

**COMMUNITY DEVELOPMENT DEPARTMENT  
Community and Resource Services Division**

**COMMUNITY DEVELOPMENT BLOCK GRANT  
SUBSTANTIAL AMENDMENT  
2014-2018 CONSOLIDATED PLAN &  
2014 ANNUAL ACTION PLAN**

**PUBLIC COMMENT PERIOD  
September 20, 2018 through October 19, 2018**

**REQUEST A COPY OR MAKE COMMENT ON THE DOCUMENT  
OR SEND WRITTEN COMMENTS TO:**

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DATED: September 20, 2018**

# Executive Summary

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

### 1. Introduction

Each year Douglas County is eligible to receive approximately \$800,000 in federal Community Development Block Grant (CDBG) funds. In order to receive these funds, the County must complete a Consolidated Plan every five years. The purpose of the Consolidated Plan is to:

1. Identify the County's housing and community development needs, priorities, goals and strategies.
2. Stipulate how funds will be allocated to housing and community development activities.

In addition to the five-year Consolidated Plan, the County is required to complete two annual reports. The Annual Action Plan specifies how the County proposes to allocate funds for each program year, and the Consolidated Annual Performance and Evaluation Report (CAPER) identifies the County's accomplishments for the previous program year. The County is also required to examine barriers to fair housing choice and develop a mitigation plan through an Analysis of Impediments to Fair Housing Choice (AI) every three to five years.

The 2014-2018 Consolidated Plan for Douglas County was prepared in accordance with Sections 91.100 through 91.230 of the U.S. Department of Housing and Urban Development's (HUD) Consolidated Plan regulations. It contains:

- An analysis of demographic and economic conditions in the county.
- A review of housing conditions and affordability.
- An analysis of housing and community development needs.
- The 2014 Annual Action Plan **and the 2014 Substantial Amendment.**
- Citizens Participation Plan.

This Plan was prepared by the Douglas County Community and Resource Services Division of the Department of Community Development. It was approved by the Douglas County Board of County Commissioners and submitted to HUD for the federal fiscal years 2014-2018.

**As of June 28, 2016, Douglas County opted out of the CDBG program and is spending down the remaining HUD grant funds. The 2014 Annual Action Plan is a part of the 2014-2018 Consolidated Plan, and a Substantial Amendment is necessary to shift funding between the priorities identified, spend down the program and close out the grant. Funds will be reallocated from housing to infrastructure activities. A concurrent Substantial Amendment will be completed to shift funds between priorities in the 2015 Annual Action Plan as well.**

### 2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The surveys and focus groups clearly identified that the needs of the community today closely resemble the needs outlined in the 2009-2013 Consolidated Plan. Projects related to housing and public services continue to be a high priority for residents. Based on previous CDBG program history and new data collected through the citizen participation process, the following priorities, goals and objectives were developed:

### **High Priorities**

Housing (H) Goal: Expand available housing options to eligible residents.

- H1: Develop and maintain quality affordable housing for owners and renters.
- H2: Increase and maintain accessible housing options for the disabled and aging populations.
- H3: Develop and maintain permanent supportive housing.

Public Services Goal (PS1): Expand services that create conditions for eligible residents to obtain and maintain self-sufficiency.

- PS1.1: Increase affordable transportation options.
- PS1.2: Provide services to prepare eligible residents for employment.
- PS1.3: Provide supportive services.

Public Services Goal 2 (PS2): Increase services available to eligible residents.

- PS2.1: Provide assistance to meet or supplement basic needs.

Public Facilities and Improvements (PFI) Goal: Improve, expand or build facilities for eligible residents.

- PFI1: Increase the organization's capacity to deliver quality services.

Economic Development (ED) Goal: Create conditions that strengthen businesses and provide for a robust economy.

- ED1: Help local businesses grow and prosper by increasing or retaining the number of jobs available.

### **Low Priority**

Infrastructure (I) Goal: Improve existing and provide for new infrastructure where appropriate to enhance the quality of life for eligible residents.

- I1: Provide public infrastructure improvements such as water and sewer, drainage, accessibility modifications, sidewalks and road paving in CDBG target areas by leveraging funds.

Estimated outcomes for each of the objectives were also established to set a benchmark for achievement.

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

Douglas County leaders and CDBG staff understand the value of CDBG dollars and the impact this funding has on those in need. This critical annual funding source is important to the community. CDBG staff works with subgrantees to ensure that projects are carried out as planned, within a timely manner, and that all federal and local regulations are met. Over the years Douglas County has funded many organizations that have implemented a variety of successful projects to benefit low- and moderate-income and presumed eligible residents.

CDBG program history, along with input gathered through the citizen participation process, was taken into consideration in determining the priorities, goals, objectives and outcomes for the next five-year period. Goals and objectives were written to be broad enough to include a wide array of projects. Resident and provider feedback indicated that there continues to be a need for projects similar to those funded in the past, such as the salary for a transportation coordinator. Projects are typically completed within the contracted timeframe, and serve many of Douglas County's most vulnerable residents.

## **4. Summary of citizen participation process and consultation process**

The Consolidated Plan and Action Plan were developed with a strong emphasis on community input. The County conducted a citizen outreach process to elicit input regarding community development and housing needs. This process consisted of a community survey of Douglas County residents; a provider survey of organizations serving county residents; research and information gathered from local organizations; two focus groups; one open house; and one public hearing. A compilation of all results received through the community survey and the provider survey have been included in the Appendix.

The County accepted public comments on the Draft Plan and the Annual Action Plan from May 8 to June 6, 2014. A public notice was published in local Douglas County community newspapers informing residents of the opportunity to review the draft documents, attend an open house, and comment at a public hearing. The Draft Plans were available on the County's website, and hard copies were available at the Douglas County Philip S. Miller Building, 100 Third St. in Castle Rock, and at the larger Douglas County library branches. A TTY number for the hearing impaired was also provided, as well as whom to contact for an interpreter or special needs accommodations to review the documents or to attend an event.

**During the 2018 Program Year, Douglas County is seeking public comments on the Substantial Amendment to the 2014 Annual Action Plan, which is a part of the 2014-2018 Consolidated Plan. A Substantial Amendment is required to reallocate funds from the housing priority to the infrastructure priority. Methods used adhered to the Citizens Participation Plan and include consultation with grantees and members of the public through email, public meetings and providing hard copies of the Substantial Amendment in locations readily available to the public.**

## **5. Summary of public comments**

CDBG staff encouraged public participation throughout the Consolidated Plan process. A total of 388 community surveys and 40 provider surveys were collected and used to guide the development of program priorities, goals and objectives for the next five-year period. Housing, public services, public facilities and improvements and economic development were identified as high priorities. Infrastructure was identified as a low priority. Two separate focus groups were held; one for residents with 23 attendees and one for providers with 30 attendees. Staff presented these priority levels to each focus group. Attendees indicated they were in agreement with the priorities.

Survey results and input received at the focus groups provided information that led to the creation of the goals and objectives. Focus group participants were asked to discuss the high priorities. Affordable, accessible and permanent supportive housing were identified as the greatest types of housing needs. Transportation was also ranked as a high priority need. Other public services needs identified in the focus groups included emergency assistance, case management, adult education, child care and job training and placement. Since the main purpose of the focus group discussions was to gain feedback on the high priorities, the low priority goals and objectives were established based on CDBG history and survey results. All goals and objectives created were developed to encompass the variety of projects and services identified by the community.

**Any public comments received regarding this draft Substantial Amendment will be included in the final Plan submitted to the U.S. Department of Housing and Urban Development (HUD):**

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

Throughout the citizen participation process, six surveys were not accepted. Each of these surveys was completed by people living outside of Douglas County.

**Any public comments received regarding this draft Substantial Amendment will be included in the final Plan submitted to the U.S. Department of Housing and Urban Development (HUD):**

## **7. Summary**

In conclusion, CDBG projects funded throughout the next five years will meet a priority, goal and objective. Residents and providers will continue to be informed and invited to participate in the CDBG process to ensure projects meet the needs of the community.

# PR-15 Citizen Participation

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

When preparing the Consolidated Plan, the County actively sought input and information from public and private agencies that provide housing, health, and social services. It was important to receive input to ensure that the interests and needs of all groups are adequately addressed. Consultations occurred through surveys, in meetings with public and private agencies and organizations (including those that provide services to special needs populations), and incorporation of data and reports produced by such agencies and organizations into the Consolidated Plan.

The goal of these participatory activities was to solicit feedback and to establish community needs and prioritize how CDBG funds will be allocated. All feedback obtained throughout this process from the residents of the county, public officials, service providers, and County staff, has been considered in drafting this Plan. A Citizens Participation Plan has been developed to ensure a consistent framework provides maximum opportunities for resident and stakeholder involvement. A Language Assistance Plan ensures residents who have limited English proficiency are not excluded from the process. Both plans are included in the Appendix.

CDBG staff developed surveys for the purposes of learning more about the needs of Douglas County's vulnerable population. The majority of county residents speak English. Those who don't, primarily speak Spanish. A Spanish version of the community survey was given to organizations to hand out to Spanish-speaking clients. St. Vincent de Paul Society of Castle Rock offers a class for adult Spanish speakers learning English. Class attendees were provided the Spanish community survey. A total of 388 community surveys were received. The results of both surveys have been summarized and are available in the Appendix. Public events are listed in the table below.

The community focus group was attended by 23 residents representing a variety of needs. Interests ranged from senior housing to services for the disabled population to transit. The provider focus group was attended by 30 community representatives from non-profits, local government and the CDBG Advisory Board.

The priorities, goals and objectives identified in the Consolidated Plan were a direct result of the data and comments collected through the surveys and focus groups. Survey results determined the initial priorities. Both focus groups were asked if they agreed with the priority levels or if they would like to see changes. Participants expressed agreement with the priority levels.

Copies of the draft plan were made available at the Douglas County Philip S. Miller Building and at the Douglas County Library branches during the 30-day public comment period. It also included who to contact if interpreters or special accommodations were needed to review the plan or attend the open house. CDBG staff hosted an open house, which was promoted through announcements at meetings, the local newspapers and the CDBG website. Attendees were asked to share comments after reviewing the plan to ensure their concerns were addressed. Input was also requested regarding the proposed projects in the Annual Action Plan. Comment cards from the open house are included in the Appendix.

