



# PY2024 YEAR FIVE ANNUAL ACTION PLAN

City of Fort Collins • Social Sustainability Department  
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22-24186 | Auxiliary aids and services are available for persons with disabilities. V/TDD: 711

## **Executive Summary**

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

#### **1. Introduction**

The City of Fort Collins, Colorado is submitting its Program Year 2024 (PY24) Annual Action Plan. The Plan has been prepared according to HUD requirements. The Plan will govern the City's investment of federal funds for persons experiencing homelessness, housing, and non-housing community development activities for the Program Year.

#### **2. Summarize the objectives and outcomes identified in the Plan**

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

High priority needs identified in the PY24 Annual Action Plan include both housing and non-housing community development, persons experiencing homelessness, and special population needs. The City of Fort Collins developed and managed a robust Citizen Participation process to solicit stakeholder and resident input on priority needs. The City has integrated that Citizen Participation process with research on the scope of those needs. The City's 2020-2024 Consolidated Plan, Economic Health Strategic Plan, Social Sustainability Strategic Plan, Social Sustainability Gaps Analysis, Housing Affordability Policy Study, and Housing Strategic Plan all provide data and recommendations for City actions to address the needs of both affordable housing and non-housing community development needs.

Through funding and other actions, the City will seek to address the following specific priority needs:

##### **Increase affordable housing inventory.**

- Rental units constructed: 73 household housing units (Housing Catalyst: Village on Eastbrook)
- Ownership units constructed: 4 household housing units (Habitat for Humanity: Harmony Cottages)

##### **Affordable housing preservation.**

- Rental units rehabilitated: 90 household housing units (Care Housing: Greenbriar-Windtrail Rehabilitation)

## **Housing and services for persons who are homeless.**

- Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted (Family Housing Network Shelter Programs)
- Homeless Person Overnight Shelter: 1000 Persons Assisted (Catholic Charities Samaritan House and Crossroads Safehouse)

## **Prevent homelessness.**

- Homeless prevention: 50 Persons Assisted (Neighbor to Neighbor: Homelessness Prevention)

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

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

Overall, during the last five-year reporting period for Consolidated Annual Performance Evaluation Reports (CAPERs) the City has received satisfactory reviews regarding its performance in meeting goals set forth in the Five-Year Consolidated Plan and each year's Annual Action Plan. Additionally, HUD continues to conclude that the City of Fort Collins is administering its programs in a manner consistent with the applicable regulatory requirements. Review and conclusions are based solely on information available to HUD, and do not constitute a comprehensive evaluation or approval of specific activities.

The positive performance evaluations reflected progress made towards goals considered by HUD to be worthwhile and necessary community improvements. Updated research and analysis of community needs, as well as fresh citizen input, has supported the continuation of goal setting and outcomes similar to previous plans. The City of Fort Collins has responded to all technical assistance provided as a part of any HUD review and evaluation.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Throughout the process, the public was invited to participate through multiple modes, including the local newspaper, the City's website, and through nonprofit and other service providers—especially those connected to marginalized populations and/or protected classes. Other community partners involved in affordable housing efforts, homelessness prevention/intervention, and community development activities were consulted as part of this Plan's development. The Social Sustainability Department distributes Public Notices to more than 45 partner contacts across the community. The City followed the HUD required Citizen Participation Plan for all efforts related to this Plan's development.

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

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

Comments received at the Public Hearing, during the 30-day Public Review Period for the Competitive Process, and responses to notice of funding decision are attached. Six individuals, most representatives from community nonprofit organizations, attended the Annual Action Plan public hearing. Input received was generally supportive of the process.

Any additional comments received during the public review period will be added before submittal to HUD.

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

No comments were not accepted.

**7. Summary**

The final City of Fort Collins PY24 Annual Action Plan is being submitted to the U.S. Department of Housing and Urban Development (HUD) by the August 16 regulatory deadline.



## PR-05 Lead & Responsible Agencies – 91.200(b)

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Fort Collins	Social Sustainability Department
HOME Administrator	Fort Collins	Social Sustainability Department

**Table 1 – Responsible Agencies**

### Narrative (optional)

The Fort Collins Social Sustainability Department allocates federal Housing and Urban Development (HUD) CDBG and HOME funds, and local City of Fort Collins funding to housing and human service agencies to meet the needs of low- and moderate-income citizens. The department also implements policies promoting and supporting self-sufficiency for low- to moderate-income citizens.

### Consolidated Plan Public Contact Information

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City of Fort Collins maintains a robust and ongoing public participation process for all work/program items benefiting from community conversation and input. Social Sustainability regularly consults and coordinates with affordable housing providers, homeless service providers, human service agencies, and the local Continuum of Care. Input from partners is reflected in our day-to-day operations, programs and projects. The City continuously seeks to improve communication strategies with impacted stakeholders, underrepresented groups, and those in legally protected classes. The City is actively engaged with One Voice for Housing, a network of housing advocates working toward speaking about housing with one voice – recognizing the importance of messaging in communications. In order to engage a diverse cross section of the community, Public Notices for citizen input opportunities are sent directly to providers serving underrepresented groups, including the public library, Museo de las Tres Colonias, Northside Aztlan Community Center, Salud Health Clinic, Colorado Health Network, SummitStone Health Partners, La Familia/The Family Center, Colorado State University, Disabled Resource Services, homeless service providers and shelters, advocacy groups, local churches, boards, business associations, nonprofits, and affordable housing providers. Public Hearings are currently being held online. Additional public input opportunities for the Annual Action Plan are identified in Table 4.

### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

In 2021, the City adopted a Housing Strategic Plan encompassing the entire housing spectrum and leading with equity. The Housing Strategic Plan includes 26 strategies and avenues for addressing the ongoing housing challenges in our community. In 2022, the Social Sustainability Director was selected as the City’s representative on the Larimer County Regional Opioid Abatement Council, and this Council has selected “Recovery Housing” as a focus for funding in its funding plan (along with prevention, treatment, harm reduction, and others).

Social Sustainability Department staff work closely with public and assisted housing providers, as well as private and government health, mental health, and service agencies to distribute HUD and City grant funding; identify high priority housing and social service needs that can be addressed by the City; assess the impact of current efforts and programs to meet needs; and plan for future programs, projects, and activities to address housing and community development needs.

The City is advised by two boards related to the work of the Social Sustainability Department. The Human Services and Housing Funding Board advises City Council on grant applications to support the affordable housing and human service needs in the City. The Affordable Housing Board advises City

Council on matters related to affordable housing in Fort Collins and assists with preparing the City's Affordable Housing Strategic Plan.

The City continues to build a comprehensive, formalized approach to supporting community members experiencing homelessness through support of initiatives such as the Housing First, Rapid Re-housing programs, resource and housing navigation, and Outreach Fort Collins. City representatives are also actively involved in the two-county effort toward providing a Coordinated Access Housing Placement System as well as serving on the governing board for the Northern Colorado Continuum of Care, which was recognized by HUD as its own continuum of care in January 2020.

In 2016, the City initiated NoCo Housing Now, which has since grown to become a regional work group that explores regional housing solutions and provides multiple opportunities to learn from regional colleagues each year. This group is active in legislative review and in data collection and analysis. An SSD staff person is on the steering committee and the Chamber of Commerce hosts and staffs the program.

In 2022, staff attended a convening by the Colorado Health Foundation to catalyze a conversation on the many intersections of health and housing. This builds on the work of the Colorado Department of Health and Environment's grant funded Home2Health project (2019-2021). This in-depth community exploration of health and housing provided critical feedback that was incorporated into the Housing Strategic Plan.

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

The Northern Colorado Continuum of Care (NoCO CoC) members represent nonprofit service providers, emergency services, and State and local government. The Social Sustainability Department's Director participates on the governing board for the NoCO CoC and additional City staff are engaged with the NoCO CoC on varying levels, including serving on subcommittees. The NoCO CoC is focused on long-term planning and addressing the needs of the unhoused on a policy level, coordinating the Point in Time Count, and working to meet the requirements of the McKinney-Vento Homeless Assistance Act. The NoCO CoC has implemented the Homeless Management Information System (HMIS) and measures the effectiveness of agencies funded through the McKinney Vento funding streams. The NoCO CoC continues to work with area healthcare providers, homeless services providers, and other care institutions to establish coordinated discharge planning processes. The annual Point in Time Count (PIT), spearheaded by the NoCO CoC, is a community-wide effort to gather critical data on both sheltered and unsheltered persons experiencing homelessness.

The City also works closely with service providers that track chronically homeless individuals and the regional Coordinated Assessment and Housing Placement System (CAHPS). Several agencies, including Housing Catalyst, have implemented a vulnerability index (VI-SPDAT) to assess which people are at the

highest risk if they remain homeless. It is used to prioritize individuals for housing placement when units become available and is the primary tool used by CAHPS. The NoCO CoC added additional staff in 2023 to increase capacity within the data and coordinated entry systems and will continue to coordinate closely with the City of Fort Collins and other partners.

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

The City of Fort Collins does not receive ESG funding.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Housing Catalyst
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Monthly meetings between City and Housing Catalyst. Lead authorship on AAP PHA section. Anticipated outcomes are implementation of shared housing goals, decreasing duplication and inefficiencies.
2	<b>Agency/Group/Organization</b>	Larimer County Behavioral Health Services
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Services-Health Services-Education Health Agency Regional organization Planning organization Services-Mental and Behavioral Health
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City is actively involved with Larimer County Behavioral Health Services, and a City Council person is a member of the Behavioral Health Policy Council and they (along with the SSD Director) participate in quarterly Council meetings. The desired outcome is to align community goals with their initiatives and best practices. Social Sustainability's strategic plan is aligned with the key collaboration areas of public health care education, coordination of a larger behavioral health solution for the area and increasing workforce skills relative to diversity awareness. Additionally, the SSD Director is a member of the Larimer County Regional Opioid Abatement Council which is allocating funding from opioid settlements to the focus areas of: care coordination, school-based prevention programs, harm reduction, recovery housing, and mental health co-responders.
3	<b>Agency/Group/Organization</b>	Homeward Alliance
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Homeward Alliance and the City maintain an ongoing partnership to coordinate additional extreme weather homeless services (heat and cold). The City funds ongoing services provided by HWA via their day center, the Murphy Center.
4	<b>Agency/Group/Organization</b>	Outreach Fort Collins
	<b>Agency/Group/Organization Type</b>	Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City was part of the founding board of Outreach Fort Collins (OFC) and has provided ongoing resource support to OFC. The City continues in an advisory role and uses this partnership to better understand the homeless population of Fort Collins and their needs. This partnership informs the City's response to homelessness issues.
5	<b>Agency/Group/Organization</b>	City of Fort Collins, Environmental Services Department
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Resiliency and Climate Hazards
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Environmental Services Department (ESD) addresses climate action and response, and resilience for all community members, with emphasis on underserved populations. Their work on the heat index informs the Social Sustainability Department's work on emergency weather response for people experiencing homelessness. Collaboration with ESD has led to implementation of extreme heat sheltering, and exploration of the feasibility of developing a plan for hazardous air quality events. ESD contributed to the AAP attachment on Resiliency and Climate Hazards.
6	<b>Agency/Group/Organization</b>	Fort Collins Connexion
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Other government - Local

	<b>What section of the Plan was addressed by Consultation?</b>	Broadband
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Connexion, the City's utility-scale broadband provider, offers high speed internet service to all of Fort Collins, including reduced rates for low-income households and service to affordable housing developments. Connexion provided information and data to support the Broadband section. Consultation ensures all residents receive equal access to internet services needed for school, work, job-search, and health care.
7	<b>Agency/Group/Organization</b>	City of Fort Collins, Stormwater Department
	<b>Agency/Group/Organization Type</b>	Agency - Managing Flood Prone Areas Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Resiliency and Climate Hazards
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Stormwater department collaborates with other City departments, including Social Sustainability, and external stakeholders to create its FEMA-required flood hazards outreach plan each year. This relationship has led to increased Spanish-language outreach and distribution of flood awareness materials to people experiencing homelessness and the providers who serve them, including overnight and day shelters. Stormwater wrote a section of the Resiliency/Climate Hazard attachment.

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

No Agency Types were intentionally withheld from any of the City's public engagement and consultation processes.



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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Northern Colorado Continuum of Care	Goals are complementary and mutually supportive, based on active communication, and City representation on the Northern Front Range Continuum of Care.
Housing Strategic Plan	City of Fort Collins	Goals are complementary and mutually supportive, based on active communication, stakeholder input, available resourcing and capacity, and decision-maker prioritization.
Social Sustainability Department Strategic Plan	City of Fort Collins	Goals are complementary and mutually supportive, based on active communication, stakeholder input, available resourcing and capacity, and decision-maker prioritization.

**Table 3 – Other local / regional / federal planning efforts**

### Narrative (optional)

See Broadband and Climate Change Resilience attachment.

## **AP-12 Participation – 91.105, 91.200(c)**

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

Social Sustainability staff has followed the City’s Citizen Participation Plan to engage the public and interested parties in decision-making during the Competitive Process and development of the Annual Action Plan. The Competitive Process includes outreach for applications, public notices, application review and recommendations made by a resident volunteer board, a 30-day public review period, and approval by City Council, which includes a public hearing. The Annual Action Plan is developed in coordination with the Competitive Process, and engagement for the Plan includes a public hearing with a presentation explaining the Competitive Process and its funding sources, applications received, and strategic plan inputs; public notices in the local newspaper as well as posted online and emailed to public notice partners serving special populations; and a 30-day public review period.

## Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Notice	Nonprofit agencies and affordable housing providers	Notice of open application period was emailed directly to 150 nonprofit professionals and notice was posted on the Social Sustainability Department webpage and the Competitive Process webpage. Attendance/Response: 58 applications received.	46 human services applications and 8 housing applications received. 4 CDBG renewal applications received.	No comments not accepted	<a href="https://www.fcgov.com/socialsustainability/competitive-process">fcgov.com/socialsustainability/competitive-process</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)
2	Public Notice	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable housing providers</p>	<p>Public Notice for Public Hearing. Ads/notices were placed in local newspaper in English and Spanish, and ADA/Title VI compliant. Notice was posted on the Social Sustainability Department webpage. Notices were emailed directly to service providers and Public Notice Partners serving special populations.</p> <p>Annual Action Plan 2024</p>	N/A	No comments not accepted	<p>fcgov.com/socialsustainability; fcgov.com/events</p> <p>16</p>

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	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable housing providers</p>	<p>Annual Action Plan development</p> <p>Public Hearing, March 26, Notice was placed in local newspaper in English and Spanish, and ADA/Title VI compliant.</p> <p>Agenda was posted on the City Council webpage and City of Fort Collins online Community Calendar of Events. Notices were emailed directly to service providers, and Public Notice Partners serving special populations.</p> <p>Attendance/Response: 5 agency representatives and 1 community member</p>	<p>Attendees asked questions about the funding sources and process. No comments were received.</p>	<p>No comments not accepted</p>	<p>fcgov.com/socialsustainability; fcgov.com/events</p>

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)
4	Public Meeting	Affordable housing providers	Affordable Housing Board (AHB) Meeting to rank housing projects, April 4. Public Meeting. 2 agency staff members attended, 3 unaffiliated public attended.	All applications worthy, but funding available not sufficient to fund all applications. One attendee gave an announcement. Included in attachments.	No comments not accepted	<a href="https://www.fcgov.com/events/">https://www.fcgov.com/events/</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)
5	Public Meeting	Public service provider clients, nonprofit agencies, and affordable housing providers	<p>HSHF Board Regular Meeting to review human service projects and develop follow-up questions for applicants, April 3. Notice was posted on the City of Fort Collins online Community Calendar of Events, and the HSHF Board webpage. Attendance/Response: 0 agency staff member attended, 0 unaffiliated public attended.</p>	No comments received.	No comments not accepted.	<p>fcgov.com/events; fcgov.com/socialsustainability/competitive-process; fcgov.com/cityclerk/community-development.php</p>

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)
6	Public Meeting	Nonprofit agencies and affordable housing providers that applied for Competitive Process funding	<p>HSHF Board Deliberations April 30-May 1. Notices were emailed directly to applicants. Notice was posted on the Social Sustainability Department webpage, City of Fort Collins online Community Calendar of Events, and the HSHF Board webpage.</p> <p>Attendance/Response: 20 agency staff members attended, 0 unaffiliated public attended.</p>	<p>Post-Deliberation comments have been received from several housing and human service applicants. Comments have been those expressing gratitude for the funding commitment and transparency in the process. One human service applicant expressed dissatisfaction with their funding award recommendation amount.</p>	No comments not accepted.	<p>fcgov.com/events;</p> <p>fcgov.com/socialsustainability/competitive-process;</p> <p>fcgov.com/cityclerk/community-development.php</p>



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	Public Notice	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable housing providers</p>	<p>Competitive Process funding recommendations</p> <p>Review Period, May 15-June 18.</p> <p>Ads/notices were placed in local newspaper in English and Spanish, and ADA/Title VI compliant. Notice was posted on the Social Sustainability Department webpage. Notices were emailed directly to service providers and Public Notice Partners serving special populations.</p> <p>Attendance/Response: TBD</p>	TBD		<p>fcgov.com/socialsustainability</p> <p>21</p>

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)
8	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable</p>	<p>Competitive Process funding recommendations</p> <p>Public Hearing and Council Approval, June 18.</p> <p>Simultaneous notification with Public Review Period. Notice was placed in local newspaper in English and Spanish, and ADA/Title VI compliant. Notice was posted on the Social Sustainability Department webpage and City of Fort Collins online Community Calendar of Events. Notices were emailed directly to service providers, and Public Notice Partners serving special populations</p>	<p>CEO/Executive Director of Fort Collins Habitat for Humanity provided public comments about the City's commitment and support for 0-80% AMI homeownership, and gratitude to the HSHF Board and Affordable Housing Board, and all involved.</p>	No comments not accepted.	<p>fortcollins-co.municodemeetings.com; fcgov.com/events; fcgov.com/socialsustainability/competitive-process</p> <p>22</p>

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)
9	Public Notice	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable housing providers</p>	<p>Annual Action Plan Public Review Period June 18-July 20. Ads/notices were placed in local newspaper in English and Spanish, and ADA/Title VI compliant. Notice was posted on the Social Sustainability Department webpage. Notices were emailed directly to Public Notice Partners serving special populations. Attendance/Response: None</p> <p>Annual Action Plan 2024</p>	No comments received.	No comments not accepted.	<p>fcgov.com/socialsustainability</p> <p>23</p>

**Table 4 – Citizen Participation Outreach**



## Expected Resources

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

#### Introduction

The City's goal in allocating funding is to enhance the community's sustainability by addressing needs among our citizens who are income-challenged. Stabilized households increase neighborhood quality. That, in turn, leads to a healthier, more vibrant Fort Collins. Each spring, through the Competitive Process, the City of Fort Collins allocates federal and local funds to eligible affordable housing, community development, human services, and related activities. The provision for an optional fall Competitive Process accommodates any unspent or recycled funds.

The two general activity categories used to move forward successful funding proposals are:

- **Housing:** Acquisition and construction of affordable housing projects, including land purchase, housing rehabilitation, certain soft costs related to affordable housing development, and homebuyer assistance programs are priorities. Properties must be located in Fort Collins.
- **Public Service:** Nonprofit agencies serving a majority of people (51% or more) whose income is 80% or below the Area Median Income (AMI) and living in the City of Fort Collins.

Funds are allocated to nonprofit agencies, affordable housing providers, and other entities serving Fort Collins residents, a majority of which are low-and moderate-income households. Federal dollars leverage additional funds in many of the projects completed as part of the Consolidated Plan. Since these funds are limited, they are often only a portion of the funds our partners utilize to complete a project. By requiring partners to leverage these funds with other resources, the City of Fort Collins can maximize the impact of these funds in meeting its priority goals. Additionally, the City contributes Affordable Housing Fund (AHF) and Human Services Program (HSP) monies from the City's General Fund and Keep Fort Collins Great tax (KFCG) to further the goals of the Consolidated Plan and provide required match to the HOME program. Available amounts vary with budget cycles and economic conditions. Only federally funded projects are reported in the Annual Action Plan.

#### 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	1,107,934	103,659	293,711	1,505,304	0	For CDBG, proposals must meet one of the three national objectives: 1) benefit low- and moderate-income persons, 2) aid in the prevention or elimination of slums or blight, and/or 3) meet community development needs having a particular urgency. Fort Collins funds public service, housing, and public facilities activities with CDBG.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	602,014	83,688	80,169	765,871	0	Acquisition and construction of affordable housing projects, including land purchase, housing rehabilitation, certain costs related to affordable housing development, and homebuyer assistance programs.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Acquisition Homeowner rehab Housing Multifamily rental new construction Multifamily rental rehab New construction for ownership	413,010	0	0	413,010	0	The Fort Collins Affordable Housing Fund (AHF) is a set-aside of general fund monies that can be used for affordable housing programs and projects within the City of Fort Collins. AHF dollars reported here are those used in conjunction with federal dollars to support CDBG and HOME projects/activities. Additional AHF funds are available for City-only funded projects.
Other	public - local	Public Services	0	0	0	0	0	

**Table 5 - Expected Resources – Priority Table**

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

HOME and CDBG funds are leveraged in Fort Collins with the Affordable Housing Fund (AHF) and Human Services Program (HSP) dollars. HSP funds are used to support priority human services needs in Fort Collins that do not receive CDBG, while AHF funds support housing projects. These funds are also distributed through the annual Competitive Process. In PY24 35 human service organizations will receive HSP funds to support 39 programs/projects, while the Larimer Home Improvement Program (LHIP) will receive AHP only to assist approximately 20 low-income families in Fort Collins with home repairs and maintenance. Four additional housing applications were unfunded.



