized to meet local codes (or State Electrical code). All switch, receptacle, and junction boxes shall have appropriate cover plates. Wiring shall be free from hazard, and all circuits shall be properly protected at the panel. Exposed conduit is allowed.	
Replacement Standard	
If wall finishes are removed, those areas shall be wired to the latest version of local codes (or State Electrical Code).	

Service and Panel [MAJOR SYSTEM]	
Repair Standard	
Each units electrical service shall be circuit breaker type. Service panels shall have a main disconnect, at least 10 circuit-breaker-protected circuits, a 100-amp minimum capacity and be adequate to safely supply existing and proposed devices. If a working central air conditioning system is present, the minimum service shall be 150 amp.	
Replacement Standard	
Electrical service with a main disconnect panel shall be installed according to local code (or State Electrical Code).	

10) Plumbing

Note: If there is no local building code, then all plumbing work shall comply with the Colorado Plumbing Code.

Drain, Waste, Vent Lines [MAJOR SYSTEM]	
Repair Standard	The plumbing system shall be vented in a manner that allows the wastewater system to function properly. The waste system shall operate free from fouling, clogging and leaking and shall be capable of safely disposing of wastewater for all plumbing fixtures. All fixtures that discharge wastewater shall contain or be discharged through a trap that prevents the entry of sewer gas into the dwelling. Waste and vent lines shall function without losing the trap seal.
Replacement Standard	If walls are removed exposing vent and waste lines, those lines shall be reworked or replaced to the current mechanical code.

Plumbing Fixtures	
Repair Standard	All plumbing fixtures shall be free of cracks and defects, and be capable of being used for the purpose in which they were intended. All fixtures and faucets shall have working, drip-free components.
Replacement Standard	Replace fixtures with single lever, metal faucets and shower diverters with 15-year, drip-free warranties. Sinks should be replaced with stainless steel sinks, and new tub surrounds should be of fiberglass. [GREEN STANDARD] Toilets with greater than a 1.6 GPF rating shall be replaced with a 1.3 GPF model. Faucets and shower diverters should have a maximum 2.0 GPM flow.

Plumbing Minimum Equipment [MAJOR SYSTEM]	
Repair Standard	
All existing equipment shall be operational and leak free.	
Minimum Standard	
All existing equipment shall be operational and leak free. Every dwelling unit shall have a minimum of one single bowl sink with hot and cold running water in the kitchen and at least one bathroom containing a vanity with a sink (or pedestal sink), and a shower/tub unit, both with hot and cold running water, and a toilet. An operable water shut off valve, that completely stops the flow of water, shall be present at each water supply line to sinks/lavatories, toilets, washing machines and water heaters. Each unit shall have an adequate continuous supply of hot water either through a minimum 40 gallon water heater or on demand water heater in the unit or through a common boiler or hot water supply for the building. Each building shall have installed at least one exterior freeze protected faucet.	

Water Heaters [MAJOR SYSTEM]	
Repair Standard	
Each housing unit shall be supplied with hot water either from a common source such as building-wide boiler system or from per-unit water heating equipment. Hot water supply lines shall be free of leaks and all water heating equipment shall be safe, of adequate capacity, free of corrosion and water damage, faulty operation, fire, carbon monoxide leakage and other hazards.	
Replacement Standard	
Hot water systems that are replaced shall be of adequate capacity, be installed per manufacturer's specifications and meet local codes (or IEBC).	
[GREEN STANDARD] High efficiency power-vented or sealed combustion tankless models are allowed.	

Water Supply [MAJOR SYSTEM]	
Repair Standard	
The main shut off valve shall be operable and completely stop the flow of water to the house. If there is no existing shut-off valve, then one shall be installed. All fixtures shall be leak-free and deliver sufficient cold water and, where applicable, hot water. All lead supply pipes present shall be completely removed and replaced.	
Replacement Standard	
The main shut off valve shall be operable and completely stop the flow of water to the house, and should be replaced if it does not. Lead and galvanized pipe that is part of the water service or the distribution system shall be replaced with copper, PEX or other plastic approved for distribution of domestic water. All fixtures shall have brass shut off valves.	

11) HVAC

Air Conditioning [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
Existing air conditioners and evaporative coolers shall be inspected, serviced and refurbished to operate safely. Non-functioning, non-repairable air conditioners and evaporative coolers shall be removed and drained of all CFCs.	
Replacement Standard	
New air conditioning or evaporative cooling units shall be of adequate capacity, and reasonably durable and economical to operate. Any air conditioning or evaporative cooling systems shall be installed in accordance with manufacturer's installation specifications.	

Chimney [MAJOR SYSTEM]	
Repair Standard	
Unused chimneys shall be removed to below the roof line wherever roofing is replaced. Chimneys shall be in good repair and high enough to induce a draft that shall keep smoke from being allowed into the dwelling. Existing unlined masonry chimneys used for combustion ventilation shall be lined or corrosion resistant pipe shall be added to the interior of the chimney.	

Replacement Standard	
The creation of new flues is not recommended - the use of high efficiency closed combustion appliances is recommended to avoid the need for new flues. Replacement flues, when required, shall be installed according to the fuel burning unit manufacturer's installation specifications.	

Distribution System [MAJOR SYSTEM]	
Repair Standard	
Duct work and radiator piping shall be well supported, insulated in unconditioned space and adequate to maintain a comfortable temperature in all habitable and essential rooms.	
[GREEN STANDARD] All duct work in unconditioned space should be insulated to R-7, sealed at all seams with mastic (not tape) and pressure tested to eliminate leakage.	
Replacement Standard	
All duct work in unconditioned space shall be insulated to R-7, sealed at all seams with mastic (not tape), pressure tested to eliminate leakage and run in concealed space.	

Heating [MAJOR SYSTEM]	
Repair Standard	
All heating equipment shall be safe, of adequate capacity, free of corrosion and water damage, faulty operation, fire, carbon dioxide leakage and other hazards. Filters shall be secure, clean and large enough to pass sufficient recirculated air to make the unit operate properly. Equipment housings and access panels shall be intact and properly secured/installed with no exposed electrical connections, belts, pulleys, or blowers.	
Replacement Standard	
Gas-fired heating plants shall be rated at $\geq 92\%$ AFUE or better, to the extent possible. Heat pumps shall be rated at ≥ 15 SEER. No Oil fired heating plants shall be installed and the oil heating system, including tanks and fuel lines, shall be completely removed before being replaced with new gas or electric systems. Setback thermostats may be installed. When electric resistance heating systems are replaced, soffits for ductwork and/or new distribution pipes for hot water heating systems shall be provided. Up to 4 lineal feet of resistance electric heating strips per 1000 square feet of floor area may be retained or installed in areas that are not cost effective to heat via ductwork or hot water distribution systems. All heating equipment shall be installed as per manufacturer' installation specifications and local codes (or IEBC).	

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Requirements for Site		
Fencing and Gates	Damaged/Falling/Leaning	Fence or gate is so damaged that it does not function as it should
	Holes	Hole in fence or gate is larger than 6 inches by 6 inches
	Missing Sections	An exterior fence, security fence or gate is missing a section which could threaten safety or security
Grounds	Erosion/Rutting Areas	Runoff has extensively displaced soils which has caused visible damage or potential failure to adjoining structures or systems and potentially threatens the safety of pedestrians
	Overgrown/Penetrating Vegetation	Plants have visibly damaged a component, area or system of the property or has made them unusable or unpassable
	Ponding/Site Drainage	There is an accumulation of more than 5 inches deep or a large section of the grounds-more than 20%-is unusable for it's intended purpose
Health & Safety	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods
	*Air Quality - Propane/Natural Gas/Methane Gas Detected	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	*Electrical Hazards - Exposed Wires/Open Panels	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	*Electrical Hazards - Water Leaks on/near Electrical Equipment	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	*Flammable Materials - Improperly Stored	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity, or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, especially in food preparation and storage areas
Mailboxes/Project Signs	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
	Mailbox Missing/Damaged	The U.S. Postal Service resident/unit mailbox cannot be locked or is missing
	Signs Damaged	The sign is damaged, vandalized, or deteriorated, and cannot be read from a reasonable distance
Parking Lots/Driveways/Roads	Cracks	Cracks greater than ¼ inch, hinging/tilting, or missing section(s) that affect traffic ability over more than 5% of the property's parking lots/driveways/roads or if a height differential could cause a tripping or falling hazard
	Ponding	3 inches or more of water has accumulated making 5% or more of a parking lot/driveway unusable or unsafe
	Potholes/Loose Material	Potholes or loose material that have made a parking lot/driveway unusable/unpassable for vehicles and/or pedestrians or could cause tripping or falling
	Settlement/Heaving	Settlement/heaving has made a parking lot/driveway unusable/unpassable or creates unsafe conditions for pedestrians and vehicles
	Deteriorated Play Area Surface	More than 20% of the equipment does not operate as it should or equipment that poses a threat to safety and could cause injury
Play Areas and Equipment	Damaged/Broken Equipment	More than 20% of the play surface area shows deterioration or the play surface area could cause tripping or falling and thus poses a safety risk
	Deteriorated Play Area Surface	A single wall or gate of the enclosure has collapsed or is leaning and in danger of falling or trash cannot be stored in the designated area because it is too small to store refuse until disposal
Refuse Disposal	Broken/Damaged Enclosure-Inadequate Outside Storage Space	
Retaining Walls	Damaged/Falling/Leaning	A retaining wall is damaged and does not function as it should or is a safety risk
Storm Drainage	Damaged/Obstructed	The sytem is partially or completely blocked by a large quantity of debris , causing backup into adjacent areas or runoffs into areas where runoff is not intended
Walkways/Steps	Broken/Missing Hand Railing	The hand rail is missing, damaged, loose or otherwise unusable
	Cracks/Settlement/Heaving	Cracks greater than 3/4", hinging/tilting or missing sections that affect traffic ability over more than 5% of the property's walkways/steps or any defect that creates a tripping or falling hazard
	Spalling/Exposed rebar	More than 5% of walkways have large areas of spalling--larger than 4 inches by 4 inches--and this affects traffic ability

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
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Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Requirements for Building Exterior		
Doors	Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
	Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
	Damaged Surface (Holes/Paint/Rusting/Glass)	Any door that has a hole or holes larger than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
	Damaged/Missing Screen/Storm/Security Door	Any screen door or storm door that is damaged or is missing screens or glass--shown by an empty frame or frames or any security door that is not functioning or is missing
	Deteriorated/Missing Caulking/Seals	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
Fire Escapes	Missing Door	Any exterior door that is missing
	<i>*Blocked Egress/Ladders</i>	Stored items or other barriers restrict or block people from exiting
	Visibly Missing Components	Any of the functional components that affect the function of the fire escape--one section of a ladder or railing, for example--are missing
Foundations	Cracks/Gaps	Large cracks or gaps in foundation more than 3/8 inches wide by 3/8 inches deep by 6 inches long that present a possible sign of a serious structural problem, or opportunity for water penetration or sections of wall or floor that are broken apart
	Spalling/Exposed Rebar	Significant spalled areas affecting more than 10% of any foundation wall or any exposed reinforcing material--rebar or other
Health and Safety	<i>*Electrical Hazards - Exposed Wires/Open Panels</i>	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	<i>*Electrical Hazards - Water Leaks on/near Electrical Equipment</i>	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	<i>*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable</i>	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	<i>*Emergency Fire Exits - Missing Exit Signs</i>	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	<i>*Flammable/Combustible Materials - Improperly Stored</i>	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Outdoors	Too much garbage has gathered--more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
Lighting	Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects--including roaches and ants--throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
Lighting	Broken Fixtures/Bulbs	Lighting fixtures and bulbs are broken or missing
Roofs	Soffits or fascia that should be there are missing or so damaged that water penetration is visibly possible	Soffits or fascia that should be there are missing or so damaged that water penetration is visibly possible
	Damaged Soffits/Fascia	Vents are missing or so visibly damaged that further roof damage is possible
	Damaged Vents	The drain is so damaged or clogged with debris that the drain no longer functions--as shown by ponding
	Damaged/Clogged Drains	Ballast has shifted and no longer functions as it should or there is damage to the roof membrane that may result in water penetration
	Damaged/Torn Membrane/Missing Ballast	Drainage system components are missing or damaged causing visible damage to the roof, structure, exterior wall surface, or interior
	Missing/Damaged Components from Downspout/Gutter	Shingles are missing or damaged, including cracking, warping, cupping, and other deterioration
	Missing/Damaged Shingles	Evidence of standing water on roof, causing potential or visible damage to roof surface or underlying materials
	Ponding	Large cracks or gaps that are more than 3/8 inches wide or deep and 6 inches long that presents a possible sign of serious structural problem or opportunity for water penetration
Walls	Cracks/Gaps	Part or all of the chimney has visibly separated from the adjacent wall or there are cracked or missing pieces large enough to present a sign of chimney failure or there is a risk of falling pieces that could create a safety hazard
	Damaged Chimneys	Caulking or glazing compound that resists weather is missing or deteriorated
	Missing/Damaged Caulking/Mortar	Exterior wall deterioration or holes of any size that present a risk of water penetration or risk of structural damage
	Missing Pieces/Holes/Spalling	Paint is cracking, flaking, or otherwise deteriorated. Water damage or related problems have stained the paint
	Stained/Peeling/Needs Paint	

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
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Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Windows	Broken/Missing/Cracked Panes	Missing or cracked panes of glass
	Damaged Sills/Frames/Lintels/Trim	Window sills, frames, sash lintels, or trim are damaged by decay, rust, rot, corrosion, or other deterioration
	Damaged/Missing Screens	Missing screens or screens are punctured, torn or otherwise damaged
	Missing/Deteriorated Caulking/Seals/Glazing Compound	Caulking or seals that resists weather is missing or deteriorated
	Peeling/Needs Paint	Paint covering the window assembly or trim is cracking, flaking, or otherwise failing
	*Security Bars Prevent Egress	The ability to exit through egress window is limited by security bars that do not function properly and, therefore, pose safety risks
Requirements for Building Systems		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Domestic Water	Leaking Central Water Supply	Leaking water from water supply line is observed
	Missing Pressure Relief Valve	No pressure relief valve or pressure relief valve does not drain down to the floor
	Rust/Corrosion on Heater Chimney	Water heater chimney shows evidence of flaking, discoloration, pitting, or crevices that may create holes that could allow toxic gases to leak from the chimney
	Water Supply Inoperable	No running water in any area of the building where there should be
	Blocked Access/Improper Storage	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency
Electrical System	Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Evidence of Leaks/Corrosion	Corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures, or any evidence of water leaks in the enclosure or hardware
	Frayed Wiring	Nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	Missing Breakers/Fuses	Open and/or exposed breaker port
	*Missing Outlet Covers	A cover is missing, which results in exposed visible electrical connections
Elevators	Not Operable	Elevator does not function at all or the elevator doors open when the cab is not there
Emergency Power	Auxiliary Lighting Inoperable (if applicable)	Auxiliary lighting does not function
Fire Protection	Missing Sprinkler Head	Any sprinkler head is missing, visibly disabled, painted over, blocked, or capped
	*Missing/Damaged/Expired Extinguishers	Missing, damaged or expired fire extinguisher in any area of the building where a fire extinguisher is required
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	*Air Quality - Propane/Natural Gas/Methane Gas Detected	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods
	Electrical Hazards - Exposed Wires/Open Panels	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	*Electrical Hazards - Water Leaks on/near Electrical Equipment	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	Elevator - Tripping	Elevator is misaligned with the floor by more than 3/4 of an inch. The elevator does not level as it should, which causes a tripping hazard
	*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	*Emergency Fire Exits - Missing Exit Signs	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	*Flammable Materials - Improperly Stored	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much garbage has gathered more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping Hazards	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice-sightings, rat or mouse holes, or droppings
HVAC	Boiler/Pump Leaks	Evidence of water or steam leaking in piping or pump packing
	Fuel Supply Leaks	Evidence of any amount of fuel leaking from the supply tank or piping
	General Rust/Corrosion	Significant formations of metal oxides, significant flaking, discoloration, or the development of a noticable pit or crevice