During the public hearing, the Board of County Commissioners asked if there were any comments before approving the plan. Two applicants expressed their appreciation for previous grants. No adverse comments were received.

Concurrent Substantial Amendments for both the 2014 Annual Action Plan as a part of the 2014-2018 Consolidated Plan and the 2015 Annual Action Plan are documented through the County’s process to engage residents and stakeholder in the public process. The Substantial Amendments were initiated by discussing the proposed changes with grantees unable to spend down funds as well as those who may need additional funding and have the ability to spend an increased allocation. Douglas County efforts adhere to the Citizen Participation Plan outlined in the Consolidated Plan through a combined notice of the 30-day public comment period, an open house, and a public hearing. The notice was printed in the legal section of six local newspapers in both English and Spanish. During the comment period, notice of the Substantial Amendments will be emailed to the CDBG contact list and copies will be made available at each Douglas County Library reference desk and the Douglas County Philip S. Miller Building lobby. The Sedalia Water and Sanitation District (SWSD) Board of Directors public meeting on September 17th included a discussion of the ongoing water line improvements project with citizens attending from the District. Douglas County will hold an open house on October 16, 2018. A public hearing will be held with the Douglas County Board of County Commissioners to review and consider the Annual Action Plan for approval on October 23, 2018.

**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	Provider Survey	Service providers	40 survey responses received.	Please see survey results in Appendix.	All comments were accepted.	N/A
2	Community Survey	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Persons with disabilities</li> <li>• Non-targeted/broad community</li> <li>• Residents of Public and Assisted Housing</li> </ul>	17 survey responses received.	Please see survey results in Appendix.	All comments were accepted.	Survey is no longer available online.

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	Community Survey	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking - Specify other language: Spanish</li> <li>• Persons with disabilities</li> <li>• Non-targeted/broad community</li> <li>• Residents of Public and Assisted Housing</li> </ul>	23 survey responses received.	Please see survey results in Appendix.	All comments were accepted.	N/A
4	Community Survey	Eligible residents interested in seeking assistance through the DCHP's Home Ownership Program	4 survey responses received.	Please see survey results in Appendix.	All comments were accepted.	N/A
5	Community Survey	Seniors living in affordable housing	28 survey responses received.	Please see survey results in Appendix.	All comments were accepted.	N/A
6	Community Survey	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking - Specify other language: Spanish</li> <li>• Persons with disabilities</li> <li>• Residents living in affordable housing</li> </ul>	8 survey responses received.	Please see survey results in Appendix.	One employee completed the survey as a resident, but she did not live in Douglas County.	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Community Survey	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking - Specify other language: Spanish</li> <li>• Persons with disabilities</li> <li>• Non-targeted/broad community</li> <li>• Residents of Public and Assisted Housing</li> </ul>	8 survey responses received.	Please see survey results in Appendix.	All comments were accepted.	N/A
8	Community Survey	<ul style="list-style-type: none"> <li>• Persons with disabilities</li> <li>• Seniors</li> </ul>	18 survey responses received.	Please see survey results in Appendix.	All comments were accepted.	N/A
9	Community Survey	Domestic violence victims	One survey response received.	Please see survey results in Appendix.	This survey was not accepted as the client had a Denver address.	N/A
10	Community Survey	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking - Specify other language: Spanish</li> <li>• Persons with disabilities</li> <li>• Non-targeted/broad community</li> <li>• Residents studying for their GED, learning English, etc.</li> </ul>	Two survey responses received.	Please see survey results in Appendix.	All comments were accepted.	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
11	Community Survey	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking - Specify other language: Spanish</li> <li>• Persons with disabilities</li> <li>• Non-targeted/broad community</li> <li>• Residents of Public and Assisted Housing</li> <li>• Clients receiving rent, utility or food assistance</li> </ul>	124 survey responses received.	Please see survey results in Appendix.	Two surveys were not accepted because the residents were from Elbert County.	N/A
12	Community Survey	<ul style="list-style-type: none"> <li>• Persons with disabilities</li> <li>• Seniors</li> </ul>	11 survey responses received.	Please see survey results in Appendix.	All comments were accepted.	N/A
13	Community Survey	<ul style="list-style-type: none"> <li>• Persons with disabilities</li> <li>• Seniors</li> </ul>	13 survey responses received.	Please see survey results in Appendix.	Two surveys were not accepted as they were completed by Elbert County residents.	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
14	Community Survey	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking - Specify other language: Spanish</li> <li>• Persons with disabilities</li> <li>• Non-targeted/broad community</li> <li>• Clients receiving rent, utility and food assistance.</li> <li>• Clients taking English classes.</li> </ul>	70 survey responses received.	Please see survey results in Appendix.	All comments were accepted.	N/A
15	Community Survey	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking - Specify other language: Spanish</li> <li>• Persons with disabilities</li> <li>• Non-targeted/broad community</li> </ul>	16 survey responses received.	Please see survey results in Appendix.	All comments were accepted.	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
16	Community Survey	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking - Specify other language: Spanish</li> <li>• Persons with disabilities</li> <li>• Non-targeted/broad community</li> </ul>	10 survey responses received.	Please see survey results in Appendix.	All comments were accepted.	N/A
17	Community Survey	Service providers	30 attendees	The priorities, goals and objectives identified in the Consolidated Plan were a direct result of the data and comments collected through the surveys and focus groups. Survey results determined the initial priorities. Service providers were asked if they agreed with the priority levels or if they would like to see changes. Participants expressed agreement with the priority levels. Needs discussed under the housing priority included affordable, accessible and permanent supportive housing. Public services identified were transportation, adult education, and services to meet basic needs.	All comments were accepted.	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
18	Community Survey	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking - Specify other language: Spanish</li> <li>• Persons with disabilities</li> <li>• Non-targeted/broad community</li> </ul>	23 attendees	The priorities, goals and objectives identified in the Consolidated Plan were a direct result of the data and comments collected through the surveys and focus groups. Survey results determined the initial priorities. Residents were asked if they agreed with the priority levels or if they would like to see changes. Participants expressed agreement with the priority levels. Needs were similar to those identified in the provider focus group. Housing needs included affordable, accessible and permanent supportive housing. Public services needs were transportation, basic needs, and building organizational capacity.	All comments were accepted.	N/A
19	Public Meeting  <b>Substantial Amendment Open House October 16, 2018</b>	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking - Specify other language: Spanish</li> <li>• Persons with disabilities</li> <li>• Non-targeted/broad community</li> <li>• Service providers</li> </ul>	22 attendees	Attendees agreed with the priorities established and the projects proposed in the 2014 Annual Action Plan.	All comments were accepted.	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
20	Public Hearing  <b>Public hearing on October 23, 2018 at 2:30 p.m.</b>	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking - Specify other language: Spanish</li> <li>• Persons with disabilities</li> <li>• Non-targeted/broad community</li> <li>• Service providers</li> </ul>	12 attendees	The Board of County Commissioners asked a few questions for the Douglas County Housing Partnership. The Douglas/Elbert Task Force thanked the commissioners for their grant allocation.	All comments were accepted.	N/A

Table 1 – Citizen Participation Outreach

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

### Introduction

Douglas County expects to receive CDBG funding on an annual basis during the next five years. The anticipated amount of funding available throughout the Consolidated Plan period was determined by averaging the previous HUD allocations received by the County for the CDBG program since 2004.

### 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	853,273	22,522	97,472	973,267	3,127,000	2014 CDBG program year funds will be allocated toward 13 different projects.

**Table 2 - 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

In addition to CDBG funding, the Department of Community Development also receives an annual allocation of around \$45,000 in federal CSBG funds. Douglas County does not receive HOME, ESG, HOPWA or other typical HUD grants that serve the low income population. The County regularly applies for FTA grants to support transit services. DRCOG provides state funding to support transit services for seniors which require a 10 percent local match. Low-income housing tax credits are available through the Colorado Housing and Finance Authority as leveraging for housing projects. Douglas County receives an annual allocation of over \$10 million in Private Activity Bonds from the state of Colorado that can be used to leverage housing or economic development projects. The PABs were combined with other funding sources to successfully leverage Apex Meridian and Traditions Denver in 2014.

Douglas County organizations receive funding from other sources that help to leverage projects benefiting Douglas County residents. For example, the DCHP receives HOME funds, which typically match DCHP's allocation of County CDBG funds. The Douglas County School District receives McKinney Vento Homeless Assistance Act funds, which is a critical resource to homeless students and their families. The D/ETF typically receives EFSP funds to provide additional food assistance and prevent homelessness.

Two local grant sources are available to provide support to organizations that serve the at-risk and disabled populations. The Philip S. Miller grant can be allocated to groups that serve the at-risk and underserved populations in the human services, health and education arenas. The Developmental Disabilities Mill Levy Grant provides support and services to agencies serving adults with developmental disabilities. These local grants are often leveraged with federal, state or private funds.

Subgrantees awarded funds through the CDBG program are not required to provide matching dollars. However, they are encouraged to leverage these grant funds whenever possible. The CDBG Advisory Board looks very closely at each organization's financial situation to determine financial stability, as well as the amount of leveraged funds the organization reports in their application. During the application review period, the organization receives more points for a highly leveraged proposal. The majority of subgrantees use CDBG funds to increase or improve their regular services. Federal, private, state and local funding sources are used by organizations to leverage funds.