Recipients of CDBG, HOME, AHP, and HSP also leverage City-allocated funds with many other local, state, and federal sources. Sources of leverage include debt, Low Income Housing Tax Credits, State of Colorado HOME funds and State Housing Development Grant funds, Federal Home Loan Bank Board funding (FHLBB) grants, United Way funding, and other foundation and donation funding. By encouraging applicants to leverage CDBG and HOME funds with as many other sources as possible, the City is able to provide funding to projects serving more residents of Fort Collins. Social Sustainability Department staff track all HOME eligible match funds to ensure the 25% match requirement is met.

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

The City of Fort Collins has a land bank program that currently holds four parcels totaling about 40 acres for the future development of affordable housing. Two parcels have been sold to develop affordable housing. The City is currently partnering with a developer and a community land trust to build 54 permanently affordable for-sale townhomes on one of the parcels sold. This project is under construction with a June 2024 expected completion date.

The Land Bank Program holds two options for the purchase of additional land. The 2024 budget provided funds to exercise one of these options which will purchase 5 acres of land in the northeast quadrant of the City. The other option's term runs through 2026. The Social Sustainability Department will submit a budget request for funding to exercise this option in the 2025 budget.

The Downtown Development Association partnered with the local housing authority, Housing Catalyst, by providing land under a 99-year lease for 79 units of work force housing that opened in January 2023. These two partners are looking for more ways to leverage publicly owned land. Currently, a City-owned parking lot is being evaluated for affordable housing development.

**Discussion**

Staff, the Human Services and Housing Funding Board, and the Affordable Housing Board (housing applications) review all funding proposals. Housing applicants are invited to make video presentations about their projects to both boards. Funding recommendations are made and provided to City Council, which considers the recommendations at a public meeting and makes final funding allocation decisions. Staff then works with grantees on additional due diligence items and contract execution.

## 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	Increase the supply of affordable housing units	2020	2024	Affordable Housing	City-wide	Increase affordable housing inventory	CDBG: \$581,319 HOME: \$705,671 Affordable Housing Fund: \$413,010	Rental units constructed: 73 Household Housing Unit Homeowner Housing Added: 4 Household Housing Unit
2	Preserve existing affordable housing	2020	2024	Affordable Housing	City-wide	Affordable housing preservation	CDBG: \$520,715	Rental units rehabilitated: 90 Household Housing Unit
3	Provide emergency sheltering and services	2020	2024	Homeless	City-wide	Housing and services for persons who are homeless	CDBG: \$123,545	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted Homeless Person Overnight Shelter: 1000 Persons Assisted
4	Provide housing stabilization services	2020	2024	Non-Housing Community Development	City-wide	Prevent homelessness	CDBG: \$58,139	Homelessness Prevention: 50 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Provide administrative support to federal programs	2020	2024	Administration	City-wide	Increase affordable housing inventory Affordable housing preservation Housing and services for persons who are homeless Prevent homelessness	CDBG: \$221,586 HOME: \$60,200	

**Table 6 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Increase the supply of affordable housing units
	<b>Goal Description</b>	Increase both rental and ownership housing with the following priorities: mixed-income housing, permanent supportive housing, and/or housing with co-location of services (case management, childcare, etc.). Prioritize projects serving special populations including people experiencing homelessness, families, seniors, unaccompanied youth, people with disabilities, and people with very low incomes. May include construction, acquisition, change of use, downpayment assistance, etc.
2	<b>Goal Name</b>	Preserve existing affordable housing
	<b>Goal Description</b>	Includes rehabilitation of existing units, acquisition to prevent conversion to market rate, mobile home preservation, and ownership supports such as emergency repairs, energy efficiency upgrades, and accessibility modifications.
3	<b>Goal Name</b>	Provide emergency sheltering and services
	<b>Goal Description</b>	Support projects that provide services or shelter and/or residency programs for individuals and families experiencing homelessness, including comprehensive case management for long-term stabilization.

4	<b>Goal Name</b>	Provide housing stabilization services
	<b>Goal Description</b>	Includes eviction and homelessness prevention services such as diversion, reunification, housing counseling, short- and long-term financial assistance (rent, utilities, etc.), comprehensive case management, service coordination, and supportive services.
5	<b>Goal Name</b>	Provide administrative support to federal programs
	<b>Goal Description</b>	Provide administrative support to CDBG and HOME Programs.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

In spring 2024, the City of Fort Collins held a competitive application process to allocate HUD resources, and City of Fort Collins Affordable Housing Fund (AHF) dollars and Human Service Program (HSP) monies for the 2024 Program Year. Available federal funding included the 2024 allocation of CDBG and HOME funds from HUD, CDBG and HOME Program Income, and unspent CDBG and HOME funds from prior years. Funding was allocated to housing and public service projects serving a broad range of Fort Collins residents.

#### Projects

#	Project Name
1	PY24 CDBG Program Administration
2	PY24 HOME Program Administration
3	Care Housing: Greenbriar-Windtrail Rehabilitation
4	Habitat for Humanity: Harmony Cottages
5	Housing Catalyst: Village on Eastbrook
6	Catholic Charities: Samaritan House
7	Crossroads Safehouse: Domestic Violence Emergency Shelter
8	Family Housing Network: Shelter Programs
9	Neighbor to Neighbor: Homelessness Prevention

**Table 7 - Project Information**

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

Allocations were based on achievement of goals set forth in the Consolidated Plan and Housing Strategic Plan. Because available funding was insufficient to fulfill all housing application requests, priority was given to projects that are prepared to use the funding sooner, and/or would not be able to proceed without this funding.

**AP-38 Project Summary**  
**Project Summary Information**

1	<b>Project Name</b>	PY24 CDBG Program Administration
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Provide administrative support to federal programs
	<b>Needs Addressed</b>	Increase affordable housing inventory Affordable housing preservation Housing and services for persons who are homeless
	<b>Funding</b>	CDBG: \$221,586
	<b>Description</b>	CDBG FY24 EN (20%) \$221,586 The City of Fort Collins will use 20% of FY24 CDBG and 20% of any CDBG PI received during the Program Year to administer the CDBG program. Eligible Activity [CDBG]: CFR 570.206. CDBG Matrix Code: 21A General Program Administration.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	222 Laporte Ave, Fort Collins, CO 80522
	<b>Planned Activities</b>	Program administration
2	<b>Project Name</b>	PY24 HOME Program Administration
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Provide administrative support to federal programs
	<b>Needs Addressed</b>	Increase affordable housing inventory Affordable housing preservation
	<b>Funding</b>	HOME: \$60,200
	<b>Description</b>	HOME FY24 EN (10%) \$60,200. The City of Fort Collins will use 10% of FY24 HOME funds, plus 10% of any HOME PI received during the Program Year to administer the HOME program. [HOME]: 24 CFR 92.207 Administration and Planning Costs
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	222 Laporte Ave, Fort Collins, CO 80522



	<b>Planned Activities</b>	Program administration
<b>3</b>	<b>Project Name</b>	Care Housing: Greenbriar-Windtrail Rehabilitation
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Preserve existing affordable housing
	<b>Needs Addressed</b>	Affordable housing preservation
	<b>Funding</b>	CDBG: \$520,715
	<b>Description</b>	\$520,715 CDBG FY24 EN, Funds will be used for rehabilitation of 90 existing affordable multi-family rental units that serve low-income households between 30%-60% AMI. Renovations include repairs/replacement of the sewer and unit plumbing lines and parking lot repairs at Greenbriar, and new furnaces, central AC, energy efficient appliances, water heaters, lighting, windows, and water fixtures. Other amenities will include covered bicycle storage, community Wi-Fi, washers/dryers in each unit, and an upgraded residential clubhouse. National Objective LMC. Eligible Activity: 24 CFR 570.202 Rehabilitation, Matrix Code: 14B, Low/Mod Housing Rehab, Multi-Unit Residential
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	90 low income households (10 units 55+)
	<b>Location Description</b>	400-434 Butch Cassidy Drive, Fort Collins, CO 80524, 2120 Bridgefield Lane, Fort Collins, CO 80526
	<b>Planned Activities</b>	Rehabilitation, pre-development costs and fees
<b>4</b>	<b>Project Name</b>	Habitat for Humanity: Harmony Cottages
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Increase the supply of affordable housing units
	<b>Needs Addressed</b>	Increase affordable housing inventory
	<b>Funding</b>	HOME: \$90,303 Affordable Housing Fund: \$109,697

	<b>Description</b>	\$90,303 HOME CHDO, \$109,697 AHF Construction of 4 new ownership single family homes. Harmony Cottages includes 44 single-family attached homes (duplex units) and 4 single-family detached homes. The neighborhood includes green open space, a pocket park and playground, attached garages, small yards, and courtyards. All homes have appropriate solar orientation and roofs available for solar collectors. Homes are designed with high-quality building envelopes to ensure low energy demand. National Objective [HOME]: 24 CFR 92.206 (a)(1) New Construction Costs
	<b>Target Date</b>	12/31/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4 low-income households
	<b>Location Description</b>	Harmony Road and Taft Hill Road, Fort Collins, 80526
	<b>Planned Activities</b>	Development hard costs for new construction
5	<b>Project Name</b>	Housing Catalyst: Village on Eastbrook
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Increase the supply of affordable housing units
	<b>Needs Addressed</b>	Increase affordable housing inventory
	<b>Funding</b>	CDBG: \$581,319 HOME: \$615,368 Affordable Housing Fund: \$303,313
	<b>Description</b>	\$199,444 CDBG FY24, \$381,875 CDBG PI/Prior Year, \$451,511 HOME FY24, \$163,857 HOME PI/Prior Year funds, AHF \$303,313 Construction of 73 new multi-family rental units serving individuals, families and seniors at 30-80% AMI. The development will include a 3-story, elevator-served building with 44 one-bedroom units and 29 two-bedroom units, as well as a playground and community space. National Objective [HOME]: 24 CFR 92.206 (a)(1) New Construction Costs. National Objective LMC. Eligible Activity: 24 CFR 570.201(m) Construction of Housing, Matrix Code: 12, Low/Mod Housing
	<b>Target Date</b>	12/31/2026

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	73 low-income households
	<b>Location Description</b>	3221 Eastbrook Drive, Fort Collins, CO 80525
	<b>Planned Activities</b>	Development hard costs for new construction
<b>6</b>	<b>Project Name</b>	Catholic Charities: Samaritan House
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Provide emergency sheltering and services
	<b>Needs Addressed</b>	Housing and services for persons who are homeless
	<b>Funding</b>	CDBG: \$56,322
	<b>Description</b>	\$56,322 CDBG FY24 Catholic Charities Shelter provides shelter, food, case management, resource navigation, benefits application assistance, and transitional housing help in support of persons experiencing homelessness. Funding will partially cover the salaries and benefits for direct service staff. National Objective: LMC. Eligible Activity: 24 CFR 570.201(e) Public Services. Matrix Code: 03T Operating Costs of Homeless Programs.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	600 individuals and families experiencing homelessness
	<b>Location Description</b>	460 Linden Center Dr, Fort Collins, CO 80524
	<b>Planned Activities</b>	Emergency evening and overnight shelter, meals, and supportive services
<b>7</b>	<b>Project Name</b>	Crossroads Safehouse: Domestic Violence Emergency Shelter
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Provide emergency sheltering and services
	<b>Needs Addressed</b>	Housing and services for persons who are homeless
	<b>Funding</b>	CDBG: \$47,238

	<b>Description</b>	\$47,238 CDBG FY24 Crossroads Safehouse provides shelter and supportive services for victims of domestic violence and their children. Funding will partially cover the salaries and benefits for family advocates and facilities services. National Objective: LMC. Eligible Activity: 24 CFR 570.201(e) Public Services. Matrix Code: 05G Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking; National Objective: LMC.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	400 households
	<b>Location Description</b>	421 Parker St, Fort Collins, CO 80525
	<b>Planned Activities</b>	Temporary shelter, including basic needs, crisis intervention, safety planning, resource identification, and victim advocacy services for victims of domestic violence.
8	<b>Project Name</b>	Family Housing Network: Shelter Programs
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Provide emergency sheltering and services
	<b>Needs Addressed</b>	Housing and services for persons who are homeless
	<b>Funding</b>	CDBG: \$19,985
	<b>Description</b>	\$19,985 CDBG FY24 FHN provides overnight shelter at host faith congregations, meals, day shelter, and case management to families experiencing homelessness. Funding will assist with salaries and benefits for direct service staff. National Objective: LMC. Eligible Activity: 24 CFR 570.201(e) Public Services. Matrix Code: 03T Operating Costs of Homeless Programs.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	200 households experiencing homelessness
	<b>Location Description</b>	1606 S. Lemay Ave. Suite 103, Fort Collins, CO 80525
	<b>Planned Activities</b>	Emergency day and overnight shelter, meals, supportive services, and case management.

9	<b>Project Name</b>	Neighbor to Neighbor: Homelessness Prevention
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Provide housing stabilization services
	<b>Needs Addressed</b>	Prevent homelessness
	<b>Funding</b>	CDBG: \$58,139
	<b>Description</b>	\$58,139 CDBG FY24 Neighbor to Neighbor will provide direct client assistance in the form of emergency and first month's rent and indirect expenses associated with administering the program. The programs help low-income households evaluate and access affordable housing options, access rent assistance, and receive supportive services. National Objective: LMC. Eligible Activity: 24 CFR 570.201(e) Public Services. Matrix Code: 05Q Subsistence Payments.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 low-income households
	<b>Location Description</b>	1550 Blue Spruce Drive, Ft. Collins, CO 80524
	<b>Planned Activities</b>	Homeless prevention programming and direct assistance.

## **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**

The City of Fort Collins does not target funds to specific geographies within the City. Funds are allocated based upon need, priorities, and goals.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City-wide	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

N/A—no geographic priority areas.

### **Discussion**

## Affordable Housing

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

#### Introduction

The City of Fort Collins has developed the following annual goals for supporting low- and moderate-income households with housing, based upon the Housing Needs and Market Analysis sections of the Consolidated Plan, the proposed projects from local housing providers, and the capacity of local agencies and programs to serve Fort Collins households.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	167
Special-Needs	0
Total	167

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	77
Rehab of Existing Units	90
Acquisition of Existing Units	0
Total	167

Table 10 - One Year Goals for Affordable Housing by Support Type

#### Discussion

**Homeless:** There are no housing projects specifically for people experiencing homelessness this fiscal year. Mason Place, Fort Collins' second Permanent Supportive Housing development, was funded in FY18 and is in operation.

**Non-Homeless:** Habitat for Humanity is constructing 4 new affordable single family ownership homes at Harmony Cottages, expected completion December 2025. Housing Catalyst is constructing 73 units of multi-family affordable rental housing at Eastbrook, expected completion December 2026. CARE Housing is rehabilitating 90 existing affordable multi-family rental units that serve low-income households at Greenbriar-Windtrail, expected completion September 2026.

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

### **Introduction**

Housing Catalyst is the Public Housing Authority for the City of Fort Collins. The agency completed a Section 18 disposition of its public housing in 2024.

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

Housing Catalyst completed a Section 18 disposition of its public housing in 2024.

Elevation Community Land Trust, a Denver-based organization specializing in affordable home ownership, purchased 44 public housing units with plans to renovate the homes and make them available to qualified individuals for purchase. Residents of the public housing units that were repositioned received Housing Choice Vouchers (Section 8) and were offered relocation assistance. In October 2023, Housing Catalyst broke ground on the updated and expanded Village on Impala, a thoughtfully designed project that will provide 86 homes with affordable rents in northwest Fort Collins. The footprint of the expanded community includes the current Village on Impala (existing duplexes with affordable rents managed by Housing Catalyst), as well as the site of 11 former public housing units that were repositioned in 2022. The new rental homes would target residents making between 30% and 80% of the area median income, with a target average of 55% AMI. All residents of the repositioned public housing units were offered Housing Choice Vouchers (Section 8) and relocation assistance. The project is expected to be completed in early 2025.

Housing Catalyst is also in the process of renovating 15 former public housing units at 2155 W Plum. These apartments were repositioned from the public housing portfolio to the agency's affordable housing portfolio in 2024. Residents of the repositioned public housing apartments will be able to continue living at the property with Project Based Voucher assistance following a temporary relocation during the renovation.

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

Public housing residents were engaged and involved in the disposition process. Housing Catalyst educated public housing residents on the benefits of receiving Housing Choice Vouchers, including greater choice and mobility and homeownership opportunities.

Former public housing residents who are now voucher program participants continue to be eligible for JumpStart, the HUD Family Self Sufficiency program. The program supports participants in achieving their educational, employment, and financial goals while allowing them to build an escrow account that can be used toward a down payment on a home purchase.

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



Housing Catalyst has been designated a “High Performer” by HUD for the last two decades.

## **Discussion**

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

### **Introduction**

The City has made homelessness response central in its Social Sustainability Department (SSD) Strategic Plan. The plan reflects a coordinated effort between City agencies, local service providers, and community organizations to address homelessness. Network providers are trained to implement best practices, such as permanent supportive housing, rapid rehousing, and Housing First principles.

### **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 City provides financial and coordination support to agencies that provide outreach, shelter, and service provision. Strategies for reaching and serving people experiencing homelessness include:

- Conduct the annual PIT count to gather critical data on persons experiencing homelessness, spearheaded by the Northern Colorado Continuum of Care.
- Service providers will continue to track long-term homeless individuals and coordinate with the regional Coordinated Assessment and Housing Placement System (CAHPS) to assess individuals, find housing options, ensure supportive services, and provide supports for housing retention.
- Homeless service providers will continue to use the VI-SPDAT to assess who is at highest risk if they remain homeless and prioritize individuals for housing placement.
- The City will continue to support Homeward Alliance and the Murphy Center, the one-stop-shop for service access for people experiencing or at-risk of homelessness.
- Homeward Alliance will continue to provide clothing, tents, survival gear, food, and personal care items.
- SummitStone Health will operate a medical clinic at the Murphy Center, providing increased access to medical care, including preventive care, sick visits, and vaccinations.
- The City will continue to support Outreach Fort Collins (OFC), an on-the-street team that builds relationships with community members experiencing homelessness, service providers, businesses, and City services to address and de-escalate disruptive behaviors in their service area.
- Through their Mental Health Response Team (MHRT), Police Services will continue to help families and individuals in crisis access appropriate community services and increase the safety of those individuals and officers who encounter them.
- Through the Homeless Outreach and Proactive Engagement (HOPE) Team, Police Services will increase direct relationship-building with people experiencing homelessness and enhance the ability for people to access services and resources within the community.
- OFC, Homeward Alliance, and SummitStone Health will continue to maintain and distribute the Homeless Resource Guide, which lists information and bus routes for 40+ organizations that provide services to people experiencing homelessness.

- The City's Special Agency Sessions (SAS) will continue to support people experiencing homelessness who have received a quality-of-life violation (Camping, Trespass, Open Container, etc.). Defendants can receive case management and alternative sentencing in lieu of a fine or jail time.
- The City, NoCO CoC, and other partner agencies will continue to utilize the Built for Zero framework to address racial disparities across the homelessness system.
- The Lived Experience Advisory Council, a County-wide Council made up of 100% people with current or past lived experience of homelessness, will serve in an advisory role for homelessness programs across the county.

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

The City of Fort Collins provides financial and resource support to housing and homeless service providers and collaborates with the network of providers to ensure that emergency shelter and transitional housing opportunities are available to residents experiencing homelessness. The types of facilities and services available in Fort Collins include emergency shelters, overflow shelters, transitional housing, rapid rehousing and permanent supportive housing.

### **Shelter**

- Catholic Charities' Samaritan House offers year-round emergency overnight shelter for women and families and residential/transitional program beds for men, women, families, and veterans.
- The Fort Collins Rescue Mission (FCRM) provides year-round emergency shelter and residential/transitional program beds for men.
- Family Housing Network (FHN) provides overnight- and day- shelter and meals to families experiencing homelessness through a network of faith-based partners.
- Crossroads Safehouse provides secure shelter, advocacy, legal assistance, rapid rehousing, and education for victims of domestic violence.
- The City has a winter overflow shelter plan including Seasonal Overflow Shelters (SOS) at remote locations, operated by a shelter provider.
- The City has an Emergency Weather Shelter Plan to help people find shelter during extreme weather events related to both heat and cold.