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	<i>*Misaligned Chimney/Ventilation System</i>	A misalignment of an exhaust system on a combustion fuel-fired unit (oil, natural gas, propane, wood pellets etc.) that causes improper or dangerous venting of gases
Roof Exhaust System	Roof Exhaust Fan(s) Inoperable	Roof exhaust fan unit does not function
Sanitary System	Broken/Leaking/Clogged Pipes or Drains	Evidence of active leaks in or around the system components or evidence of standing water, puddles or ponding--a sign of leaks or clogged drains
	Missing Drain/Cleanout/Manhole Covers	A protective cover is missing
Requirements for Common Areas		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Basement/Garage/Carport	Baluster/Side Railings - Damaged	Damaged or missing balusters or side rails that limit the safe use of an area
Closet/Utility/Mechanical	Cabinets - Missing/Damaged	Cabinets are missing or the laminate is separating. This includes cases, boxes, or pieces of furniture with drawers, shelves, or doors--primarily used for storage--mounted on walls or floors
Community Room	Call for Aid - Inoperable	The system does not function as it should
Halls/Corridors/Stairs	Ceiling - Holes/Missing Tiles/Panels/Cracks	Ceiling surface has punctures that may or may not penetrate completely or panels or tiles are missing
Kitchen	Ceiling - Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated on ceilings in common areas
Laundry Room	Ceiling - Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
Lobby	Countertops - Missing/Damaged	Flat work surface in a kitchen often integral to lower cabinet space is missing or deteriorated or damaged below the laminate
Office	Dishwasher/Garbage Disposal - Inoperable	Dishwasher or garbage disposal does not operate as it should
Other Community Spaces	Doors - Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
Patio/Porch/Balcony	Doors - Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
Restrooms	Doors - Damaged Surface (Holes/Paint/Rust/Glass)	Any door that has a hole or holes greater than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
Storage	Doors - Damaged/Missing Screen/Storm/Security Door	Any screen door or storm door that is damaged or is missing screens or glass--shown by an empty frame or frames or any security door that is not functioning or is missing
	Doors - Deteriorated/Missing Seals (Entry Only)	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
	Doors - Missing Door	Any door that is missing that is required for the functional use of the space
	Dryer Vent -Missing/Damaged/Inoperable	Dryer vent is missing or it is not functioning because it is blocked. Dryer exhaust is not effectively vented to the outside
	Electrical - Blocked Access to Electrical Panel	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency
	Electrical - Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Electrical - Evidence of Leaks/Corrosion	Corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures or any evidence of water leaks in the enclosure or hardware
	Electrical - Frayed Wiring	Nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	Electrical - Missing Breakers	Open and/or exposed breaker port
	<i>*Electrical - Missing Covers</i>	A cover is missing, which results in exposed visible electrical connections
	Floors - Bulging/Buckling	Flooring that is bulging, buckling or sagging or a problem with alignment between flooring types
	Floors - Floor Covering Damaged	Floor covering has stains, surface burns, cuts, holes, tears, loose areas or exposed seams
	Floors - Missing Floor/Tiles	Flooring or tile flooring that is missing
	Floors - Peeling/Needs Paint	Painted flooring that has peeling or missing paint
	Floors - Rot/Deteriorated Subfloor	Rotted or deteriorated subflooring
	Floors - Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
	GFI - Inoperable	The GFI does not function
	Graffiti	Graffiti on any exposed surface greater than 6 inches by 6 inches
	HVAC - Convection/Radiant Heat System Covers Missing/Damaged	Cover is missing or substantially damaged, allowing contact with heating/surface elements or associated fans
	HVAC - General Rust/Corrosion	Significant formations of metal oxides, flaking, or discoloration--or a pit or crevice
	HVAC - Inoperable	HVAC does not function. It does not provide the heating and cooling it should. The system does not respond when the controls are engaged
	<i>*HVAC - Misaligned Chimney/Ventilation System</i>	Any misalignment that may cause improper or dangerous venting of gases
	HVAC - Noisy/Vibrating/Leaking	HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged
	Lavatory Sink - Damaged/Missing	Sink, faucet, or accessories are missing, damaged, or not functioning

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Lighting - Missing/Damaged/Inoperable Fixture	Permanent light fixtures are missing or not functioning, and no other switched light source is functioning in the room
	Mailbox - Missing/Damaged	The U.S. Postal Service mailbox cannot be locked or is missing
	*Outlets/Switches/Cover Plates - Missing/Broken	Outlet or switch is missing or a cover plate is missing or broken, resulting in exposed wiring
	Pedestrian/Wheelchair Ramp	Walkway or ramp is damaged and cannot be used by people on foot, in wheelchair, or using walkers
	Plumbing - Clogged Drains	Drain is substantially or completely clogged or has suffered extensive deterioration
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Range Hood /Exhaust Fans - Excessive Grease/Inoperable	Apparatus that draws out cooking exhaust does not function as it should and/or accumulation of dirt threatens the free passage of air
	Range/Stove - Missing/Damaged/Inoperable	One or more burners are not functioning or doors or drawers are impeded or on gas ranges pilot is out and/or flames are not distributed equally or oven not functioning
	Refrigerator - Damaged/Inoperable	Refrigerator is missing or does not cool adequately for the safe storage of food
	Restroom Cabinet - Damaged/Missing	Damaged or missing shelves, vanity top, drawers, or doors that are not functioning as they should for storage or their intended purpose
	Shower/Tub - Damaged/Missing	Shower, tub, or components are damaged or missing
	Sink - Missing/Damaged	Sink, faucet, or accessories are missing, damaged, or not functioning
	*Smoke Detector - Missing/Inoperable	Smoke detector is missing or does not function as it should
	Stairs - Broken/Damaged/Missing Steps	A step is missing or broken
	Stairs - Broken/Missing Hand Railing	Hand rail is missing, damaged, loose or otherwise unusable
	Ventilation/Exhaust System - Inoperable	Exhaust fan is not functioning or window designed for ventilation does not open
	Walls - Bulging/Buckling	Bulging, buckling or sagging walls or a lack of horizontal alignment
	Walls - Damaged	Punctures in the wall surface that may or may not penetrate completely
	Walls - Damaged/Deteriorated Trim	Cove molding, chair rail, base molding, or other decorative trim is damaged or has decayed
	Walls - Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated
	Walls - Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew--or damage caused by saturation or surface failure
	Water Closet/Toilet - Damaged/Clogged/Missing	Fixture elements--seat, flush handle, cover etc.--are missing or damaged or the toilet seat is cracked or has a broken hinge or toilet cannot be flushed
	Windows - Cracked/Broken/Missing Panes	Missing or cracked panes of glass
	Windows - Damaged Window Sill	Sill is damaged enough to expose the inside of the surrounding walls and compromise its weather tightness
	Windows - Inoperable/Not Lockable	Window that is not functioning or cannot be secured because lock is broken
	Windows - Missing/Deteriorated Caulking/Seals/Glazing Compound	Caulking or seals that resists weather is missing or deteriorated
	Windows - Peeling/Needs Paint	Paint covering the window assembly or trim is cracking, flaking, or otherwise failing
	*Windows - Security Bars Prevent Egress	The ability to exit through the window is limited by security bars that do not function properly and, therefore, pose safety risks
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	*Air Quality - Propane/Natural Gas/Methane Gas Detected	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods
	*Electrical Hazards - Exposed Wires/Open Panels	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	*Electrical Hazards - Water Leaks on/near Electrical Equipment	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	*Emergency Fire Exits - Missing Exit Signs	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	*Flammable/Combustible Materials - Improperly Stored	Flammable or combustible materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm

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NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
Pools and Related Structures	Fencing - Damaged/Not Intact	Damage that could compromise the integrity of the fence
Trash Collection Areas	Chutes - Damaged/Missing Components	Garbage has backed up into chutes, because the collection structure is missing or broken or compactors or components--chute, chute door, and other components--have failed
Requirements for Unit		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Bathroom	Bathroom Cabinets - Damaged/Missing	Damaged or missing shelves, vanity tops, drawers, or doors that are not functioning as they should for storage or their intended purpose
	Lavatory Sink - Damaged/Missing	Sink, faucet, or accessories are missing, damaged, or not functioning
	Plumbing - Clogged Drains, Faucets	Drain or faucet is substantially or completely clogged or has suffered extensive deterioration
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Shower/Tub - Damaged/Missing	Shower, tub, or components are damaged or missing
	Ventilation/Exhaust System - Absent/Inoperable	Exhaust fan is not functioning or window designed for ventilation does not open
	Water Closet/Toilet - Damaged/Clogged/Missing	Fixture elements--seat, flush handle, cover etc.--are missing or damaged or the toilet seat is cracked or has a broken hinge or toilet cannot be flushed
Call-for-Aid (if applicable)	Inoperable	The system does not function as it should
Ceiling	Bulging/Buckling/Leaking	Ceiling is bowed, deflected, sagging, or is no longer aligned horizontally
	Holes/Missing Tiles/Panels/Cracks	Ceiling surface has punctures that may or may not penetrate completely or panels or tiles are missing
	Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated on ceilings in common areas
	Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
Doors	Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
	Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
	Damaged/Missing Screen/Storm/Security Door	Any screen door or storm door that is damaged or is missing screens or glass--shown by an empty frame or frames or any security door that is not functioning or is missing
	Damaged Surface - Holes/Paint/Rusting/Glass/Rotting	Any door that has a hole or holes greater than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
	Deteriorated/Missing Seals (Entry Only)	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
	Missing Door	Any door that is required for security (entry) or privacy (Bathroom) that is missing or any other unit door that is missing and is required for proper unit functionality
Electrical System	Blocked Access to Electrical Panel	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency
	Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Evidence of Leaks/Corrosion	Corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures or any evidence of water leaks in the enclosure or hardware
	Frayed Wiring	Nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	GFI - Inoperable	The GFI does not function
	Missing Breakers/Fuses	Open and/or exposed breaker port
	*Missing Covers	A cover is missing, which results in exposed visible electrical connections
Floors	Bulging/Buckling	Flooring that is bulging, buckling or sagging or a problem with alignment between flooring types
	Floor Covering Damage	Floor covering has stains, surface burns, cuts, holes, tears, loose areas or exposed seams
	Missing Flooring Tiles	Flooring or tile flooring that is missing
	Peeling/Needs Paint	Painted flooring that has peeling or missing paint
	Rot/Deteriorated Subfloor	Rotted or deteriorated subflooring
	Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods

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NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	*Air Quality - Propane/Natural Gas/Methane Gas Detected	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	*Electrical Hazards - Exposed Wires/Open Panels	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	*Electrical Hazards - Water Leaks on/near Electrical Equipment	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	*Emergency Fire Exits - Missing Exit Signs	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	*Flammable Materials - Improperly Stored	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
Hot Water Heater	*Misaligned Chimney/Ventilation System	Misalignment that may cause improper or dangerous venting of gases
	Inoperable Unit/Components	Hot water from hot water taps is no warmer than room temperature indicating hot water heater is not functioning properly
	Leaking Valves/Tanks/Pipes	Evidence of active water leaks from hot water heater or related components
	Pressure Relief Valve Missing	There is no pressure relief valve or pressure relief valve does not drain down to the floor
	Rust/Corrosion	Significant formations of metal oxides, flaking, or discoloration--or a pit or crevice
HVAC System	Convection/Radiant Heat System Covers Missing/Damaged	Cover is missing or substantially damaged, allowing contact with heating/surface elements or associated fans
	Inoperable	HVAC does not function. It does not provide the heating and cooling it should. The system does not respond when the controls are engaged
	Misaligned Chimney/Ventilation System	Misalignment that may cause improper or dangerous venting of gases
	Noisy/Vibrating/Leaking	HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged
	Rust/Corrosion	Deterioration from rust or corrosion on the HVAC system in the dwelling unit
Kitchen	Cabinets - Missing/Damaged	Cabinets are missing or the laminate is separating. This includes cases, boxes, or pieces of furniture with drawers, shelves, or doors--primarily used for storage--mounted on walls or floors
	Countertops - Missing/Damaged	Flat work surface in a kitchen often integral to lower cabinet space is missing or deteriorated or damaged below the laminate
	Dishwasher/Garbage Disposal - Inoperable	Dishwasher or garbage disposal does not operate as it should
	Plumbing - Clogged Drains	Drain is substantially or completely clogged or has suffered extensive deterioration
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Range Hood/Exhaust Fans - Excessive Grease/Inoperable	Apparatus that draws out cooking exhaust does not function as it should and/or accumulation of dirt threatens the free passage of air
	Range/Stove - Missing/Damaged/Inoperable	One or more burners are not functioning or doors or drawers are impeded or on gas ranges pilot is out and/or flames are not distributed equally or oven not functioning
	Refrigerator-Missing/Damaged/Inoperable	Refrigerator is missing or does not cool adequately for the safe storage of food
	Sink - Damaged/Missing	Sink, faucet, or accessories are missing, damaged, or not functioning
Laundry Area (Room)	Dryer Vent - Missing/Damaged/Inoperable	Dryer vent is missing or it is not functioning because it is blocked. Dryer exhaust is not effectively vented to the outside
Lighting	Missing/Inoperable Fixture	Permanent light fixtures are missing or not functioning, and no other switched light source is functioning in the room
Outlets/Switches	Missing	An outlet or switch is missing
	*Missing/Broken Cover Plates	An outlet or switch has a broken cover plate over a junction box or the cover plate is missing
Patio/Porch/Balcony	Baluster/Side Railings Damaged	Damaged or missing balusters or side rails that limit the safe use of an area
Smoke Detector	*Missing/Inoperable	Smoke detector is missing or does not function as it should
Stairs	Broken/Damaged/Missing Steps	A step is missing or broken

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NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Broken/Missing Hand Railing	Hand rail is missing, damaged, loose or otherwise unusable
Walls	Bulging/Buckling	Wall is bowed, deflected, sagged, or is no longer vertically aligned
	Damaged	Punctures in the wall surface that may or may not penetrate completely
	Damaged/Deteriorated Trim	Cove molding, chair rail, base molding, or other decorative trim is damaged or has decayed
	Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated
	Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew--or damage caused by saturation or surface failure
Windows	Cracked/Broken/Missing Panes	Missing or cracked panes of glass
	Damaged Window Sill	Sill is damaged enough to expose the inside of the surrounding walls and compromise its weather tightness
	Missing/Deteriorated Caulking/Seals/Glazing Compound	Caulking or seals that resists weather is missing or deteriorated
	Inoperable/Not Lockable	Window that is not functioning or cannot be secured because lock is broken
	Peeling/Needs Paint	Paint covering the window assembly or trim is cracking, flaking, or otherwise failing
	*Security Bars Prevent Egress	The ability to exit through the window is limited by security bars that do not function properly and, therefore, pose safety risks

9. Resale or Recapture Guidelines. Below, the grantee must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".

N/A

10. HTF Affordable Homeownership Limits. If the grantee intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the grantee must not limit or give preferences to students. The grantee may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303(d)(3) only if such limitation or preference is described in the action plan.

HTF policy regarding limitation towards beneficiaries with disabilities is described in subsections 2.f and h of this section.

12. Refinancing of Existing Debt. Enter or attach the grantee's refinancing guidelines below. The guidelines describe the conditions under which the grantee will refinance existing debt. The grantee's refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the grantee will not refinance existing debt, enter "N/A."

N/A

Discussion:

"Housing Opportunities for Persons with AIDS (HOPWA)"

The State's method of selecting a sponsor is based on the sponsor's ability to provide comprehensive services to persons with HIV/AIDS statewide. Colorado Health Network (CHN) (dba Colorado AIDS

Project) is a statewide entity with over three decades of providing a multitude of services to individuals with an HIV/AIDS diagnosis. Division of Housing selected CHN to be the grantee because of their specialization of services to persons with HIV/AIDS and because of their long standing success in service delivery.

HOPWA funding will help clients access housing, related supportive services and tenant based rental assistance. Funds will enable low-income Coloradans living with HIV/AIDS and their families to achieve housing stability, improved access to healthcare and medication, and reduce the risk of future homelessness.

The 2017-2018 goal is to assist 65 households with both rental assistance and supportive services. The State will retain 3% of its HOPWA grant for administration, the remainder will be granted to CHN which will use 7% for Admin and the remaining funds for rental assistance and supportive services.

DOLA has been working to improve the IDIS process for tracking program income held at the local level. We will create projects and activities to that better reflect PI and RL draws and receipts at an activity level. These changes should also provide HUD with a better indication of PI and RL held at the local level, and the overall activity of revolving loan funds throughout the state. Furthermore, as indicated in the methods of distribution, we plan to recapture funds held at the local level with inactive programs in order to redistribute those funds in a way that better serves those communities.