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

N/A

**Discussion**

The County owns no public housing, land or property that can address the needs or uses identified in this plan.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2014	2018	Affordable Housing Non-Homeless Special Needs		Housing	CDBG: \$258,900	Direct Financial Assistance to Homebuyers: 14 Households Assisted
2	Accessible Housing	2014	2018	Affordable Housing Non-Homeless Special Needs		Housing	CDBG: \$80,000 <b>Decreased to \$55,339.22</b>	Homeowner Housing Rehabilitated: 12 Household Housing Unit
4	Transportation Services	2014	2018	Homeless Non-Homeless Special Needs Non-Housing Community Development		Public Services	CDBG: \$18,000	Public service activities other than Low/Moderate Income Housing Benefit: 350 Persons Assisted
6	Supportive Services	2014	2018	Homeless Non-Homeless Special Needs Non-Housing Community Development		Public Services	CDBG: \$17,000	Public service activities other than Low/Moderate Income Housing Benefit: 9030 Persons Assisted
7	Emergency Services	2014	2018	Non-Homeless Special Needs Non-Housing Community Development		Public Services	CDBG: \$95,554	Public service activities other than Low/Moderate Income Housing Benefit: 1184 Persons Assisted
8	Public Facilities and Improvements	2014	2018	Non-Housing Community Development		Public Facilities and Improvements	CDBG: \$175,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 14586 Persons Assisted
10	Infrastructure	2014	2018	Non-Housing Community Development		Infrastructure	CDBG: \$152,702	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3750 Persons Assisted

Table 3 – Goals Summary

Goal Descriptions

1	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	<p><b>Organization: Douglas County Housing Partnership (DCHP)</b>  <b>Program Name: Home Ownership Program</b>  <b>Grant Allocation: \$258,900</b></p> <p>One component of the DCHP’s Home Ownership Program provides down payment assistance to low- and moderate-income individuals and families giving them the opportunity to purchase their first home in Douglas County. Borrowers who meet the loan qualifications receive up to \$15,000 for down payment assistance in the form of a 30-year amortizing second mortgage at a 3 percent interest rate. This creates a low monthly payment allowing income-qualified families to achieve the minimum requirement of a down payment on their first home, while making it affordable to them. This program increases the client’s ability to make a purchase and helps bridge the gap between low wages and high housing costs.</p> <p>The DCHP serves approximately 1,500 residents annually. In 2013, the DCHP closed on 26 down payment assistance loans, which was 16 more than in 2012. The organization plans to assist 14 Douglas County households with CDBG funded loans from this grant allocation.</p> <p>The Home Ownership Program will help affirmatively further fair housing choice by addressing Impediment No. 2 of the 2011 Analysis of Impediments to Fair Housing Choice (AI), “The County could be more diverse and balanced.” By offering down payment assistance and making housing more affordable, it increases the number of people who are able to purchase a home, especially families with children and female-headed households (familial status is a protected class). If a greater number of people are eligible to purchase a home, there is a better chance of retaining the existing diversity and increasing diversity in Douglas County. The DCHP has multiple opportunities to inform residents about fair housing issues, including Homebuyer Education classes, Home Ownership Program, Foreclosure Mitigation Counseling, Reverse Mortgage Counseling, rental housing and public speaking opportunities. Residents can gain a better understanding of fair housing issues, how it may affect them, and ask questions (Impediment No. 3).</p>

2	<b>Goal Name</b>	Accessible Housing
	<b>Goal Description</b>	<p><b>Organization: Brothers Redevelopment, Inc.</b>  <b>Program Name: Housing Rehabilitation Services</b>  <b>Grant Allocation: \$80,000 Grant Allocation Adjustment to \$55,339.22</b></p> <p>Brothers Redevelopment Inc. (BRI) is a Denver-based non-profit organization that provides housing and a variety of housing-related services for the region’s low-income, elderly, and disabled residents. BRI plans to assist 12 homeowners in the following project areas:</p> <p><b>Home Loan Program</b>  BRI expects to provide two loans through its Rehabilitation Loan Program to homeowners at or above 60 percent AMI. The Program is designed to address rehabilitation needs to reduce ongoing and future maintenance costs, promote energy efficiency, and to preserve decent affordable owner-occupied housing.</p> <p><b>Help for Home</b>  Brothers Redevelopment primarily coordinates minor interior and exterior repairs that improve in-home health and safety for clients through electrical and plumbing repairs. Four households in Douglas County will receive repairs through a grant from BRI.</p> <p><b>Ramps and Rails</b>  BRI plans to assist four Douglas County households through its Ramps and Rails program. This project plays a vital role in assisting seniors and clients with disabilities or physical limitations to remain in their homes longer, prevent injury, and improve mobility.</p> <p><b>Paint-A-Thon</b>  BRI plans to collaborate with event sponsors and volunteers to paint two homes of income-qualified senior and disabled homeowners.</p> <p>The BRI Housing Rehabilitation Services program helps to affirmatively further fair housing choice by addressing Impediment No. 2 of the Analysis of Impediments, “The County could be more diverse and balanced.” Home repairs will allow seniors and disabled residents to remain in their homes longer and age in place. This program also allows applicants to be informed about Impediment No. 3, “There is a lack of understanding of fair housing issues among residents in Douglas County. Fair housing issues often affect the senior and disabled populations when they need accommodations to meet their physical needs. Homeowners will better understand fair housing issues when selling or renting their home, or moving into senior housing.</p> <p><b>Staff provided technical assistance and extended the CDBG Subgrantee Agreement to afford additional time to complete the activity and spend down the grant. BRI excelled in their outreach and marketing of the program. They found it challenging to locate income-eligible home owners in need of rehabilitation services willing to complete an application. Several applicants were unable to document homeowner’s insurance. The second BRI Subgrantee Agreement expired on January 31, 2018. After discussions with BRI staff, the activity was closed in IDIS and the funds will be reallocated.</b></p>

4	<b>Goal Name</b>	Transportation Services
	<b>Goal Description</b>	<p><b>Organization: Castle Rock Senior Center (CRSC)</b>  <b>Program Name: Transportation Coordinator</b>  <b>Grant Allocation: \$18,000</b></p> <p>The CRSC provides transportation to seniors and the disabled population, which is a much needed service in Castle Rock as transportation options are limited. At this time, the Castle Rock Senior Center is the largest volunteer door-to-door transportation service in Douglas County. Services are unique because trips are provided for medical appointments or medical treatments to facilities located outside of Douglas County. Local pick-up areas include Castle Rock, Castle Pines, Sedalia, Louviers, Franktown, and Larkspur. Demand for services is expected to increase because Douglas County is projected to have one of the highest growing senior populations in the nation.</p> <p>The CRSC serves a total of 1,126 residents with approximately 350 of those being transportation clients. All clients who participate in the transportation program will benefit from having a full-time transportation coordinator to organize and schedule trips. CDBG funds will pay the salary for this staff member to schedule an estimated total of 700 trips per month.</p> <p>The transportation coordinator works with clients to make transportation services available, coordinate trips between volunteers and clients, provide training, and scheduling and maintenance of vehicles. During the last year, the CRSC served 139 new clients in need of transportation services resulting in an average of 200 additional rides per month. The increased demand for services made it necessary to hire a part-time transportation clerk to assist the transportation coordinator.</p> <p>Services are available on a donation basis as the majority of clients are low- and moderate-income residents who struggle to make ends meet. The CRSC depends on grants because the average donation is 77 cents per ride, which doesn't cover the costs of program operation.</p> <p>This project will further fair housing efforts by addressing the shortage of transportation opportunities for seniors and persons with disabilities (Impediment No. 1 of the AI). The funds provided for the transportation coordinator's salary will support the CRSC's work to organize transit services for these specific populations. Strides will be made towards implementing Action items 1.1 and 1.2 of the AI. This position will help to meet the increased demand for transportation services from the disabled population.</p>

6	<b>Goal Name</b>	Supportive Services
	<b>Goal Description</b>	<p><b>Organization: Audio Information Network of Colorado (AINC)</b>  <b>Program Name: Audio Information Services</b>  <b>Grant Allocation: \$5,000</b></p> <p>Blind, visually impaired, and print-disabled individuals lack access to most ink print information that is readily available to sighted people. The AINC was established to meet this need. AINC currently broadcasts nearly 100 newspapers from across Colorado including 208 hours of Douglas County news from the Douglas County News Press, Castle Rock News Press, Lone Tree Voice, Highlands Ranch Herald and Parker Chronicle. CDBG funds will go toward the production of Douglas County news programming. Print-disabled residents miss being able to read their local newspaper for community level issues and events. Newspaper coverage enables listeners to remain connected to their neighborhoods and reduces feelings of isolation. They can be knowledgeable voters, consumers and participants in local activities.</p> <p>AINC provides audio information services to any individual who will benefit from them and chooses to be an AINC listener. Listeners are not charged for services or equipment. Some facilities, such as Sky Cliff Adult Day Center, have a receiver that is used by three different clients. The organization primarily assists seniors and people who are disabled. As people with disabilities are considered a protected class, the program addresses Impediment No. 2 in the AI (the County could be more diverse and balanced). As mentioned above, AINC is the only service in Colorado that provides audio access to local newspapers and publications at no charge to clients. This unique and much needed service allows those who are blind and visually impaired to be more involved in their community. Offering services that are not available elsewhere invites seniors and residents with disabilities, including people who have impaired eyesight, to thrive in our community.</p> <p><b>Organization: Crisis Center (formerly Women’s Crisis and Family Outreach Center)</b>  <b>Project Name: VOIP Telephone Installation</b>  <b>Grant Allocation: \$12,000</b></p> <p>The Crisis Center serves more than 18,000 people each year. In 2012, they received approximately 10,288 phone calls for information, referrals and services. Of the total phone calls received, about 50 percent were from Douglas County residents and 58 percent were individuals and families in crisis. The Crisis Center is the only shelter in Douglas County and the only facility that serves victims of domestic violence.</p> <p>Their current telephone system is 35 years old and doesn’t allow for external direct-line dial, nor does it have the ability for facility-to-facility transfers. When a person in crisis calls the administrative office they are told to hang up and dial a different number to access the emergency shelter. An updated phone system will benefit clients by improving access to services for victims of domestic violence, particularly those in need of immediate resources to safety.</p> <p>The Crisis Center allows the county to be more diverse and balanced (Impediment No. 2 of the AI) by providing a unique set of services not offered anywhere else in Douglas County. These services help clients to address issues leading them toward self-sufficiency and help them to remain in the county instead of moving elsewhere. Clients can also be educated about fair housing issues (Impediment No. 3) to ensure they don’t experience housing discrimination as they leave the shelter and look for housing to meet their needs.</p>

7	<b>Goal Name</b>	Emergency Services
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**Goal Description**

**Organization: Douglas County Department of Community Development**  
**Program Name: Douglas County Cares**  
**Grant Allocation: \$30,304**

The Douglas County Cares program will utilize CDBG funds to help stabilize housing for participants by providing rent assistance or shelter at a hotel until other housing opportunities become an option. An estimated 28 households (84 individuals) will be served.