### **Transitional Housing**

- The Family Housing Network (FHN) operates Sherwood House, a transitional housing program for seven families. Sherwood House, two homes linked together by a shared community space, opened in summer 2021 and has consistently been at capacity since. FHN collaborates closely with Catholic Charities' Samaritan House to move families from emergency shelter into transitional housing as space becomes available.

### **Permanent Housing**

- The Social Sustainability Department Strategic Plan (SSDSP), the Housing Strategic Plan (AHSP), and the Consolidated Plan all have goals related to increasing the supply of affordable housing, including permanent supportive housing.
- The City and its partners are involved in veterans' homelessness intervention initiatives at the State level and use a Coordinated Assessment and Housing Placement System (CAHPS) in the northern

Colorado region.

- The City supports Permanent Supportive Housing projects through local and federal funding, fee waivers, and other incentives.
- Housing Catalyst operates Mason Place, 60 units of Permanent Supportive Housing (PSH) and Redtail Ponds, 60 units of PSH.
- SummitStone Health Partners provides scattered site Permanent Supportive Housing.

**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**

There are significant challenges to decreasing the length of time homeless for households in Fort Collins, primarily due to the cost of housing and shortage of available affordable units. However, the City supports a variety of initiatives aimed at limiting the amount of time people experience homelessness.

- The City provides operating funds to agencies that help people experiencing homelessness make the transition to permanent housing and independent living. Agencies, including Housing Catalyst, Neighbor to Neighbor, SummitStone Health Partners, and Crossroads Safehouse provide permanent housing (including rapid rehousing and permanent supportive housing).
- Housing Catalyst developed and manages Redtail Ponds, a Permanent Supportive Housing (PSH) project that provides supportive services, life skills, case management, and counseling to its residents. Forty units target formerly homeless individuals, and twenty units are available for those who fall within the 30-50% Area Median Income (AMI) range. Housing Catalyst's second 60-unit Permanent Supportive Housing community, Mason Place, opened in 2021.
- Volunteers of America Colorado (VOAC) serves veterans and their families with homelessness prevention and rapid re-housing services through the Supportive Services for Veteran Families (SSVF) Program. This program serves 140 veteran families annually with rapid rehousing and homeless prevention services. They also offer a program called Colorado Rapid Rehousing Re-Entry (COR3) which currently serves and can house up to 55 formerly incarcerated individuals per year. Referrals are received through the Department of Corrections and our Coordinated Entry System.

**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.**

The Fort Collins Social Sustainability Department Strategic Plan (SSDSP) and the Consolidated Plan both emphasize the need to support organizations that provide homelessness prevention services, cost of living reductions, and expand the supply of permanent supportive and affordable rental housing units.

- The Social Sustainability Department's Director is a governing board member for the Northern Colorado Continuum of Care which works with area healthcare providers, homeless services providers, and other care institutions to establish coordinated discharge planning processes. Partners involved in addressing discharge planning include the Larimer County Detention Center, UCHHealth, the Larimer County Foster Care System, SummitStone Health Partners, Housing Catalyst, and others. An increased focus on preventing homelessness post-discharge at the State and federal levels has helped increase awareness of this issue.
- The City provides funding to the Northern Colorado Coordinated Assessment & Housing Placement System (CAHPS) which provides assessment, navigation, case management and wrap-around services to house and retain housing for people on the by-name list.
- Housing Catalyst administers 25 Frequent User System Engagement (FUSE) program vouchers for the Colorado Division of Housing (DOH). FUSE is a proven model which identifies frequent users of jails, shelters, hospitals and/or other crisis public services and provides them supportive housing.
- Housing Catalyst's Resident Services team serves residents of all Housing Catalyst's affordable rental communities. Three resident service coordinators support residents in maintaining stable housing. In 2023, nearly 300 residents were referred to the Resident Services team for health/mental health resources, financial literacy, conflict mediation, or self-sufficiency programming.
- As of December 2023, Housing Catalyst's two Permanent Supportive Housing (PSH) communities (Redtail Ponds and Mason Place) have served 248 total residents. Primarily, residents are selected through the Continuum of Care's Coordinated Assessment and Housing Placement System (CAHPS) from an assessed list of people experiencing homelessness most in need of PSH. Of those residents, 82 were veterans and 160 experienced chronic homelessness. 84 percent of residents reported two or more disabilities, including mental health disorders, alcohol use disorders, drug use disorders, chronic health conditions, and physical or developmental disabilities. Housing Catalyst provides onsite services for all residents through partnerships with service providers to support residents in remaining stably housed.
- In 2023, Housing Catalyst administered \$18.7 million in voucher assistance to 1,453 households. Vouchers administered by the agency include 273 Mainstream vouchers, 174 Veterans Affairs Supportive Housing (VASH) vouchers, 50 Family Unification Program (FUP) vouchers, 16 Foster Youth to Independence (FYI) vouchers, and 25 Emergency Housing Vouchers. Nearly 100 households reported moving out of homelessness with voucher assistance in 2023.
- In March 2024, Housing Catalyst was awarded \$272,829 to fund 25 additional HUD-VASH vouchers. The agency was one of two in Colorado to be awarded funding. The HUD-VASH program provides housing and an array of supportive services to veterans experiencing homelessness by combining rental assistance from HUD with case management and clinical services provided by the U.S. Department of Veterans Affairs.
- In 2024 Housing Catalyst was awarded 10 additional Foster Youth to Independence (FYI) vouchers. The Foster Youth to Independence initiative makes Housing Choice Voucher assistance available to youth who are exiting foster care.

## Discussion

- Youth at least 18 years and not more than 24 years of age (have not reached their 25th birthday) who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in Section 475(5)(H) of the Social Security Act, and are homeless or are at risk of becoming homeless at age 16 or older. Housing Catalyst works with Catholic Charities and the Larimer County Criminal Justice Division to house individuals experiencing homelessness at Single Room Occupancy properties.
- Following the success of its positive rent payment reporting pilot with the Colorado Housing and Finance Authority (CHFA), Housing Catalyst will make positive rent reporting and credit tracking available to all residents. The program aims to help residents build credit by reporting timely rent payments to consumer reporting agencies.
- In Summer 2024, Housing Catalyst plans to build on the success of its 2023 summer enrichment program, Camp Catalyst. This year Camp Catalyst will be open to all residents in grades 3-5. The camp aims to mitigate learning loss and increase academic engagement.
- The Campaign for Grade-Level Reading added Housing Catalyst to its Public Housing Communities Honor Roll. Honorees have intentionally addressed learning losses arising from the COVID-19 pandemic, working in areas of learning recovery, digital equity and connectivity, and health, employing innovative and creative ways to stem further setbacks and spark growth.
- The City's Utilities department provides a reduced rate for those with higher electricity usage due to medically necessary equipment, partners with Energy Outreach Colorado to provide energy bill assistance and weatherization, and offers a reduced rate program to customers who receive LEAP. The program helps connect low-income customers with efficiency programs and education to help them save more on their utility bills and have increased comfort in their homes.
- The City funds a variety of human service programs with City dollars that aid in homelessness prevention. These include, but are not limited to:
  - The Matthews House Youth and Family Center which supports youth transitioning out of foster care and/or the juvenile justice system.
  - The Murphy Center, a one-stop-shop assistance location for community members at risk of or currently experiencing homelessness, including case management and resource navigation.
  - Neighbor to Neighbor's housing and financial counseling, and rent assistance.
  - Catholic Charities Senior Services, which offers case management and financial assistance for at-risk seniors.
  - The Salvation Army provides clients with utilities and rent assistance.
  - Disabled Resource Services (DRS) provides clients housing navigation and utilities and rent assistance.
  - Crossroads Safehouse provides comprehensive case management, self-sufficiency programming, and emergency shelter for victims of domestic violence and abuse.
  - Project-Self-Sufficiency which provides comprehensive support and promote self-sufficiency.
  - Family Housing Network provides housing counseling, a day center, rapid rehousing, and transitional housing.



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

### **Introduction:**

In 2021, the City adopted a Housing Strategic Plan encompassing the entire housing spectrum and leading with equity. It specifically incorporates the prior approved 2015-2019 Affordable Housing Strategic Plan (AHSP) priorities, which aimed at retaining and growing the City's affordable housing inventory. The Housing Strategic Plan includes 26 strategies and avenues for addressing the ongoing housing challenges in our community. While the plan is broader in reach, the City continues to work under the guidance of the goals and strategies included in the AHSP for housing targeting affordable income ranges.

This Plan envisions that everyone has healthy stable housing they can afford. The City identified the greatest challenges to achieving that vision as:

- Price escalation impacts everyone, and disproportionately impacts BIPOC (Black, Indigenous and People of Color) and low-income households.
- There are not enough affordable places available for people to rent or purchase, or what is available and affordable isn't the kind of housing people need.
- The City does have tools to encourage affordable housing, but the current amount of funding and incentives for affordable housing are not enough to meet the goals.
- Job growth continues to outpace housing growth.
- Housing is expensive to build, and the cost of building new housing will likely continue to increase over time.
- It is difficult to predict the lasting effects of COVID-19 and the impacts of the pandemic.
- Housing policies have not consistently addressed housing stability and healthy housing, especially for people who rent.

**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**

To work on overcoming the challenges identified above, and to mitigate the high cost of development, the City is pursuing the following strategies:

- Continue to provide federal and City funds to affordable housing developers to produce new and preserve existing affordable housing. Subsidy enables developers to produce rent-restricted units at below market rates.
- Seek to maintain or expand current levels of City funding for affordable housing, human and



supportive services, and programs providing services to vulnerable populations.

- Expand funding sources. A dedicated sales tax was passed in 2015, providing \$4 million over 10 years to be used for affordable housing construction and/or preservation. As this funding sunsets in 2025, the City is discussing other potential dedicated local housing funding sources. The City has been approved to participate in Proposition 123, which created a housing funding source at the state level. This funding requires municipalities to set a baseline of affordable housing and commit to a 3% annual increase in affordable housing units over a three-year period. To date, nearly \$5 million in Proposition 123 funds has been allocated to Fort Collins in less than 2 years.
- Remove barriers and reduce approval timelines for affordable housing. Starting in 2027, an expedited review process for affordable housing will also be required as part of compliance with Proposition 123. Affordable projects will be required to receive a decision within 90 days of project submittal. Staff is already working on improvements to processes to work toward this goal.
- Refine and expand development incentives. The City is currently pursuing housing-related changes to Land Use Code (LUC) regulations to remove barriers to affordable housing development, increase housing supply across the spectrum, and improve housing variety and choice. Partner to support workforce housing. The City seeks to increase partnerships with local employers to provide workforce housing. The City has several projects with Elevation Community Land Trust (ECLT), a state-wide philanthropy-funded land trust, with the mission of providing permanently affordable homeownership opportunities. ECLT is buying public housing units and converting them to permanently affordable for-sale homes. ECLT will also buy the BirdWhistle Townhomes and sell individual homes to qualifying buyers. The City conducted a study of employer sponsored housing benefits to explore what could be done to support the City's workforce as well as the City's residents.

## **Discussion:**

continued...

- Strategically release the City's Land Bank properties for development of affordable rental and ownership housing. Partnerships with developers aim to maximize the resource of the Land Bank parcels for affordable housing development and reinvest proceeds from the sale of existing parcels into new land holdings. The City plans to update the Land Bank Disposition Study in 2024 to identify future Land Bank development opportunities. The City holds 2 Options to Purchase Real Estate and is planning on exercising at least one of those in 2024 and the other by 2026 to expand Land Bank holdings.
- Build internal City capacity to support affordable housing. The City created an Internal Housing Task Force to seek enterprise-wide efforts to promote and incentivize affordable housing. The City added an Affordable Housing Executive team, and has recently hired a data specialist to assist in the housing and equity space. All these groups are actively meeting.

- Complete regional collaborative projects. A benefit of the COVID-19 pandemic was multiple levels of government worked together to have a coordinated approach to response and recovery. The City has been active in passing recovery funds to community partners through granting procedures already in place. ARPA funding has been committed to the Capital needs of two new affordable housing developments and provides emergency response, such as eviction prevention assistance. One of these developments, Heartside Hill Apartments, is under construction. Additionally, a collaborative group led by Homeward Alliance with representation from the City and County were awarded a state-level ARPA grant to develop a regional homelessness strategic plan. Work on this project has begun.

### **Discussion:**

The City has finished a major rework of its comprehensive plan, City Plan. City Plan is more housing-focused than earlier iterations because the lack of housing inventory at all price points is causing stress in a continuing climate of price escalation. The Housing Strategic Plan is a component of City Plan. The City conducted a Land Use Code audit to identify ways to remove barriers to the construction of housing options. Since then, staff and consultants have been working on a Land Use Code redraft starting with a focus on Housing issues. The City continues to look at ways to provide additional incentives and to use land use code modifications to promote the production of affordable housing. These include:

- A Council-adopted citywide priority to “operationalize City resources to build and preserve affordable housing.” This priority will support staff exploration of ways to reduce fees for affordable housing, leverage City assets including real estate and Urban Renewal Authority tools, and pursue dedicated local funding.
- Working with a grant funded consultant to create an expedited (90 days or less) review process for affordable housing.
- Consider other regulatory policies that could promote the provision of rental housing for those with low- and very-low-incomes. This strategy may include ways to reduce barriers to the use of accessory dwelling units.
- Strategies for addressing fair housing concerns including providing education and hosting training events.
- Evaluating a new State law removing occupancy restrictions and considering process improvements for extra occupancy approvals.
- Operationalizing a rental housing registration program combined with improved complaint-based rental inspections to support stable, habitable rental housing.

The City plans to use the policy tools above to lessen regulatory and policy impacts on affordable housing development, while expanding the resource base needed to increase the production and preservation of the affordable housing inventory in the City.

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

### **Introduction:**

The City uses a holistic approach to address housing, employment, and supportive service needs of low-income and underserved populations. In its Social Sustainability (SSDSP) and Economic Health (EHSP) Department Strategic Plans, the City has developed goals, strategies and actions to address the issues faced by community members living in poverty. Both plans address community prosperity. This theme acknowledges the contributions, potential, and value of all residents.

The EHSP has determined outcomes that have significance in ensuring a healthy, equitable, and resilient Fort Collins economy. The plan's goals related to community prosperity include: close the skills gap and increase career pathways; diversify employment opportunities; provide resources that enhance the ability of existing businesses to succeed; and advance regional workforce and talent development to support all community members, including youth, jobseekers, existing employees, and those in underserved populations.

Strategies emphasize regional partnerships with industry, educational institutions, and other collaborators such as the Larimer County Workforce Center. Often these efforts focus on underserved and disadvantaged populations. Economic Health has partnered regionally to develop NoCo Works to foster collaboration for workforce and talent development in Larimer and Weld Counties. NoCo Works brings together industry leaders, educational institutions, community organizations, and other key partners to implement sustainable workforce development initiatives. Economic Health maintains relationships with sector partnerships across Northern Colorado. These industry-led organizations collaborate to address challenges and opportunities specific to their sectors. The healthcare, manufacturing, hospitality, construction, and nonprofit sectors have established partnerships in Northern Colorado. Economic Health also supports a DEIA Talent Network, which is an industry-led effort to address the attraction and retention of diverse workforce in Fort Collins.

Economic Health launched the Multicultural Business & Entrepreneur Center (MBEC) in 2022 to support underserved businesses and entrepreneurs. The center is supported by two Spanish-bilingual Business Connectors and another Business Connector focused on supporting women and veteran entrepreneurs. MBEC has conducted nearly 450 consulting appointments and has helped establish 64 new businesses. The clients are primarily women-owned (60% in 2023) and Latinx/Hispanic (58% in 2023). MBEC also continues to fill a gap for bilingual services in the community with 40% of clients being Spanish monolingual, and an additional 5.2% bilingual.

The SSDSP goals for community prosperity include: Close the skills gap and increase career pathways in the community; support early and secondary education to improve opportunities for life success; support programs and initiatives providing residents with affordable, quality, caregiving services; support area financial literacy initiatives, and balance land uses to support a healthy economy.

Strategies include collaborating with City departments and community partners, supporting community initiatives, and funding human service organizations that support these goals. Financial support includes CDBG, HOME, and City funds.

The SSDSP also includes sections on housing, community wellness, and equity. Strategies in the Plan address the broad spectrum of barriers faced by people in poverty, and work to build resources and

address barriers. Priority areas include early childhood education/school readiness, affordable childcare, workforce development, accessible healthcare, and equitable transportation provision. By leveraging City-owned assets and investing in community partners, SSD is leading efforts to expand access, affordability and workforce capacity in the early childhood education and childcare sector.

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

The City provides technical and financial support to organizations that address underserved needs. The City is increasing the supply of affordable rental housing, and supporting emergency housing and shelter providers, domestic violence shelters, and supportive services agencies. It will act to preserve existing affordable housing inventory through acquisition and rehabilitation. Through CDBG and City Human Services Program funding, the City supports services that improve the living conditions of community members who have fewer resources and opportunities.

In 2016, the City and partners started Outreach Fort Collins (OFC), an organization that has outreach workers on the streets to connect at-risk persons to resources. OFC sees over 1,000 people experiencing homelessness annually. They provide community engagement, service provider contacts and service coordination. In 2021, OFC expanded to north Fort Collins, and in 2022, the City increased funding for expansion to midtown in Q3 2022. In 2023, OFC made 14,458 contacts, including 1875 community calls, engagement with 1126 unique clients, and 1435 connections through immediate needs, education, and resources.

The City also assisted the Murphy Center in expanding their hours and services year-round, which had positive impacts throughout the community. The City also provided funding to Homeward Alliance for case management and resource navigation.

The City partnered with UCHealth and SummitStone Health Partners to implement co-responders in the Police Department, called Mental Health Response Teams (MHRT), that provide crisis intervention as appropriate on police calls. A second MHRT team was added in 2022. In 2023, Police Services created an additional team, Homeless Outreach & Proactive Engagement (HOPE), to build stronger relationships with people experiencing homelessness and homeless service providers. The City supports the County in expanding behavioral health services in Fort Collins. The new Behavioral Health facility, Longview, opened in December 2023. Services include 24/7 behavioral health urgent care, care coordination, substance use treatment with medication, withdrawal management, crisis stabilization unit, and on-site pharmacy and lab.

The City continues to deploy responsive funding to increase community capacity for affordable, accessible and quality childcare, including partnerships to reduce tuition costs for families needing childcare, and strengthening retention strategies for childcare employees. The City's Recreation Department continues to provide licensed childcare services to the community, including sliding scale spots for income qualified families.

In 2020, the Northern Colorado Continuum of Care (NoCO CoC) was formed. The City provides annual funding for operations of the NoCO CoC and has members on the Governing Board and general membership.

In 2021, the City adopted its Housing Strategic Plan which sets out a vision that everyone in Fort Collins

has healthy, stable housing they can afford. It identified the seven greatest challenges to this vision as well as 26 strategies that are prioritized as first steps. The Plan includes an adaptive approach to implementation that ensures we stay in learning mode as we test what works, and what does not, as we strive toward the plan's vision. Seventeen strategies are already underway with 6 complete. Specific strategies currently include LUC changes, sustainable revenue sources, possible changes to the occupancy ordinance, and consideration of a rental registration program.

The City will continue to be a partner in local conversations and initiatives focused on the needs of underserved populations, including sponsoring and facilitating regional conversations on homelessness and affordable housing and participating in the national and statewide efforts to end veteran homelessness.

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

The City continues to implement strategies in the Housing Strategic Plan. This requires City Council to engage in policy work that affects affordable housing directly and indirectly. For instance, City Council has worked hard to pass Land Use Code reforms to remove barriers and encourage diverse housing production and was twice met by resident petitions which caused these amendments to be repealed. In April of 2024, in a third attempt, Council passed some of the less controversial changes on First Reading. These included improved affordable housing incentives and added nuances to the definition of affordable housing to better meet community needs for affordable rental and ownership housing. The code changes also increased the required length of deed restrictions from 20 years to 60 years. It is anticipated that the changes will go through on Second Reading and, if not subject to a third petition, will become effective May 17, 2024. The City funds the development and preservation of affordable housing through the annual Competitive Grant Process. In 2024, there were eight applications for housing funding including a request from the City's Forestry Department to provide tree removal grants to low-income residents when the cost of tree removal puts their housing at risk.

Colorado voters created a new statewide affordable housing fund by passing Proposition 123. The City has had a baseline number accepted and made a commitment to increase affordable housing production for Proposition 123 funding. This allows projects in the City's jurisdiction to compete for State Affordable Housing Funds. Housing Catalyst, the City's housing authority, was awarded one of the first grants from this source and was able to purchase entitled land to construct 72 new affordable units. Additionally, the City was awarded a grant to assist in creating an expedited review process for developments including at least 50% affordable units. This will be a State requirement in 2027.