Attachments

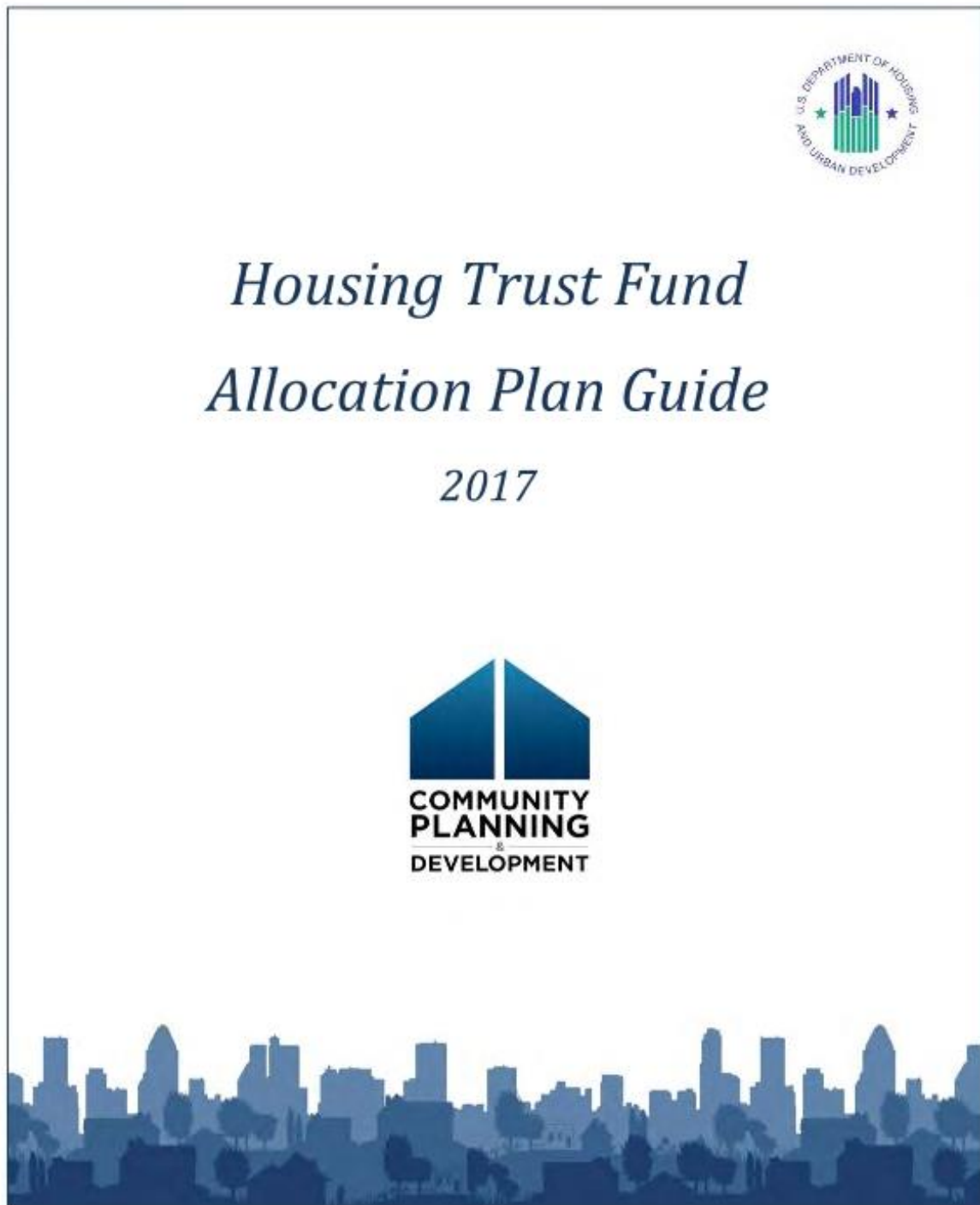


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I. GENERAL INFORMATION

HTF Allocation Plan

The Housing Trust Fund (HTF) Interim Rule (24 CFR Part 93) made the consolidated plan regulations at 24 CFR Part 91 applicable to the HTF. As a result, an HTF grantee (i.e., a State) must include HTF in its citizen participation plan (§ 91.115), strategic plan (§ 91.315), and annual action plan (§ 91.320). In addition, the State must submit to HUD for review and approval an HTF allocation plan with its annual action plan (§ 91.320(k)(5)). Also, as required in § 91.10, the HTF program must be administered by the State on the same program year it established for all grant programs covered by the consolidated plan.

The HTF allocation plan is an annual submission to HUD that describes how the State will distribute the HTF funds, including how it will use the funds to address its priority housing needs. The allocation plan also describes what activities may be undertaken with HTF funds and how recipients and projects will be selected.

Submission Requirement

HUD Notice CPD 12-009 requires a State submitting a consolidated plan on or after November 15, 2012 to use the eCon Planning Suite in IDIS to submit this plan and all subsequent consolidated plans, annual action plans, and consolidated annual performance and evaluations reports (CAPERs). However, the eCon Planning Suite does not currently contain the data fields to accommodate the HTF allocation plan. As a result, HUD developed this guide to assist the State in submitting the HTF allocation plan. ***The State may opt to use this sample form or to submit its allocation plan in a different format, provided that all required elements are addressed.*** Please visit the HTF website, www.hudexchange.info/htf for more guidance on the HTF program and HUD Notice CPD 17-05 *Guidance for HTF Grantees on Fiscal Year 2017 Housing Trust Fund (HTF) Allocation Plans* for more information on HTF allocation plans. This guide also contains a list of HTF and eCon Planning Suite resources that the State should reference before developing and submitting its HTF allocation plan. The State should also consult the *Con Plan Quick Guide: Amending a Consolidated Plan and Action Plan* for assistance on amending its consolidated plan and action plan.

Deadline

The State must submit an HTF allocation plan and make any amendments to its consolidated plan no later than **August 16, 2017**. ***Please note that if the State submitted a new 5-year consolidated plan for FY 2016 funding or amended its approved consolidated plan to include HTF for FY 2016 funding, the State may not need to make changes to its approved consolidated plan for FY 2017.*** For 2017, the HTF allocation plan must be submitted to both the local HUD CPD Field Office and to HUD's Office of Affordable Housing Programs at htf@hud.gov.

Review Period

The 45-day review period begins when (a) HUD receives the Standard Form 424 and certifications or email notification that the consolidated plan has been submitted in IDIS (for new action plans) or (b) HUD receives the Standard Form 424 and certifications or email notification that an amended action plan has been submitted in IDIS.

Approval Process

The HTF allocation plan will be deemed approved 45 days after HUD receives the plan, unless HUD notifies the State that the plan is disapproved before expiration of the review period. Please note, if a State intends to use HTF funds to assist first-time homebuyers, it must set forth the guidelines for resale and recapture, and obtain HUD's specific, written approval, as required in § 93.304(f), separate and apart from the approval of the HTF allocation plan.

Need Assistance?

For assistance with the HTF allocation plan, the State should contact the local HUD CPD Field Office and/or send its question(s) to the HTF mailbox at htf@hud.gov. For assistance with the eCon Planning Suite in IDIS, the State should contact Ask A Question on the HUD Exchange website at <https://www.hudexchange.info/get-assistance/my-question/>.

II. GRANTEE INFORMATION

State:	FY 2017 HTF Allocation Amount:
Colorado	\$3,154,331

III. CONSOLIDATED PLAN REQUIREMENTS

Citizen Participation Plan

The consolidated plan regulation at § 91.115 requires the State to include HTF in its citizen participation plan. Essentially, before adopting a consolidated plan, the State is required to adopt a citizen participation plan that describes the process for providing and encouraging citizens to participate in the development of the consolidated plan, the amendments to the consolidated plan and the performance report (CAPERS). For the purposes of HTF, the State is required to make the following information available to the public:

- the amount of HTF assistance the State expects to receive,
- the range of activities the State may undertake, including the estimated amount that will benefit extremely low-income households, and
- the State's plans to minimize displacement of persons and to assist any persons displaced.

If the State already conducted its citizen participation and included HTF in any citizen participation it performed for the other HUD formula grant programs, then the State does not need to conduct additional citizen participation for HTF. If the State has not yet conducted citizen participation or did not include HTF in the citizen participation it performed for other HUD formula grant programs, then it must conduct citizen participation to include HTF as part of its consolidated plan.

Consolidated Plan Screen(s) To Revise

The following screen in the eCon Planning Suite consolidated plan template in IDIS must be revised to include HTF.

- ☒ **ES-05 / AP-05 Executive Summary:** § 91.320(b)- The Executive Summary includes seven narratives: (1) Introduction; (2) Summary of Objectives and Outcomes; (3) Evaluation of Past Performance; (4) Summary of the Citizen Participation and Consultation Process; (5) Summary of Public Comments; (6) Summary of Comments Not Accepted; (7) Summary.

- ☒ **PR-15 Citizen Participation:** § 91.115 and § 91.300(c)- revise this screen to provide a summary of the citizen participation efforts made for HTF, including efforts to broaden public participation, a summary of citizen comments or views on the plan, and a written explanation of comments not accepted and the reasons why these comments were not accepted.

IV. STRATEGIC PLAN REQUIREMENTS

The State must amend the affordable housing section of the strategic plan to include specific objectives that describe proposed accomplishments the State hopes to achieve and must specify the number of extremely low-income families to which the State will provide affordable housing to (homeownership- § 93.302; rental- § 93.304) over a specific period of time. The State can complete this requirement by including HTF on the **SP-45 Goals screen**.

Note: Directions on how to amend a plan are included at the end of this document.

Reminder: 100 percent of FY 2017 HTF funds must benefit extremely low-income households; a minimum of 80 percent must be used for rental housing; up to 10 percent may be used for homeownership housing; up to 10 percent may be used for administrative costs.

Strategic Plan Screen(s) To Revise

In addition to updating the affordable housing section of the strategic plan, the following screens in the eCon Planning Suite consolidated plan template in IDIS must be revised to include HTF.

- ☒ **SP-10 Geographic Priorities:** § 91.315(a)(1)- revise this screen to discuss how investments are allocated geographically.
- ☒ **SP-25 Priority Needs:** § 91.315(a)(2)- revise this screen to indicate the general priorities for allocating investment of available resources among different needs.
- ☒ **SP-30 Influence of Market Conditions:** § 93.315(b)- revise this screen to describe how the characteristics of the housing market influenced the State's decisions regarding allocation priorities among the types of housing assistance.
- ☒ **SP-35 Anticipated Resources:** § 91.315(a)(4); § 91.320(c)(1) and (2)- revise this screen to identify the federal, state, local, and private resources expected to be available to the State to address priority needs and specific objectives identified in the strategic plan. Specifically, the State should add a program to this screen by selecting "Add" in the *Action* column. This will open the **SP-36 Add Anticipated Resource** screen. The State should select "Other" in the *Anticipated Resource* field and enter "Housing Trust

Fund" in the *Other Funding Source* field. The State should also select the "public - federal" radio button in the "Source" field and complete the rest of the fields on this screen for its HTF program.

- ☑ **SP-45 Goals:** § 91.315(a)(4) and § 91.315 (b)(2)- revise this screen to summarize the State's priorities and the specific goals it intends to initiate and/or complete within the term of the strategic plan. The State must also ensure its five year goals include any accomplishments due to HTF funds and must also enter the number of extremely low-income families to which the State will provide assistance with its HTF funds.

V. ANNUAL ACTION PLAN REQUIREMENTS

The State must include HTF in its annual action plan or amend the plan to include HTF information as required in § 93.320(k)(5). The action plan must include an HTF allocation plan that describes the distribution of HTF funds, and establishes the application requirements and selection criteria of applications submitted by eligible recipients that meet the State's priority housing needs.

Annual Action Plan Screen(s) To Revise

The following screens in the eCon Planning Suite consolidated plan template in IDIS must be revised to include HTF.

- ☑ **AP-15 Expected Resources:** § 91.320(c)(1) and (2)- revise this screen to provide a concise summary of the federal resources expected to be available. The HTF resources added to the **SP-35 Anticipated Resources** screen will carry over to this screen.
- ☑ **AP-20 Annual Goals and Objectives:** § 91.320(c)(3) and (e)- revise this screen to summarize the specific goals the State intends to initiate and/or complete within the term of the program year. Any HTF related goals and objectives entered on the **SP-45 Goals** screen will carry over to this screen.
- ☑ **AP-25 Allocation Priorities:** § 91.320(d)- revise this screen to describe the reasons for the State's allocation priorities and how the proposed distribution of funds will address the priority needs and goals of the strategic plan.
- ☑ **AP-30 Method of Distribution:** § 91.320(d) and (k5)- revise this screen to include a description of its method(s) for distribution for the "Other – Housing Trust Fund" selection based on the entry made on the **SP-35 Anticipated Resources** screen.
- ☑ **AP-35 Projects:** § 91.220(d)- revise this screen to include consolidated plan/annual action plan projects that reflect the planned use of HTF funds each year.

- ☑ **AP-50 Geographic Distribution:** § 91.320(f)- revise this screen to describe the geographic areas of the state in which it will direct assistance during the ensuing program year and provide rationale for its priorities in allocating investment geographically.
- ☑ **AP-55 Affordable Housing:** § 91.320(g)- revise this screen to specify goals for the number of homeless, non-homeless, and special needs households to be provided affordable housing within the program year.
- ☑ **AP-65 Homeless and Other Special Needs Activities:** § 91.320(h)- revise this screen to describe how HTF will help to address the State's one-year goals and actions for reducing and ending homelessness, if applicable.
- ☑ **AP-75 Barriers to Affordable Housing:** § 91.320(i)- revise this screen to describe how HTF will help with any actions the State's will take during the next year to reduce barriers to affordable housing, if applicable.
- ☑ **AP-85 Other Actions:** § 91.320(j)- revise this screen to describe how HTF will help with any actions the State will take during the next year to carry out the following strategies outlined in the consolidated plan:
 - Foster and maintain affordable housing;
 - Evaluate and reduce lead-based paint hazards;
 - Reduce the number of poverty-level families;
 - Develop institutional structure; and
 - Enhance coordination.

In addition, the State must identify obstacles to meeting underserved needs and propose actions to overcome those obstacles using HTF funds, if applicable.

VI. ALLOCATION PLAN REQUIREMENTS

The State is responsible for distributing HTF funds throughout the State according to its housing priority needs. In addition to revising the **AP- 30 Method of Distribution** screen in IDIS, the State must respond to the following questions.

Distribution of HTF funds

1. How will the State distribute its HTF funds (§ 91.320(k)(5))? Select all that apply:

- ☒ Applications submitted by eligible recipients
- ☐ Subgrantees that are State Agencies
- ☐ Subgrantees that are HUD-CPD entitlement grantees

2. If distributing HTF funds through grants to subgrantees, describe the method for distributing HTF funds through grants to subgrantees and how those funds will be made available to state agencies and/or units of general local government. If not distributing funds through grants to subgrantees, enter "N/A".

N/A

3. If distributing HTF funds by selecting applications submitted by eligible recipients,
- a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Eligible Recipients are organizations, agencies, or other entities (including public housing agencies, for-profit entities, or nonprofit entities) that receive HTF assistance from the State as an owner or developer to carry out an HTF-assisted project. To be eligible for HTF assistance, a recipient must:

- (1) Make acceptable assurances to the State that it will comply with the requirements of the HTF program during the entire period that from the time the State selects the recipient to receive HTF funds until the conclusion of all HTF-funded activities;
- (2) Demonstrate its ability and financial capacity to undertake the eligible activity, comply with HTF regulations and State requirements, and manage the eligible activity;
- (3) Demonstrate its familiarity with the requirements of other Federal, State, or local housing programs that may be used in conjunction with HTF funds to ensure compliance with all applicable requirements and regulations of such programs; and
- (4) Have demonstrated experience and capacity to carry out an eligible HTF activity as evidenced by its ability to own, construct/rehabilitate, manage, and/or operate an affordable multifamily rental housing development.

- b. Describe the State's application requirements for eligible recipients to apply for HTF funds. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

The Colorado Department of Local Affairs, Division of Housing (DOH) follows its traditional monthly application process to review proposals and award HTF funds to projects. Applications are accepted on or before the first working day of each month to begin that month's review cycle.

MINIMUM APPLICATION THRESHOLDS. Applicants are expected to submit complete applications. The following are the minimum threshold requirements for a complete application. However, DOH may make exceptions to the minimum threshold criteria on a project-by-project basis, according to special circumstances and local conditions. For instance, DOH may waive the "Local Financial Support" criterion under "Project Readiness to Proceed" for some projects--particularly in rural areas--where local agencies lack the resources to provide financial support to the project.

Demonstrate need by means of:

1. Third party market study (not required for rehab-only applications for fully occupied properties unless post-rehab rent increases are proposed), and
2. Local housing needs assessment and strategic plan (if available), and
3. Local government supporting documentation substantiating the need and expressing support for the proposal.