Impediment No. 3 is a lack of understanding of fair housing issues among residents in Douglas County. The navigator can act as an advocate for the family and help educate them about discrimination.

**Organization: Douglas/Elbert Task Force (D/ETF)**  
**Project Name: Overnight Lodging Assistance**  
**Grant Allocation: \$7,500**

The D/ETF plans to assist around 300 homeless, transients and victims of crime with motel vouchers.

Volunteers can listen for discriminatory behaviors when assisting clients and explain their fair housing rights, if applicable (Impediment No. 3, Action item 3.1).

**Organization: D/ETF**  
**Program Name: Rent Assistance**  
**Grant Allocation: \$20,000**

The D/ETF's Emergency Rent Assistance Program allows clients to remain in their homes for another 30 days and improve their financial situation. The D/ETF estimates that 420 people will be served with up to \$250 in 2014 with CDBG-funded rent assistance.

The program creates opportunities to maintain and generate a diverse, balanced population (Impediment No. 2). Case managers have the opportunity to share information with clients about fair housing (Impediment No. 3: There is a lack of understanding of fair housing issues among residents in the County).

**Organization: D/ETF**  
**Project Name: Utility Assistance**  
**Grant Allocation: \$20,000**

The Emergency Utility Assistance program offers eligible clients an average of \$350 in utility assistance for heat, electricity, and water. The D/ETF plans to assist approximately 110 households (300 people).

This project invites diversity (Impediment No. 2 of the AI) by helping diverse populations stay in their homes and access the necessary utilities to remain in Douglas County.

**Organization: Inter-Faith Community Services (IFCS)**  
**Project Name: Rent Assistance**  
**Grant Allocation: \$5,750**

IFCS will use CDBG funds to provide rent assistance to approximately 25 clients in Lone Tree and Highlands Ranch through their Homeless Prevention Program.

Helping clients remain in their homes addresses Impediment No. 2 in generating a diverse and balanced population. Clients can learn about fair housing when discussing their current situation with a case manager (Impediment No. 3).

**Organization: Society of Saint Vincent de Paul of Castle Rock (SVdP-CR)**  
**Project Name: Rent Assistance**  
**Grant Allocation: \$12,000**

SVdP-CR helps six to eight families each month with partial rent payments between \$100 and \$300. The organization plans to assist 55 to

8	<b>Goal Name</b>	Public Facilities and Improvements
	<b>Goal Description</b>	<p><b>Organization: D/ETF</b>  <b>Project Name: Building Renovation Suite A</b>  <b>Grant Allocation: \$175,000</b></p> <p>CDBG funds helped the D/ETF purchase its current facility in 2010. The number of clients in need of services has increased over the years. In 2013, 14,740 clients were assisted, many of which were in crisis. Interior improvements to the building are needed to allow the staff and volunteers to meet the increased demand.</p> <p>Currently, limited office space to interview and assist clients restricts the number of clients that can be seen per day. Reorganizing and moving the Client Services area will allow the D/ETF to increase their client load by 20 to 25 percent. To accommodate the reorganization, the donation area will be shifted and thrift store will be expanded. This renovation will allow additional donations to be accepted and more merchandise to be sold. These changes will increase the organization's revenues which will be used to serve additional emergency assistance clients.</p> <p>Facility improvements will benefit approximately 6,768 Douglas County residents. This project addresses Impediments No. 2 and No. 3 of the AI. Services offered by the D/ETF invite diversity and balance in Douglas County's population by helping those in need to remain in Douglas County. Balance for both the population and the economy includes the need for residents of various income levels to perform a variety of jobs. Clients receiving rent and utility assistance provide information on their current living situation and volunteers or case managers can identify fair housing issues and provide clients with necessary information.</p>
10	<b>Goal Name</b>	Infrastructure
	<b>Goal Description</b>	<p><b>Organization: Town of Castle Rock (ToCR)</b>  <b>Project Name: ADA Surface Improvements</b>  <b>Grant Allocation: \$152,702</b></p> <p>Downtown Castle Rock serves as the county seat. The downtown area includes government services for Douglas County and the ToCR, businesses, retail, restaurants and residential housing. Downtown Castle Rock is historic, which has created some difficulties when making facility improvements to existing buildings. Many have store fronts at the property line and do not have enough space to accommodate ADA ramps. Many of these businesses have parking in the rear of the building and have added ADA ramps to ensure accessibility for all employees and residents. Parking spaces for some of the businesses in this area are located in alleyways that are in need of repairs. This project will improve ADA accessibility and mobility for pedestrians in the area. Several of the proposed locations are used frequently by low-income residents to access apartments or other housing. Downtown Castle Rock is located within a CDBG target area.</p> <p>Several existing alleyways will be improved by providing a smoother surface to improve mobility between the parking areas and local businesses to meet accessible ADA standards.</p> <p>Impediment No. 2 of the AI is improved by the implementation of this project. Providing increased accessibility and mobility allows for a diverse and balanced population as those with physical disabilities can shop, dine, and work in the businesses benefitting from these new improvements.</p>

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

Proposed projects for the 2014 program year comply with the 2014-2018 Consolidated Plan. High priorities are housing and public services, public facilities and improvements and economic development. Infrastructure is a low priority.

#### Projects

#	Project Name
1	Home Ownership Program
2	Housing Rehabilitation Services
3	Audio Information Services
4	Transportation Coordinator
5	VOIP Telephone Installation
6	Douglas County Cares
7	Overnight Lodging Assistance
8	Rent Assistance
9	Utility Assistance
10	IFCS Rent Assistance
11	SVdP-CR Rent Assistance
12	Building Renovation
13	ADA Surface Improvements
14	2014 CDBG Grant Administration

**Table 4 - Project Information**

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

Nothing has changed from what was outlined in the Strategic Plan section. Each of the projects listed above meet a priority, goal and objective outlined in the 2014-2018 Consolidated Plan. The Douglas County CDBG Advisory Board reviews, scores, and ranks the applications. Applications are pre-screened, and only accepted for review if the project meets a county priority, goal and objective as well as a national objective. The Advisory Board determines funding recommendations based on factors such as eligibility, priority, need, timeliness and the public services cap. Applications receive points based on their priority level during the review process. High priorities receive a 30 percent increase in the applicants score. The CDBG Advisory Board also takes into consideration projects that are addressing underserved needs.

Obstacles to addressing underserved needs are that CDBG funds alone cannot meet all the needs of the low- and moderate-income population. Leveraging funds, pooling resources, and seeking additional grant opportunities are needed to make a significant difference in meeting underserved needs.

**This Substantial Amendment is necessary in accordance with 24 CFR 91.105. Funding approved for Brothers Redevelopment, Inc (BRI) in the 2014 program year will be shifted from the housing priority to the infrastructure priority. Unspent funds of approximately \$24,660.78 allocated to BRI will be reallocated to the 2015 Sedalia Water and Sanitation District water improvement project.**

# AP-38 Project Summary

## Project Summary Information

1	<b>Project Name</b>	Home Ownership Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$258,900
	<b>Description</b>	<p>One component of the Douglas County Housing Partnership's (DCHP) Home Ownership Program provides down payment assistance to low- and moderate-income individuals and families giving them the opportunity to purchase their first home in Douglas County. Borrowers who meet the loan qualifications receive up to \$15,000 for down payment assistance in the form of a 30-year amortizing second mortgage at a 3 percent interest rate. This creates a low monthly payment allowing income-qualified families to achieve the minimum requirement of a down payment on their first home, while making it affordable to them. This program increases the client's ability to make a purchase and helps bridge the gap between low wages and high housing costs. The DCHP serves approximately 1,500 residents annually. In 2013, the DCHP closed on 26 down payment assistance loans, which was 16 more than in 2012. The organization plans to assist 14 Douglas County households with CDBG funded loans from this grant allocation. The Home Ownership Program will help affirmatively further fair housing choice by addressing Impediment No. 2 of the 2011 Analysis of Impediments to Fair Housing Choice (AI), "The County could be more diverse and balanced". By offering down payment assistance and making housing more affordable, it increases the number of people who are able to purchase a home, especially families with children and female-headed households (familial status is a protected class). If a greater number of people are eligible to purchase a home, there is a better chance of retaining the existing diversity and increasing diversity in Douglas County. The DCHP has multiple opportunities to inform residents about fair housing issues, including Homebuyer Education classes, Home Ownership Program, Foreclosure Mitigation Counseling, Reverse Mortgage Counseling, rental housing and public speaking opportunities. Residents can gain a better understanding of fair housing issues, how it may affect them, and ask questions (Impediment No. 3).</p>
	<b>Target Date</b>	7/31/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Douglas County Housing Partnership plans to assist 14 Douglas County households who meet the loan qualifications.
	<b>Location Description</b>	Loans can be used to purchase a home anywhere in Douglas County.
	<b>Planned Activities</b>	
2	<b>Project Name</b>	Housing Rehabilitation Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	Accessible Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: <b>Reduced to \$55,339.22</b>