The City provides technical assistance to housing providers resulting in partnerships to preserve or increase affordable housing stock. For instance, Elevation Community Land Trust began to sell rehabilitated homes they purchased from public housing portfolio, preserving the housing as affordable for generations of income qualified homebuyers. They are also selling new townhomes on a City Land Bank parcel using the Community Land Trust model to keep these homes permanently affordable to house generations of homeowners. The City was instrumental in having a church donate a home to ECLT for permanent affordability too.

Annually, the City assigns its Private Activity Bond (PAB) allocation to issuers for Affordable Housing new

construction and rehabilitation. This tax-exempt bond capacity is required to utilize the 4% Low Income Housing Tax Credit financing with which most under-market rental housing is developed. In 2024 Housing Catalyst requested and was awarded PAB capacity for their pipeline of projects.

One strategy in the City's Housing Strategic Plan is to use Metropolitan Districts to encourage affordable housing. The first metro district community of 84 affordable rental apartments came online in 2024 as an extraordinary public benefit required by a new residential community using the metro district structure.

Extensive public engagement continues to be conducted on housing policy work. City staff are actively planning a Community Summit on Housing, which will be several small events over the summer of 2024 leading up to a larger convening in the fall of 2024.

The City has begun a rental registry program that will provide better information about the City's housing stock and can allow for better engagement with and partnership with Landlords. The City is also monitoring activity at the State and Federal levels that could affect land use regulations and that could provide new funding opportunities.

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

The City adheres to requirements that all buildings built prior to January 1, 1978 have a lead hazards assessment when federal funds will be used to purchase or rehabilitate the property. As a condition of assistance, the property must have lead screening and if lead is detected, the project must include lead hazard containment or abatement in accordance with HUD's Lead Rule Compliance Advisor. In addition, the City follows the EPA regulations which require that any federally funded organization doing an activity which causes disruption of lead while doing work, use only EPA-certified workers and follow procedures to minimize the spread of lead. Lead hazards in public housing units and other units of Housing Catalyst (Fort Collins' PHA) have been stabilized and/or removed in previous years during rehabilitations of these units. No buildings built prior to January 1, 1978 will be rehabilitated in program year 2024.

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

Actions planned for PY24 to reduce the number of families in poverty include financial support and collaboration to increase community capacity. Some of the target strategies include:

- Utilize budgeted funds to provide additional capacity and availability of quality affordable childcare.
- Coordinate pandemic recovery funds in partnership with community programs that serve vulnerable populations; prioritize local funding to highest needs as federal recovery funding expires.
- Implement policy changes recommended through the Housing Strategic Plan, particularly strategies that enhance the City's ability to incentivize Affordable Housing rental and ownership projects.

- Provide Human Service funding to nonprofit partners in the community to help working families preserve, support, and stabilize their families.
- Develop blueprint for how the Social Sustainability Department delivers resources, programming, and partnership toward human services in the community; profile the human services issues of greatest significance to the City and identify top community priorities to focus funding and assistance.
- Participate on the Northern Colorado Continuum of Care Governing Board to assist with prioritization and funding of permanent supportive housing projects, supportive services, and other prioritized programs/projects identified by the Northern Colorado Continuum of Care that will stabilize the lives of people experiencing homelessness in Fort Collins.
- Participation in Built for Zero program which underscores disparities of people experiencing homelessness by black, indigenous, and people of color households and provides processes and practices to improve homelessness programs and improvements in homelessness systems to address and minimize disparities. Goal of reaching functional zero for Veteran homelessness.
- Create and launch a public-facing dashboard to communicate the results of a recently completed baseline equity study, which will allow staff and community partners to align resources and strategic priorities to proactively advance equitable outcomes for all, including those related to socioeconomic status.

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

In acting as an individual organization, and in collaboration with other community partners, the City of Fort Collins takes its community leadership role seriously in addressing community challenges and meeting needs. The City serves as funder, collaborator, and convener for a variety of frameworks and initiatives. The City will continue to participate as a convener and partner in community-wide efforts to form plans addressing both ongoing and emerging challenges low-income community members face (e.g., homelessness, stable housing, health and behavioral health care, and affordable childcare).

More specifically, the Social Sustainability Department was created to build formal institutional structure around addressing community needs. Additionally, low-income and vulnerable residents benefit from the services provided by a number of high performing public and nonprofit agencies supported financially and operationally by the City. Those entities deliver a variety of housing and non-housing community development activities. The City will continue to take a proactive approach in bringing community-based organizations together to ensure excellent service, thoughtful coordination, and innovative, evidence-based approaches in delivering housing and support services to low-income community members.

The City will provide ongoing technical assistance and financial resources, ensuring that community organizations have the capacity and the necessary human and physical assets to execute their mission in the most effective way. The City will continue to use a robust investment decision process to ensure there is no unnecessary service duplication and that providers work together cooperatively to develop

service plans addressing identified needs.

The City will continue to utilize our plans and strategies to provide an ongoing blueprint for the community to follow in both assessing performance and understanding the actions the City will take in addressing identified needs. We will also utilize the great work of the Housing Strategic Plan to advance housing choice and availability, monitor progress and further identify challenges. Through its monitoring and risk assessment processes, the City will gather data and information on expenditures, outcomes and numbers served, so that it can continue to make effective and strategic use of its limited funding and resources.

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

The City has structured its Social Sustainability Department's mission and role to serve as the convener and navigator for collective plans and actions to ensure that the efforts and resources directed at underserved populations and housing needs are utilized in the most efficient manner possible. Staff members participate in a number of community-wide committees and initiatives which enhance coordination between service and housing providers. In terms of federal framework and funding, the Northern Colorado Continuum of Care (NoCO CoC) is the vehicle used for addressing the various needs and challenges of persons experiencing homelessness and at-risk populations. The City convenes coordinating meetings between housing providers, including Housing Catalyst and other nonprofit housing agencies, to ensure those receiving housing benefits can also access needed social services, and to advance efforts toward greater self-sufficiency for community members who are low-income. The Social Sustainability Department oversees two citizen advisory committees within the City's Boards and Commissions. The Human Services and Housing Funding Board and the Affordable Housing Board work, in part, to monitor community issues and provide an additional avenue for soliciting citizen and agency input. They help the City better coordinate housing activities with public service efforts to ensure that gaps for underserved populations are being addressed. The City also actively participates in regional housing coalitions. A founder and steering committee member of the NoCo Housing Now regional collaboration, this group provides education, networking and advocacy opportunities across county lines. New this year is One Voice for Housing, a collaborative communications strategy being created by multiple mission-aligned partners.

### **Discussion:**



## Program Specific Requirements

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

#### Introduction:

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.

#### 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	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</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.	100.00%

**HOME Investment Partnership Program (HOME)**  
**Reference 24 CFR 91.220(l)(2)**

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

HOME funds are not being used for other forms of investment beyond those identified in Section 92.205.

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

The City's complete resale/recapture guidelines and policy are included as an attachment. The City uses the Recapture guidelines for homes purchased using down-payment assistance, as outlined in 92.254. For the development of home ownership units, the City has implemented the Resale guidelines, as outlined in 92.254.

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

Homeownership Resale Guidelines: The HOME Resale Guidelines have been implemented for housing developed with HOME funds. This method is used for the homes developed by Habitat for Humanity to keep them affordable to low-income households for twenty years. At the time the home is developed, the developer signs a 20-year Affordable Restrictive Covenant with the City. The Covenant requires the home remain owner-occupied for the affordability period, be sold to an income eligible household, and that the maximum purchase price not exceed certain limits based on a calculation of the number of bedrooms and the maximum amount an eligible household could borrow with current FHA loans. The City of Fort Collins utilizes a Promissory Note and Deed of Trust to enforce the resale requirement. The City implements the Fair Return obligation by calculating the repayment of the City loan to be the net proceeds from the sale of the property less the costs of any improvements the homeowner has made to the property. If there are no net proceeds from the sale, no repayment is required. Net proceeds is defined as the sales price minus the superior loan repayment and any closing costs incurred by the buyer.

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

The City does not plan to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funding this year.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

N/A

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

N/A

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

N/A

## Attachments

## Citizen Participation Comments

1. Competitive Process Opening Request For Proposals
  - 1.1. RFP Public Notice
2. AAP Public Hearing Notice
  - 2.1. Public Notice Affidavit
  - 2.2. Public Notice Email to Partners
  - 2.3. Hearing Calendar Notice
  - 2.4. Hearing Webpage Notice
  - 2.5. Hearing Presentation
  - 2.6. Hearing Attendance and Comment
3. Board Meetings (Public)
  - 3.1. Human Services and Housing Funding (HSHF) Board Meeting Minutes
  - 3.2. HSHF Board Application Review Meeting Minutes
  - 3.3. Affordable Housing Board (AHB) Ranking Meeting Minutes
  - 3.4. Affordable Housing Board Ranking Memo to HSHF Board
  - 3.5. HSHF Board and AHB Joint Session Minutes
  - 3.6. HSHF Board Housing Discussion Meeting Minutes
  - 3.7. HSHF Board Housing & CDBG Deliberations Meeting Minutes
  - 3.8. HSHF Human Services Deliberations Meeting Minutes (Draft)
4. Competitive Process (CP) Funding Recommendations Public Notice
  - 4.1. CP Funding Recommendations Public Notice Affidavit
  - 4.2. CP Funding Recommendations Email to Partners
  - 4.3. Council Meeting/Public Hearing 2 Approval of Competitive Process Meeting Agenda
5. AAP Public Review Period Public Notice
  - 5.1. AAP Public Review Period Public Notice Order Confirmation
  - 5.2. AAP Public Review Period Webpage Notice
  - 5.3. AAP Public Notice of Public Review Period Email to Partners

## IN BRIEF

### NFL regular-season games see 7% increase in viewers

NFL regular-season games averaged 17.9 million viewers, tied for the second-highest since averages were first tracked in 1995.

Buoyed by increases of at least 24% in two of the five packages, the first year of the league's new television contracts saw a total increase of 7% from last season. The highest average on record is 18.1 million from 2015.

Hans Schroeder, the league's EVP of Media Distribution, pointed to the number of teams still alive for postseason spots going into the final two weeks along with close games throughout the 18-week regular season. Of the 272 games, 113 were decided by six or fewer points, the second-most in league history.

Over the past two seasons, 55.8% of games have been within one score (eight points).

"It starts on the field. You look at the number of close games as well as the number of young stars like (Houston's) CJ Stroud and old stars like (Los Angeles') Matthew Stafford that probably didn't get enough coverage," Schroeder said. "If you look at that as well as com-

bine with the first year of these new TV packages and some of the flexibility they had, I think that is why the numbers are where they are this year."

### Djokovic, Swiatek get No. 1 seedings for Australian Open

Playing true to their rankings, defending champion Novak Djokovic and Iga Swiatek will be the top seeds at the Australian Open in the first Grand Slam tournament of the year which begins Sunday at Melbourne Park.

The men's seedings mirror the ATP rankings as of Wednesday from Nos. 1-32, with 24-time major winner Djokovic followed by Wimbledon champion Carlos Alcaraz, the only player to beat him at a Grand Slam event in 2023.

The women's seedings followed the WTA rankings from Nos. 1-8, then Barbora Krejčíková is promoted to No. 9 at Melbourne Park because of the injury enforced absence of her fellow Czech Karolina Muchova, the French Open finalist last year.

Muchova hasn't played since losing to eventual champion Coco Gauff in the U.S. Open semifinals last September.

Two-time Wimbledon champion Petra Kvitová is pregnant and skipping the

year's first major and last year's U.S. Open semifinalist Madison Keys has an injured shoulder, taking the players ranked 17th and 18th out of the equation for Australia.

The seedings mean that players in the top 32 avoid each other in the early rounds when the brackets are determined for the major tournaments. The top two seeded players cannot meet before the final.

### Blackhawks' Bedard has jaw surgery and will miss 6 to 8 weeks

CHICAGO – Blackhawks center Connor Bedard is expected to miss six to eight weeks after he had surgery to repair his fractured jaw.

The team announced the operation and timeline for the 18-year-old rookie on Wednesday. It means he will miss the Feb. 3 NHL All-Star Game in Toronto – dealing a blow to the league.

Bedard got hurt when he was leveled by New Jersey defenseman Brendan Smith midway through the first period of Friday night's 4-2 loss to the Devils. The No. 1 overall pick in last year's draft was hit after he carried the puck into the Blackhawks' offensive zone.

### Spoelstra, Heat agree on largest contract ever for NBA coach

MIAMI – Erik Spoelstra and the Miami Heat have agreed on a contract extension, ensuring that the longest-tenured coach in franchise history only keeps adding to his team records for many years to come.

Spoelstra signed an eight-year extension worth around \$120 million – the largest contract in NBA history in terms of total value for a coach – according to a person with knowledge of the agreement who spoke Tuesday to The Associated Press on condition of anonymity because the terms were not revealed publicly.

Spoelstra's current deal expires after this season.

Spoelstra is in his 16th season as head coach in Miami and his 29th season overall with the franchise. He started in the video room and eventually becoming a scout, an assistant coach and then Pat Riley's hand-picked successor as head coach in April 2008.

Spoelstra has taken the Heat to the NBA Finals six times, including last season.

— Wire Reports

## Buffaloes

Continued from Page 1B

in all 12 games for the Golden Hurricanes in 2023, racking up 58 total tackles (10 for a loss) and 2.5 sacks. The former four-star recruit spent two seasons at USC before transferring to Tulsa and will have two years of eligibility left. Colorado director of player personnel Corey Phillips follows Simon on X, formerly known as Twitter.

Back in 2020, 247Sports' national recruiting editor Brandon Huffman compared Simon to current Pittsburgh Steelers linebacker Myles Jack.

"Able to diagnose plays with instincts and quickness to jump routes and break on the ball," Huffman said of Simon in 2020. "Can run and get into the backfield and drop the ball-carrier or run stride-for-stride in pass coverage. Able to cover backs, tight ends and receivers. Projects as multi-year Power 5 starter and second-day NFL draft pick."

### Ozzie Nicholas, Princeton

Notable: The 6-foot-2, 225-pound LB entered the portal on Nov. 27 after putting together a unanimous first-team All-Ivy League season at Princeton in 2023. Nicholas racked up 104 tackles (6.5 for a loss) and 4.5 sacks for the Ti-

gers en route to earning FCS All-American honors (Pro Football Focus). The Princeton transfer has received offers from Houston, San Diego State, Temple, UCF and others and has one year of eligibility left. Phillips also follows Nicholas on X, formerly known as Twitter.

"Shows good awareness and ability to read and diagnose plays, shows adequate change of direction and ability to play in space and cover," Huffman said of Nicholas in 2019. "At his best coming downhill and getting into the backfield. Projects as multi-year Power 5 starter and projects as third-day NFL draft pick or undrafted free agent."

### Jaylen Wester

Notable: The 6-foot, 200-pound LB entered the transfer portal on Jan. 4 after two seasons at FAU where he racked up 116 total tackles (12 for a loss), two sacks and an interception for the Owls during that span. Wester played at FAU alongside his older brother, LaJohtay, who just committed to Colorado on Jan. 9. Jaylen following his brother to Boulder appeared likely even before Lundy's decision to return to Florida State. Now, it seems like just a matter of time.

According to LaJohtay, "he's (Jaylen) probably going to be the best out of us three (Wester brothers)."

Follow Colorado Buffaloes sports reporter Scott Procter on Twitter.

# Classifieds



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### Notice To Creditors

Larimer District Court  
301 La Porte Ave.  
Ft. Collins, CO 80521  
**NOTICE TO CREDITORS**  
Estate of Elise Kind aka Elise K.  
Kind aka Elise Kive Kind aka Elise  
Kive Kind, Deceased  
Case Number 2024PR0094  
All persons having claims against  
the above named estate are required  
to present them to the personal  
representative or to District Court of  
Larimer, County, Colorado on or  
before May 11, 2024, or the claims  
may be forever barred.

Cassandra Benton,  
c/o Kristine L. Colquhoun  
419 Canyon Ave, Ste 221  
Fort Collins, CO 80521  
9719813  
Coloradoan  
Jan. 11, 18, 25, 2024

### Public Notices

Larimer District Court  
301 La Porte Ave.  
Ft. Collins, CO 80521  
In the Matter of the Petition of:  
Christina McFadden for Minor  
Child: Jacob John Mitchell  
for a Change of Name to: Jacob  
John McFadden  
Case No. 17000455  
**PUBLIC NOTICE OF PETITION  
FOR CHANGE OF NAME**  
Public Notice is given on December  
27, 2023 that a Petition for a Change  
of Name for Minor Child has been  
filed with the Larimer County Court.  
The Petitioner requests that the name  
of Jacob John Mitchell be changed to  
Jacob John McFadden  
By:  
Clerk of Court/Deputy Clerk

### Govt Bids & Proposals

**REQUEST FOR PROPOSALS**  
City of Fort Collins Spring 2024 Competitive Process  
Inviting Federal & Local Funding for  
Affordable Housing and Human Services Activities

As part of the City's Spring Competitive Process for allocating federal and local funds, the City of Fort Collins is currently accepting applications for the use of FY2024 federal Community Development Block Grant (CDBG) and HOME monies, totaling an estimated \$1.3 million dollars. Approximately \$900,000 in local City Human Services Program (HSP) monies, and over \$500,000 in Affordable Housing Fund (AHF) dollars will also be available for eligible projects.

Depending on the submitted category, funds may be used for affordable housing, community development and human services projects, and related activities. Applications will be evaluated for their alignment with the Social Sustainability Department's guiding principles, including the City's Consolidated Plan, the Housing Strategic Plan, and the Social Sustainability Strategic Plan. Funds will be allocated to nonprofit agencies, affordable housing providers, and other entities serving a majority of Fort Collins persons who are low and moderate income. Women and Minority Owned Business Enterprises are especially encouraged to apply. Successful applicants are expected to show verifiable actions in efforts to employ low-income persons or persons from low-income neighborhoods for positions needed as a result of funding awards. Funds are not available for individuals or other funders. Eligible proposals are reviewed on a competitive basis by the City's citizen Human Services and Housing Funding Board, with that group's recommendations being forwarded to City Council for final funding allocations. The City of Fort Collins will continue with an online, web-based application for review process for the Spring 2024 Competitive Process. Pre-applications will be accepted online from Tuesday, January 9 through Wednesday, January 24. Visit <https://cityofcolorado.com/bidsandproposals> to apply. Successful pre-applicants will receive notification of eligibility to proceed with a full application within 3 days. Optional technical assistance is available. Technical assistance is highly encouraged for first time applicants. The deadline for final submissions is Tuesday, February 13, 2024. Further information regarding the Competitive Process may be obtained at: City of Fort Collins, Social Sustainability Department, 222 Lopoorte Avenue, Fort Collins CO 80521, by calling 970-224-4252 or on the web at [cityofcolorado.com/bidsandproposals](https://cityofcolorado.com/bidsandproposals).

The City of Fort Collins will make reasonable accommodations for access to City services, programs and activities and will make special communication arrangements for persons with disabilities. All venues for participation in this process are fully accessible. Please call 970-434-4254 for assistance. Auxiliary aids and service aids are available for persons with disabilities. VOTED: Dial 711 for Relay Colorado to call 970-224-4252. All materials or translators are available in Spanish or other languages on request. Please call 970-434-4254 or email [info@cityofcolorado.com](mailto:info@cityofcolorado.com).

**SOLICITUD DE PROPOSITAS**  
Proceso competitivo de la Ciudad de Fort Collins, primavera del 2024  
Concesión a financiamiento del gobierno federal y local para  
Viviendas Económicas y Actividades de Servicios Humanitarios  
Como parte del proceso competitivo de asignación de fondos federales y locales correspondiente a la primavera, la Ciudad de Fort Collins está aceptando solicitudes para usar los fondos federales de la subvención en bloque para el desarrollo comunitario, Community Development Block Grant (CDBG) y HOME (salvo en inglés) y del programa de vivienda para el año fiscal 2024, un equivalente aproximado de \$1.3 millones de dólares. También hay otros fondos disponibles para proyectos que reúnan las condiciones de un monto adicional de aproximadamente de \$900,000 del programa local de

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# Find your new best friend!





OMB Control No: 2506-0117 (exp. 09/30/2021)

**Dianne Tjalkens**

---

**From:** Dianne Tjalkens  
**Sent:** Monday, March 11, 2024 6:47 PM  
**Subject:** Public Notice of Public Hearing  
**Attachments:** AAP Public Hearing Notice.pdf

**Hello Partners!**

**You are receiving this email because you are part of a network connected to those community members who benefit from City grants, or have been underrepresented in the City's public input processes.**

*Please help your clients participate in this engagement opportunity by posting and sharing the attached Public Notice of Public Hearing.*

What this notice is about:

Each year the City receives about \$1.5 million in federal funds for affordable housing, community development and human services. The City also invests nearly \$1.3 million towards these goals. Each Spring a citizen commission reviews proposals from affordable housing developers and human service providers who are requesting these funds, and makes recommendations to Council. The City is holding an **online Public Hearing on March 26, 1:00-2:00pm**, to provide information about the funding sources and proposals we have received, and to solicit input from our community. For details, read the attached public notice (in English and Spanish).