Administrative Capacity. Adequate overall management capability as demonstrated by:

1. No unresolved financial audit findings.
2. Compliance plan to ensure that Federal and State regulations and reporting requirements will be met, including but not limited to:
 - a) Federal Labor and Construction Standards, including Davis Bacon Wages, as applicable.
 - b) Section 3 and MBE/WBE, as applicable.
 - c) Fair Housing and Civil Rights, including Section 504, as applicable.
 - d) Residential Antidisplacement and Relocation, as applicable.
 - e) State or Federal procurement requirements, as applicable
 - f) Lead Based Paint and other environmental hazards, as applicable.
3. Property Management Experience
 - a) Property Management plan that ensures rent and affordability compliance.
 - b) Tax Credit compliance, as applicable.

- c. Describe the selection criteria that the State will use to select applications submitted by eligible recipients. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Colorado will distribute HTF funds by selecting applications submitted by eligible recipients. 100 percent of the HTF funds will benefit extremely-low income households.

Following submission of a complete application (as described in 3.b.), an applicant's ability to obligate HTF funds, undertake eligible activities in a timely manner, and own/manage/operate an HTF-assisted property in compliance with HUD regulations will be treated as threshold criteria. Another threshold criterion for Colorado's HTF funding will be the creation or preservation of permanent rental housing (transitional housing and shelters are not eligible). Applications that fail to meet all of Colorado's threshold criteria (HTF threshold criteria and application threshold criteria) will not be considered for HTF funding.

The Colorado Department of Local Affairs, Division of Housing (DOH) follows its traditional monthly application process to review proposals and award HTF funds to projects. Applications are accepted on or before the first working day of each month to begin that month's review cycle.

Three (3) separate DOH staff reviews are completed prior to the presentation of an application to the State Housing Board for a funding recommendation to the Colorado Department of Local Affairs' Executive Director.

The first and second funding priorities will be given to applications that meet the State's priority housing needs by:

1) Providing affordable, community-based supportive housing for people with disabilities or other special needs ("Supportive Housing"). This Supportive Housing priority aligns with Colorado's Priority Need for "Housing and Assistance for the Homeless." Supportive Housing projects should include Federal, State, or local project-based rental assistance to ensure the rents for HTF-assisted units are affordable to extremely low-income families.

2) Including 30% AMI units in mixed-income developments that would be infeasible at 30% AMI rents but for HTF funding. This 30% AMI units in mixed-income developments priority aligns with Colorado's Priority Needs for "Additional Affordable Housing" and "Acquire and Preserve Affordable Housing Stock."

Additionally, applications that meet Colorado's threshold requirements will be receive priority for HTF funding as described in the following sections VI.3.d. through VI.3.i.

- d. Describe the State's required priority for funding based on geographic diversity (as defined by the State in the consolidated plan). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Applications that contribute to Geographic Diversity (IDIS Con Plan and Action Plan SP-10) will be Colorado's third priority for HTF funding. Under this criterion, priority will be given to applications for projects that Affirmatively Further Fair Housing and/or are located in rural areas.

- e. Describe the State's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Following submission of a complete application (as described in 3.b.), an applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner will be treated as threshold criteria.

- f. Describe the State's required priority for funding based on the extent to which the rental project has Federal, State, or local project-based rental assistance so that rents are affordable to extremely low-income families. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Colorado's first priority for HTF funding is for projects that provide affordable, community-based supportive housing for people with disabilities or other special needs ("Supportive Housing"). This priority aligns with Colorado's Priority Need for "Housing and Assistance for the Homeless." To meet the criteria for this priority, Supportive Housing projects should include Federal, State, or local project-based rental assistance to ensure the rents for HTF-assisted units are affordable to extremely low-income families.

- g. Describe the State's required priority for funding based on the financial feasibility of the project beyond the required 30-year period. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

All HTF units in rental housing projects are required to remain affordable as HTF units for a minimum of 30 years. Projects for which the underwriting supports financial feasibility beyond the minimum period, and for which the owner is willing to commit to a longer affordability period, are Colorado's fifth funding priority.

- h. Describe the State's required priority for funding based on the merits of the application in meeting the priority housing needs of the State (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

As described in VI. 3.c. and f., Colorado's top priority for HTF funding is for projects that provide affordable, community-based supportive housing for people with disabilities or other special needs ("Supportive Housing"), and include project-based rental assistance. This priority aligns with Colorado's Priority Need for "Housing and Assistance for the Homeless."

- i. Describe the State's required priority for funding based on the extent to which the application makes use of non-federal funding sources. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

As its fourth funding priority, Colorado will consider non-federal leverage, or the extent to which each application includes non-federal funding sources and local resources and/or concessions. Those with greater local/non-federal commitment, when resources are available, will receive funding priority over applications with less non-federal leverage.

4. Does the State's application require the applicant to include a description of the eligible activities to be conducted with HTF funds? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

Yes ☒ No ☐ N/A ☐

5. Does the State's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

Yes ☒ No ☐ N/A ☐

6. **Performance Goals and Benchmarks-** § 91.320(k)(5)(iii)

The State has met the requirement to provide for performance goals and benchmarks against which the State will measure its progress, consistent with the State's goals established under 24 CFR 91.315(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

Yes ☒ No ☐

7. Maximum Per-unit Development Subsidy Amount- § 91.320(k)(5) and § 93.300(a)

Enter or attach the State's maximum per-unit development subsidy limits for housing assisted with HTF funds.

The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area.

If the State will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME's maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

Colorado performed an analysis of the cost to replace a unit with the higher of 60% AMI rent or FMR with a unit with 30% AMI rent in various locations across the State. In no area of the State did this cost exceed the HOME maximum per-unit subsidy amount. Colorado has adopted the HOME maximum per-unit subsidies as its HTF maximum per-unit subsidies.

The 2017 maximum per-unit subsidies are as follows:

Max Subsidy 0 bedroom: \$141,089

Max Subsidy 1 bedroom: \$161,738

Max Subsidy 2 bedroom: \$196,673

Max Subsidy 3 bedroom: \$254,431

Max Subsidy 4 bedroom: \$279,286

8. Rehabilitation Standards - § 91.320(k)(5)(iv) and § 93.301(b)

The State must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The State's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. At a minimum, the rehabilitation standards must address:

- Health and safety;
- Major systems;
- Lead-Based Paint;
- Accessibility;
- Disaster Mitigation;
- State and local Codes, Ordinances, and Zoning Requirements;
- Inspectable Areas and Observable Deficiencies from HUD's Uniform Physical Condition Standards identified by HUD as applicable to HTF-assisted housing; and
- Capital Needs Assessments (if applicable).

Enter or attach the State's rehabilitation standards. If the State will not use HTF funds for rehabilitation of housing, enter "N/A".

See attached.

9. Resale or Recapture Guidelines- § 91.320(k)(5)(v) and § 93.304(f)

If the State intends to use HTF funds to assist first-time homebuyers, it must set forth the guidelines for resale or recapture and obtain HUD specific, written approval, as required in § 93.304(f). Approval of the consolidated plan or annual action plan under § 91.500 or the failure to disapprove the consolidated plan or annual action plan does not satisfy the requirement for specific HUD approval for resale or recapture guidelines.

Enter or attach a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the State will not use HTF funds to assist first-time homebuyers, enter "N/A".

N/A

10. HTF Affordable Homeownership Limits- § 91.320(k)(5)(vi) and § 93.305

If the State intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the State will not use HTF funds to assist first-time homebuyers, enter "N/A".

☐ The State will use the HUD issued affordable homeownership limits.

☐ The State has determined its own affordable homeownership limits using the methodology described in § 93.305(a)(2) and the limits are attached.

☒ N/A

11. State Limited Beneficiaries or Preferences- § 91.320(k)(5)(vii)

Describe how the State will limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population to serve unmet needs identified in its consolidated plan or annual action plan. If the State will not limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population, enter "N/A".

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the State must not limit or give preferences to students. The State may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303(d)(3) only if such limitation or preference is described in the action plan.

The State will limit beneficiaries and/or give preferences to the following segments of the extremely low-income population:

- People with disabilities or other special needs (e.g. individuals/families exiting homelessness)

The groups listed have also been identified in the action plan in AP 25-Allocation Priorities.

12. Refinancing of Existing Debt- § 91.320(k)(5)(viii) and § 93.201(b)

Enter or attach the State's refinancing guidelines below. The guidelines describe the conditions under which the State will refinance existing debt. The State's refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the State will not refinance existing debt, enter "N/A".

N/A

VII. GRANTEE CERTIFICATIONS

In addition to submitting an HTF allocation plan, the State must submit all the required certifications identified at § 91.225 (for new action plans). If the State is amending the action plan to include HTF, it must resubmit the following certification to include HTF:

- ☒ Consistency with plan- The jurisdiction must submit a certification that the housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan. Where the HOPWA funds are to be received by a city that is the most populous unit of general local government in an EMSA, it must obtain and keep on file certifications of consistency from the authorized public officials for each other locality in the EMSA in which housing assistance is provided. HTF must be included in this certification.

VIII. REQUIRED FORMS

In addition to submitting an HTF allocation plan, the State must submit and/or complete the following standard form for its HTF program.

- ☒ Standard form- 424: [Application for Federal Assistance](#) (§ 91.320(a))

IX. RESOURCES

The following resources should be referenced before developing and submitting the HTF allocation plan.

HTF Resources

- HTF website- www.hudexchange.info/htf
- HTF [Interim Rule](#)
- Notice CPD-17-05 [Guidance for HTF Grantees on Fiscal Year 2017 Housing Trust Fund \(HTF\) Allocation Plans](#)
- HTF [FAQs](#)
 - o HTF Maximum Per-Unit Development Subsidy Amounts
 - o HTF Rehabilitation Standards
- HTF Webcast on [Overview of the HTF program](#)
- HTF Webinar on [Developing HTF Allocation Plans](#)
- HTF [Formula Allocation](#)


Consolidated Plan Resources

- eCon Planning Suite website- <https://www.hudexchange.info/consolidated-plan/econ-planning-suite/>
- Notice CPD-12-009: [Use of IDIS to Submit the Consolidated Plan](#)
- Consolidated Plan in IDIS [Desk Guide](#)
- Con Plan Quick Guide: [Amending a Consolidated Plan and Annual Action Plan For State, Entitlement & Regional Grantees](#).


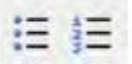


X. APPENDICES




Appendix A: eCon Planning Suite Editing Options

Narrative Fields and the 4,000 Character Limit

The limit on the amount of text is 4,000 characters per field. The character limit includes white spaces, formatting marks such as new paragraphs, and other hidden characters. For example, the following text “The **quick** brown fox” contains 16 visible characters, but also contains 3 white space characters and additional hidden characters related to the bold and underline formatting. Users can select the  option to display and remove the hidden formatting.

Other Editing Options

Tools	Description
	Bold Italics Underline
	Bullet List Numbered List
	Undo Redo
	Paste as Plain Text. If this tool is toggled on, any text pasted into the narrative box will be stripped of all formatting. Paste from Word. This tool will allow the pasted text to retain limited formatting, including Bold, Italics, Underline, and simple

Tools	Description
	numbered and bulleted lists. Paste from Word will not retain more complex formatting, such as tables and indentation.
	Select All. This tool selects all of the text currently entered in the narrative box.
	Show/Hide Visual Control Characters. This tool is used to toggle the display of hidden formatting, such as paragraph marks (not currently functional).
	Edit HTML Source. This tool opens a dialog box where users can edit the HTML Code to format the text of the narrative box.

Adding Additional Text Box for Narrative:

To input additional narrative beyond 4,000 characters, grantees can add another [text box](#). Due to embedded formatting in PDF documents, grantees should not try to copy text from PDFs, but should only use text or Microsoft Word files.

The screenshot below shows the features of narrative fields in the template.



Appendix B: Amending a Consolidated Plan and Annual Action Plan

I. Amending Approved Consolidated Plan/Year 1 Action Plan

The State should follow these instructions to amend its consolidated plan and annual action plan to include HTF. All States are responsible for amending their individual Action Plans.

To amend a Consolidated Plan/Year 1 Action Plan, grantees must first copy the existing plan.

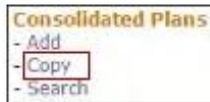
1. Click "Search" under the Consolidated Plan submenu.



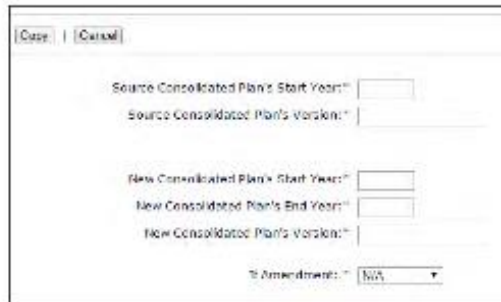
2. Make note of the Year and Version of the Plan to be amended.

Search Page 1 of 1							
Create Month	Plan	Year	Version	Title	Status	Action	
Jan 2017	2017	2017	1	2017 Consolidated Plan for accuracy	Not Completed	Edit	

3. Click "Copy" under the Consolidated Plan submenu.



4. Enter the Source Year and Version from the Plan to be copied (identified in Step 2).

A screenshot of a web application's 'Copy' form. The form has a title bar with 'Copy' and 'Cancel' buttons. Below the title bar, there are six input fields arranged in three pairs. The first pair is labeled 'Source Consolidated Plan's Start Year:' and the second is 'Source Consolidated Plan's Version:'. The third pair is labeled 'New Consolidated Plan's Start Year:' and the fourth is 'New Consolidated Plan's End Year:'. The fifth is 'New Consolidated Plan's Version:'. At the bottom, there is a dropdown menu labeled 'Is Amendment:' with 'N/A' selected.

5. Enter the Start Year, End Year and Version for the amended plan. For amendments, the Start Year must be the same as the Source Plan. Select whether the amendment is Minor or Substantial from the dropdown menu.

6. Once completed, click "Copy." The Amended plan will be accessible from the Consolidated Plan search screen. The default title of the copied plan will be "ConPlan Copy." Grantees can change the title on the AD-25 screen.
7. If the copy is a Substantial Amendment, the AD-25 screen will include a text box following the "If Amendment" dropdown menu to explain the amendment.



The screenshot shows a form with a label "If Amendment:" followed by a dropdown menu currently set to "Substantial". Below this, there is a label "If Substantial Amendment, explain:" followed by a large, empty text box for providing details about the amendment.

8. All amendments, minor and substantial, must be submitted for review in IDIS to ensure the amended information is included in the CAPER. Depending on the amendment, the Field Office may not conduct a full review of the plan, but must functionally mark the amended plan as "Review Complete" in IDIS.

II. Amending the Action Plan

1. Click "Search" under the Action Plan submenu and note the Year and Version of the Action Plan to be amended.
2. Click "Copy" in the Action Plan submenu.



3. Enter information in the fields provided. For amendments, the Program Year for the amended plan must be the same as the Source Program Year.

Copy Annual Action Plan

Copy

Cancel

Source AAP Program Year:*

Source AAP Plan Version:*

New AAP Program Year:*

New AAP Plan Version:*

If Amendment: *

N/A

4. Select whether the amendment is Minor or Substantial.
5. When complete, click "Copy". The amended plan will be accessible from the Action Plan search screen. The default title of the copied plan will be "AAP Copy." Grantees can change the title on the AD-26 screen.
6. If the copy is a Substantial Amendment, the AD-26 screen will include a text box immediately following the "If Amendment" dropdown menu to explain the amendment.

If Amendment: Substantial

If Substantial Amendment, explain:*

7. All amendments, minor and substantial, must be submitted for review in IDIS to ensure the amended information is included in the CAPER. Depending on the amendment, the Field Office may not conduct a full review of the plan, but must functionally mark the amended plan as "Review Complete" in IDIS.

2017 Housing Trust Fund Allocation Plan Supplemental Information

1.) Maximum Per-unit Development Subsidy Amount- § 91.320(k)(5) and § 93.300(a)

The State must establish its own maximum limitations on the total amount of HTF funds that can be invested per-unit for development of non-luxury housing. The limits must be reasonable, based on actual costs, and adjusted for the number of bedrooms and geographic location of the project. The State may choose to develop its own limits or adopt limits used in other federal programs such as HOME or Low-Income Housing Tax Credit and must submit them with its HTF allocation plan.

The State must submit a description of how the HTF maximum per-unit development subsidy amounts were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements.

DOLA performed an analysis of the cost to replace a unit with the higher of 60% AMI rent or FMR with a unit with 30% AMI rent in various locations across the State. In no area of the State did this cost exceed the HOME maximum per-unit subsidy amount. The 2017 HOME maximum per-unit subsidies are listed in the HTF Allocation Plan in Section 7.

2.) State Limited Beneficiaries or Preferences- § 91.320(k)(5)(vii)

The State will limit beneficiaries and/or give preferences to the following segments of the extremely low-income population:

- People with disabilities or other special needs (e.g. individuals/families exiting homelessness)

The groups listed have also been identified in the action plan in AP 25-Allocation Priorities.