	<p><b>Description</b></p> <p>Brothers Redevelopment Inc. (BRI) is a Denver-based non-profit organization that provides housing and a variety of housing-related services for the region's low-income, elderly, and disabled residents. BRI plans to assist 12 homeowners in the following project areas: Home Loan Program BRI expects to provide two loans through its Rehabilitation Loan Program to homeowners at or above 60 percent AMI. The Program is designed to address rehabilitation needs to reduce ongoing and future maintenance costs, promote energy efficiency, and to preserve decent affordable owner-occupied housing. Proceeds from each loan are rolled into additional loans or grants for future participants. Help for Home Brothers Redevelopment primarily coordinates minor interior and exterior repairs that improve in-home health and safety for clients through electrical and plumbing repairs. Four households in Douglas County will receive repairs through a grant from BRI. Ramps and Rails BRI plans to assist four Douglas County households through its Ramps and Rails program. This project plays a vital role in assisting seniors and clients with disabilities or physical limitations to remain in their homes longer, prevent injury, and improve mobility. Work might include roll-in or step-in shower conversion, wheelchair ramp construction, door widening for wheelchair or walker access, and grab bar installation. Paint-A-Thon BRI plans to collaborate with event sponsors and volunteers to paint two homes of income-qualified senior and disabled homeowners. The average cost to paint a home can surpass \$5,000, which is a huge expense for low-income residents. These BRI projects will not only benefit the senior population, but homeowners with a disability or physical limitations will benefit too. The 2011 AI stated that 23 percent of respondents who are disabled or have a family member that is disabled believe that their current housing does not meet their accessibility needs. Persons who require assistance in walking, standing or using a wheelchair aren't able to safely maneuver around their home. Home repairs will allow accommodations for citizens to comfortably live in their homes. The BRI Housing Rehabilitation Services program helps to affirmatively further fair housing choice by addressing Impediment No. 2 of the Analysis of Impediments, The County could be more diverse and balanced. Home repairs will allow seniors and disabled residents to remain in their homes longer and age in place. This program also allows applicants to be informed about Impediment No. 3, There is a lack of understanding of fair housing issues among residents in Douglas County. Fair housing issues often affect the senior and disabled populations when they need accommodations to meet their physical needs. Homeowners will better understand fair housing issues when selling or renting their home, or moving into senior housing.</p>
	<p><b>Target Date</b></p> <p>7/31/2015</p>
	<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p> <p>BRI plans to assist 12 homeowners with a variety of housing related services. Homeowners applying for this program primarily live in small mobile homes, which are a significant source of affordable housing stock and important to maintain. Residents must be homeowners and meet specific requirements such as low-income, elderly, or disabled.</p>
	<p><b>Location Description</b></p> <p>Throughout Douglas County.</p>
	<p><b>Planned Activities</b></p>
3	<p><b>Project Name</b></p> <p>Audio Information Services</p> <p><b>Target Area</b></p> <p></p> <p><b>Goals Supported</b></p> <p>Supportive Services</p> <p><b>Needs Addressed</b></p> <p>Public Services</p>

	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	Blind, visually impaired, and print-disabled individuals lack access to most ink print information that is readily available to sighted people. The Audio Information Network of Colorado (AINC) was established to meet this need. AINC currently broadcasts nearly 100 newspapers from across Colorado including 208 hours of Douglas County news from the Douglas County News Press, Castle Rock News Press, Lone Tree Voice, Highlands Ranch Herald and Parker Chronicle. CDBG funds will go toward the production of Douglas County news programming. Print-disabled residents miss being able to read their local newspaper for community level issues and events. Newspaper coverage enables listeners to remain connected to their neighborhoods and reduces feelings of isolation. They can be knowledgeable voters, consumers and participants in local activities. Douglas County residents also have access to all of AINC's programming including: daily children's programming; book reviews; travel; gardening; music; science; spirituality; fraud alerts; parenting; consumer tips; grocery and discount ads; Colorado history; Jewish, Native American and Hispanic community news; health, senior and disability news; health cooking; and job and housing opportunities. A variety of programs are broadcast in Spanish. AINC is careful not to duplicate materials distributed by the Colorado State Talking Book Library, Book Recording for the Blind, Inc., or the Learning Ally. These agencies make referrals to each other to best suit the needs of potential listeners. AINC provides audio information services to any individual who will benefit from them and chooses to be an AINC listener. Listeners are not charged for services or equipment. Some facilities, such as Sky Cliff Adult Day Center, have a receiver that is used by three different clients. The organization primarily assists seniors and people who are disabled. As people with disabilities are considered a protected class, the program addresses Impediment No. 2 in the AI (the County could be more diverse and balanced). As mentioned above, AINC is the only service in Colorado that provides audio access to local newspapers and publications at no charge to clients. This unique and much needed service allows those who are blind and visually impaired to be more involved in their community. Offering services that are not available elsewhere invites seniors and residents with disabilities, including people who have impaired eyesight, to thrive in our community.
	<b>Target Date</b>	7/31/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	AINC expects to assist approximately 30 clients who are blind, visually impaired, and print-disabled.
	<b>Location Description</b>	Throughout Douglas County.
	<b>Planned Activities</b>	
4	<b>Project Name</b>	Transportation Coordinator
	<b>Target Area</b>	
	<b>Goals Supported</b>	Transportation Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$18,000

	<p><b>Description</b></p> <p>The Castle Rock Senior Center (CRSC) provides transportation to seniors and the disabled population, which is a much needed service in Castle Rock as transportation options are limited. At this time, the Castle Rock Senior Center is the largest volunteer door-to-door transportation service in Douglas County. Services are unique because trips are provided for medical appointments or medical treatments to facilities located outside of Douglas County. Local pick-up areas include Castle Rock, Castle Pines, Sedalia, Louviers, Franktown, and Larkspur. Demand for services is expected to increase because Douglas County is projected to have one of the highest growing senior populations in the nation. The CRSC serves a total of 1,126 residents with approximately 350 of those being transportation clients. All clients who participate in the transportation program will benefit from having a full-time transportation coordinator to organize and schedule trips. CDBG funds will pay the salary for this staff member to schedule an estimated total of 700 trips per month. The transportation coordinator works with clients to make transportation services available, coordinate trips between volunteers and clients, provide training, and scheduling and maintenance of vehicles. During the last year, the CRSC served 139 new clients in need of transportation services resulting in an average of 200 additional rides per month. The increased demand for services made it necessary to hire a part-time transportation clerk to assist the transportation coordinator. Services are available on a donation basis as the majority of clients are low- and moderate-income residents who struggle to make ends meet. The CRSC depends on grants because the average donation is 77 cents per ride, which doesn't cover the costs of program operation. This project will further fair housing efforts by addressing the shortage of transportation opportunities for seniors and persons with disabilities (Impediment No. 1 of the AI). The funds provided for the transportation coordinator's salary will support the CRSC's work to organize transit services for these specific populations. Strides will be made towards implementing Action items 1.1 and 1.2 of the AI. This position will help to meet the increased demand for transportation services from the disabled population.</p>
	<p><b>Target Date</b></p> <p>7/31/2015</p>
	<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p> <p>The CRSC plans to assist more than 350 transportation clients who are elderly and disabled.</p>
	<p><b>Location Description</b></p> <p>Throughout the Castle Rock and surrounding areas.</p>
	<p><b>Planned Activities</b></p>
5	<p><b>Project Name</b></p> <p>VOIP Telephone Installation</p>
	<p><b>Target Area</b></p>
	<p><b>Goals Supported</b></p> <p>Supportive Services</p>
	<p><b>Needs Addressed</b></p> <p>Public Services</p>
	<p><b>Funding</b></p> <p>CDBG: \$12,000</p>

	<b>Description</b>	The Crisis Center serves more than 18,000 people each year. In 2012, they received approximately 10,288 phone calls for information, referrals and services. Of the total phone calls received, about 50 percent were from Douglas County residents and 58 percent were individuals and families in crisis. The Crisis Center is the only shelter in Douglas County and the only facility that serves victims of domestic violence. Their current telephone system is 35 years old and doesn't allow for external direct-line dial, nor does it have the ability for facility-to-facility transfers. When a person in crisis calls the administrative office they are told to hang up and dial a different number to access the emergency shelter. An updated phone system will benefit clients by improving access to services for victims of domestic violence, particularly those in need of immediate resources to safety. The Crisis Center allows the county to be more diverse and balanced (Impediment No. 2 of the AI) by providing a unique set of services not offered anywhere else in Douglas County. These services help clients to address issues leading them toward self-sufficiency and help them to remain in the county instead of moving elsewhere. Clients can also be educated about fair housing issues (Impediment No. 3) to ensure they don't experience housing discrimination as they leave the shelter and look for housing to meet their needs.
	<b>Target Date</b>	7/31/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Crisis Center's new telephone system will assist approximately 9,000 clients in accessing domestic violence information and services.
	<b>Location Description</b>	At each of the Crisis Center's confidential locations.
	<b>Planned Activities</b>	
6	<b>Project Name</b>	Douglas County Cares
	<b>Target Area</b>	
	<b>Goals Supported</b>	Emergency Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$30,304

	<p><b>Description</b></p> <p>The Community of Care Network (CCN) serves Douglas County’s most vulnerable, low- and moderate-income residents, who are homeless or facing homelessness, by providing them the resources and assistance needed to obtain and maintain self-sufficiency. The CCN navigator will implement the program by working in partnership with the DCHP, Douglas County WrapAround program, and the Crisis Center to determine which clients are eligible for the program. CDBG funds will be utilized to help stabilize housing for the families selected in the program by providing either rent assistance or for shelter at a hotel until other housing opportunities become an option. An estimated 28 households (84 individuals) will be served. Clients are assisted for a period of six to nine months in securing self-sufficiency in nine of the following 10 categories: adult education, employment, family support, financial health, health care, housing, mental health, mobility and child(ren) education and parenting, if applicable. An employment priority approach will be implemented. This process will be facilitated by the navigator and other partner agencies. Through this program, housing costs can be supplemented while families receive this support. Impediment No. 3 is a lack of understanding of fair housing issues among residents in Douglas County. The navigator will work closely with clients to determine what issues are affecting their ability to maintain stable housing and if there is a link to fair housing. The navigator can act as an advocate for the family and help educate them about discrimination.</p>
	<p><b>Target Date</b></p> <p>7/31/2015</p>
	<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p> <p>An estimated 28 households (84 individuals) will be served through the Douglas County Cares program. Clients are individuals and families who are homeless or at risk of homelessness and are working to achieve self-sufficiency.</p>
	<p><b>Location Description</b></p> <p>Clients will be from throughout Douglas County.</p>
	<p><b>Planned Activities</b></p>
7	<p><b>Project Name</b></p> <p>Overnight Lodging Assistance</p> <p><b>Target Area</b></p> <p></p> <p><b>Goals Supported</b></p> <p>Emergency Services</p> <p><b>Needs Addressed</b></p> <p>Public Services</p> <p><b>Funding</b></p> <p>CDBG: \$7,500</p> <p><b>Description</b></p> <p>The Overnight Lodging Assistance Program offered through the Douglas/Elbert Task Force (D/ETF) provides emergency overnight housing for the homeless, transients and victims of crime. The Douglas County Sheriff's Office and local police departments work in conjunction with D/ETF to help people in need with motel vouchers when the D/ETF is closed. Vouchers also prevent homeless families and individuals from being unsheltered during periods of severe weather. The organization plans to assist about 300 clients with CDBG-funded overnight lodging assistance. The volunteers at the D/ETF have an opportunity to listen for discriminatory behaviors as they interview clients and assist them in their time of need. In these situations, it is important to understand why homelessness occurred. If housing discrimination factored in to the reason for the client’s homelessness, staff can help explain their fair housing rights (Impediment No. 3, Action item 3.1).</p> <p><b>Target Date</b></p> <p>7/31/2015</p>