Once the funding decisions are made, the City will publish them in the FY24 Annual Action Plan (AAP), which must be approved by the U.S. Department of Housing and Urban Development (HUD). The draft AAP will be available online when complete, and have a 30-day public review period. We will email you again when the draft AAP is ready for review.

**We encourage you and your participants to attend the Public Hearing on March 26 to learn more about the funding sources and proposals and have your voices heard.**

To request interpretation services at the Hearing, please email [dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com) by March 19.

**Thank you for your time!**

.....  
**Dianne Tjalkens**  
Pronouns: she/her  
Sr Specialist, Social Sustainability  
[City of Fort Collins](#)  
222 LAPORTE (222 LAPORTE AVE.)  
970-221-6734 office  
[dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com)





Event Calendar - City of Fort Collins

fcgov.com/events/

Managed bookmarks Bookmarks City of Fort Collins E... CityHub - Home Support : City of Fort... ArcGIS Enterp

Monday, March 26, 2024 1:00 PM

### Notice of Public Hearing: FY24 Annual Action Plan

**Location:**  
Remote - See Agenda For Details

**Date:**  
Tuesday, March 26, 2024 1:00 PM

**Web address:**  
<https://www.fcgov.com/socialsustainability/files/fy24-aap-public-hearing-notice.pdf>

**Contact Info:**  
Dianne Tjalkens  
Phone: 970-221-6734  
E-mail address: dtjalkens@fcgov.com

**Details:**  
This notice includes information on the Public Hearing for the FY24 Annual Action Plan (AAP), and locations and ways for citizens to provide input. Because the City of Fort Collins is the recipient of federal funds for housing and community development activities, this notice and hearing are required for submission of the FY24 AAP to the U.S. Department of Housing and Urban Development (HUD).

*Este aviso incluye información sobre la Audiencia Pública para el Plan de Acción Anual FY24 (AAP por sus siglas en inglés), y los lugares y las maneras en que los ciudadanos pueden proveer sus comentarios. Ya que la Ciudad de Fort Collins recibe fondos federales para vivienda y para actividades de desarrollo de la comunidad, este aviso y la audiencia son necesarios para la presentación del Plan de Acción Anual del año fiscal 2024 al Departamento de Vivienda y Desarrollo Urbano (HUD) por sus siglas en inglés).*

**An online Public Hearing will be held on Tuesday March 26**

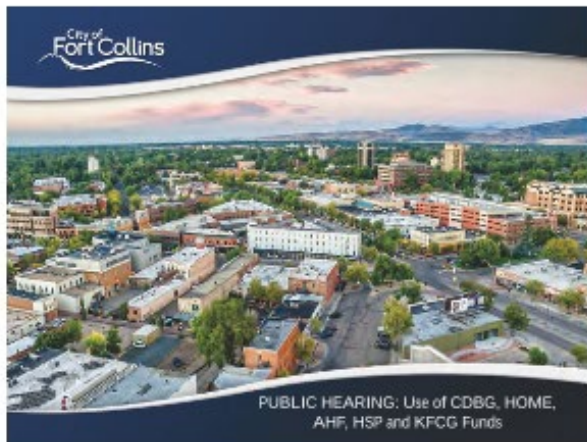
Calendar view showing dates 17, 18, 24, 25, 31. Events listed include: Cart Selection Event, Air Quality Advisory, Rodent Education Meeting, Planning and Zoning Commission Interviews, Human Relations Commission Regular Meeting.

24	25	26	27	28	29
Come From Away 2:00 PM CST	Planning and zoning Commission Interim	2024 al Departamento de Vivienda y Desarrollo Urbano (HUD) por sus siglas en inglés).			Under Pressure 2024 National Printmaking Exhibition
Come From Away 7:30 PM CST	Human Relations Commission Regular Meeting	An online Public Hearing will be held on Tuesday March 26 from 1:00-2:00 p.m., details and link available at <a href="http://www.fcgov.com/socialsustainability">www.fcgov.com/socialsustainability</a> . The City of Fort Collins Draft FY24 Annual Action Plan will also be available for public review when complete.			2024 Fly Fishing Fun Tour (9-211 7:00 PM CST)
		Se celebrará una Audiencia Pública en línea el martes 26 de marzo, 1:00 a 2:00 p.m., los detalles y el enlace están disponibles en <a href="http://www.fcgov.com/socialsustainability">www.fcgov.com/socialsustainability</a> . El Borrador del Plan de Acción Anual del año fiscal 2024 de la Ciudad de Fort Collins estará disponible para la revisión pública cuando esté completo.			Big Horn Small Cast Edition 7:30 PM CST
31					
No events scheduled.					

[Add event to your calendar \(iCal Format\)](#)

Close





**Overview of Funding Sources**

**HOME: HOME Investments Partnerships Program**

Purpose: Increase the supply of safe and sanitary housing affordable to low income people

Source: US Department of Housing and Urban Development

Eligible Uses: Eligible uses include development of new housing, rehabilitation of existing housing, tenant based rental assistance and homeownership assistance.

**Competitive Process**

**What is it?**  
Funding to Nonprofit Human Service Providers and Affordable Housing Providers

**How much?**  
EY24 –\$1M Human Services  
–\$2M Affordable Housing

**How does it happen?**

1. Application
2. Video Presentation (Housing only)
3. Review (AHB and HSHF Board)
4. Recommendations (HSHF Board), April 30
5. Council Decision, June

**Overview of Funding Sources**

**AHF: Affordable Housing Fund**

Purpose: Increase the supply of housing affordable to low income people

Source: City of Fort Collins General Fund and KFCG

Eligible Uses: Acquisition of real property, soft costs associated with housing development, relocation expenses, site improvements, housing construction, housing rehabilitation, homeownership assistance

**Overview of Funding Sources**

**CDBG: Community Development Block Grant**

Purpose: Improve the physical, economic, and social conditions for low income people

Source: US Department of Housing and Urban Development

Eligible Uses: Projects must: principally benefit low and moderate income persons, aid in the elimination of slums or blight, and/or meet an urgent or unanticipated community need

**Overview of Funding Sources**

**HSP: Human Services Program**

Purpose: Provide social services to low income people

Source: City of Fort Collins General Fund and KFCG

Eligible Uses: Public services

\* Participate in BFQ—Prioritize how your tax dollars are used

**KFCG: Keep Fort Collins Great**

Purpose: Sales tax was passed in November 2010 to fund critical services and programs for the community

Source: .85 percent sales tax

Eligible Uses: Road improvement projects, increased staffing and facilities for our emergency responders, diverse needs in our Parks and Recreation Department, and other community priorities



City Human Service Fund Requests		
Organization	Project	Request
A Little Help	A Little Help for Older Adults in Fort Collins	\$45,000
Alonso NORCO	Navigation Programming for Immigrants by Immigrants	\$75,000
Boys & Girls Clubs of Larimer County	Boys & Girls Clubs - Fort Collins	\$65,000
COASA of Larimer County	Coastal Aggravated Special Advocates	\$62,500
COASA of Larimer County	Family Connections	\$75,500
Catholic Charities	Senior Support Services - Sanitation House Ft. Collins	\$60,000
Children's Speech and Reading Center	Scholarships, Screeners & Early Literacy	\$20,000
ChildSafe Colorado	Child Abuse Treatment Program	\$63,000
Colorado Health Network	Oral Care/Condom Point - Integrative Care & Supportive Services	\$40,500
Colorado SafeHouse	Bilingual & Bicultural Victim Advocacy	\$40,000
Disability Resource Services	Disability Services for Independence	\$40,000
Elkhart Adult Day Program	Direct Care for Fort Collins Residents Living with Disabilities	\$90,000
Ernst & Young Center	Low Vision Rehabilitation Care and Support Program	\$25,000
Family Housing Network	Shenwood House - Bridge Housing	\$25,000
Feeding Our Community Databases	Meal Exchange Program	\$25,000
Food Bank for Larimer County	Fort Collins Kids Cafe	\$40,000
Fort Collins Rescue Mission	Nourish Meal Program	\$50,000
Homeward Alliance	Family Services	\$45,000
Homeward Alliance	Murphy Center	\$45,000
ISAC of Northern Colorado	Housing in the Gaps: Safety Net for Unhoused Immigrant & Refugee Families	\$40,000
Larimer County Partners	ITD Emergency Services Identification	\$35,000
Larimer County Partners	Youth Mentoring and Prevention	\$25,300
Larimer Campus Ministry at CSU	Student Housing Security Initiative	\$45,000
MidBackpack	Initiating to Alleviate Food Insecurity in Fort Collins	\$20,000

Housing Requests FY23		
Organization	Project	Request
CARE Housing	Georgetown-Windfall Rehab	\$1,000,000
City of Fort Collins Poverty Division	Homeowner Hazard Tree Removal Assistance Program	\$100,000
Fort Collins Habitat for Humanity	Habitat Cottages	\$200,000
Housing Catalyst	Remington Parking Lot	\$750,000
Housing Catalyst	Village on Sandbrook	\$1,500,000
Larimer Fort Collins	Larimer Homes at Heartside Hill	\$300,000
Lowland Housing Development Corp	Larimer Home Improvement Program	\$150,000
The Station Company	302 Center	\$610,000
TOTAL Housing Requested:		\$4,030,000
Available:		\$2,267,836
Difference:		\$1,762,164

City Human Service Fund Requests, cont.		
Organization	Project	Request
Meals on Wheels for Fort Collins	Meal Delivery Program	\$25,000
Neighbor to Neighbor	R2V Rent Assistance Coordination	\$70,000
Delaware Fort Collins	Street Based Homelessness Services Program Support	\$90,000
Poudre River Public Library District	Social Service Interventions for Unhoused Library Customers	\$15,000
Project Self-Sufficiency	Career Pathways for Low Income Single Parents	\$45,000
Wegman Care	Childcare Scholarships for Low Income Families	\$40,000
Sexual Assault Victim Advocate Center	Sexual Assault Intervention & Prevention Services	\$40,000
Teaching Tree Early Childhood Learning Center	Childcare Scholarships for Low Income Families	\$65,000
The Crowded Child Advocacy Center	Fighting Child Sexual Abuse & Maltreatment	\$25,700
The Family Center/La Familia	Childcare Scholarships & Family Support Services	\$75,000
The Lotus Effect	Fit to Fight	\$32,000
The Matthews House	Family to Family Program at the Community Life Center	\$25,000
The Matthews House	Youth & Young Adults Transitioning to Independence	\$52,000
The Quarter Project	STEM - Girls in Engineering, Math & Science	\$28,200
The Salvation Army	Rent and Utilities Program	\$35,000
The Vegetable Connection	Feeding the Families	\$15,000
Turning Point Center	Connections Program	\$45,000
United Way of Larimer County	Larimer Child Care Fund	\$25,000
United Way of Weld County	Coordinated Assessment and Housing Placement System	\$45,000
Volunteer Foods	Volunteer Market	\$25,000
Volunteers of America	Handyperson Program	\$22,000
Volunteers of America	Home Delivered Meals Program	\$25,000
TOTAL Requested:		\$2,025,800
Available:		\$994,200
Difference:		\$1,031,600

### Inputs into Decision Making Process

#### Housing Strategic Plan

Vision: Everyone has healthy, stable housing they can afford.

Strategies:

- Increase housing supply and affordability
- Increase housing diversity and choice
- Increase stability and/or renter protections
- Improve housing equity
- Preserve existing affordable housing
- Increase accessibility

CDBG Human Services Renewals			
Program	Project	Percent	Estimated Allocation
Catholic Charities	Sanitation House Shelter	33%	\$51,556
Colorado SafeHouse	Domestic Violence Emergency Shelter	26%	\$43,583
Family Housing Network	Shelter Programs	33%	\$51,270
Neighbor to Neighbor	Homelessness Prevention Assistance	30%	\$50,549
TOTAL:			\$196,958

480 LINCOLN CENTER DRIVE

### Inputs into Decision Making Process

#### 2020-2024 Consolidated Plan

Goals:

- Increase the supply of affordable housing units
- Preserve existing affordable housing
- Provide emergency sheltering and services
- Provide housing stabilization services
- Increase access to services

### Social Sustainability Strategic Plan

#### Theme Areas:

- **Community Wellness:** Access and opportunities for optimal physical and mental health for all community members.
- **Equity and Inclusion:** A welcoming, inclusive community where all residents and visitors feel valued, safe, and connected.
- **Community Prosperity:** All community members have access to resources for stability and self-sufficiency.
- **Housing:** All citizens have access to quality housing that is affordable to them and meets their needs.

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## Questions?

Too shy to ask now? Contact me later:

Dianne Tjalkens  
Grants Program Administrator  
[dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com)  
970-221-6734

14

**FY24 Annual Action Plan Public Hearing 3/26/24**

**Attendance:**

Stacie Sutter, Crossroads Safehouse

Annette Zaccharias, Family Housing Network

Brad Rhoda, Outreach Fort Collins

Paula Ordaz, Fort Collins Rescue Mission

Liam MacDonald, student

M Vallejos, Denver Rescue Mission

**Results:**

Presentation on Competitive Process and organizations being considered for funding. Attendees asked questions about the funding sources and process. No comments were received.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR MEETING

April 3, 2024 at 5:30 PM

222 Laporte Ave, Fort Collins – Colorado River Room

Additional viewing option via Teams

#### 1. CALL TO ORDER

- At 5:45 PM the meeting was called to order by Pat Hastings.

#### 2. ROLL CALL

- Board Members Present
  - Pat Hastings, Chair
  - Olga Duvall, Vice Chair
  - Christine Koepnick
  - Erma Woodfin
  - Lori Kempter
  - Michaela Ruppert
  - Mike Kulisheck
  - Mike Nielsen
- Staff Members Present
  - Adam Molzer, Staff Liaison, Social Sustainability – City of Fort Collins
  - Tamra Leavenworth, Social Sustainability – City of Fort Collins
- Guests Present
  - None

For further information, details and insight, and audio recording, resources are available by contacting the HSHF-Board staff liaison.

#### 3. AGENDA REVIEW

Adam Molzer reviewed the agenda. The Board accepted the agenda without modification.

#### 4. COMMUNITY PARTICIPATION

None.

#### 5. APPROVAL OF MINUTES – March 13, 2024 Regular Meeting

Pat Hastings motioned to approve the March 13, 2024 meeting minutes as presented. Michaela Ruppert seconded. Mike Kulisheck abstained due to absence at the March 13 meeting. Approved 7-0.

#### 6. BOARD MEMBER REPORTS

Erma Woodfin shared that she attended the ribbon cutting ceremony for BirdWhistle Townhomes on March 22. She shared that the project is named after the Birdwhistles, one of the first African American families in Fort Collins, who opened their doors to Black travelers who were not allowed to book hotels at the time.

Olga Duvall shared that she attended the Super Issues Meeting hosted by the City Clerk's office on Monday,



# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR BOARD MEETING

March 25. She shared that it was a mixer for all the City Boards & Commissions members and that it was interesting to meet other members and talk about their activities and goals.

#### 7. STAFF REPORTS

Adam Molzer informed the Board that he emailed them all a copy of the Community Foundation of Northern Colorado's Intersections Report that includes data for both Larimer and Weld County.

#### 8. UNFINISHED BUSINESS

None.

#### 9. NEW BUSINESS

a. Follow-Up Discussion of Affordable Housing Proposals

- The Affordable Housing Board will be conducting their ranking process of the affordable housing projects on Thursday, April 4. This process is not determinative, and the results will be summarized by City Staff and distributed to the Human Services and Housing Funding Board in mid-April for them to use as a resource during deliberations.
- Board members discussed the affordable housing proposals and developed a list of follow-up questions for Beth Rosen.

b. Preliminary Review and Discussion of Human Services Proposals

- Board members considered each human service proposal and developed a list of questions to send to the applicants.

#### 10. OTHER BUSINESS

- On April 30, the Board will convene for Affordable Housing Deliberations, as well as to discuss the renewal of four projects that were approved in 2022 for CDBG Public Service funds.
- Board member scoring of the Human Service Proposals are due at 9:00am on Wednesday, April 24.

#### 11. NEXT MEETINGS

Tuesday, April 30, 2024 | 5:30pm | Location: 222 Laporte Avenue – Colorado River Room

- Funding Deliberation Special Meeting – Affordable Housing & CDBG Public Service

Wednesday, May 1, 2024 | 4:00pm | Location: 222 Laporte Avenue – Colorado River Room

- Funding Deliberation Special Meeting – Human Services

#### 13. ADJOURNMENT

Pat Hastings adjourned meeting at 8:12 PM.

Minutes were finalized and approved by the Human Services & Housing Funding Board on April 30, 2024.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR MEETING

March 13, 2024 at 5:30 PM

Remote/ZOOM

#### 1. CALL TO ORDER

- At 5:33 PM the meeting was called to order by Pat Hastings.

#### 2. ROLL CALL

- Board Members Present
  - Pat Hastings, Chair
  - Olga Duvall, Vice Chair (joined in-progress)
  - Christine Koepnick
  - Erma Woodfin
  - Lori Kempter
  - Michaela Ruppert
  - Mike Nielsen
- Board Members Excused
  - Mike Kulisheck
- Staff Members Present
  - Adam Molzer, Staff Liaison, Social Sustainability – City of Fort Collins
  - Beth Rosen, Social Sustainability – City of Fort Collins
- Guests Present
  - None

For further information, details and insight, and audio recording, resources are available by contacting the HSHF-Board staff liaison.

#### 3. AGENDA REVIEW

Adam Molzer reviewed the agenda. The Board accepted the agenda without modification.

#### 4. COMMUNITY PARTICIPATION

None.

#### 5. APPROVAL OF MINUTES – February 14, 2024 Regular Meeting

Michaela Ruppert motioned to approve the February 14, 2024 meeting minutes as presented. Pat Hastings seconded. Approved 5-0.

#### 6. UNFINISHED BUSINESS

None.

#### 7. LEARNING SERIES PRESENTATION

- a. Affordable Housing – Beth Rosen, City of Fort Collins – Grants Compliance & Policy Manager
  - Beth Rosen, Grants Compliance & Policy Manager at the City of Fort Collins, joined the Human Services and Housing Funding Board members for a presentation regarding the City's housing goals

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR BOARD MEETING

and the evaluation of housing proposals entering the competitive grant process's alignment with those goals. The presentation offered insight into the different components of a project proposal, including but not limited to the income of the populations being served, funding history, debt service ratio, and total City subsidy per unit. Several board members followed up with clarifying questions for Beth.

- Beth informed the Board that she would be revising the Housing Staff Summary and Guidance Chart and providing updated versions to the Board. Two applicants' potential funding sources have changed, and they will be providing City staff with new AMI targets for their unit mix. Both applicants will be submitting a new Project Operating Budget and City staff will update any relevant information in ZoomGrants.
- Adam Molzer informed the Board that Housing Deliberations will take place on Tuesday, April 30. During this deliberation, the Board is asked to rank the proposed housing programs and projects (rather than making specific funding recommendations) in a process facilitated by Beth Rosen and himself.

#### 8. NEW BUSINESS

- a. Affordable Housing Presentations and Q&A Process
  - Adam Molzer explained that the eight (8) housing applicants will submit recordings of their presentations for Board members to view a week prior to the Joint Work Session with the Affordable Housing Board on March 27. This meeting will be dedicated to a question-and-answer session between the housing applicants and both boards.
- b. Human Services Grant Funding Protocol
  - Adam Molzer went over the protocol that provides guidance as to how the Board members are expected to approach the Human Service Deliberations that will take place on May 1.
  - Adam reminded the Board that they will be asked to vote on renewal applications for the 3-year Community Development Block Grant (CDBG) Public Service Fund recipients. This will occur on April 30 following housing deliberations.
  - Pat Hastings made a motion to follow the funding protocol as presented for the 2024 Competitive Funding Process. Erma Woodfin seconded. Approved 7-0.

#### 9. BOARD MEMBER REPORTS

Olga Duwall shared information about a free 21-day racial equity habit-building challenge that Food Solutions New England hosts in April. Adam Molzer will send an email to the Board with more information about the challenge.

#### 10. STAFF REPORTS

- a. Human Services Priorities Platform Update
  - Social Sustainability's HUD (Housing and Urban Development) Team is in the beginning phases of their engagement and data gathering process for the 2025 HUD Consolidated Plan. Part of this process includes conducting interviews, forming focus groups, and distributing surveys to local

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR BOARD MEETING

service providers. The Human Services Priorities Platform Team and HUD Team are working to combine efforts to avoid duplicating requests from the community.