3.) Waiver of Public Comment Period

In accordance with the waiver of 24 CFR 91.115(b)(4) and 24 CFR 91.105(b)(4) for FY 2017 Action Plans for Housing Trust Fund, the Colorado Department of Local Affairs will utilize the waiver and post the HTF Allocation Plan for a period of 14 days. DOLA is taking advantage of the waiver due to the late announcement of HUD's 2017 allocation amounts. The 2017 Annual Action Plan included HTF, and was posted for public comment for more than 30-days. A public meeting was held on July 6, 2017 regarding the Annual Action Plan in regards to HOME, ESG, CDBG, HOPWA, and HTF.

4.) Response to Additional Public Comments Received During HTF Comment Period

A Denver Metro-area non-profit agency reached out to DOLA to provide comments on their perceived difficulty using HTF funds for preservation, particularly of smaller, non-LIHTC rental rehabilitation projects. DOLA staff clarified the State's application/underwriting standards and the allowable uses of HTF funds, and invited the agency to reach out to DOLA's applicable regional housing development specialist to discuss potential applications.



COLORADO

Department of Local Affairs

Division of Housing

Multi-family Housing Rehabilitation Standards

Effective July 2017

Colorado Department of Local Affairs
Division of Housing
1313 Sherman Street, Room 500
Denver, Colorado 80203
(303) 864-7810
<http://dola.colorado.gov/doh>

Alison George, Director

Multi-Family Housing Rehabilitation Standards

Description:

The Division of Housing (DOH) has created these Multi Family Housing Rehabilitation Standards (Rehab Standards) to uniformly provide for safe, decent, durable, high-performing and affordable housing. These Rehab Standards are written to comply with the requirements of the federal HOME Investment Partnership Program (HOME) and the National Housing Trust Fund Program (HTF). Multi-family properties rehabilitated with the use of DOH funding shall meet or exceed these standards at the time of project completion, in accordance with 24 CFR 92.251(b) (HOME) and 93.301(b) (HTF). These Rehab Standards address the following:

- Capital Needs Assessment (found on page 3 in Establishing Scope of Work Priorities)
- Accessibility (found on Page 4 in Applicable Laws and Regulations)
- Disaster mitigation (found on Page 5 in Applicable Laws and Regulations)
- State and local codes (found on Page 5 in Applicable Laws and Regulations)
- Uniform Physical Condition Standards (found on Page 5 in Applicable Laws and Regulations)
- Health and safety (Section 1)
- Lead-based paint (Section 1)
- Major systems (Section 2 thru 11)

These standards are designed to be used with multi-family properties with five or more units. The Single-family Housing Rehabilitation Standards apply to one- to four- unit dwellings of three stories or less.

These standards describe the minimum requirements in a variety of ways including:

- These standards are designed to exceed the Uniform Physical Condition Standards (UPCS) and ensure upon completion, the assisted project and units will be decent, safe, sanitary and in good repair as described in 24 CFR 5.703. Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation identifies, at a minimum, those items that must be inspected along with the observable deficiency and the type and degree of deficiency that must be addressed. Any deficiency found to exist from Appendix A must be addressed, even if a specific standard for that item is not included in this document. In the event that a specific standard is not included for an observed deficiency, the repair shall be completed in a thorough and workmanlike manner in accordance with industry practice.
- Minimum requirements for the materials and methods used. **All construction materials and methods shall be in compliance with locally adopted building codes.** If there are no local codes, then they shall comply with State Code (the National Electrical Code (NEC), 2014 Edition, as may be amended by the Colorado Electrical Board, the International Plumbing Code (IPC) 2015 and the International Fire/Gas Code (IFGC) as amended in the Colorado Plumbing Code, and the International Existing Building Code of the ICC (IEBC)).

Note: At the time of publication and adoption of these standards, the adopted codes

referenced are believed to be those in force. As standards and codes change and are put into effect by the governing authorities having jurisdiction, the new standards and codes will apply in lieu of those referenced.

- The requirements of regulatory agencies such as the local government's Building, Housing and Zoning Codes; the Environmental Protection Agency (EPA); federal, state and local Historic Preservation requirements. **These Rehabilitation Standards are not meant to substitute for a thorough understanding of all of the codes and regulations that may apply to your projects.**
- The requirements of funders such as HUD (CDBG, HOME, NSP, HTF, CDBG-DR) or local governments, including the Environmental Review process.

In order to access further and more detailed information, hyperlinks to useful web sites are included in this document. They can serve as a valuable resource.

Establishing Scope of Work Priorities:

For all Rehabilitation Projects, health and safety standards represent the highest priority work to be completed first, especially if they are life threatening. Any and all life threatening health and safety deficiencies shall be corrected in every rehabilitation project, regardless of funding source **and must be addressed immediately if the housing is occupied.** Appendix A identifies life-threatening deficiencies in (****bold italic***) for the property site, building exterior, building systems, common areas, and units.

Another top priority for the scope of work is the remaining useful life of all major building systems, which shall be estimated through a Capital Needs Assessment (CNA) or other means and must cover the period of affordability. Federal funding requirements dictate that if a multifamily housing project consists of 26 units or more, a (CNA) shall be performed to determine the remaining useful life of major systems, and the Division of Housing (DOH) may require a (CNA) regardless of project size. Those systems that are found to be at or near the end of their useful life shall be repaired or replaced as part of the rehabilitation of the project. A replacement reserve shall be established and monthly payments made to the reserve account in an amount adequate to repair or replace systems as needed through the entire period of affordability. Major systems include the structure, roof, cladding, weatherproofing (windows, doors, siding, gutters, etc.), plumbing, electrical, heating, ventilation, and air conditioning, and are identified by the symbol "**[MAJOR SYSTEM]**".

The next priority for inclusion in the scope of work is any violation of locally adopted building code, housing code, zoning ordinance, and/or disaster mitigation standards. It is important for Grantees and their Contractors/Subcontractors to be knowledgeable about their local codes, and to communicate freely with local code officials if their code requirements are unclear. If there are no locally adopted building codes, then State Code (the National Electrical Code (NEC), 2014 Edition, as may be amended by the Colorado Electrical Board, the International Plumbing Code (IPC) 2015 and the International Fire/Gas Code (IFGC) as amended in the

Colorado Plumbing Code, and the International Existing Building Code of the ICC (IEBC)).

Most building codes, including the International Existing Building Code of the ICC (IEBC), allow for building components that were constructed in compliance with the building code that was in effect at the time, and that do not pose a health or safety threat, to remain as is. Generally, they do not need to be improved to meet current code unless they are a threat to health or safety. The same applies to these Rehab Standards – if a building component is not a threat to health or safety, and if it complies with the building code that was in effect when it was built, then the component does not need to be brought into compliance with these standards.

Grantees may choose to implement “Green Standards,” identified by this symbol - **[GREEN STANDARD]**, unless they are found under health and safety, in which case they shall be corrected to the GREEN STANDARD. These standards accomplish one or more of the following:

- Conserve water
- Conserve energy
- Provide residents with a healthier living environment
- Reduce impact on the natural environment
- Create a more sustainable product lifetime

In areas where the **[GREEN STANDARD]** is optional and a Grantee chooses not to implement the GREEN STANDARD, the repair or replacement shall be completed according to applicable codes and in accordance with industry standards.

Source Documents:

The standards in this document were adapted from a template used by Livable Housing, Inc., a consulting and training firm, and were based on a number of similar documents used in various housing rehabilitation programs. The standards with the label **[GREEN STANDARD]** were added with the assistance of Enterprise Community Partners and intended to be used for including green rehabilitation improvements that follow accepted national green building standards such as LEED and the Green Communities Criteria.

Applicable Laws and Regulations

These Rehabilitation Standards are not meant to substitute for a thorough understanding of all of the regulations that may apply to your projects.

The following statutory and regulatory requirements are applicable to projects funded with federal funds:

- HUD – HOME, HTF or CDBG regulations (depending on the funding source used)
- Broadband infrastructure as defined in 24 CFR 5.100 for substantial rehabilitation of a building with more than 4 rental units, the rehabilitation must provide for installation of broadband infrastructure, as this term is also defined in 24 CFR 5.100. This requirement

may be waived if DOLA makes a written determination that such installation is not required in accordance with the requirements at 24 CFR 570.482(c)(5) (CDBG), 24 CFR 92.251(b)(1)(x) (HOME), or 24 CFR 93.301(b)(1)(x) (HTF).

- Accessibility Requirements in 24 CFR part 8, which implements Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131 – 12189) Implemented at 28 CFR parts 35 and 36, as applicable. Covered multifamily dwellings, as defined at 24 CFR 100.201 shall also meet the construction requirements at 24 CFR 100.205.
- NEPA Environmental Review
- Local Code: Current locally adopted Building, Housing and Zoning Codes, including any local Disaster Mitigation Standards.
- If no local Building Code: State Code (the National Electrical Code (NEC), 2014 Edition, as may be amended by the Colorado Electrical Board, the International Plumbing Code (IPC) 2015 and the International Fire/Gas Code (IFGC) as amended in the Colorado Plumbing Code, and the International Existing Building Code of the ICC (IEBC)).
- Federal Code: For programs funded with HOME or HTF funds after January 24, 2014, HUD will adapt the Uniform Physical Condition Standards (UPCS) inspection protocol for housing rehabilitation.
- Environmental Protection Agency (EPA) regulations including the RRP regulations for Lead Based Paint
- EPA regulations for the Resource Conservation and Recovery Act (RCRA), dealing with hazardous materials.
- If the building is over 50 years old, then the Colorado State Historic Preservation Office (SHPO) requirements as well as any federal or local Historic Preservation requirements.
- Life Safety Code – NFPA 101 as published by the National Fire Protection Association.

The following are additional guidelines and codes that may apply:

- Energy: A locally adopted energy code, 2009 (or newer) International Energy Conservation Code (IECC).
- Accessibility: ANSI standards for accessibility by disabled residents
- HAZMAT: HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing

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Appendix A: Uniform Physical Condition Standards for Multifamily Housing

1) Health and Safety

[GREEN STANDARD] is mandatory in this section

Contaminants [GREEN STANDARD]	
Repair Standard	
N/A	
Replacement Standard	
<p>All materials installed shall meet the following standards to minimize the presence of Volatile Organic Compounds (VOC) and Formaldehyde:</p> <ul style="list-style-type: none"> • All paints and primers should meet the most recent Green Seal G-11 Environmental Standard. http://www.greenseal.org/Home.aspx • All particleboard components shall meet ANSI A208.1 for formaldehyde emission limits, or all exposed particleboard edges shall be sealed with a low-VOC sealant or have a factory-applied, low-VOC sealant prior to installation. All MDF edges shall meet ANSI A208.2 for formaldehyde emission limits, or all exposed MDF edges shall be sealed with a low-VOC sealant or have a factory-applied, low-VOC sealant prior to installation. 	

Lead-Based Paint (LBP) [GREEN STANDARD]	
Repair Standard ("Interim Controls")	
<p>For all housing units constructed prior to 1978, they must meet the lead-based paint requirements at 24 CFR part 35 and must follow HUD LBP Guidelines including testing for LBP and Lead-safe work practices. Only EPA-certified Renovation, Repair and Painting (RRP) contractors may perform the work. See: http://www.hud.gov/offices/lead/lbp/hudguidelines/</p> <p>All interim controls shall be performed as follows and by properly trained workers:</p> <ul style="list-style-type: none"> • When any LBP-coated surfaces are disturbed, the work area shall be sealed and tenants of occupied buildings shall be adequately protected from LBP hazards. • Occupants may be temporarily relocated as required by the regulations. • All surfaces coated with LBP shall be properly maintained over the life of the program covenants. • Tenants living in buildings constructed prior to 1978 that are not certified as being "lead free" shall be provided with the "Protect Your Family from Lead in Your Home" pamphlet, the location and condition of known LBP, and advance written notice prior to any lead-hazard reduction activity. 	
Replacement Standard ("Abatement")	
<p>When Interim Control is impractical, the most affordable solution for abatement of the component shall be chosen. For example, walls containing LBP may be covered with drywall or</p>	

guttered and replaced with drywall. Trim and other wood or metal components containing LBP may be removed and replaced with similar materials.

Any work must meet the lead-based paint requirement at 24 CFR par 35 and must follow HUD LBP Guidelines including Lead-safe work practices, and only use EPA-certified abatement contractors to perform the work. See: <http://www.hud.gov/offices/lead/lbp/hudguidelines/>

Asbestos [GREEN STANDARD]

Repair Standard

Asbestos can be found in these and many other common building materials: Ceiling textures, vinyl floor coverings and mastic, boiler and pipe insulation, heating and cooling duct insulation, ceiling tile, roofing products, clapboard shingles, etc. An asbestos inspection by a certified asbestos building inspector is required in Colorado if the trigger level of suspect materials to be disturbed is exceeded. An exemption is possible only if it can be shown that the building was constructed after October 12, 1988 **and** either no asbestos containing material (ACM) was specified in any construction document for the building OR no ACMs were used in the building.

For more information and repair requirements, see the Colorado Dept. of Public Health and Environment's Asbestos website at: <http://www.colorado.gov/cs/Satellite/CDPHE-AP/CBON/1251594599613>

Replacement Standard

Abatement of friable asbestos-containing materials in Colorado shall be performed by a General Abatement Contractor, certified by the Colorado Dept. of Public Health and Environment's Air Pollution Control Division.

For more information and abatement requirements, see the Colorado Dept. of Public Health and Environment's Asbestos website at: <http://www.colorado.gov/cs/Satellite/CDPHE-AP/CBON/1251594599613>

Radon [GREEN STANDARD]

Repair Standard

All residential buildings shall be subject to a "Short Term" Radon Test. If the result is a reading of 4 pCi/L or higher, then perform a follow-up "Short Term" test and average the results. If the average is above 4 pCi/L, remediation shall be required.

Radon test kits may be purchased from your local home improvement store. Be sure the kit says "certified by the [National Radon Proficiency Program](#)." Individuals can also get coupons for mail-order test kits on the Colorado Dept. of Public Health and Environment's website: <http://www.colorado.gov/cs/Satellite/CDPHE-HM/CBON/1251617274212>

Replacement Standard

If, as a result of the testing above, there is a presence of Radon at or above the 4 pCi/L level, remediation shall be undertaken per the EPA guidance in their Consumer's Guide to Radon Reduction: <http://www.epa.gov/radon/pubs/consguid.html>.

If the home's water comes from a private well, the water should also be tested. Water testing is available from the [Colorado Department of Public Health and Environment's Laboratory Services Division](#).

Mold [GREEN STANDARD]

Repair Standard

Any presence of mold is unacceptable and shall be addressed per the National Center for Healthy Housing protocol "Creating a Healthy Home." Once the source of the mold causing moisture has been identified and repaired, All carpeting, drywall or other gypsum-based wall coverings or any other non-structural components with mold present shall be removed and replaced.

Replacement Standard

U.S. Environmental Protection Agency (EPA) and the U.S. Centers for Disease Control and Prevention (CDC) recommend that trained mold remediation professionals do the mold clean up if mold growth covers more than 100 square feet, or a 10 foot by 10 foot area.

All carpeting, drywall or other gypsum-based wall coverings or any other non-structural components with mold present shall be removed and replaced. The National Center for Healthy Housing protocol "Creating a Healthy Home" shall be followed for remediation of structural components:

http://www.nchh.org/Portals/0/Contents/FloodCleanupGuide_screen_.pdf

Fire Safety - Egress	
Repair Standard	
N/A	
Replacement Standard	
Egress windows are required in all new sleeping and living areas unless other secondary means of escape requirements are met, in accordance with local building codes or the IEBC. No bedrooms shall be created in attics or basements unless Life Safety Code (NFPA 101) egress requirements are met.	

Fire and CO Alarms [GREEN STANDARD]	
Repair Standard	
Existing fire and smoke, carbon monoxide and security systems that meet current local code (or the IEBC) and Colorado State Statute, shall be repaired to operating condition. If hard wiring of smoke detectors is not feasible, then detectors with 10 year lithium batteries may be used.	
Replacement Standard	
Smoke and carbon monoxide detectors shall be installed to meet current local code (or the IEBC) and in accordance with Colorado Statute. If hard wiring of smoke detectors is not feasible, then detectors with 10 year lithium batteries may be used.	