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Overnight lodging assistance will benefit approximately 300 clients who are homeless, transients and victims of crime.
	<b>Location Description</b>	Clients who visit the D/ETF's office location at 1638 Park St. in Castle Rock, CO 80109 may be served. Local police and sheriff departments can also distribute vouchers.
	<b>Planned Activities</b>	
8	<b>Project Name</b>	Rent Assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	Emergency Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	The Douglas/Elbert Task Force (D/ETF) Emergency Rent Assistance Program provides a one-time housing assistance payment on behalf of eligible clients. The goal of the program is to help families and individuals in economic crisis remain in their homes and prevent homelessness. The D/ETF leverages CDBG funds with other funding sources to assist more clients, and collaborates with other agencies to offer clients additional resources. Clients are required to be part of the solution to their financial crisis by initiating contact with other agencies, and ensuring that appropriate documentation is provided. Emergency rent assistance is vital to preventing homelessness by allowing clients to remain in their homes for another 30 days, which gives them more time to improve their financial situation. The D/ETF has noticed a consistently higher number of clients in need of rent assistance than in previous years. Approximately 16 to 20 percent of clients served monthly are new to the organization. Clients are assisted with up to \$250 in financial assistance to help clients remain in their current home or secure new housing. The D/ETF estimates that 420 people will be served in 2014 with CDBG-funded rent assistance. Emergency rent assistance is crucial to helping renters remain in Douglas County. The program creates opportunities to maintain and generate a diverse, balanced population (Impediment No. 2). It is important to help stabilize families so they can live and work in the same community where their children attend school. By helping families stabilize their living situation, they are better integrated into our community. When clients request assistance, case managers have the opportunity to share information regarding fair housing and discuss discrimination (Impediment No. 3: There is a lack of understanding of fair housing issues among residents in the County.).
	<b>Target Date</b>	7/31/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Rent assistance offered through the D/ETF will assist an estimated 420 people who are at risk of homelessness. Clients must present an eviction notice.
<b>Location Description</b>	Clients served are throughout Douglas County. The D/ETF office location to receive services is at 1638 Park St. in Castle Rock, CO 80109.	
	<b>Planned Activities</b>	
9	<b>Project Name</b>	Utility Assistance
	<b>Target Area</b>	

	<b>Goals Supported</b>	Emergency Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	The Emergency Utility Assistance program helps families and individuals in economic crisis by preventing shut-offs and evictions, or restoring services that have been disconnected. The Douglas/Elbert Task Force offers eligible clients up to \$750 (lifetime) in utility assistance for heat, electricity, and water. The average amount paid per client is around \$350. Families cannot live without these necessities and could face eviction if they live in rental properties. This program allows clients to have the necessary utilities to maintain a suitable living environment. CDBG funds will be leveraged with both Energy Outreach Colorado funds for heat and electricity and Philip S. Miller funds. Without these various funding sources, the D/ETF would have to reduce the services they provide. Clients encompass all races, ethnicities, income levels and generations. This project invites diversity (Impediment No. 2 of the AI) by helping diverse populations stay in their homes and have the necessary utilities they need to survive and remain in Douglas County. Parents can focus on maintaining their jobs, stabilizing the family and creating an environment for their children to thrive. Children can focus on school and not have their education disrupted due to eviction or lack of basic services. This leads to a more stable environment and helps create balanced living patterns when residents of our community are from a variety of socioeconomic backgrounds.
	<b>Target Date</b>	7/31/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Utility assistance will benefit an estimated 110 households (300 people) who present a shut-off notice and may be at risk of homelessness. Without proper utilities, residents face the possibility of being evicted.
	<b>Location Description</b>	Clients assisted are throughout Douglas County. Services are accessed at the D/ETF office at 1638 Park St. in Castle Rock, CO 80109.
	<b>Planned Activities</b>	
<b>10</b>	<b>Project Name</b>	IFCS Rent Assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	Emergency Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$5,750

	<b>Description</b>	Inter-Faith Community Services (IFCS) is a community based, non-profit organization dedicated to serving low-income individuals, families, and the elderly in Arapahoe and northern Douglas Counties. Some of the programs offered are financial assistance, clothing, a career center, and programs for seniors. IFCS implements a Homeless Prevention Program that provides rent assistance to low- and moderate-income individuals and families to prevent homelessness. IFCS will use CDBG funds to provide rent assistance to clients in the northern portion of the county, which will be advantageous for clients in Lone Tree and Highlands Ranch. Expanding services in the northern part of the county is critical, as the majority of existing services are located in Castle Rock. Clients who live in northern Douglas County have difficulty accessing services if they do not have transportation. IFCS offers rent assistance to eligible clients once in a 12-month period. IFCS plans to assist approximately 25 clients. Additional clients will benefit from rent assistance leveraged through funds from the Colorado Homeless Prevention Activities Grant and Federal Emergency Management Agency EFSP funds. Helping clients remain in their homes addresses Impediment No. 2 in generating a diverse and balanced population of various races, ethnicities, incomes, sizes, etc. Clients who request rent assistance have an opportunity to learn more about fair housing by meeting with a case manager that discusses their current situation with them as well as their rights under the Fair Housing Act (Impediment No. 3). Education is an important part of helping clients to be better informed about their situation so that they have an opportunity to succeed.
	<b>Target Date</b>	7/31/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 25 clients from the Lone Tree and Highlands Ranch areas will receive rent assistance. These clients are at risk of homelessness.
	<b>Location Description</b>	Clients assisted live in Lone Tree and Highlands Ranch. IFCS' office location is at 3370 S. Irving St. in Englewood, CO 80110.
	<b>Planned Activities</b>	
11	<b>Project Name</b>	SVdP-CR Rent Assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	Emergency Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$12,000

	<b>Description</b>	The Society of St. Vincent de Paul of Castle Rock (SVdP-CR) has been operating for the past 10 years and provides rent, utility and emergency housing assistance, and operates a food pantry two Saturdays per month. Eligible residents can receive one-time rent assistance so that families can remain in their homes and avoid homelessness. In previous years, CDBG assistance allowed SVdP-CR to assist more families, increase flexibility in utilizing their resources for additional utility assistance, and expand their food bank. Combining CDBG funds with other community resources allows SVdP-CR to support six to eight families each month with partial rent payments between \$100 and \$300. The organization plans to use CDBG funds to assist 55 to 60 households (150 individuals) with partial rent assistance. Low-income individuals and families greatly benefit from this program as they are able to remain in their homes in Douglas County. Helping those in need maintains diversity and addresses Impediment No. 2 in the AI (the County could be more diverse and balanced). When the SVdP-CR case manager interviews clients, there is also the opportunity to share fair housing information, which addresses Impediment No. 3, and helps clients understand their rights regarding housing discrimination.
	<b>Target Date</b>	7/31/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	SVdP-CR plans to assist approximately 55 to 60 households (150 clients) with rent assistance who are at risk of homelessness.
	<b>Location Description</b>	Clients assisted will be from throughout Douglas County. SVdP-CR offices are located at 2746 Fifth St. in Castle Rock, CO 80104.
	<b>Planned Activities</b>	
12	<b>Project Name</b>	Building Renovation
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities and Improvements
	<b>Needs Addressed</b>	Public Facilities and Improvements
	<b>Funding</b>	CDBG: \$175,000

	<b>Description</b>	CDBG funds helped the Douglas/Elbert Task Force (D/ETF) purchase its current facility in 2010. The number of clients in need of services has increased over the years. In 2013, 14,740 clients were assisted, many of which were in crisis. Interior improvements to the building are needed to allow the staff and volunteers to meet the increased demand. Currently, limited office space to interview and assist clients restricts the number of clients that can be seen per day. Reorganizing and moving the Client Services area will allow the D/ETF to increase their client load by 20 to 25 percent. To accommodate the reorganization, the donation area will be shifted and thrift store will be expanded. This renovation will allow additional donations to be accepted and more merchandise to be sold. These changes will increase the organization's revenues which will be used to serve additional emergency assistance clients. Facility improvements will benefit approximately 6,768 Douglas County residents. This project addresses Impediments No. 2 and No. 3 of the AI. Services offered by the D/ETF invite diversity and balance in Douglas County's population by helping those in need to remain in Douglas County. Balance for both the population and the economy includes the need for residents of various income levels to perform a variety of jobs. Clients receiving rent and utility assistance provide information on their current living situation and volunteers or case managers can identify fair housing issues and provide clients with necessary information.
	<b>Target Date</b>	7/31/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The majority of D/ETF clients are from Douglas County. Approximately 14,586 vulnerable Douglas County residents will benefit from the building renovation. Clients are those in need of food, rent or utility assistance. Motel vouchers and the thrift store are also available.
	<b>Location Description</b>	Clients will be from throughout Douglas County. The D/ETF office is located at 1638 Park St. in Castle Rock, CO 80109.
	<b>Planned Activities</b>	
13	<b>Project Name</b>	ADA Surface Improvements
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure
	<b>Needs Addressed</b>	Infrastructure
	<b>Funding</b>	CDBG: \$152,702

	<b>Description</b>	Downtown Castle Rock serves as the county seat. The downtown area includes government services for Douglas County and the Town of Castle Rock (ToCR), businesses, retail, restaurants and residential housing. Downtown Castle Rock is historic, which has created some difficulties when making facility improvements to existing buildings. Many have store fronts at the property line and do not have enough space to accommodate ADA ramps. Many of these businesses have parking in the rear of the building and have added ADA ramps to ensure accessibility for all employees and residents. Parking spaces for some of the businesses in this area are located in alleyways that are in need of repairs. This project will improve ADA accessibility and mobility for pedestrians in the area. Several of the proposed locations are used frequently by low-income residents to access apartments or other housing. Downtown Castle Rock is located within a CDBG target area. Several existing alleyways will be improved by providing a smoother surface to improve mobility between the parking areas and local businesses to meet accessible ADA standards. Impediment No. 2 of the AI is improved by the implementation of this project. Providing increased accessibility and mobility allows for a diverse and balanced population as those with physical disabilities can shop, dine, and work in the businesses benefiting from these new improvements.
	<b>Target Date</b>	7/31/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	ADA surface improvements will benefit about 3,750 local business employees and residents.
	<b>Location Description</b>	ADA surface improvements will be made in the downtown Castle Rock area. The Town of Castle Rock's main office is at 100 N. Wilcox St. in Castle Rock, CO 80104.
	<b>Planned Activities</b>	
14	<b>Project Name</b>	2014 CDBG Grant Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$153,589
	<b>Description</b>	The County will use CDBG funds to administer housing and community development programs. Administration funds will be used for salaries, benefits, supplies, training, marketing the program and mileage, as well as other activities required to operate this entitlement grant program.
	<b>Target Date</b>	7/31/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Douglas County Department of Community Development, 100 Third St. in Castle Rock, CO 80104.
	<b>Planned Activities</b>	

## AP-50 Geographic Distribution – 91.220(f)

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

Downtown Castle Rock (Block Group 1, Tract 145.04) is the only project funded during the 2014 CDBG program year that is specific to a HUD designated target area. Douglas County has not designated any local target areas. Downtown Castle Rock is approximately 26 percent minority, or 162 persons out of a total of 632. The target area is 1.4 percent Asian and 22 percent Hispanic or Latino. Castle Rock Block Group 1, Tract 145.04 has one of the highest percentages of minorities.