- Dianne Tjalkens, who is leading the HUD Consolidated Plan, will be coming to speak with the Board in the spring and fall.
- b. New Board Members – July 2024
  - Adam Molzer helped facilitate interviews with Councilmember Julie Pignataro for new and reapplying Board members. 2 returning members have been nominated again, and 2 new members are anticipated to begin in July. City Council will be voting on new Boards & Commissions members at their March 19 meeting.
  - Adam will be inviting the new members to the April & May HSHF meetings to observe as members of the public.
- c. Super Issues Meeting (March 25) and B&C Orientation (April 8 & 22)
  - Super Issues Meetings are put on by the City Clerk's Office for Boards and Commissions across the City to come together and discuss various topics of interest. The next one will be held on March 25.
  - There will be a mandatory orientation for new and reappointed board members held on April 8 and April 22.

#### 11. OTHER BUSINESS

Bird Whistle Affordable Townhomes, a project that the Human Services & Housing Funding Board contributed to, will have a ribbon cutting ceremony on March 22.

CARE Housing sent a letter to City Council and City Leaders referencing the City's contributions made to their Heartside Hill project. Over \$3 million from the City has been invested in the project and CARE specifically called out the Human Services & Housing Funding Board.

#### 12. NEXT MEETING

Wednesday, March 27, 2024 | 5:30pm | Location: Zoom/Online  
Joint Meeting with the Affordable Housing Board

#### 13. ADJOURNMENT

Pat Hastings adjourned meeting at 7:08 PM.

Minutes were finalized and approved by the Human Services & Housing Funding Board on April 3, 2024.



# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## AFFORDABLE HOUSING BOARD

### REGULAR MEETING

April 4, 2024, 4:00-6:00pm

Colorado River Room, 222 Laporte Ave

#### CALL TO ORDER

At 4:03 PM the meeting was called to order by John Singleton.

#### 1. ROLL CALL

- **Board Members Present:**
  - John Singleton, Chair
  - Jennifer Bray
  - Stefanie Berganini
  - Claire Bouchard
  - Josh Beard
- **Board Members Recusing:**
  - Bob Pawlikowski, Vice Chair
  - Kristin Fritz, Ex Officio
- **Staff Members Present:**
  - Sue Beck-Ferkiss, Staff Liaison – City of Fort Collins
  - Beth Rosen, Social Sustainability – City of Fort Collins
  - Tamra Leavenworth, Minutes – City of Fort Collins
- **Guests Present:**
  - Carly Johansson
  - Lisa Cunningham
  - Liz Young Winne
  - Marilyn Heller
  - Preston Nakayama

#### 2. AGENDA REVIEW – No changes.

#### 3. CITIZEN PARTICIPATION

Marilyn Heller from the League of Women's Voters shared that the League of Women's Voters will be hosting a panel titled "Skyrocketing Housing Prices! Why?". The event will take place on April 11<sup>th</sup> from 6:30pm-8:30pm at the Fort Collins Senior Center and can also be viewed online via Zoom. The presentation will be recorded and available to view on the League of Women's Voters website after the event.

Liz Young Winne, who will be joining the Affordable Housing Board as a member in July, introduced herself to the Board.

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# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## AFFORDABLE HOUSING BOARD

### REGULAR MEETING

#### 4. APPROVAL OF MINUTES

Jennifer Bray motioned to approve the March 7 Regular Meeting Minutes. Stefanie Berganini seconded. Claire Bouchard and Josh Beard abstained since they were not members in March.  
Approved 3-0.

#### 5. NEW BUSINESS

##### A. Introduction of New Board Members

- Sue Beck-Ferkiss explained that due to quorum issues, the City Clerk's office appointed Claire Bouchard and Josh Beard to the Affordable Housing Board early on April 1 (their terms would have otherwise begun in July). The other two new board members will begin on July 1. Claire, Josh, and the existing Board members introduced themselves to one another.

##### B. Ranking of Housing Applications for the Competitive Process

- Beth Rosen, Grants Compliance & Policy Manager at the City of Fort Collins, joined the Affordable Housing Board members for a presentation regarding the City's housing goals and the evaluation of housing proposals entering the competitive grant process's alignment with those goals. The presentation offered insight into the different components of a project proposal, including but not limited to the income of the populations being served, funding history, debt service ratio, and total City subsidy per unit. Beth reminded board members that although they engage in ranking the housing applications, they do not make funding recommendations. Several board members followed up with clarifying questions for Beth.
- Board members engaged in discussion and agreed on the following:
  - All applications are for great projects that deserve funding support. This was a very difficult round understanding that all applications were for worthy projects and that the amount of funding available was not sufficient to fund all applications.
  - Some board members prioritized projects that provided more units and/or were able to serve a greater number of residents.
  - Some projects were prioritized based on their readiness to proceed while others were ranked lower due to being in the earlier stages of the development process and not being as time sensitive as new construction projects.
  - The board expressed their appreciation for the variety of projects submitted this year. Noting that non-traditional projects (such as the Homeowner Tree Removal Assistance Program, L'Arche Homes at Heartside Hill, and the Larimer Home Improvement Program) provided a more holistic view of housing needs and supports, and broadened the scope of what it means to provide equitable housing. The Board hopes to continue receiving more project proposals like this in future years.
- Applications ranked in order of priority:
  - Housing Catalyst – Village on Eastbrook
  - Loveland Housing Authority – Larimer Home Improvement Program
  - L'Arche Fort Collins – L'Arche Homes at Heartside Hill

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## AFFORDABLE HOUSING BOARD

### REGULAR MEETING

- CARE Housing – Greenbriar-Windtrail Rehab
- Housing Catalyst – Remington Parking Lot
- Habitat for Humanity – Harmony Cottages
- City of Fort Collins Forestry Division – Homeowner Hazard Tree Removal Assistance Program
- The Szanton Company – 302 Conifer

**Stefanie Berganini motioned to recommend the current rankings and for the Board Chair to send the rankings and comments to the Human Services and Housing Funding Board. Claire Bouchard seconded. Jennifer Bray abstained. Approved 4-0.**

### 6. BOARD MEMBER REPORTS

- a. Meeting Logistics
  - The Board will continue to have hybrid meetings for the remainder of 2024.
- b. Liaison Reports
  - None.

### 7. OTHER BUSINESS

None.

### 8. ADJOURNMENT

**Meeting adjourned at 6:27 PM.**

**AFFORDABLE HOUSING BOARD (AHB)**  
**CITY OF FORT COLLINS • BOARDS AND COMMISSIONS**



April 8, 2024

From: Affordable Housing Board, Chair - John Singleton

To: Human Service and Housing Funding Board

Re: Ranking of Housing Applications in the 2024 Competitive Process

The Affordable Housing Board met on April 4, 2024, and discussed the 8 Housing applications and ranked them in the following priority order:

1. HO 5 Housing Catalyst - Village on Eastbrook
2. HO 7 Loveland Housing Development Corp – Larimer Home Improvement Program
3. HO 6 L'Arche Fort Collins – L'Arche Homes at Heartside Hill
4. HO 1 CARE Housing – Greenbriar-Windtrail Rehab
5. HO 4 Housing Catalyst – Remington Parking Lot
6. HO 3 Fort Collins Habitat for Humanity – Harmony Cottages
7. HO 2 City of Fort Collins Forestry Division – Homeowner Hazard Tree Removal Assistance Program
8. HO 8 The Szanton Company -302 Conifer

Comments on ranking exercise:

- This was a very difficult round understanding that all applications were for worthy projects and that the amount of funding available was not sufficient to fund all applications.
- Housing Catalyst's Village on Eastbrook (HO 5) rose to the top because it is ready to go and will add new units to the City's affordable housing inventory.
- HO7 LIHIP and HO 6 L'Arche Homes at Heartside Hill show support for a broader and more holistic approach to housing stabilization.
  - LIHIP will use the funding to match and leverage additional funding, serves Mobile Home Park residents, and provides for emergency repairs.
  - L'Arche serves a target population (people experiencing disabilities) that is lacking in services and could be seen as a pilot program encouraging scaling this up to serve more qualifying residents.
- CARE Housing's rehabilitation (HO 1) is very important and not as time sensitive as the new construction. The AHB hopes to see this application come back next year.
- HO 4, Housing Catalyst's Remington Parking Lot project anticipated needing to return to the Competitive Process in 2025. The Board felt the project is in the early stages and had time so they could refine and expand their request next year.



## AFFORDABLE HOUSING BOARD (AHB)

### CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



- **Habitat for Humanity's Harmony Cottages (HO 3)** is a great community that the City has always supported. This round, H4H is not the only Community Housing Development Organization and therefore funding can still be deployed even if this application is not funded this round. The Board would support funding this application if there was more funding available.
- **HO 2 The City's Forestry Division's Homeowner Hazard Tree Removal** is a good support for low-income homeowners. They have yet to spend all the funding provided in the last round and have only helped one household to date. The Board would like to see more activity if this comes back for funding next year. Also, the Board encourages the Forestry Department to look for additional funding sources for the program such as submitting a BFO offer in the City's budget process or seeking grants from other sources more directly related to trees.
- **HO 8 The Szanton Company's plans for 302 Conifer** seemed to be too early in the process to fund now. It was unclear if they were targeting households earning no more than 80% Area Median Income. It was also unclear what funding sources they were relying on for financing their development. The Board encourages this applicant to return next year if appropriate based on final details for their project.

**Note to HS&HF Board:** The members of the Affordable Housing Board are leaning into their duty to promote citizen participation and public education on City-wide affordable housing issues. To that end, the Board intends to have education components at most of their meetings this year and has formed committees to guide this year's focus. They include:

- **Knowledge Repository**
- **Outreach, Education and Partnerships**
- **Council and Local Legislative Support**
- **Diversity, Equity & Inclusion in Affordable Housing**

Members of the Human Services and Housing Funding Board are invited to attend the Affordable Housing Board's hybrid meetings (in-person or on Zoom) that occur the first Thursday of each month at 4:00 and/or to join any of the committees.

A handwritten signature in black ink, appearing to be "John V.", written over a horizontal line.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board and Affordable Housing Board JOINT WORK SESSION

March 27, 2024 at 5:30 PM  
Remote/ZOOM

### 1. CALL TO ORDER

- At 5:33 PM the meeting was called to order by Pat Hastings.

### 2. ROLL CALL

- Human Services and Housing Funding Board Members Present:
  - Pat Hastings, Chair
  - Olga Duvall, Vice Chair
  - Christine Koepnick
  - Erma Woodfin
  - Lori Kempter
  - Michaela Ruppert
  - Mike Kulisheck
  - Mike Nielsen
- Affordable Housing Board Members Present:
  - John Singleton, Chair
  - Jennifer Bray (exited in progress)
  - Stefanie Berganini
- Affordable Housing Board Members Absent & Recusing from Discussions:
  - Kristin Fritz, Ex Officio
  - Bob Pawlikowski
- Staff Members Present:
  - Adam Molzer, Staff Liaison, Human Services and Housing Funding Board – City of Fort Collins
  - Sue Beck-Ferkiss, Staff Liaison, Affordable Housing Board – City of Fort Collins
  - Beth Rosen, Social Sustainability – City of Fort Collins
  - Tamra Leavenworth, Social Sustainability – City of Fort Collins
- Presenters:
  - CARE Housing – Kim Iwanski, Tatiana Zentner
  - City of Fort Collins Forestry Division – Freddie Haberecht, Ralph Zentz
  - Habitat for Humanity – Kristin Candella
  - Housing Catalyst – Carly Johansson, Jennifer Wagner, Julie Brewen, Preston Nakayama
  - L'Arche Fort Collins – Dustin Barrington
  - Loveland Housing Authority – Linda Wright
  - Szanton Company – Carl Szanton, Nathan Szanton
- Public Attendees:
  - Catherine Allum
  - Dustin Barrington
  - Josh Beard
  - Marie Ortiz
  - Tatiana Zentner

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CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services and Housing Funding Board & Affordable Housing Board JOINT WORK SESSION

For further information, details and insight, and audio recording, resources are available by contacting the HSHF-Board staff liaison.

### 3. AGENDA REVIEW

Adam Molzer reviewed agenda. The Boards accepted the agenda without modification.

### 4. INTRODUCTIONS

The members of both Boards (Affordable Housing Board & Human Services and Housing Funding Board) and City of Fort Collins staff introduced themselves.

### 5. AFFORDABLE HOUSING APPLICANT Q&A

The eight (8) affordable housing applicants submitted pre-recorded presentations for the AHB and HSHFB members to view on March 20, 2024. Beginning at 5:45pm, Board members engaged in a question-and-answer session with each applicant in the following order:

- CARE Housing – Greenbriar-Windtrail Rehab
- City of Fort Collins Forestry Division – Homeowner Hazard Tree Removal Assistance Program
- Habitat for Humanity – Harmony Cottages
- Housing Catalyst – Remington Parking Lot
- Housing Catalyst – Village on Eastbrook
- L'Arche Fort Collins – L'Arche Homes at Heartside Hill
- Loveland Housing Authority – Larimer Home Improvement Program
- The Szanton Company – 302 Conifer

### 6. NEW BUSINESS

a. Preliminary Review and Discussion of Affordable Housing Proposals

- Adam Molzer began by iterating that the discussion goal of the evening will be a "high-level," collaborative discussion to review the eight (8) funding applications for affordable housing. The primary goal is to gather individual contributions from both groups to gain a better understanding of the perspectives each group brings to the subject matter.
- Total requests: approximately \$4.8M, estimated total funds available: \$2.4M
- Beth Rosen explained that full funding recommendations are required for development projects, whereas partial funding recommendations can be made for programs. If a program doesn't receive full funding, it would serve less households than anticipated. However, if a project doesn't receive full funding, it would halt development on the entire housing project.
- Board members expressed concerns about Housing Catalyst's Remington Parking Lot project requesting partial funding this year and returning next year to request the rest of their funding. Beth explained that City funding is often the first and last source of funding for new construction and rehab development projects because receiving City grant funds demonstrates local commitment to housing projects to explore additional funding sources (such as tax credits) while also allowing developers to return the following year

# MINUTES

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## Human Services and Housing Funding Board & Affordable Housing Board JOINT WORK SESSION

to fill identified gaps to complete the project.

- The Boards asked for clarification on the Szanton Company's relationship with Housing Catalyst. Sue Beck-Ferkiss explained that she doesn't think the Szanton Company currently has a relationship with Housing Catalyst, but they may be looking to join their partner program that brings tax abatement to potential housing projects.
- The Board expressed concern that the City of Fort Collins Forestry Division Homeowner Hazard Tree Removal Assistance Program was unable to fully utilize their funding from last year's competitive funding process. Beth shared that it took staff longer to contract this organization because of funding issues with the Department of Housing and Urban Development (HUD) and that the Forestry Department had a change in program staff last year as well.

### 7. BOARD MEMBER REPORTS

None.

### 8. STAFF REPORTS

- Sue Beck-Ferkiss shared that next Thursday, April 4, the Affordable Housing Board will be doing their ranking of the affordable housing projects and providing written recommendations to the Human Services & Housing Funding Board. Beth Rosen will be joining this meeting to provide guidance on the process.
- Adam Molzer informed the Human Services and Housing Funding Board that he would be sending out a short questionnaire to identify any human services projects that may require more discussion at next week's meeting on Wednesday, April 3.

### 9. NEXT MEETING

- a. Affordable Housing Board
  - Thursday, April 4, 2024 | 4:00pm | 222 Laporte Avenue – Colorado River Room
- b. Human Services & Housing Funding Board
  - Wednesday, April 3, 2024 | 5:30pm | 222 Laporte Avenue – Colorado River Room

### 13. ADJOURNMENT

Pat Hastings adjourned meeting at 9:08 PM.

Minutes were finalized and approved by the Human Services & Housing Funding Board on April 30, 2024.

Minutes were finalized and approved by the Affordable Housing Board on June 6, 2024.



# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR MEETING

April 3, 2024 at 5:30 PM

222 Laporte Ave, Fort Collins – Colorado River Room

Additional viewing option via Teams

#### 1. CALL TO ORDER

- At 5:45 PM the meeting was called to order by Pat Hastings.

#### 2. ROLL CALL

- Board Members Present
  - Pat Hastings, Chair
  - Olga Duvall, Vice Chair
  - Christine Koepnick
  - Erma Woodfin
  - Lori Kempter
  - Michaela Ruppert
  - Mike Kulisheck
  - Mike Nielsen
- Staff Members Present
  - Adam Molzer, Staff Liaison, Social Sustainability – City of Fort Collins
  - Tamra Leavenworth, Social Sustainability – City of Fort Collins
- Guests Present
  - None

For further information, details and insight, and audio recording, resources are available by contacting the HSHF-Board staff liaison.

#### 3. AGENDA REVIEW

Adam Molzer reviewed the agenda. The Board accepted the agenda without modification.

#### 4. COMMUNITY PARTICIPATION

None.

#### 5. APPROVAL OF MINUTES – March 13, 2024 Regular Meeting

Pat Hastings motioned to approve the March 13, 2024 meeting minutes as presented. Michaela Ruppert seconded. Mike Kulisheck abstained due to absence at the March 13 meeting. Approved 7-0.

#### 6. BOARD MEMBER REPORTS

Erma Woodfin shared that she attended the ribbon cutting ceremony for BirdWhistle Townhomes on March 22. She shared that the project is named after the Birdwhistles, one of the first African American families in Fort Collins, who opened their doors to Black travelers who were not allowed to book hotels at the time.

Olga Duvall shared that she attended the Super Issues Meeting hosted by the City Clerk's office on Monday,

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR BOARD MEETING

March 25. She shared that it was a mixer for all the City Boards & Commissions members and that it was interesting to meet other members and talk about their activities and goals.

#### 7. STAFF REPORTS

Adam Molzer informed the Board that he emailed them all a copy of the Community Foundation of Northern Colorado's Intersections Report that includes data for both Larimer and Weld County.

#### 8. UNFINISHED BUSINESS

None.

#### 9. NEW BUSINESS

a. Follow-Up Discussion of Affordable Housing Proposals

- The Affordable Housing Board will be conducting their ranking process of the affordable housing projects on Thursday, April 4. This process is not determinative, and the results will be summarized by City Staff and distributed to the Human Services and Housing Funding Board in mid-April for them to use as a resource during deliberations.
- Board members discussed the affordable housing proposals and developed a list of follow-up questions for Beth Rosen.

b. Preliminary Review and Discussion of Human Services Proposals

- Board members considered each human service proposal and developed a list of questions to send to the applicants.

#### 10. OTHER BUSINESS

- On April 30, the Board will convene for Affordable Housing Deliberations, as well as to discuss the renewal of four projects that were approved in 2022 for CDBG Public Service funds.
- Board member scoring of the Human Service Proposals are due at 9:00am on Wednesday, April 24.

#### 11. NEXT MEETINGS

Tuesday, April 30, 2024 | 5:30pm | Location: 222 Laporte Avenue – Colorado River Room

- Funding Deliberation Special Meeting – Affordable Housing & CDBG Public Service

Wednesday, May 1, 2024 | 4:00pm | Location: 222 Laporte Avenue – Colorado River Room

- Funding Deliberation Special Meeting – Human Services

#### 13. ADJOURNMENT

Pat Hastings adjourned meeting at 8:12 PM.

Minutes were finalized and approved by the Human Services & Housing Funding Board on April 30, 2024.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### SPECIAL MEETING

April 30, 2024 at 5:30 PM

222 Laporte Ave, Fort Collins – Colorado River Room

Additional viewing option via Zoom

#### 1. CALL TO ORDER

- At 5:42 PM the meeting was called to order by Pat Hastings.

#### 2. ROLL CALL

- Board Members Present
  - Pat Hastings, Chair
  - Olga Duvall, Vice Chair
  - Erma Woodfin
  - Lori Kempter
  - Michaela Ruppert
  - Mike Kulisheck
  - Mike Nielsen
- Board Members Excused
  - Christine Koepnick
- Staff Members Present
  - Adam Molzer, Staff Liaison, Social Sustainability – City of Fort Collins
  - Beth Rosen, Social Sustainability – City of Fort Collins
  - Sue Beck-Ferkiss, Social Sustainability – City of Fort Collins
  - Megan Gallagher, Social Sustainability – City of Fort Collins
  - Tamra Leavenworth, Social Sustainability – City of Fort Collins
- Community Members in Attendance
  - Kim Iwanski, CARE Housing
  - Tatiana Zentner, CARE Housing
  - Alex Statham-Lardner, Fort Collins Habitat for Humanity
  - Mara Johnson, Fort Collins Habitat for Humanity
  - Kristin Fritz, Housing Catalyst
  - Linda Wright, Loveland Housing Authority
  - Nathan Szanton, The Szanton Company

Due to the duration and extent of the housing preliminary grant review, the summary of the meeting reflected in the minutes below may not include all details of the HSHF-Board's discussion. For further information, details and insight, and audio recording, resources are available by contacting the HSHF-Board staff liaison.

#### 3. AGENDA REVIEW

Adam Molzer reviewed the agenda. The Board accepted the agenda without modification.

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## Human Services & Housing Funding Board

### SPECIAL BOARD MEETING

#### 4. COMMUNITY PARTICIPATION

Guests from the public introduced themselves. No additional public comments.