2) Site

Drainage [GREEN STANDARD]	
Repair Standard	
All grading or impervious surfaces adjacent to the building and for a distance of at least 10 feet away from the building shall slope away from the structure at a pitch of at least 1 inch per foot. Sidewalks used for access cannot have a cross slope more than ¼" per foot. Holes or depressions of more than six inches (6") in diameter should be filled to correct drainage problems and remove safety hazards. All bare earth within three feet of the foundation shall be planted with low-water landscaping. Bare earth more than three feet from the foundation may be reseeded with grass or planted with low-water landscaping. For more information, see Denver Water's website at: http://www.denverwater.org/Conservation/Xeriscape/	
Replacement Standard	N/A
N/A	

Outbuildings	
Repair Standard	
Unsafe and blighted structures, including outbuildings, may be removed if it is not financially feasible to complete the repairs required to make them structurally sound, leak-free, with any health or safety hazards stabilized. Detached garages should have operable and lockable doors and windows.	
Replacement Standard	N/A
DOH rehabilitation funds may not be used to replace outbuildings.	

Fencing and Gates	
Repair Standard	
Existing fences shall be in good repair. Holes, broken pickets, torn chain-link fabric, missing top-rails, defective posts or supports, broken or missing masonry units, peeling paint, wobbly gate posts, gates which don't open and close properly, etc. shall be repaired.	
Replacement Standard	
DOH rehabilitation funds may not be used to replace fencing.	

Paving And Walks	
Repair Standard	
Sidewalks, driveways, and concrete or asphalt paved pads or parking areas shall be free of trip hazards. Any such surfaces that are excessively cracked, crumbling, irregular, or uneven shall be repaired or replaced. All existing driveways and automobile parking areas which are deteriorated or consist of materials unable to support vehicle traffic shall be removed, improved, or replaced.	
Replacement Standard	
Un-repairable essential walks and driveways shall be replaced with permeable paving, if financially feasible [GREEN STANDARD] , or with concrete per local codes (or IEBC). All concrete in public right of way areas shall conform to the local permitting jurisdiction's Building and Planning Department's requirements. Walkways and areas subject to pedestrian traffic shall be finished in such manner as to minimize slip hazards when wet.	

Trees and Shrubbery	
Repair Standard	
Trees that are dead, dying, or hazardous may be removed or trimmed, if that removes the hazard. Trees that could damage the structural integrity of an adjoining building above or below the foundation shall be removed. Removal shall include cutting close to the ground, and should also include grinding of the stump to 12 inches below the finished grade, installation of topsoil and re-seeding.	
Replacement Standard [GREEN STANDARD]	
Replacement trees and shrubs are permitted if economically feasible and shall be selected from the State Extension Service list of local, drought-resistant and non-invasive plant materials. In placement of trees, attention should be paid to shading the building to reduce air conditioning costs. Also, trees should be located a sufficient distance from foundations, sidewalls, walkways, driveways, patios and sidewalks in order to avoid future damage from root growth, branches brushing against the structure, and fire. Setbacks from structures should typically exceed half of the canopy diameter of a full-grown example of the species.	

Lawn [GREEN STANDARD]	
Repair Standard	
Bare section of lawn may be reseeded with drought-resistant grasses or plantings. For more information, see Denver Water's website at: http://www.denverwater.org/Conservation/Xeriscape/	
Replacement Standard	
Over-seeding is permitted with drought-resistant varieties. If lawn grasses do not exist at property, drought-resistant sod can be used for renovation if existing vegetation is removed and the underlying soil is tilled or core cultivated (aerified).	

3) Building Exterior

NOTE: Any exterior work on a building that is historic shall follow the Colorado State Historic Preservation Office guidelines and any applicable local or federal regulations on historic properties.

Exterior Cladding [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
Siding and trim shall be intact and weather tight and shall not permit the entry of water, snow, wind, or rodents into the interior. They shall be free of holes and broken or rotted finish materials and shall be capable of being kept in a clean and sanitary condition. All painted exterior components shall have a minimum of one continuous coat of paint, and no exterior painted surface shall have any deteriorated paint. Buildings designated as historic shall have existing siding repaired to blend with existing and shall be spot-primed and top-coated in a lead-safe manner.	
Replacement Standard	
Buildings may have siding replaced with wood, vinyl or cementitious siding to match the existing configuration. New wood components shall be FSC certified: http://www.fsc.org/ . All new surfaces that will receive paint shall be primed prior to painting.	

Exterior Porches	
Repair Standard	
Deteriorated concrete porches shall be repaired when possible. Unsafe wood porch components shall be repaired when possible. Porch repairs shall be structurally sound, with smooth and even decking surfaces. Deteriorated wood structural components shall be replaced with preservative-treated wood.	
Replacement Standard	
Decks and railings on porches shall be replaced in accordance with local codes (or IEBC). Replaced wood structural components shall be preservative-treated. New porches on historic buildings shall be historically sensitive.	

Exterior/Interior Railings	
Repair Standard	Existing handrails and railings shall be structurally sound and meet local codes (or IEBC). Guard rails are required on any accessible area, including stairs, with a walking surface over 30" above the adjacent ground level. Structurally sound railings may be repaired if it is possible to maintain the existing style. On historic structures, railing repairs shall be historically sensitive.
Replacement Standard	Handrails shall be present on one side of all interior and exterior steps or stairways with more than two risers and around steps, porches or platforms over 30" above the adjacent ground level, and shall meet local codes (or IEBC). On historic structures new exterior railings shall be historically sensitive.

Exterior Decks and Exterior/Interior Steps	
Repair Standard	Steps, stairways, and porch decks shall be structurally sound, reasonably level, with smooth and even surfaces. Repairs shall match existing materials.
Replacement Standard	Decks and steps shall be constructed to meet local codes (or IEBC). Replaced wood structural components shall be preservative-treated. On historic structures new wood decking shall be structurally sound and historically sensitive.

4) Foundations and Structure

Firewalls [MAJOR SYSTEM]	
Repair Standard	Firewalls (between separate dwelling units and between dwelling units and attached garages) shall be maintained without cracks and plaster deterioration and covered with 5/8" type X gypsum, glued and screwed to structure.
Replacement Standard	When frame walls and floors adjoining other dwellings or attached garages are gutted, new wall finish installations shall conform to local codes (or IEBC) for fire ratings.

Foundations [MAJOR SYSTEM]	
Repair Standard	
Foundations shall be repaired to be sound, reasonably level, free from movement, and prevent the entrance of water or moisture. Cracks in foundation walls shall be effectively sealed and loose or defective mortar joints shall be replaced. All foundations that show evidence of leakage from the outside require appropriate and effective waterproofing. All earth-to-wood contact shall be eliminated.	
Replacement Standard	
Foundation replacements shall be completed to meet local codes (or IEBC).	

Structural Walls [MAJOR SYSTEM]	
Repair Standard	
Structural framing and masonry shall be free from visible deterioration, rot, or serious termite damage, and be adequately sized for current loads. Prior to rehab, all sagging rafters shall be visually inspected, and significant structural damage and its cause shall be corrected.	
Replacement Standard	
New structural walls shall be constructed to meet local codes or (IEBC). All exterior walls that are part of the building envelope (the air barrier and thermal barrier separating the conditioned space from the non-conditioned space) shall be insulated to meet local codes (or IEBC).	

5) Windows and Doors

Interior Doors	
Repair Standard	
Interior door, frames, jambs and casings shall be in good condition and free of excessive scratches, gouges, chipping, peeling, or other unsightly damage or wear and in good working order. Doors shall be free of holes, delaminating skins, broken stiles or rails. Gaps should be sufficient to prevent rubbing but no larger than ¼". Baths and occupied bedrooms shall have operating doors and lock sets.	
Replacement Standard	
Hollow-core, pressed-wood product consistent with the style of existing doors including latch-sets. Baths and occupied bedrooms shall have lock sets.	

Exterior Doors [MAJOR SYSTEM]	
Repair Standard	Exterior door, frames, jambs and trim shall be in good condition and free of excessive scratches, gouges, chipping, peeling, or other unsightly damage or wear and in good working order. Doors shall be free of holes, delaminating skins, broken stiles or rails. Exterior doors shall be solid, weather-stripped to be air tight and shall operate smoothly. They shall include a peep sight, an entrance lock set and a deadbolt that is operable from the interior side without the use of a key, tool or special knowledge. Security or screen doors shall be in good working condition, including any latches and locks, and no broken glass and ripped or torn screens should be present.
Replacement Standard	Replacement doors at the front of historic buildings shall be historically sensitive. Steel, insulated doors may be installed at entrances not visible from the front street and on the front of the property for buildings that are not historic. Dead bolt locks that are operable from the interior side without the use of a key, tool or special knowledge shall be installed on all exterior doors and keyed to match the entrance lock set. All new doors shall be weather-stripped to be air tight. Security or Screen doors may be replaced if repairs are not feasible.

Windows [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	Other than fixed windows, all windows shall be capable of being easily opened and closed, remain in an open position when placed there by window hardware, not sticks or other such items. Windows shall lock when closed and the open section shall be covered with a screen. Glass shall be free of open holes or cracks and secured with an adequate amount of putty. Windows shall be weather-stripped to be air tight when closed.
Replacement Standard	Windows that are not repairable shall be replaced. New windows shall meet all requirements of current local building codes or (IEBC) and shall meet the ENERGY STAR standard for this geographic region. For more information: http://www.energystar.gov/index.cfm?c=windows_doors.pr_anat_window Windows on key façades of historically sensitive properties shall be wood of the style original to the building. New windows on other properties may be vinyl and double-glazed.

Basement Windows and Ventilation [MAJOR SYSTEM]	
Repair Standard	
If feasible, two basement windows on opposite sides of the building should be operable for ventilation, in good working order, and lockable.	
Replacement Standard	
Basement windows may be replaced with glass block, so long as a minimum of two glass block windows on opposite sides of the building have operable and lockable center vents. If the basement is used as a sleeping or living area, please refer to Section 1 for Fire Safety – Egress requirements.	

6) Roofing

Flat and Low-Slope Roofing [MAJOR SYSTEM]	
Repair Standard	
Built-up roofing that is leak-free may be repaired so that the roof is free of peeling, shipping, sloughing, fissures, cracks, lifting seams, excessive bubbles or excessive alligatoring in coatings or asphalt flood coats. Roof coatings shall be in good condition and consist of compatible materials. Gravel roofs shall have gravel present in sufficient quantity and proper distribution. Flashing and accessories shall be repaired and properly sealed. Asphalt shingles or cold-application rolled roofing shall be replaced if the roof slope is less than 2:12.	
Replacement Standard	
The most cost-effective roof shall be installed to the manufacturer's specifications and in accordance with local codes (or IEBC).	

Pitched Roofs [MAJOR SYSTEM]	
Repair Standard	
Missing and leaking shingles and flashing shall be repaired on otherwise functional roofs provided there are no excessive lumps, breaks, tears, inconsistent birdsmouths, and the shingle roof has substantial well adhered mineral surface covering the tabs and grooves. Shingle roofs with loose minerals surface, sparsely covered surfaces, excessive curling, cupping, breakage or brittleness should be replaced. Slate, metal and tile roofs shall be repaired when feasible.	

Replacement Standard	
The most cost-effective roof shall be installed except that roofing may be installed to match other structures in the complex, or to preserve other architectural elements. On historic structures new roofing shall be historically sensitive. All roofing shall be installed to the manufacturer's specifications and in accordance with local codes (or IEBC).	

Gutters and Downspouts [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
Gutters and downspouts shall be in good repair, leak free and collect storm water from all lower roof edges. Concrete splash blocks shall be installed to move water away from the foundation. The system shall move all storm water away from the building and prevent water from entering the structure. In addition to positive drainage away from the building, outlets shall be a minimum of 3 feet away from the foundation.	
Replacement Standard	
Gutters and downspouts shall be installed and collect storm water from all lower roof edges. Concrete splash blocks shall be installed to move water away from the foundation. The system shall move all storm water away from the building and prevent water from entering the structure. In addition to positive drainage away from the building, outlets shall be a minimum of 3 feet away from the foundation.	

7) Insulation and Ventilation

Infiltration [GREEN STANDARD]	
Repair Standard	
Any unit receiving energy-efficiency improvements shall be tested with a Blower Door and existing air sealing shall be repaired to attain a maximum 0.35 Air Changes per Hour at 50 Pascal pressure (0.35 ACH50).	
Replacement Standard	
All units shall be air sealed to meet the minimum Blower Door test requirements of 0.35 Air Changes per Hour at 50 Pascal pressure (0.35 ACH50).	

Insulation [GREEN STANDARD]	
Repair Standard	
If being added, insulation shall be installed per the manufacturer's instructions and at the recommended R-value for the dimensional lumber used in the wall construction. All exposed heat ducts and hot water or steam heat distribution piping along with general use hot water piping which are located in unheated spaces shall be insulated or otherwise protected from heat loss. All water distribution piping shall be protected from freezing.	
Replacement Standard	
When siding is being replaced and/or interior wall finishes of exterior walls are being replaced in a building, such exterior walls are to be provided with insulation and at the recommended R-value for the dimensional lumber used to construct walls. The ENERGY STAR Thermal Bypass Inspection Checklist should be completed, found at: http://www.energystar.gov/ia/partners/bldrs_lenders_raters/downloads/Thermal_Bypass_Inspection_Checklist.pdf	

Bath Ventilation [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
All bathroom ventilation shall meet the local building code (or IEBC) for bath ventilation that was in effect at the time of their construction.	
Replacement Standard	
All bathrooms shall be mechanically vented to the ≥ 80 CFM creating ≤ 0.3 Sones of fan noise and shall be on the same switch as the bathroom light. Fans shall be installed according to manufacturer's specifications and shall meet the local building code (or IEBC).	

Kitchen Ventilation [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
All kitchen ventilation shall be functional and meet the local building code (or IEBC) for kitchen ventilation that was in effect at the time of their construction.	
Replacement Standard	
All kitchens shall have functional mechanical ventilation operating at a minimum 150 CFM. Any new ventilation system shall meet current local code requirements (or IEBC).	

Roof Ventilation [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
All structures shall meet the local building code (or IEBC) for roof ventilation that was in effect at the time of their construction.	
Replacement Standard	
All new roofing systems shall meet current local code requirements (or IEBC) for ventilation.	

8 - Interior Standards

Interior Walls and Ceilings	
Repair Standard	
Walls should be smooth wood, plywood, plaster or sheetrock/drywall. All interior walls shall be finished without noticeable irregularities, be free of exposed wiring, have a hard waterproof surface in areas subject to moisture, shall not allow significant entry of air in the unit, and shall be durably painted or otherwise appropriately finished. Holes, cracks and deteriorated and un-keyed plaster shall be repaired to match the surrounding surfaces. All visual painted surfaces shall be stabilized to minimize lead paint hazards using premium vinyl acrylic paint.	
Replacement Standard	
All walls, in areas not subject to moisture, shall be replaced with ½" sheetrock/drywall. All replaced sheetrock/drywall shall be taped, floated, sanded, textured to match other wall areas, primed and painted. Moisture resistant materials shall be used in areas subject to moisture. All Fire-rated assemblies shall be specified on a project-by-project basis as required by local codes (or IEBC).	

Flooring	
Repair Standard	
Floor framing shall be capable of supporting existing dead load and anticipated live loads as appropriate for type of structure and class of occupancy. All subfloors should be solid and continuous, without liberal movement or bounce, and free from rot and deterioration. Bathroom, kitchen and other water-susceptible floor areas shall be covered with water-resistant flooring that is free from tears or tripping hazards. Wood floors shall be in sound	

condition without excessive gouges, breakage, lifting, curling, buckling, or shrinking. Carpet shall be clean and in safe and sanitary condition free of excessive wear, tears, soil, folds, and shall be properly attached. Tile floors shall be free of cracked, broken, loose or missing tiles with grout intact.

[GREEN STANDARD] Damaged wood floor shall be repaired when possible. When existing deteriorated carpet is installed over hardwood floors, the hardwood may be refinished whenever practical, taking into account the relative cost of replacing carpet and the needs of the residents.

Replacement Standard	
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Floor framing shall meet local code requirements (or IEBC). Subfloors shall be a minimum of ¾ inch plywood. Kitchens, baths, and other water-susceptible area shall receive resilient sheet goods.
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[GREEN STANDARD] Whenever practical, rooms other than kitchens and baths with existing wood flooring shall be maintained as wood floors and refinished when appropriate. Rooms other than kitchens or baths without usable wood floors may be finished with carpet and associated products that are Carpet and Rug Institute's Green Label certified. For more information: <http://www.carpet-rug.org/residential-customers/selecting-the-right-carpet-or-rug/green-label.cfm>

All new flooring shall be installed in accordance with manufacturer's recommendations.

New basement slabs shall be installed to local codes (or IEBC).

Closets	
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Repair Standard	
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Existing closets shall be maintained in good repair and have a shelf and clothes rod.