### Geographic Distribution

Target Area	Percentage of Funds

Table 5 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

Geography was not used to determine funding allocation priorities for the County. There are no blighted areas in specific geographical areas that have disproportionate needs. Allocations and use of funds is determined by a competitive application process, which is open to all eligible organizations.

### Discussion

N/A

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

### Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	158
Non-Homeless	179
Special-Needs	73
Total	410

**Table 6 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	169
The Production of New Units	0
Rehab of Existing Units	12
Acquisition of Existing Units	14
Total	195

**Table 7 - One Year Goals for Affordable Housing by Support Type**

## Discussion

Douglas County's estimates for the first table above were developed based on the following CDBG allocations and calculations:

- **Homeless Households to be Supported (158 total):** The D/ETF estimates serving approximately 170 clients who are homeless, transients and victims of crime. Assuming the majority of those served are homeless, an estimate of 150 households was provided. The Community of Care Navigator estimates serving approximately eight households.
- **Non-Homeless Households to be Supported (179 total):** Organizations providing rent assistance (169), housing rehabilitation (12) and down payment assistance (14) are providing services to non-homeless households; therefore, approximately 195 households could be assisted. The D/ETF will provide utility assistance to approximately 57 households. Of the 252 households that received assistance, 73 of those households had a person with disabilities. Seventy-three was subtracted from the 252 households and listed separately in the table.
- **Special Needs Households to be Supported (73 total):** During the 2012 program year, approximately 73 households that received some form of housing assistance had a person with disabilities. Douglas County used this number to estimate the number of special needs households assisted in the table above.

Estimates for second table above were developed based on the following calculations:

- **Households Supported through Rent Assistance (169 total):** The D/ETF estimates assisting approximately 80 households. SVdP-CR will help a total of around 55 households. IFCS could assist approximately six households. Douglas County's Department of Community Development will serve approximately 28 households.
- **Households Supported through Rehabilitation of Existing Units (12 total):** BRI has the only project offering housing rehabilitation and plans to assist approximately 12 households. **However, 7 households were assisted.**
- **Households Supported through Acquisition of Existing Units (14 total):** The DCHP expect to assist 14 first-time homeowners.

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

### **Introduction**

Douglas County does not have any public housing.

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

N/A

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

N/A

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

N/A

### **Discussion**

N/A

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

### **Introduction**

Even though prevention resources are available in Douglas County and throughout the Denver metro area, there are not enough services available to meet the growing needs of both the emerging homeless population and residents who are at risk of becoming homeless.

Douglas County has developed goals and actions to reduce homelessness in the county. The County has a small homeless population compared to other areas in the Denver metro region. Developing resources and collaborating with other entities working to assist the homeless and at-risk population will be necessary to address the community's needs and reduce the number of people in need.

Although there does not appear to be a link between homelessness and race, ethnicity or disability, it is important to ensure that housing options and services are available to all. Douglas County's Housing Objective 2 specifically addresses the need to "increase and maintain accessible housing options for the disabled and aging populations". All other goals and objectives are directed to all populations, this is the only objective specific to persons with disabilities and seniors.

### **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**

The actions described above meet the one-year goals by providing funding, opportunities for collaboration and events to help increase knowledge of the homeless population. Organizations will be encouraged to apply for projects that work with the homeless or vulnerable population. Working with the homeless and participating in the Point-in-Time Study will allow staff to better understand the factors leading to homelessness. The Douglas County Cares program collaborates between agencies to help clients obtain and maintain self-sufficiency. This program works by assisting homeless persons and those at-risk of becoming homeless with case management to address barriers and learn skills that will prevent them from becoming homeless in the future. Collaboration helps to strengthen relationships among agencies. Partners increase their knowledge of services available, identify gaps in current resources, and generate ideas to reach out to this population.

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

Previously, the need for emergency shelter was met using motel vouchers. Motel vouchers are available through the D/ETF, Parker Task Force, local law enforcement, and other organizations and churches. CDBG allocated \$7,500 in overnight lodging assistance to the D/ETF for the 2014 program year. An emergency shelter was not considered an immediate need.

However, as this population grows, a shelter for the homeless will be an important consideration in the future.

Douglas County works with other organizations on a variety of unmet housing needs to benefit the homeless, such as transitional housing. Discussions are underway to increase opportunities for transitional housing in the future.

#### **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**

Douglas County has been increasing the number of affordable housing units, but many of these units are still above fair market rent. Currently, organizations working with clients who are in need of rental units at lower rates are provided referrals to apartments that have rental units for varying levels of AMI. Paying lower rent will help them to adjust their finances and remain sheltered. Clients requesting assistance will also be informed of other resources that may be available to assist them.

Collaboration among entities will create a forum for discussing the best options for the community in the future. Motel vouchers, homeless shelters, transitional housing, affordable housing, and permanent supportive housing will all be part of the discussion to assist the vulnerable population and reduce homelessness.

#### **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.**

Residents can access emergency assistance services through a variety of organizations, such as the Douglas County Department of Human Services, D/ETF, SVdP-CR, Inter-Faith, and the Parker Task Force. These agencies can assist with clothing, food, rent and utility assistance, and motel vouchers. The Crisis Center is Douglas County's only shelter that offers temporary housing for victims of domestic violence and their families.

During the 2014 program year, Douglas County has recommended funding for numerous activities that address the prevention of homelessness. The following activities are listed in accordance to the 2014-2018 Consolidated Plan goals and objective they address:

Housing Goal- expanding available housing options to eligible residents

H1 Objective: Develop and maintain quality affordable housing for owners and renters.

- The DCHP has a Foreclosure Mediation Program to assist families who are delinquent on their mortgages to the point that their lender has filed for foreclosure. Counselors help them determine their options, including working with their bank for a loan modification.

Public Services Goal 1- Expand services that create conditions for eligible residents to obtain and maintain self-sufficiency

PS1.3 Objective: Provide supportive services.

- DC Cares makes housing and supportive services available to residents who are at risk of becoming homeless to help them obtain self-sufficiency.

Public Services Goal 2- Increase services available to eligible residents.

PS2.1 Objective: Provide assistance to meet or supplement basic needs.

- Emergency rent and utility assistance will be available to eligible residents through the DETF, SVdP, Inter-Faith, and the DC Cares program. By maintaining utilities in the home, the risk of eviction is reduced.

## **Discussion**

Helping families access available services will assist them in avoiding homelessness in the future by addressing their non-housing needs. Utilizing services will help clients develop connections in the community and further stabilize their housing situation. The following information is specific to residents with special needs:

Developmental Pathways (DP) was created to serve persons with developmental disabilities and their families. DP offers a variety of residential placements with supervision and independence levels tailored to the individual requirements of the person served. Residential settings include independent living, group homes, apartment programs and host homes. Specific services available include: community participation, personal assistance and community access, and job skills training. Transportation is one of the critical gaps in services identified by county residents. Douglas County Transit Solutions (DCTS) assesses the transit needs of Douglas County's disabled, low- and moderate-income, and elderly populations, and in particular those who are transit dependent.

DCTS secured approximately \$173,000 in funding for Douglas County during the 2013-2014 Federal Transit Administration (FTA) grant cycle. The grant enables the coordination of existing services for low- and moderate-income, and the elderly and disabled populations. This grant is estimated to provide approximately 66,000 trips during the grant cycle.

DCTS issued a coordinated Human Services Transportation Request for Proposals (RFP) to integrate three Human Services transportation funding sources. This allows the County to make more informed funding decisions and increase the number of trips available to residents.

In addition, Douglas County has earmarked approximately \$52,000 to provide transportation to residents with developmental disabilities. The County estimates providing 7,000 trips through a grant from the Developmental Disability Mill Levy.

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

### **Introduction:**

Douglas County continues to identify barriers to affordable housing and increase the availability of affordable housing units.

### **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**

Many barriers to affordable housing exist in Douglas County including the high cost of land and the increased costs associated with development. Douglas County staff is working to help educate and encourage developers to partner with the DCHP, take advantage of tax credits, private activity bonds, and leverage funds in an effort to increase the number of affordable housing units in Douglas County.

Douglas County's 2030 Comprehensive Master Plan (CMP) contains information on affordable housing needs. "Section 6: Community Services" of the CMP includes goals, objectives, and policies to support, encourage and promote a variety of housing options.

### **Discussion:**

N/A

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

According to the U.S. Census, Douglas County's population in 2000 was 175,766 people. The January 1, 2014 population estimate for Douglas County was 302,464. Between 2000 and 2010, the population age 60 and over increased 194 percent in Douglas County, which was the highest growth rate of all counties in the U.S. Between 2010 and 2015, this same population is forecasted to increase 39 percent in Douglas County. This data suggest the needs for senior services, transportation, and housing will increase.