#### 5. APPROVAL OF MINUTES – March 27, 2024 Special Meeting & April 3, 2024 Regular Meeting

Erma Woodfin motioned to approve the March 27, 2024 meeting minutes as presented. Michaela Ruppert seconded. Approved 7-0.

Olga Duvall motioned to approve the April 3, 2024 meeting minutes as presented. Michaela Ruppert seconded. Approved 7-0.

#### 6. BOARD MEMBER REPORTS

None.

#### 7. STAFF REPORTS

Adam Molzer informed the Board that next week's meeting on Wednesday, May 8, would be held in-person at the Foothills Activity Center.

#### 8. UNFINISHED BUSINESS

None.

#### 9. NEW BUSINESS

- a. Deliberations to Formulate Funding Recommendations – CDBG Public Services (renewal funding)
  - Beth Rosen provided a brief overview of the CDBG Public Service funds to the Board, explaining that since these awards were originally allocated in FY22, FY24 is the second and final year the Board must consider and vote on renewal funding. CDBG Public Service funds are distributed to organizations that provide emergency sheltering and services or provide housing stabilization services. The funds are distributed in percentages (of the eligible CDBG funding total for Public Service) over a multi-year period.
  - Beth Rosen gave an overview of each organization's funding request, what the funds will be used for, how many clients will be served, and the organization's progress over the last year. Several board members followed up with clarifying questions for Beth.
  - Olga Duvall motioned to approve the 2024 CDBG Public Service funding recommendations at the percentages presented. Erma Woodfin seconded. Approved 6-0-1. Lori Kempter abstained.
  - The CDBG Public Service funds will be renewed for FY24 as follows:
    - Catholic Charities – Samaritan House Fort Collins Shelter – Funding TBD (31% of available funding)
    - Crossroads Safehouse – Domestic Violence Emergency Shelter Advocacy – Funding TBD (26% of available funding)
    - Family Housing Network of Fort Collins, Inc. – Family Housing Network Shelter Program – Funding TBD (11% of available funding)
    - Neighbor to Neighbor, Inc. – N2N Housing Solutions – Direct Rental Assistance – Funding TBD (32% of available funding)



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CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board SPECIAL BOARD MEETING

- b. Deliberations to Formulate Project Ranked Order for Funding – Affordable Housing
- The Affordable Housing Board's rankings of the housing proposals were presented.
  - A total of 8 proposals were submitted, requesting \$4.8 million total for housing projects and programs. Adam Molzer explained that the Board would first vote to support funding for each project, then rank each project in order of priority.
  - Beth Rosen provided an overview of the funding considerations and reviewed the Housing Strategic Plan goals, encouraging Board members to consider how each project relates to these goals when making their decisions.
  - Pat Hastings motioned to support funding for HO-1 CARE Housing. Olga Duvall seconded. Approved 7-0.
  - Pat Hastings motioned to support funding for HO-2 City of Fort Collins Forestry Division. Lori Kempter seconded. Approved 5-2. Opposed by Olga Duvall and Mike Kulisheck.
  - Opposing Board members explained that they did not think affordable housing funds were the appropriate funding source for HO-2 City of Fort Collins Forestry Division.
  - Olga Duvall motioned to support funding for HO-3 Habitat for Humanity. Lori Kempter seconded. Approved 7-0.
  - Olga Duvall motioned to support funding for HO-4 Housing Catalyst Remington Parking Lot. Lori Kempter seconded. Approved 4-3. Opposed by Michaela Ruppert, Erma Woodfin, and Pat Hastings.
  - Opposing Board members expressed concern that HO-4 Housing Catalyst Remington Parking Lot anticipates needing to return to the Competitive Process in 2025 and that they need more time to refine their funding request.
  - Olga Duvall motioned to support funding for HO-5 Housing Catalyst Village on Eastbrook. Mike Nielsen seconded. Approved 7-0.
  - Olga Duvall motioned to approve funding for HO-6 L'Arche Fort Collins. Seconded by Mike Kulisheck. The motion fails 4-3. Opposed by Mike Nielsen, Lori Kempter, Michaela Ruppert, and Erma Woodfin.
  - The Board engaged in discussion about HO-6 L'Arche Fort Collins – expressing concern about the small number of people served in relation to the cost of the project and the unintended consequences of the caretakers' housing and occupation being interconnected. Board members also discussed that this project would move forward regardless of funding from the Competitive Process, since the funding request serves to fully eliminate project debt.
  - Mike Nielsen motioned to support funding for HO-7 Loveland Housing Development. Erma Woodfin seconded. Approved 7-0.
  - Erma Woodfin motioned to not support funding for HO-8 The Szanton Company. Lori Kempter seconded. Approved 7-0.
  - The Board engaged in discussion about HO-8 The Szanton Company – expressing that the project seems too early in the process to support funding at this time. It was also unclear if they were targeting

# MINUTES

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## Human Services & Housing Funding Board SPECIAL BOARD MEETING

households earning no more than 80% Area Median Income. The Board encourages the applicant to return next year if appropriate based on the final details of the project.

- Board members asked Beth Rosen what would happen if a project ranked in such a way that it would only receive partial funding. Beth explained that the project would get a conditional commitment for the balance of the funds remaining, with the expectation that they would take the partial funding to secure tax credits and other required funding and return to the Competitive Process later to fill their remaining funding gap.
- Erma Woodfin motioned to recommend allocating funding to all supported projects in rank order until the funds are exhausted. If a project later withdraws their proposal, funding would be made available to the next eligible prioritized project. Mike Nielsen seconded. Mike Kulisheck proposed a friendly amendment to move HO-2 City of Fort Collins Forestry Division to Priority #5 and HO-4 Housing Catalyst Remington Parking Lot to Priority #6. Erma Woodfin and Mike Nielsen accepted the friendly amendment. The final priority ranking list was presented as follows:

Priority #1 – HO-5: Housing Catalyst – Village on Eastbrook

Priority #2 – HO-7: Loveland Housing Development – Larimer Home Improvement Program

Priority #3 – HO-3: Fort Collins Habitat for Humanity – Harmony Cottages

Priority #4 – HO-1: CARE Housing – Greenbriar-Windtrail Rehab

Priority #5 – HO-2: City of Fort Collins Forestry Division – Tree Removal Assistance Program

Priority #6 – HO-4: Housing Catalyst – Remington Parking Lot

Motion to pass the FY24 prioritization as presented passed 7-0.

Housing projects are ranked in priority order. If a project receives funding through the City from another source and/or withdraws their proposal, the funding recommendation will be withdrawn, and funds will be made available to the next eligible, prioritized project.

### 10. OTHER BUSINESS

- Adam Molzer shared that he went through the process of standardizing the Board's scoring of the Human Service grant proposals. He presented the results to the Board to see if they would like to use the standardized scores or raw scores for tomorrow's deliberations. The Board decided they would like to use the raw scores.

### 11. NEXT MEETINGS

Wednesday, May 1, 2024 | 4:00pm | Location: 222 Laporte Avenue – Colorado River Room

- Funding Deliberation Special Meeting – Human Services

### 13. ADJOURNMENT

Pat Hastings adjourned meeting at 8:15 PM.

Minutes were finalized and approved by the Human Services & Housing Funding Board on May 8, 2024.

4/30/2024 – MINUTES

Page 4

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR MEETING

May 8, 2024 at 5:30 PM

241 E Foothills Pkwy, Fort Collins – Foothills Activity Center

**DRAFT**

#### 1. CALL TO ORDER

- At 5:42 PM the meeting was called to order by Pat Hastings.

#### 2. ROLL CALL

- Board Members Present
  - o Pat Hastings, Chair
  - o Olga Duvall, Vice Chair
  - o Erma Woodfin
  - o Lori Kempter
  - o Michaela Ruppert
  - o Mike Kulisheck
- Board Members Excused
  - o Christine Koepnick
  - o Mike Nielsen
- Staff Members Present
  - o Adam Molzer, Staff Liaison, Social Sustainability – City of Fort Collins
  - o Dianne Tjalkens, Social Sustainability – City of Fort Collins
  - o Tamra Leavenworth, Social Sustainability – City of Fort Collins
- Guests Present
  - o Jan Stallones

For further information, details and insight, and audio recording, resources are available by contacting the HSHF-Board staff liaison.

#### 3. AGENDA REVIEW

Adam Molzer reviewed the agenda. The Board accepted the agenda without modification.

#### 4. COMMUNITY PARTICIPATION

Board members introduced themselves, including the newest Board member, Jan Stallones, who will begin her term in July and was attending as a guest to observe the meeting.

#### 5. APPROVAL OF MINUTES – April 30, 2024 Special Meeting

Olga Duvall motioned to approve the April 30, 2024 meeting minutes as presented. Erma Woodfin seconded. Approved 6-0.

#### 6. BOARD MEMBER REPORTS

Lori Kempter shared that she recently met with Nicole Armstrong, the Executive Director of The Matthews House, who expressed gratitude for the funding awarded through the Competitive Process.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR BOARD MEETING

#### 7. STAFF REPORTS

Adam Molzer shared that the City will be hosting a Volunteer Engagement Summit on Thursday, August 29.

#### 8. UNFINISHED BUSINESS

None.

#### 9. NEW BUSINESS

- a. Consolidated Plan and Community Needs Interview – Dianne Tjalkens, Social Sustainability
  - Dianne Tjalkens provided a brief presentation about the HUD-required Consolidated Plan that must be updated every 5 years in order for the City to continue receiving federal funds for the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME). She is beginning to gather data and stakeholder feedback and wants to engage Boards and Commissions related to this work. Dianne asked the Board to share what they believe are the most important needs within the community, and their suggestions on how federal dollars would best be spent over the next 5 years. A variety of ideas were discussed by the Board, including service deficiencies in specific areas of Fort Collins, affordable homeownership and homeowner assistance, and homelessness. Dianne has begun distributing a community survey that Adam Molzer will soon send to the Board.
- b. Competitive Funding Process Update and 360-Review
  - Adam Molzer walked through the activities and follow-up that has occurred since the April 30 and May 1 funding deliberations meetings, as well as the timeline of activities ahead to complete the funding process. He shared a brief analysis of the funding recommendations that the Board created, including average amounts recommended for human service proposals.
  - Adam Molzer facilitated the group through an examination of the 2024 competitive grant process to gather feedback, critique, and ideas from the Board members. The group addressed the grant application and questions, support materials, review meetings with the Affordable Housing Board and the human service applications, housing presentations, the scorecard and criteria, the funding protocol, and the deliberation meeting. Notes were documented by staff and will be considered as potential improvements for the FY25 grant process.
- c. Human Services Priority Platform – Subcommittee
  - Adam Molzer would like to have at least two Board members join a subcommittee this summer to aid him in examining different approaches to Human Service funding and the Competitive Process.
- d. Recess for Summer
  - The Board agreed to recess their meetings until September 2024 unless pressing business arises.

#### 10. OTHER BUSINESS

- Since this is Pat Hastings final meeting, Adam Molzer shared that the Board would need to elect someone to serve as Interim Chair. Erma Woodfin nominated herself to serve as Interim Chair. Pat Hastings motioned to elect Erma Woodfin as Interim Chair. Michaela Ruppert seconded. Approved 6-0.
- Grantee Client Story: Adam shared a brief impact story submitted by Alianza NORCO in a recent report.



# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR BOARD MEETING

**11. NEXT MEETING**

Wednesday, September 11, 2024 | 5:30pm | Location: TBD

**13. ADJOURNMENT**

Pat Hastings adjourned meeting at 7:42 PM.

Minutes were finalized and approved by the Human Services & Housing Funding Board on \_\_\_\_\_.



PO Box 631823 Cincinnati, OH 45263-1823

**AFFIDAVIT OF PUBLICATION**


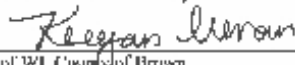
CITY OF FC-CDBG-LEGA  
Dianne Tjalkens-Social Sustainability  
City Office-CDBG-Legal  
Po Box 580  
Fort Collins CO 80522-0580

STATE OF WISCONSIN, COUNTY OF BROWN

The Fort Collins Coloradoan, a daily newspaper printed and published in the city of Fort Collins, Larimer County, State of Colorado, and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issue:

05/14/2024

and that the fees charged are legal.  
Sworn to and subscribed before on 05/14/2024

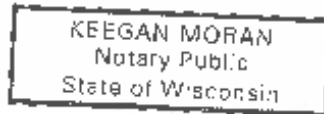
  
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## Dianne Tjalkens

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**From:** Dianne Tjalkens  
**Sent:** Tuesday, May 14, 2024 1:00 PM  
**Cc:** Hannah Tinklenberg  
**Subject:** City of Fort Collins Notice of Public Review  
**Attachments:** FY24 CP Published Public Review Notice.pdf

Hello Partners,

You are receiving this email because you are part of a network connected to those community members who benefit from City grants, or who have been underrepresented in the City's public input processes.

Please help your clients/networks participate in this engagement opportunity by sharing the attached Public Notice of Public Review Period.

*What this notice is about:*

- Each year the City receives about \$1.5 million in federal funds for affordable housing, community development and human services. The City also invests over \$1 million towards these goals.
- Each Spring a citizen board reviews proposals from affordable housing developers and human service providers and makes funding recommendations to Council. The recommendations are included in the attachment.
- There is a 30-day public review period running through June 18. Comments can be submitted to [dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com) or [amolzer@fcgov.com](mailto:amolzer@fcgov.com).
- On June 18 Council will take action on the recommendations. We encourage you and your participants to attend the Public Hearing at the Council meeting to have your voices heard.
- **For details, read the attached public notice** (in English and Spanish). Please read and share with your clients and/or networks.

Thank you!

.....  
**Dianne Tjalkens**  
Pronouns: she/her  
Sr Specialist, Social Sustainability  
[City of Fort Collins](#)  
222 LAPORTE (222 LAPORTE AVE.)  
970-221-6734 office  
[dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com)







## City Council Regular Meeting Agenda

June 18, 2024 at 6:00 PM

Jeni Arndt, Mayor  
Emily Francis, District 6, Mayor Pro Tem  
Susan Gutowsky, District 1  
Julie Pignataro, District 2  
Tricia Canonico, District 3  
Melanie Potyondy, District 4  
Kelly Ohlson, District 5

City Council Chambers  
300 Laporte Avenue, Fort Collins  
& via Zoom at  
<https://zoom.us/j/98241416497>  
Cablecast on FCTV  
Channel 14 on Connexion  
Channel 14 and 881 on Xfinity

Carrie Daggett  
City Attorney

Kelly DiMartino  
City Manager

Heather Walls  
Interim City Clerk

**The purpose of the action agenda is to provide a brief overview of the actions taken by the City Council to be available shortly after a Council meeting.**

**Council Proceedings are the complete official record of the meeting and are prepared for approval by the Council generally at its next meeting. They are published following their approval as the minutes of the meeting.**

### PROCLAMATIONS & PRESENTATIONS 5:00 PM

#### A) PROCLAMATIONS AND PRESENTATIONS

PP 1. Declaring June 17 through 23, 2024, as National Pollinator Week.

**Presented Proclamation.**

### REGULAR MEETING 6:00 PM

#### B) CALL MEETING TO ORDER

#### C) PLEDGE OF ALLEGIANCE

#### D) ROLL CALL

**6-1.**

**Absent: Mayor Arndt (Excused).**

#### E) CITY MANAGER'S AGENDA REVIEW

- City Manager Review of Agenda
- Consent Calendar Review, including removal of items from Consent Calendar for individual discussion.

#### F) COMMUNITY REPORTS - None.

#### G) PUBLIC COMMENT ON ANY TOPICS OR ITEMS OR COMMUNITY EVENTS

**H) PUBLIC COMMENT FOLLOW-UP**

**I) COUNCILMEMBER REMOVAL OF ITEMS FROM CONSENT CALENDAR FOR DISCUSSION**

**CONSENT CALENDAR**

**1. Consideration and Approval of the Minutes of the May 21, 2024 and June 4, 2024 Regular Meetings.**

The purpose of this item is to approve the minutes of the May 21, 2024 and June 4, 2024 regular meetings.

**Action Taken: Approved.**

**2. Items Relating to the Appropriation of Federal Funds in the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Program Funds.**

A. Second Reading of Ordinance No. 074, 2024, Making Supplemental Appropriations in the Community Development Block Grant Fund.

B. Second Reading of Ordinance No. 075, 2024, Making Supplemental Appropriations in the HOME Investments Partnerships Grant Fund.

These Ordinances, unanimously adopted on First Reading on June 4, 2024, appropriate the City's FY2024 Community Development Block Grant (CDBG) Entitlement Grant and FY2024 Home Investment Partnerships Program (HOME) Participating Jurisdiction Grant from the Department of Housing and Urban Development (HUD), and CDBG program income from FY2022 and FY2023 and HOME Program Income from FY2022 and FY2023.

**Action Taken: Adopted on Second Reading.**

**3. Second Reading of Ordinance No. 076, 2024, Making Supplemental Appropriation for the Charter Review Council Priority from General Fund Reserves.**

This Ordinance, unanimously adopted on First Reading on June 4, 2024, appropriates funds to allow work to begin on the City Charter review process included in the Council-adopted Council priorities. The amount appropriated, \$25,000, will be used to fund special legal counsel with municipal charter expertise to take the lead on the review and drafting of Charter provisions to update and modernize the City Charter.

**Action Taken: Adopted on Second Reading.**

**4. Second Reading of Ordinance No. 077, 2024, Appropriating Philanthropic Revenue Received Through City Give for the Cultural Community Program Through Cultural Services.**

This Ordinance, unanimously adopted on First Reading on June 4, 2024, requests an appropriation of \$30,000 in philanthropic revenue received through City Give for Cultural Community Program, a department within the City's Cultural Services area, for live music as designated by the grant award.

In 2019, the City of Fort Collins launched City Give, a formalized enterprise-wide initiative to create a transparent, non-partisan governance structure for accepting and appropriating charitable gifts.

**Action Taken: Adopted on Second Reading.**

5. **Second Reading of Ordinance No. 078, 2024, Appropriating Prior Year Philanthropic Revenue Reserves Received by City Give for the 9/11 Memorial at Spring Park.**

This Ordinance, unanimously adopted on First Reading on June 4, 2024, requests an appropriation of \$12,500 in philanthropic revenue received by City Give for the construction of the 9/11 Memorial at Spring Park, 2100 Mathews Steet, Fort Collins, CO.

A partnership between the City of Fort Collins and Poudre Fire Authority (PFA), the 9/11 Memorial will be located in midtown Fort Collins, and will honor firefighters, emergency medical technicians, law enforcement officers, and nearly 3,000 others who lost their lives on September 11, 2001.

**Action Taken: Adopted on Second Reading.**

6. **Second Reading of Ordinance No. 079, 2024, Making a Supplemental Appropriation and Authorizing Transfer of Appropriations for The Gardens on Spring Creek Internship Program.**

This Ordinance, unanimously adopted on First Reading on June 4, 2024, supports The Gardens on Spring Creek internship program by:

- Appropriating \$4,200 of unanticipated grant revenue awarded by the Colorado Department of Agriculture (CDA) and
- Utilizing matching funds in the amount of \$4,200 from existing 2024 appropriations into to this new grant project.

In May 2024 the Colorado Department of Agriculture (CDA) awarded the City of Fort Collins (City) \$4,200 under the CDA's Agricultural Workforce Development Grant Program (Attachment 2). The City will be providing an additional \$4,200 in required matching funds. The award funds and City's matching funds will support hiring an intern for The Gardens' summer 2024 internship program.

The \$4,200 in funds through the CDA's Agricultural Workforce Development Grant Program are federal pass-through funds.

As presented per Attachment 2, the \$4,200 is provided pursuant to a State of Colorado Purchase Order, with corresponding terms and conditions. There is no requirement that the City sign an agreement. Rather upon the City submitting the first request for reimbursement to CDA, the City agrees to all terms and conditions of the award.

**Action Taken: Adopted on Second Reading.**

7. **First Reading of Ordinance No. 080, 2024, Amending Ordinance No. 107, 2023, and Appropriating Prior Year Reserves Designated for Fire Services in the Fire Protection Capital Expansion Fund for Payment to the Poudre Fire Authority to be Used to Pay for a New Headquarters Building.**

The purpose of this item is to appropriate and reappropriate funds from the Fire Protection Capital Expansion Fund and transfer funds to Poudre Fire Authority (PFA) for purchase of a new Headquarters Building.

**Action Taken: Adopted on First Reading.**

8. **Public Hearing and Resolution 2024-077 Approving the Programs and Projects that will Receive Funds from the Federal Community Development Block Grant Program, the HOME Investment Partnerships Program, the City's Affordable Housing Fund, and the City's Human Services Program.**

The purpose of this item is to approve funding recommendations of the 2024 Spring Cycle of the Competitive Process. This Resolution will complete the 2024 Spring Cycle of the Competitive Process for allocating \$3,772,510 in City financial resources to affordable housing and public facility projects, human service programs, and administration of the programs.