Replacement Standard	
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New closets may be created if there is a significant lack of storage space and the budget permits. New closets shall have a minimum depth of 2 feet and include a shelf and clothes rod.
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Cabinets and Countertop	
Repair Standard	
Kitchens shall have countertop and storage space adequate for the preparation and storage of food. Countertops shall free of wear, water damage, and uplifting of surface material. Existing cabinets with hardwood doors and face frames may be repaired if in good condition. All cabinets shall be sound and cleanable with no missing doors, drawers or hardware. All doors and drawers shall operate properly.	
Replacement Standard	
Kitchens shall have countertop and storage space adequate for the preparation and storage of food. Countertops shall be of water-proof material and backsplashes shall be provided. Replacement cabinets shall be factory-finished builders-grade or better with hardwood doors and face frames.	

Appliances	
Repair Standard	
All appliances in units shall be in proper working order and in clean and sanitary condition.	

Replacement Standard	
All new appliances shall be "Energy Star" rated.	

9) Electric

Note: If there is no local building code, then all electrical work shall comply with the State Code (the National Electrical Code, 2011 Edition, as may be amended by the Colorado Electrical Board).

Lighting	
Repair Standard	
All halls, stairs and rooms necessary to cross to other rooms and stairways shall be well lit. All lights and switches in hallways, stairs and other passages shall be operable and safe.	
[GREEN STANDARD] Existing fixtures with incandescent lamp fittings shall have CFL replacement lamps installed.	

Replacement Standard	
All halls, stairs and rooms necessary to cross to other rooms and stairways shall be well lit. Attics, basements and crawl spaces shall have utility fixtures. All new light fixtures shall be ENERGY STAR labeled.	

Interior Electric Distribution [MAJOR SYSTEM]	
Repair Standard	
Exposed knob and tube shall be replaced. Every room shall have a minimum of two duplex receptacles, placed on separate walls and one light fixture or receptacle switched at each room entrance. All electrical outlets used in bathrooms and toilet rooms, kitchens, all outlets within six feet (6') of a water source (excluding washing machines and sump pumps), outlets located on open porches or breezeways, exterior outlets, outlets located in garages and in non-habitable basements, except those outlets that are dedicated appliance outlets, shall be Ground-Fault Circuit Interrupter (GFCI) protected. Where the source wiring circuit is accessible (e.g. first floor above basements, in gutted rooms, etc.), receptacles shall be grounded. Permanently installed or proposed stoves, refrigerators, freezers, dishwashers and disposals, microwaves, washers and dryers shall have separate circuits sized to meet local codes (or State Electrical code). All switch, receptacle, and junction boxes shall have appropriate cover plates. Wiring shall be free from hazard, and all circuits shall be properly protected at the panel. Exposed conduit is allowed.	
Replacement Standard	
If wall finishes are removed, those areas shall be wired to the latest version of local codes (or State Electrical Code).	

Service and Panel [MAJOR SYSTEM]	
Repair Standard	
Each units electrical service shall be circuit breaker type. Service panels shall have a main disconnect, at least 10 circuit-breaker-protected circuits, a 100-amp minimum capacity and be adequate to safely supply existing and proposed devices. If a working central air conditioning system is present, the minimum service shall be 150 amp.	
Replacement Standard	
Electrical service with a main disconnect panel shall be installed according to local code (or State Electrical Code).	

10) Plumbing

Note: If there is no local building code, then all plumbing work shall comply with the Colorado Plumbing Code.

Drain, Waste, Vent Lines [MAJOR SYSTEM]	
Repair Standard	
The plumbing system shall be vented in a manner that allows the wastewater system to function properly. The waste system shall operate free from fouling, clogging and leaking and shall be capable of safely disposing of wastewater for all plumbing fixtures. All fixtures that discharge wastewater shall contain or be discharged through a trap that prevents the entry of sewer gas into the dwelling. Waste and vent lines shall function without losing the trap seal.	
Replacement Standard	
If walls are removed exposing vent and waste lines, those lines shall be reworked or replaced to the current mechanical code.	

Plumbing Fixtures	
Repair Standard	
All plumbing fixtures shall be free of cracks and defects, and be capable of being used for the purpose in which they were intended. All fixtures and faucets shall have working, drip-free components.	
Replacement Standard	
Replace fixtures with single lever, metal faucets and shower diverters with 15-year, drip-free warranties. Sinks should be replaced with stainless steel sinks, and new tub surrounds should be of fiberglass.	
[GREEN STANDARD] Toilets with greater than a 1.6 GPF rating shall be replaced with a 1.3 GPF model. Faucets and shower diverters should have a maximum 2.0 GPM flow.	

Plumbing Minimum Equipment [MAJOR SYSTEM]	
Repair Standard	
All existing equipment shall be operational and leak free.	
Minimum Standard	
All existing equipment shall be operational and leak free. Every dwelling unit shall have a minimum of one single bowl sink with hot and cold running water in the kitchen and at least one bathroom containing a vanity with a sink (or pedestal sink), and a shower/tub unit, both with hot and cold running water, and a toilet. An operable water shut off valve, that completely stops the flow of water, shall be present at each water supply line to sinks/lavatories, toilets, washing machines and water heaters. Each unit shall have an adequate continuous supply of hot water either through a minimum 40 gallon water heater or on demand water heater in the unit or through a common boiler or hot water supply for the building. Each building shall have installed at least one exterior freeze protected faucet.	

Water Heaters [MAJOR SYSTEM]	
Repair Standard	
Each housing unit shall be supplied with hot water either from a common source such as building-wide boiler system or from per-unit water heating equipment. Hot water supply lines shall be free of leaks and all water heating equipment shall be safe, of adequate capacity, free of corrosion and water damage, faulty operation, fire, carbon monoxide leakage and other hazards.	
Replacement Standard	
Hot water systems that are replaced shall be of adequate capacity, be installed per manufacturer's specifications and meet local codes (or IEBC).	
[GREEN STANDARD] High efficiency power-vented or sealed combustion tankless models are allowed.	

Water Supply [MAJOR SYSTEM]	
Repair Standard	
The main shut off valve shall be operable and completely stop the flow of water to the house. If there is no existing shut-off valve, then one shall be installed. All fixtures shall be leak-free and deliver sufficient cold water and, where applicable, hot water. All lead supply pipes present shall be completely removed and replaced.	
Replacement Standard	
The main shut off valve shall be operable and completely stop the flow of water to the house, and should be replaced if it does not. Lead and galvanized pipe that is part of the water service or the distribution system shall be replaced with copper, PEX or other plastic approved for distribution of domestic water. All fixtures shall have brass shut off valves.	

11) HVAC

Air Conditioning [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
Existing air conditioners and evaporative coolers shall be inspected, serviced and refurbished to operate safely. Non-functioning, non-repairable air conditioners and evaporative coolers shall be removed and drained of all CFCs.	
Replacement Standard	
New air conditioning or evaporative cooling units shall be of adequate capacity, and reasonably durable and economical to operate. Any air conditioning or evaporative cooling systems shall be installed in accordance with manufacturer's installation specifications.	

Chimney [MAJOR SYSTEM]	
Repair Standard	
Unused chimneys shall be removed to below the roof line wherever roofing is replaced. Chimneys shall be in good repair and high enough to induce a draft that shall keep smoke from being allowed into the dwelling. Existing unlined masonry chimneys used for combustion ventilation shall be lined or corrosion resistant pipe shall be added to the interior of the chimney.	

Replacement Standard	
The creation of new flues is not recommended - the use of high efficiency closed combustion appliances is recommended to avoid the need for new flues. Replacement flues, when required, shall be installed according to the fuel burning unit manufacturer's installation specifications.	

Distribution System [MAJOR SYSTEM]	
Repair Standard	
Duct work and radiator piping shall be well supported, insulated in unconditioned space and adequate to maintain a comfortable temperature in all habitable and essential rooms.	
[GREEN STANDARD] All duct work in unconditioned space should be insulated to R-7, sealed at all seams with mastic (not tape) and pressure tested to eliminate leakage.	
Replacement Standard	
All duct work in unconditioned space shall be insulated to R-7, sealed at all seams with mastic (not tape), pressure tested to eliminate leakage and run in concealed space.	

Heating [MAJOR SYSTEM]	
Repair Standard	
All heating equipment shall be safe, of adequate capacity, free of corrosion and water damage, faulty operation, fire, carbon dioxide leakage and other hazards. Filters shall be secure, clean and large enough to pass sufficient recirculated air to make the unit operate properly. Equipment housings and access panels shall be intact and properly secured/installed with no exposed electrical connections, belts, pulleys, or blowers.	
Replacement Standard	
Gas-fired heating plants shall be rated at $\geq 92\%$ AFUE or better, to the extent possible. Heat pumps shall be rated at ≥ 15 SEER. No Oil fired heating plants shall be installed and the oil heating system, including tanks and fuel lines, shall be completely removed before being replaced with new gas or electric systems. Setback thermostats may be installed. When electric resistance heating systems are replaced, soffits for ductwork and/or new distribution pipes for hot water heating systems shall be provided. Up to 4 lineal feet of resistance electric heating strips per 1000 square feet of floor area may be retained or installed in areas that are not cost effective to heat via ductwork or hot water distribution systems. All heating equipment shall be installed as per manufacturer' installation specifications and local codes (or IEBC).	

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Requirements for Site		
Fencing and Gates	Damaged/Falling/Leaning	Fence or gate is so damaged that it does not function as it should
	Holes	Hole in fence or gate is larger than 6 inches by 6 inches
	Missing Sections	An exterior fence, security fence or gate is missing a section which could threaten safety or security
Grounds	Erosion/Rutting Areas	Runoff has extensively displaced soils which has caused visible damage or potential failure to adjoining structures or systems and potentially threatens the safety of pedestrians
	Overgrown/Penetrating Vegetation	Plants have visibly damaged a component, area or system of the property or has made them unusable or unpassable
	Ponding/Site Drainage	There is an accumulation of more than 5 inches deep or a large section of the grounds-more than 20%-is unusable for it's intended purpose
Health & Safety	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods
	<i>*Air Quality - Propane/Natural Gas/Methane Gas Detected</i>	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	<i>*Electrical Hazards - Exposed Wires/Open Panels</i>	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	<i>*Electrical Hazards - Water Leaks on/near Electrical Equipment</i>	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	<i>*Flammable Materials - Improperly Stored</i>	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity, or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk
Mailboxes/Project Signs	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
	Mailbox Missing/Damaged	The U.S. Postal Service resident/unit mailbox cannot be locked or is missing
Parking Lots/Driveways/Roads	Signs Damaged	The sign is damaged, vandalized, or deteriorated, and cannot be read from a reasonable distance
	Cracks	Cracks greater than ¼ inch, hinging/tilting, or missing section(s) that affect traffic ability over more than 5% of the property's parking lots/driveways/roads or if a height differential could cause a tripping or falling hazard
	Ponding	3 inches or more of water has accumulated making 5% or more of a parking lot/driveway unusable or unsafe
	Potholes/Loose Material	Potholes or loose material that have made a parking lot/driveway unusable/unpassable for vehicles and/or pedestrians or could cause tripping or falling
	Settlement/Heaving	Settlement/heaving has made a parking lot/driveway unusable/unpassable or creates unsafe conditions for pedestrians and vehicles
Play Areas and Equipment	Damaged/Broken Equipment	More than 20% of the equipment does not operate as it should or equipment that poses a threat to safety and could cause injury
	Deteriorated Play Area Surface	More than 20% of the play surface area shows deterioration or the play surface area could cause tripping or falling and thus poses a safety risk
Refuse Disposal	Broken/Damaged Enclosure-Inadequate Outside Storage Space	A single wall or gate of the enclosure has collapsed or is leaning and in danger of falling or trash cannot be stored in the designated area because it is too small to store refuse until disposal
Retaining Walls	Damaged/Falling/Leaning	A retaining wall is damaged and does not function as it should or is a safety risk
Storm Drainage	Damaged/Obstructed	The system is partially or completely blocked by a large quantity of debris , causing backup into adjacent areas or runoffs into areas where runoff is not intended
Walkways/Steps	Broken/Missing Hand Railing	The hand rail is missing, damaged, loose or otherwise unusable
	Cracks/Settlement/Heaving	Cracks greater than 3/4", hinging/tilting or missing sections that affect traffic ability over more than 5% of the property's walkways/steps or any defect that creates a tripping or falling hazard
	Spalling/Exposed rebar	More than 5% of walkways have large areas of spalling--larger than 4 inches by 4 inches--and this affects traffic ability

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Requirements for Building Exterior		
Doors	Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
	Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
	Damaged Surface (Holes/Paint/Rusting/Glass)	Any door that has a hole or holes larger than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
	Damaged/Missing Screen/Storm/Security Door	Any screen door or storm door that is damaged or is missing screens or glass--shown by an empty frame or frames or any security door that is not functioning or is missing
	Deteriorated/Missing Caulking/Seals	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
Fire Escapes	Missing Door	Any exterior door that is missing
	<i>*Blocked Egress/Ladders</i>	Stored items or other barriers restrict or block people from exiting
	Visibly Missing Components	Any of the functional components that affect the function of the fire escape--one section of a ladder or railing, for example--are missing
Foundations	Cracks/Gaps	Large cracks or gaps in foundation more than 3/8 inches wide by 3/8 inches deep by 6 inches long that present a possible sign of a serious structural problem, or opportunity for water penetration or sections of wall or floor that are broken apart
	Spalling/Exposed Rebar	Significant spalled areas affecting more than 10% of any foundation wall or any exposed reinforcing material--rebar or other
Health and Safety	<i>*Electrical Hazards - Exposed Wires/Open Panels</i>	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	<i>*Electrical Hazards - Water Leaks on/near Electrical Equipment</i>	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	<i>*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable</i>	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	<i>*Emergency Fire Exits - Missing Exit Signs</i>	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	<i>*Flammable/Combustible Materials - Improperly Stored</i>	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Outdoors	Too much garbage has gathered--more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
Lighting	Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects--including roaches and ants--throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
Lighting	Broken Fixtures/Bulbs	Lighting fixtures and bulbs are broken or missing
Roofs	Soffits or fascia that should be there are missing or so damaged that water penetration is visibly possible	Soffits or fascia that should be there are missing or so damaged that water penetration is visibly possible
	Damaged Soffits/Fascia	Vents are missing or so visibly damaged that further roof damage is possible
	Damaged Vents	The drain is so damaged or clogged with debris that the drain no longer functions--as shown by ponding
	Damaged/Clogged Drains	Ballast has shifted and no longer functions as it should or there is damage to the roof membrane that may result in water penetration
	Damaged/Torn Membrane/Missing Ballast	Drainage system components are missing or damaged causing visible damage to the roof, structure, exterior wall surface, or interior
	Missing/Damaged Components from Downspout/Gutter	Shingles are missing or damaged, including cracking, warping, cupping, and other deterioration
	Missing/Damaged Shingles	Evidence of standing water on roof, causing potential or visible damage to roof surface or underlying materials
	Ponding	Large cracks or gaps that are more than 3/8 inches wide or deep and 6 inches long that presents a possible sign of serious structural problem or opportunity for water penetration
Walls	Cracks/Gaps	Part or all of the chimney has visibly separated from the adjacent wall or there are cracked or missing pieces large enough to present a sign of chimney failure or there is a risk of falling pieces that could create a safety hazard
	Damaged Chimneys	Caulking or glazing compound that resists weather is missing or deteriorated
	Missing/Damaged Caulking/Mortar	Exterior wall deterioration or holes of any size that present a risk of water penetration or risk of structural damage
	Missing Pieces/Holes/Spalling	Paint is cracking, flaking, or otherwise deteriorated. Water damage or related problems have stained the paint
	Stained/Peeling/Needs Paint	