With this growth comes an increased need for programs and services in a variety of different areas and for different populations. Planning is underway to increase the impact of available programs and resources to meet the needs of the community.

Preparing for this changing population involves cooperation among entities and leveraging of funds. CDBG funds can assist in meeting the needs of Douglas County's changing population; however, additional steps must be taken in order to address all community needs and have a successful outcome.

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

The provider survey revealed that the highest gaps in services are housing and transportation, followed by public services, economic development and infrastructure. The Consolidated Plan has identified housing and public services as high priorities. Transportation projects fall under the public services category and are considered a high priority.

Douglas County would benefit from directing funding toward:

- Additional housing options for affordable, accessible and permanent supportive housing.
- New and expanded services to fill existing gaps.
- Infrastructure improvements to shore up the transportation services available.
- Additional transportation services.
- Development of new organizations to provide transportation services in Douglas County.

New organizations are invited to apply for CDBG funds for projects to help address service gaps. Applicants applying for CDBG funding over the next five years must meet one of the priority needs, which will help to bridge the gap in services. Although CDBG funds will be used to provide support to help meet the underserved needs, the County will also strive to:

- Encourage organizations to seek out additional funding by applying for other grants, soliciting donations, holding fundraisers, and other options.
- Forward organizations information regarding other grant opportunities and trainings to help with grant writing and organizational development.
- Offer capacity building opportunities to current organizations.
- Encourage the development of new organizations and provide technical assistance to obtain necessary resources.
- Continue developing DCTS and support the Douglas County Transit Mobility Manager.
- Collaborate with the DRCOG transportation planning.
- Participate in training opportunities and network with other agencies undergoing similar projects.
- Support the development of infrastructure to benefit the community.

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

Douglas County's community survey asked respondents to rate the availability of affordable housing in Douglas County. Approximately 56 percent responded that the availability of affordable housing in Douglas County is below average. One of the biggest challenges in the county is the huge disparity between housing costs and what people with low- and moderate-incomes can afford to pay. The median cost of housing in Douglas County is among the highest in the Denver metro area. Because of this, fostering and maintaining affordable housing is a high priority for Douglas County. The DCHP utilizes CDBG and HOME funds to offer programs that help people afford to purchase their first home. The DCHP owns or is a partner in several rental properties that offer affordable units. They continually work to maintain and increase the amount of affordable housing available to Douglas County residents.

Actions planned to foster and maintain affordable housing include:

- Provide CDBG funds toward eligible projects that maintain and increase affordable housing units.
- Fund housing rehabilitation projects to maintain the existing housing stock.
- Work with the DCHP and other applicable agencies on maintaining and increasing the availability of affordable housing in Douglas County.
- Educate planners to work with developers on possible options for including affordable housing such as tax credits, private activity bonds, and CDBG funds.
- Collect data on Douglas County's demographics, organization's clients, and other necessary data to determine the types and amount of affordable housing needed.
- Ensure that housing opportunities are available to all ages, races, ethnicities, disabilities, and other protected classes.

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

Douglas County has approximately 6,100 housing units that were built prior to 1978, the year lead-based paint was banned nationwide for consumer use. These homes could cause exposure to lead-based paint if the homeowner undergoes rehabilitation or renovation.

Actions planned to reduce lead-based paint hazards include the following from SP-65:

- Ensure contracts with organizations that purchase or rehabilitate homes built prior to 1978 include testing criteria for lead-based paint and require safe work practices if evidence of lead based paint is found.
- Provide handouts on lead-based paint at outreach events trainings.

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

The percentage of Douglas County residents with incomes below the poverty level has been increasing over the past six years. According to the 2012 American Community Survey 1-Year Estimates, approximately 13,900 Douglas County residents are below the poverty level. Although the number of residents below the poverty level is small, these residents are an important part of the Douglas County community and efforts will be made to improve their circumstances.

Actions planned to reduce the number of poverty-level families include:

- Provide CDBG funds toward eligible projects that benefit low-income families.
- Engage local organizations in working collaboratively to address issues of poverty and increase the availability of resources and the opportunities for success.
- Review data regarding this population to determine if there are any links between poverty-level families and protected classes, and if links are present, address that population directly to reduce numbers.
- Work with Arapahoe/Douglas Works! Workforce Center, TPM Staffing agency, and others to increase opportunities for job training and employment for low-income individuals.
- Educate youth with resources to expand their skill set now and into the future.
- Provide programs for troubled youth to advance them out of their current situation such as WrapAround program and the Douglas County Youth Initiative.
- Inform residents of tax options that might be available to them such as the Earned Income Tax Credit, Child Tax Credit, and Child and Dependent Care Credit.
- Support financial education programs and encourage residents to accumulate their assets by participating in an

Individual Development Account or other savings account matching option.

- Support small business development throughout the county, but particularly in low-income areas, in cooperation with local Chambers of Commerce and economic development organizations.
- Encourage the creation and stabilization of mixed-income neighborhoods through the development of affordable housing outside of exclusively low-income areas.
- Increase transportation options so that residents can get to and from work.
- Increase opportunities for vulnerable residents to work with a case manager.

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

Douglas County acts through its Board of County Commissioners (BCC). The three-member board acts to adopt ordinances and resolutions to conduct its business. The BCC performs legislative, executive and quasi-judicial functions. The Board serves as the legislative, policy-making and administrative body governing the unincorporated areas of Douglas County. The BCC appoints a County Manager to carry out the policy directions of the Board and to supervise and coordinate the work of the staff in the departments that fall under direct control of the Board. With the exception of the County Attorney, the County Manager will have line authority over all County departments under the BCC. The Department of Community Development is one of these departments.

Actions planned to develop institutional structure (gaps identified in SP-40) include:

- Implement the 2014-2018 Consolidated Plan and the 2014 Annual Action Plan for the CDBG program.
- Inform the Douglas County BCC regarding the CDBG program, request approvals, and provide project updates as needed.
- Include the local jurisdictions in the CDBG process and encourage them to apply for funding.
- Encourage, facilitate and foster relationships throughout Douglas County to strengthen the services available to the public.
- Continue engaging the Advisory Board in the CDBG process and increase their involvement in the annual application process.
- Continue working with the Partnership of Douglas County Governments.
- Provide data and other information through the appropriate channels to ensure that leaders are aware of issues and can make decisions accordingly.

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

Coordination among all providers is essential to improving the conditions and addressing the gaps in services for Douglas County residents. Actions planned to enhance coordination between public and private housing and social service agencies include:

- Provide CDBG funds to eligible projects for housing and social services.
- Encourage agencies to work together to apply for CDBG funds to leverage resources to the fullest.
- Continue working with the CCN to address issues of poverty and homelessness.
- Encourage agencies to participate in the Community of Care Network.
- Continue the Douglas County Transit Solutions Local Coordinating Council to encourage cooperation and leveraging of funds and resources to increase transportation options.
- Encourage local organizations to inform their clients about the DCHP programs.
- Work with the DCHP, local jurisdictions, and developers to issue Private Activity Bonds for additional affordable housing options.
- Host meetings, events and training opportunities for housing and social service agencies to network.
- Offer referrals to organizations that would benefit from the leadership, programs, services or collaboration of other organizations.

**Discussion:** N/A

## Program Specific Requirements

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

#### Introduction:

All projects to be completed during the 2014 program year meet HUD’s national objective of benefitting low- and moderate-income residents as well as a priority, goal and objective in the 2014-2018 Consolidated Plan. All CDBG funds are anticipated to directly benefit Douglas County’s vulnerable population eligible for CDBG programs.

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

##### Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	257,871
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
<b>Total Program Income:</b>	<b>257,871</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	82.00%

**Housing Trust Fund (HTF)**  
**Reference 24 CFR 91.220(l)(5)**

1. Distribution of Funds

- a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2).
- b. Describe the jurisdiction's application requirements for eligible recipients to apply for HTF funds.
- c. Describe the selection criteria that the jurisdiction will use to select applications submitted by eligible recipients.
- d. Describe the jurisdiction's required priority for funding based on geographic distribution, which is a description of the geographic areas of the State (including areas of low-income and minority concentration) in which it will direct assistance during the ensuing program year.
- e. Describe the jurisdiction's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner.
- f. Describe the jurisdiction's required priority for funding based on the extent to which rents for units in the rental project are affordable to extremely low-income families.
- g. Describe the jurisdiction's required priority for funding based on the financial feasibility of the project beyond the required 30-year period.
- h. Describe the jurisdiction's required priority for funding based on the merits of the application in meeting the priority housing needs of the jurisdiction (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).
- i. Describe the jurisdiction's required priority for funding based on the location of existing affordable housing.
- j. Describe the jurisdiction's required priority for funding based on the extent to which the application makes use of non-federal funding sources.

2. Does the jurisdiction's application require the applicant to include a description of the eligible activities to be conducted with HTF funds?

3. Does the jurisdiction's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements?

**4. Performance Goals and Benchmarks.** The jurisdiction has met the requirement to provide for performance goals, consistent with the jurisdiction's goals established under 24 CFR 91.215(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.

**5. Rehabilitation Standards.** The jurisdiction 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 jurisdiction'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 jurisdiction must attach its rehabilitation standards below. If the jurisdiction will not use HTF funds for the rehabilitation of housing, enter "N/A".

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).

**6. Resale or Recapture Guidelines.** Below, the jurisdiction 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 jurisdiction will not use HTF funds to assist first-time homebuyers, enter "N/A".

**7. HTF Affordable Homeownership Limits.** If the jurisdiction 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 jurisdiction will not use HTF funds to assist first-time homebuyers, enter "N/A".

**8. Limited Beneficiaries or Preferences.** Describe how the jurisdiction 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 jurisdiction 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 jurisdiction must not limit or give preferences to students. The jurisdiction may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303 only if such limitation or preference is described in the action plan.

**9. Refinancing of Existing Debt.** Enter or attach the jurisdiction's refinancing guidelines below. The guidelines describe the conditions under which the jurisdiction will refinance existing rental housing project debt. The jurisdiction'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 jurisdiction will not refinance existing debt, enter "N/A."

### **Discussion:**

One hundred percent of CDBG funds allocated for projects serve low- and moderate-income residents. The remaining 18 percent outside of this allocation is for administration of the CDBG program.