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Windows	Broken/Missing/Cracked Panes	Missing or cracked panes of glass
	Damaged Sills/Frames/Lintels/Trim	Window sills, frames, sash lintels, or trim are damaged by decay, rust, rot, corrosion, or other deterioration
	Damaged/Missing Screens	Missing screens or screens are punctured, torn or otherwise damaged
	Missing/Deteriorated Caulking/Seals/Glazing Compound	Caulking or seals that resists weather is missing or deteriorated
	Peeling/Needs Paint	Paint covering the window assembly or trim is cracking, flaking, or otherwise failing
	*Security Bars Prevent Egress	The ability to exit through egress window is limited by security bars that do not function properly and, therefore, pose safety risks
Requirements for Building Systems		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Domestic Water	Leaking Central Water Supply	Leaking water from water supply line is observed
	Missing Pressure Relief Valve	No pressure relief valve or pressure relief valve does not drain down to the floor
	Rust/Corrosion on Heater Chimney	Water heater chimney shows evidence of flaking, discoloration, pitting, or crevices that may create holes that could allow toxic gases to leak from the chimney
	Water Supply Inoperable	No running water in any area of the building where there should be
	Blocked Access/Improper Storage	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency
Electrical System	Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Evidence of Leaks/Corrosion	Corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures, or any evidence of water leaks in the enclosure or hardware
	Frayed Wiring	Nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	Missing Breakers/Fuses	Open and/or exposed breaker port
	*Missing Outlet Covers	A cover is missing, which results in exposed visible electrical connections
Elevators	Not Operable	Elevator does not function at all or the elevator doors open when the cab is not there
Emergency Power	Auxiliary Lighting Inoperable (if applicable)	Auxiliary lighting does not function
Fire Protection	Missing Sprinkler Head	Any sprinkler head is missing, visibly disabled, painted over, blocked, or capped
	*Missing/Damaged/Expired Extinguishers	Missing, damaged or expired fire extinguisher in any area of the building where a fire extinguisher is required
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	*Air Quality - Propane/Natural Gas/Methane Gas Detected	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods
	Electrical Hazards - Exposed Wires/Open Panels	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	*Electrical Hazards - Water Leaks on/near Electrical Equipment	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	Elevator - Tripping	Elevator is misaligned with the floor by more than 3/4 of an inch. The elevator does not level as it should, which causes a tripping hazard
	*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	*Emergency Fire Exits - Missing Exit Signs	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	*Flammable Materials - Improperly Stored	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much garbage has gathered more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping Hazards	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice-sightings, rat or mouse holes, or droppings
HVAC	Boiler/Pump Leaks	Evidence of water or steam leaking in piping or pump packing
	Fuel Supply Leaks	Evidence of any amount of fuel leaking from the supply tank or piping
	General Rust/Corrosion	Significant formations of metal oxides, significant flaking, discoloration, or the development of a noticable pit or crevice

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	<i>*Misaligned Chimney/Ventilation System</i>	A misalignment of an exhaust system on a combustion fuel-fired unit (oil, natural gas, propane, wood pellets etc.) that causes improper or dangerous venting of gases
Roof Exhaust System	Roof Exhaust Fan(s) Inoperable	Roof exhaust fan unit does not function
Sanitary System	Broken/Leaking/Clogged Pipes or Drains	Evidence of active leaks in or around the system components or evidence of standing water, puddles or ponding--a sign of leaks or clogged drains
	Missing Drain/Cleanout/Manhole Covers	A protective cover is missing
Requirements for Common Areas		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Basement/Garage/Carport	Baluster/Side Railings - Damaged	Damaged or missing balusters or side rails that limit the safe use of an area
Closet/Utility/Mechanical	Cabinets - Missing/Damaged	Cabinets are missing or the laminate is separating. This includes cases, boxes, or pieces of furniture with drawers, shelves, or doors--primarily used for storage--mounted on walls or floors
Community Room	Call for Aid - Inoperable	The system does not function as it should
Halls/Corridors/Stairs	Ceiling - Holes/Missing Tiles/Panels/Cracks	Ceiling surface has punctures that may or may not penetrate completely or panels or tiles are missing
Kitchen	Ceiling - Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated on ceilings in common areas
Laundry Room	Ceiling - Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
Lobby	Countertops - Missing/Damaged	Flat work surface in a kitchen often integral to lower cabinet space is missing or deteriorated or damaged below the laminate
Office	Dishwasher/Garbage Disposal - Inoperable	Dishwasher or garbage disposal does not operate as it should
Other Community Spaces	Doors - Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
Patio/Porch/Balcony	Doors - Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
Restrooms	Doors - Damaged Surface (Holes/Paint/Rust/Glass)	Any door that has a hole or holes greater than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
Storage	Doors - Damaged/Missing Screen/Storm/Security Door	Any screen door or storm door that is damaged or is missing screens or glass--shown by an empty frame or frames or any security door that is not functioning or is missing
	Doors - Deteriorated/Missing Seals (Entry Only)	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
	Doors - Missing Door	Any door that is missing that is required for the functional use of the space
	Dryer Vent -Missing/Damaged/Inoperable	Dryer vent is missing or it is not functioning because it is blocked. Dryer exhaust is not effectively vented to the outside
	Electrical - Blocked Access to Electrical Panel	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency
	Electrical - Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Electrical - Evidence of Leaks/Corrosion	Corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures or any evidence of water leaks in the enclosure or hardware
	Electrical - Frayed Wiring	Nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	Electrical - Missing Breakers	Open and/or exposed breaker port
	<i>*Electrical - Missing Covers</i>	A cover is missing, which results in exposed visible electrical connections
	Floors - Bulging/Buckling	Flooring that is bulging, buckling or sagging or a problem with alignment between flooring types
	Floors - Floor Covering Damaged	Floor covering has stains, surface burns, cuts, holes, tears, loose areas or exposed seams
	Floors - Missing Floor/Tiles	Flooring or tile flooring that is missing
	Floors - Peeling/Needs Paint	Painted flooring that has peeling or missing paint
	Floors - Rot/Deteriorated Subfloor	Rotted or deteriorated subflooring
	Floors - Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
	GFI - Inoperable	The GFI does not function
	Graffiti	Graffiti on any exposed surface greater than 6 inches by 6 inches
	HVAC - Convection/Radiant Heat System Covers Missing/Damaged	Cover is missing or substantially damaged, allowing contact with heating/surface elements or associated fans
	HVAC - General Rust/Corrosion	Significant formations of metal oxides, flaking, or discoloration--or a pit or crevice
	HVAC - Inoperable	HVAC does not function. It does not provide the heating and cooling it should. The system does not respond when the controls are engaged
	<i>*HVAC - Misaligned Chimney/Ventilation System</i>	Any misalignment that may cause improper or dangerous venting of gases
	HVAC - Noisy/Vibrating/Leaking	HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged
	Lavatory Sink - Damaged/Missing	Sink, faucet, or accessories are missing, damaged, or not functioning

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Lighting - Missing/Damaged/Inoperable Fixture	Permanent light fixtures are missing or not functioning, and no other switched light source is functioning in the room
	Mailbox - Missing/Damaged	The U.S. Postal Service mailbox cannot be locked or is missing
	*Outlets/Switches/Cover Plates - Missing/Broken	Outlet or switch is missing or a cover plate is missing or broken, resulting in exposed wiring
	Pedestrian/Wheelchair Ramp	Walkway or ramp is damaged and cannot be used by people on foot, in wheelchair, or using walkers
	Plumbing - Clogged Drains	Drain is substantially or completely clogged or has suffered extensive deterioration
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Range Hood /Exhaust Fans - Excessive Grease/Inoperable	Apparatus that draws out cooking exhaust does not function as it should and/or accumulation of dirt threatens the free passage of air
	Range/Stove - Missing/Damaged/Inoperable	One or more burners are not functioning or doors or drawers are impeded or on gas ranges pilot is out and/or flames are not distributed equally or oven not functioning
	Refrigerator - Damaged/Inoperable	Refrigerator is missing or does not cool adequately for the safe storage of food
	Restroom Cabinet - Damaged/Missing	Damaged or missing shelves, vanity top, drawers, or doors that are not functioning as they should for storage or their intended purpose
	Shower/Tub - Damaged/Missing	Shower, tub, or components are damaged or missing
	Sink - Missing/Damaged	Sink, faucet, or accessories are missing, damaged, or not functioning
	*Smoke Detector - Missing/Inoperable	Smoke detector is missing or does not function as it should
	Stairs - Broken/Damaged/Missing Steps	A step is missing or broken
	Stairs - Broken/Missing Hand Railing	Hand rail is missing, damaged, loose or otherwise unusable
	Ventilation/Exhaust System - Inoperable	Exhaust fan is not functioning or window designed for ventilation does not open
	Walls - Bulging/Buckling	Bulging, buckling or sagging walls or a lack of horizontal alignment
	Walls - Damaged	Punctures in the wall surface that may or may not penetrate completely
	Walls - Damaged/Deteriorated Trim	Cove molding, chair rail, base molding, or other decorative trim is damaged or has decayed
	Walls - Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated
	Walls - Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew--or damage caused by saturation or surface failure
	Water Closet/Toilet - Damaged/Clogged/Missing	Fixture elements--seat, flush handle, cover etc.--are missing or damaged or the toilet seat is cracked or has a broken hinge or toilet cannot be flushed
	Windows - Cracked/Broken/Missing Panes	Missing or cracked panes of glass
	Windows - Damaged Window Sill	Sill is damaged enough to expose the inside of the surrounding walls and compromise its weather tightness
	Windows - Inoperable/Not Lockable	Window that is not functioning or cannot be secured because lock is broken
	Windows - Missing/Deteriorated Caulking/Seals/Glazing Compound	Caulking or seals that resists weather is missing or deteriorated
	Windows - Peeling/Needs Paint	Paint covering the window assembly or trim is cracking, flaking, or otherwise failing
	*Windows - Security Bars Prevent Egress	The ability to exit through the window is limited by security bars that do not function properly and, therefore, pose safety risks
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	*Air Quality - Propane/Natural Gas/Methane Gas Detected	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods
	*Electrical Hazards - Exposed Wires/Open Panels	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	*Electrical Hazards - Water Leaks on/near Electrical Equipment	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	*Emergency Fire Exits - Missing Exit Signs	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	*Flammable/Combustible Materials - Improperly Stored	Flammable or combustible materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
Pools and Related Structures	Fencing - Damaged/Not Intact	Damage that could compromise the integrity of the fence
Trash Collection Areas	Chutes - Damaged/Missing Components	Garbage has backed up into chutes, because the collection structure is missing or broken or compactors or components--chute, chute door, and other components--have failed
Requirements for Unit		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Bathroom	Bathroom Cabinets - Damaged/Missing	Damaged or missing shelves, vanity tops, drawers, or doors that are not functioning as they should for storage or their intended purpose
	Lavatory Sink - Damaged/Missing	Sink, faucet, or accessories are missing, damaged, or not functioning
	Plumbing - Clogged Drains, Faucets	Drain or faucet is substantially or completely clogged or has suffered extensive deterioration
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Shower/Tub - Damaged/Missing	Shower, tub, or components are damaged or missing
	Ventilation/Exhaust System - Absent/Inoperable	Exhaust fan is not functioning or window designed for ventilation does not open
	Water Closet/Toilet - Damaged/Clogged/Missing	Fixture elements--seat, flush handle, cover etc.--are missing or damaged or the toilet seat is cracked or has a broken hinge or toilet cannot be flushed
Call-for-Aid (if applicable)	Inoperable	The system does not function as it should
Ceiling	Bulging/Buckling/Leaking	Ceiling is bowed, deflected, sagging, or is no longer aligned horizontally
	Holes/Missing Tiles/Panels/Cracks	Ceiling surface has punctures that may or may not penetrate completely or panels or tiles are missing
	Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated on ceilings in common areas
	Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
Doors	Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
	Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
	Damaged/Missing Screen/Storm/Security Door	Any screen door or storm door that is damaged or is missing screens or glass--shown by an empty frame or frames or any security door that is not functioning or is missing
	Damaged Surface - Holes/Paint/Rusting/Glass/Rotting	Any door that has a hole or holes greater than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
	Deteriorated/Missing Seals (Entry Only)	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
	Missing Door	Any door that is required for security (entry) or privacy (Bathroom) that is missing or any other unit door that is missing and is required for proper unit functionality
Electrical System	Blocked Access to Electrical Panel	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency
	Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Evidence of Leaks/Corrosion	Corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures or any evidence of water leaks in the enclosure or hardware
	Frayed Wiring	Nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	GFI - Inoperable	The GFI does not function
	Missing Breakers/Fuses	Open and/or exposed breaker port
	*Missing Covers	A cover is missing, which results in exposed visible electrical connections
Floors	Bulging/Buckling	Flooring that is bulging, buckling or sagging or a problem with alignment between flooring types
	Floor Covering Damage	Floor covering has stains, surface burns, cuts, holes, tears, loose areas or exposed seams
	Missing Flooring Tiles	Flooring or tile flooring that is missing
	Peeling/Needs Paint	Painted flooring that has peeling or missing paint
	Rot/Deteriorated Subfloor	Rotted or deteriorated subflooring
	Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods

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Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	*Air Quality - Propane/Natural Gas/Methane Gas Detected	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	*Electrical Hazards - Exposed Wires/Open Panels	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	*Electrical Hazards - Water Leaks on/near Electrical Equipment	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	*Emergency Fire Exits - Missing Exit Signs	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	*Flammable Materials - Improperly Stored	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
Hot Water Heater	*Misaligned Chimney/Ventilation System	Misalignment that may cause improper or dangerous venting of gases
	Inoperable Unit/Components	Hot water from hot water taps is no warmer than room temperature indicating hot water heater is not functioning properly
	Leaking Valves/Tanks/Pipes	Evidence of active water leaks from hot water heater or related components
	Pressure Relief Valve Missing	There is no pressure relief valve or pressure relief valve does not drain down to the floor
	Rust/Corrosion	Significant formations of metal oxides, flaking, or discoloration--or a pit or crevice
HVAC System	Convection/Radiant Heat System Covers Missing/Damaged	Cover is missing or substantially damaged, allowing contact with heating/surface elements or associated fans
	Inoperable	HVAC does not function. It does not provide the heating and cooling it should. The system does not respond when the controls are engaged
	Misaligned Chimney/Ventilation System	Misalignment that may cause improper or dangerous venting of gases
	Noisy/Vibrating/Leaking	HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged
	Rust/Corrosion	Deterioration from rust or corrosion on the HVAC system in the dwelling unit
Kitchen	Cabinets - Missing/Damaged	Cabinets are missing or the laminate is separating. This includes cases, boxes, or pieces of furniture with drawers, shelves, or doors--primarily used for storage--mounted on walls or floors
	Countertops - Missing/Damaged	Flat work surface in a kitchen often integral to lower cabinet space is missing or deteriorated or damaged below the laminate
	Dishwasher/Garbage Disposal - Inoperable	Dishwasher or garbage disposal does not operate as it should
	Plumbing - Clogged Drains	Drain is substantially or completely clogged or has suffered extensive deterioration
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Range Hood/Exhaust Fans - Excessive Grease/Inoperable	Apparatus that draws out cooking exhaust does not function as it should and/or accumulation of dirt threatens the free passage of air
	Range/Stove - Missing/Damaged/Inoperable	One or more burners are not functioning or doors or drawers are impeded or on gas ranges pilot is out and/or flames are not distributed equally or oven not functioning
	Refrigerator-Missing/Damaged/Inoperable	Refrigerator is missing or does not cool adequately for the safe storage of food
	Sink - Damaged/Missing	Sink, faucet, or accessories are missing, damaged, or not functioning
Laundry Area (Room)	Dryer Vent - Missing/Damaged/Inoperable	Dryer vent is missing or it is not functioning because it is blocked. Dryer exhaust is not effectively vented to the outside
Lighting	Missing/Inoperable Fixture	Permanent light fixtures are missing or not functioning, and no other switched light source is functioning in the room
Outlets/Switches	Missing	An outlet or switch is missing
	*Missing/Broken Cover Plates	An outlet or switch has a broken cover plate over a junction box or the cover plate is missing
Patio/Porch/Balcony	Baluster/Side Railings Damaged	Damaged or missing balusters or side rails that limit the safe use of an area
Smoke Detector	*Missing/Inoperable	Smoke detector is missing or does not function as it should
Stairs	Broken/Damaged/Missing Steps	A step is missing or broken

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NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Broken/Missing Hand Railing	Hand rail is missing, damaged, loose or otherwise unusable
Walls	Bulging/Buckling	Wall is bowed, deflected, sagged, or is no longer vertically aligned
	Damaged	Punctures in the wall surface that may or may not penetrate completely
	Damaged/Deteriorated Trim	Cove molding, chair rail, base molding, or other decorative trim is damaged or has decayed
	Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated
	Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew--or damage caused by saturation or surface failure
Windows	Cracked/Broken/Missing Panes	Missing or cracked panes of glass
	Damaged Window Sill	Sill is damaged enough to expose the inside of the surrounding walls and compromise its weather tightness
	Missing/Deteriorated Caulking/Seals/Glazing Compound	Caulking or seals that resists weather is missing or deteriorated
	Inoperable/Not Lockable	Window that is not functioning or cannot be secured because lock is broken
	Peeling/Needs Paint	Paint covering the window assembly or trim is cracking, flaking, or otherwise failing
	*Security Bars Prevent Egress	The ability to exit through the window is limited by security bars that do not function properly and, therefore, pose safety risks