**Action Taken: Adopted.**

9. **Resolution 2024-078 Approving the Appointment of Delynn Coldiron as City Clerk Effective June 24, 2024.**

The purpose of this item is to approve the appointment of Delynn Coldiron as City Clerk.

**Action Taken: Adopted.**

10. **Resolution 2024-079 Adopting Findings of Fact in Support of the City Council's Decision to Overturn on Appeal the Historic Preservation Commission Determination that 2601 South College Avenue is Eligible for Fort Collins Landmark Designation.**

The purpose of this item is to make findings of fact and conclusions regarding Council's decision at the June 4, 2024, appeal hearing about the historic landmark eligibility of 2601 South College Avenue (the "Property") that the Historic Preservation Commission (HPC "Commission") failed to properly interpret and apply City Code Section 14-22 and thereby overturned the HPC's April 17, 2024, determination that the Property was eligible for designation as a Fort Collins Landmark.

**Action Taken: Adopted.**

11. **Resolution 2024-080 Making Appointments to the Downtown Development Authority Board.**

The purpose of this item is to fill vacancies that will exist as of June 30, 2024.

**Action Taken: Adopted.**

#### **END OF CONSENT CALENDAR**

#### **J) ADOPTION OF CONSENT CALENDAR**

**Action Taken: Adopted Consent Calendar Items 1-11. 6-0.**

**Absent: Mayor Arndt (Excused).**

#### **K) CONSENT CALENDAR FOLLOW-UP** *(This is an opportunity for Councilmembers to comment on items adopted or approved on the Consent Calendar.)*

#### **L) STAFF REPORTS** - None.

#### **M) COUNCILMEMBER REPORTS**

#### **N) CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR FOR INDIVIDUAL DISCUSSION**

**O) CONSIDERATION OF ITEMS PLANNED FOR DISCUSSION**

**12. Items Relating to Residential Occupancy Ordinance.**

A. First Reading of Ordinance No. 081, 2024, Amending the Land Use Code of the City of Fort Collins to Remove Residential Occupancy Limitations.

B. First Reading of Ordinance No. 082, 2024, Amending the Code of the City of Fort Collins to Conform with the Removal of Residential Occupancy Limitations from the Land Use Code.

The purpose of this item is to consider adoption of changes to the City's Land Use Code and Municipal Code to comply with House Bill 24-1007, which prohibits residential occupancy limits based on familial relationship.

**Action Taken: Ordinance No. 081, 2024, Adopted on First Reading, 5-1.**

**Ayes: Mayor Pro Tem Francis, Councilmembers Potyondy, Canonico, Pignataro, and Gutowsky.**

**Nays: Councilmember Ohlson.**

**Absent: Mayor Arndt (Excused).**

**Action Taken: Ordinance No. 082, 2024, Adopted on First Reading, 5-1.**

**Ayes: Mayor Pro Tem Francis, Councilmembers Potyondy, Canonico, Pignataro, and Gutowsky.**

**Nays: Councilmember Ohlson.**

**Absent: Mayor Arndt (Excused).**

**P) OTHER BUSINESS**

**OB 1. Possible consideration of the initiation of new ordinances and/or resolutions by Councilmembers.**

*(Three or more individual Councilmembers may direct the City Manager and City Attorney to initiate and move forward with development and preparation of resolutions and ordinances not originating from the Council's Policy Agenda or initiated by staff.)*

**Q) ADJOURNMENT**

**Meeting adjourned at 7:15 p.m.**



**Order Confirmation**  
Not an Invoice

Account Number:	1249081
Customer Name:	City Of Fc-Cdbg-Legal
Customer Address:	City Of Fc-Cdbg-Legal Po Box 580 Dianne Tialkens-Social Sustainability Fort Collins CO 80522-0580
Contact Name:	L CITY OF FC-CDBG-LEGA
Contact Phone:	
Contact Email:	
PO Number:	

Date:	06/10/2024
Order Number:	10274503
Prepayment Amount:	\$ 0.00

Column Count:	2.0000
Line Count:	95.0000
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FTC coloradoan.com	1	06/14/2024 - 06/14/2024	Govt Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

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## Ad Preview

### CITY OF PORT COLLINS SOCIAL SUSTAINABILITY DEPARTMENT ANNUAL ACTION PLAN

NOTICE OF PUBLIC REVIEW PERIOD AND PUBLIC HEARING  
This notice includes information on the public review period for the FY24 Annual Action Plan (AAP), and locations and ways for citizens to provide input. Because the City of Port Collins is the recipient of federal funds for housing and community development activities, this document is required for submission to the U.S. Department of Housing and Urban Development (HUD).

The City of Port Collins Draft FY24 Annual Action Plan will be available for public review June 18-July 26, 2023. The draft document will be available on the City's website at [www.portcollins.com/socialsustainability](http://www.portcollins.com/socialsustainability).

The Annual Action Plan identifies immediate actions proposed for the coming year, and contributes to the more comprehensive Five-Year Consolidated Plan. The Annual Action Plan addresses housing and community development priorities and needs, homelessness issues, and the needs of special populations. It also identifies funding sources to be applied to each project.

Goals of this public review period notice will be distributed to groups and individuals having a significant interest in or access to legally protected classes (persons with disabilities, persons with limited English proficiency, persons with low income, persons with limited mobility, persons with limited access to public services, etc.), persons in a special population (persons with disabilities, persons with limited English proficiency, persons with limited mobility, persons with limited access to public services, etc.), or persons who may otherwise have barriers to public participation.

Written comments on the FY24 Annual Action Plan may be submitted to the City of Port Collins, Social Sustainability Department, located at 222 Leach Avenue (mailing address: PO Box 888, Port Collins, CO 80520) or via [info@portcollins.com](mailto:info@portcollins.com). For further information, contact the City's Social Sustainability Department at 703-221-4534. Citizens may also choose to meet with staff in person to discuss their views.

The City of Port Collins will make reasonable accommodations for access to City services, programs and activities and will make needed communication arrangements for persons with disabilities. All requests for participation in this process are fully accessible. Please call 703-221-4534 for assistance. Auxiliary aids and services are available for persons with disabilities. VOTING: Due 7/1 for Social Sustainability at 703-221-4534. This information is available in Spanish or other languages if no cost to the person who needs the information. Please call 703-221-4534 or [info@portcollins.com](mailto:info@portcollins.com) to make a request for information in other languages.

### DEPARTAMENTO DE SOSTENIBILIDAD SOCIAL DE LA CIUDAD DE PORT COLLINS PLAN DE ACCIÓN ANUAL

#### AVISO DEL PERÍODO DE REVISIÓN PÚBLICA Y AUDIENCIA PÚBLICA

Este aviso incluye información sobre el período de revisión pública para el Plan de Acción Anual (AAP) y los lugares y las maneras en que los ciudadanos pueden presentar sus comentarios. Ya que la Ciudad de Port Collins recibe fondos federales para vivienda y para actividades de desarrollo de la comunidad, se requiere que este documento sea remitido al Departamento de Vivienda y Desarrollo Urbano (HUD) por sus planes de trabajo.

El borrador del Plan de Acción Anual del año fiscal 2024 de la Ciudad de Port Collins estará disponible para la revisión pública desde el 18 de junio hasta el 26 de julio, 2023. El borrador del documento estará disponible en el sitio web de la ciudad en [www.portcollins.com/socialsustainability](http://www.portcollins.com/socialsustainability).

El Plan de Acción Anual identifica las acciones inmediatas propuestas para el próximo año y contribuye a un plan más amplio, Plan Consolidado de Cinco Años (Plan Consolidado). El Plan de Acción Anual aborda las prioridades y necesidades de vivienda y desarrollo de la comunidad, personas en situación de vulnerabilidad y las necesidades de grupos especiales. Este plan también identifica las fuentes de financiamiento que se aplicarán a cada proyecto.

Los objetivos de este período de revisión pública serán distribuidos a grupos y personas que tienen un interés significativo en o acceso a servicios, programas y actividades de la ciudad y que pueden tener barreras significativas para la participación pública (personas con discapacidades, personas con limitado acceso a servicios, personas con limitado acceso a servicios, etc.), personas en una población especial (personas con discapacidades, personas con limitado acceso a servicios, personas con limitado acceso a servicios, etc.), o personas que pueden tener barreras significativas para la participación pública.

Los comentarios escritos sobre el Plan de Acción Anual de Año Fiscal 2024 pueden ser enviados al Departamento de Sostenibilidad Social de la Ciudad de Port Collins, ubicado en 222 Leach Ave (dirección postal: PO Box 888, Port Collins, CO 80520) o al correo electrónico [info@portcollins.com](mailto:info@portcollins.com). Para más información, comuníquese con el Departamento de Sostenibilidad Social de la Ciudad de Port Collins al 703-221-4534. Los ciudadanos también pueden hacer una cita para conversar sus comentarios en persona o un miembro de personal.

La Ciudad de Port Collins hará las adecuaciones razonables para el acceso a servicios, programas y actividades de la ciudad y hará arreglos cuando sea necesario para facilitar la participación de las personas con discapacidades. Todas las solicitudes de participación en este proceso son completamente accesibles. Para más ayuda, llame al 703-221-4534. Esta información está disponible en español u otros idiomas si no hay costo para la persona que necesita esta información. Por favor llame al 703-221-4534 o a [info@portcollins.com](mailto:info@portcollins.com) para solicitar información en otros idiomas.

7/2/2023  
Cada vez que  
June 18, 2023





## Dianne Tjalkens

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**From:** Dianne Tjalkens  
**Sent:** Friday, June 14, 2024 11:51 AM  
**Subject:** Public Notice of Public Review Period  
**Attachments:** AAP PRP Public Notice .pdf

Hello Partners!

**You are receiving this email because you are part of a network connected to those community members who benefit from City grants, or have been underrepresented in the City's public input processes.**

*Please help your clients participate in this engagement opportunity by posting and sharing the attached Public Notice of Public Review Period.*

What this notice is about:

Each year the City receives about \$1.5 million in federal funds for affordable housing, community development and human services. The City also invests nearly \$1.3 million towards these goals. Each Spring a citizen board called the Human Services and Housing Funding (HSHF) Board reviews proposals from affordable housing developers and human service providers and makes funding recommendations to Council. The HSHF Board meetings are public meetings.

**Council approves the Program Year 2024 funding allocations on Tuesday, June 18.** Specifics on the allocations are contained in the **PY24 Annual Action Plan**, which must be approved by the U.S. Department of Housing and Urban Development (HUD).

There is a 30-day public review period happening June 18 through July 20. For details, read the attached public notice (in English and Spanish). The draft PY24 Annual Action Plan is available online at <https://www.fcgov.com/socialsustainability/>. During the 30-day public review period, community members have a chance to comment on the federal funding allocations.

**We encourage you and your participants to review the draft PY24 Annual Action Plan, to see how federal dollars are being allocated in our community.**

Thank you for your time!

.....  
**Dianne Tjalkens**  
Pronouns: she/her  
Sr Specialist, Social Sustainability  
[City of Fort Collins](#)  
222 LAPORTE (222 LAPORTE AVE.)  
970-221-6734 office  
[dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com)



## Grantee Unique Appendices



### APPENDIX 1: Resale and Recapture Policy

## RESALE AND RECAPTURE POLICIES

Participating Jurisdictions (PJs) undertaking HOME-assisted homebuyer activities, including any projects funded with HOME Program Income (PI), must establish written resale and/or recapture provisions that comply with HOME statutory and regulatory requirements. These provisions must also be set forth in the PJ's Consolidated Plan. The written resale and/or recapture provisions that a PJ submits in its annual Action Plan must clearly describe the terms of the resale and/or recapture provisions, the specific circumstances under which these provisions will be used (if more than one set of provisions is described), and how the PJ will enforce the provisions for HOME-funded ownership projects. HUD reviews and approves the provisions as part of the annual Action Plan process.

The purpose of this section is to provide the "resale" and "recapture" policies used by the City of Fort Collins in its HOME assisted ownership programs. As stated above, HOME requires that PJs utilize resale and/or recapture provisions to ensure continued affordability for low- to moderate-income homeowners and as a benefit to the public through the wise stewardship of federal funds.

The City of Fort Collins has two programs which use HOME funds to assist homeowners or homebuyers:

1. Home Buyer Assistance (HBA) - new homebuyers;
2. Acquisition and Development - developers of new ownership housing

### Resale

This option ensures that the HOME-assisted units remain affordable over the entire affordability period. The Resale method is used in cases where HOME funding is provided directly to a developer to reduce development costs, thereby, making the price of the home affordable to the buyer. Referred to as a "Development Subsidy," these funds are not repaid by the developer to the PJ, but remain with the property for the length of the affordability period.

Specific examples where the City of Fort Collins would use the resale method include:

1. providing funds for the developer to acquire property to be developed or to acquire affordable ownership units;
2. providing funds for permit fees, construction materials and labor.

### The City of Fort Collins Resale Policy

**Notification to Prospective Buyers.** The resale policy is explained to the prospective homebuyer(s) prior to signing a contract to purchase the HOME-assisted unit. The prospective homebuyer(s) sign an acknowledgement that they understand the terms and conditions applicable to the resale policy as they have been explained. This document is included with the executed sales contract. (See attached Notification for Prospective Buyers)

**Enforcement of Resale Provisions.** The resale policy is enforced through the use of a Restrictive Covenant signed by the homebuyer at closing. The Restrictive Covenant will specify:

1. the length of the affordability period (based on the dollar amount of HOME funds invested in the unit; either 5, 10, or 20 years);
2. that the home remain the Buyer's principal residence throughout the affordability period; and
3. the conditions and obligations of the Owner should the Owner wish to sell before the end of the affordability period, including;
  - a. the Owner must contact the City of Fort Collins in writing if intending to sell the home prior to the end of the affordability period;
  - b. The subsequent purchaser must be low-income as defined by HOME, and occupy the home as his/her new purchaser's primary residence for the remaining years of the affordability period. (However, if the new purchaser receives direct assistance through a HOME-funded program, the affordability period will be re-set according to the amount of assistance provided); and
  - c. The sales price must be affordable to the subsequent purchaser; affordable is defined as limiting the Principal, Interest, Taxes and Insurance (PITI) + utilities amount to no more than 38% of the new purchaser's gross monthly income.

**Fair Return on Investment.** The City of Fort Collins will administer its resale provisions by ensuring that the Owner receives a fair return on his/her investment and that the home will continue to be affordable to a specific range of incomes. Fair Return on Investment means the total homeowner investment which includes the total cash contribution plus the approved capital improvements credits as described below:

1. The amount of the down payment;
2. The cost of any capital improvements, documented with receipts, provided by the homeowner, including but not limited to:
  - a. Any additions to the home such as a bedroom, bathroom, or garage;
  - b. Replacement of heating, ventilation, and air conditioning systems;
  - c. Accessibility improvements such as bathroom modifications for disabled or elderly, installation of wheel chair ramps and grab bars, any and all of which must have been paid for directly by the Owner and

which were not installed through a federal, state, or locally-funded grant program; and

- d. Outdoor improvements such as a new driveway, walkway, retaining wall, or fence.

**Note:** All capital improvements must be inspected by the City and must have been completed by certified contractors and all required building permits obtained.

3. The value of the owners investment will be calculated using the **Housing Price Index (HPI)** Calculator of the Federal Housing Finance Agency. The change in HPI from the original purchase price to the time of sale will be applied to the value of the owners investment, so that the value of the improvements is increased or decreased by the amount of increase or decrease in the housing market overall. Calculator is currently located at <http://www.fhfa.gov/DataTools/Tools/Pages/HPI-Calculator.aspx>. The calculation shall be performed for the Fort Collins, CO Metropolitan Statistical Area.
4. If the market price that provides a fair return to the initial homebuyer is too high to be affordable for a subsequent eligible buyer, the City, at its discretion may provide additional direct HOME subsidy to the subsequent buyer. Such consideration will only be given after the owner has demonstrated they've made all reasonable attempts to sell the unit, including reducing the purchase price by the amount of the initial HOME investment.

*It is important to note that in certain circumstances, such as a declining housing market where home values are depreciating, the original homebuyer may not receive a return on his/her investment because the home sold for less or the same price as the original purchase price.*

**Affordability to a Range of Buyers.** The City will ensure continued affordability to a range of buyers, particularly those whose total household incomes range from 60percent to no greater than 80 percent Area Median Income (AMI).

Maximum sales prices shall be set such that the amount of Principal, Interest, Taxes, and Insurance does not exceed 38 percent of the targeted Buyer's annual gross income. This is the maximum amount the targeted household can Finance with a 30-year, 97% loan Market Interest Rate. The Sales Price for a two-bedroom unit shall be based upon the targeted households total gross income equaling the 3 person 80% Area Median Income (AMI) in Fort Collins as determined by the U.S. Department of Housing and Urban Development Income Limits ("HUD") and the Sales Price for a three bedroom unit shall be based upon the targeted household's total income equaling the 4 person 80% Area Median Income for Fort Collins as determined by the HUD. As such, all other unit configurations should be calculated based on 1.5 persons per bedroom, rounded down to the nearest whole number (e.g. 4 bedroom = 6 people, 1 bedroom = 1 person). Each such sales price is subject to increase with respect to sales occurring in the year(s) following the year of this Agreement by the increase, if any, in the 3 and 4 person, respectively, Area Median Income for the City of Fort Collins as determined by the HUD for the year in which the closing actually occurs.



#### **Approval of Sales Price and Eligible Buyer:**

If an Owner desires to sell the Property, the Owner contact the City at least five (5) days prior to listing the Property and receive approval for a proposed listing price that in accordance with the affordability restrictions.

After receiving approval of the proposed listing price, the selling Owner may list the Property for sale with a real estate agent or broker licensed in the State of Colorado or the selling Owner may market the Property as a so-called "for sale by owner," and may enter into a contract for the sale of the Property upon such terms and conditions as the selling Owner, in the selling Owner's sole discretion, deems acceptable, provided, however, that:

1. the purchase price shall not exceed the Maximum Purchase Price;
2. the selling Owner must believe in good faith that the purchaser is an Eligible Buyer and that the purchase price does not exceed the Maximum Purchase Price; and
3. the contract must state as a contingency that the purchaser will submit the application described below to the City within three (3) days after contract acceptance, and that the selling Owner's obligations under the contract are expressly contingent upon the City's determination that the purchaser is an Eligible Buyer and that the purchase price does not exceed the Maximum Purchase Price.

For FY 2020 -21, the affordable sales price shall not exceed \$330,000 for a 3-bedroom home, based on the price which would be affordable to a 4-person household at 80 percent AMI at current home mortgage interest rates.

**Example:** A home with a 20-year affordability period was purchased four years ago by a person (the "original homeowner") who now wishes to sell. The original homeowner's purchased through Habitat for Humanity, with an original mortgage of \$200,000 at 0% interest for 30 years, and has made payments for 120 months. The current mortgage balance is \$166,000. The principal amount paid down so far is \$34,000.

Calculating Fair Return on Investment.

**Down payment:** The original homeowner was required to put down \$1,000 earnest money at the signing of the sales contract.

**Cost of Capital Improvements:** The original homeowner had a privacy fence installed four years ago at the cost of \$1,500 and has receipts to document the improvement. A visual inspection confirmed the fence is still in place.

**Percentage of Change.** The original purchase price for the home was \$250,000 and the amount of developer subsidy was \$50,000, thus requiring the 20-year affordability period.

For the purposes of using the Federal Housing Finance Agency's Housing Price Index

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calculator, the home was purchased in the 1st Quarter of 2016, and will be calculated using the most current quarter available, 1<sup>st</sup> Quarter 2020. Using the Housing Price Index calculator, the average appreciation in value was 24%.

*Calculating the Fair Return to the Original Owner:*

Down payment:	\$ 1,000
Capital Improvements:	\$ 1,500
<u>Principal Paid:</u>	<u>\$34,000</u>
Total owner investment:	\$36,500
X 24%	<u>\$ 8,760</u>
<b>Fair Return on Investment</b>	<b>\$45,260</b>

In order to realize a fair return to the original homeowner, the sales price must be set to allow for net proceeds of \$45,260 after calculating all loan payoff amounts and sales expenses paid by the seller.

Repayment of purchase loan (senior lien)	\$166,000
HOME Repayment upon Resale	\$ 50,000
Fair Return on Investment	\$45,260
<b>Required Sales proceeds</b>	<b>\$261,260</b>
6% (sellers paid sales expenses)	\$13,635
<b>Fair Return Minimum Sales Prices</b>	<b>\$276,935</b>

*Affordability for a Range of Buyers.* If the original homeowner sets the sales price above \$277,000 to get a fair return on investment, and if current (2020) assumptions are used for front/back ratios, interest rates, insurance, taxes, etc., a the pool of eligible buyers could include purchasers that qualify for a purchase price between \$277,000 - \$330,000, depending on current market demand and conditions.

If the subsequent homeowner does not require any HOME subsidy to purchase the home, the affordability period would end in 10 years at which time the subsequent homeowner could sell to any buyer at any price.

#### **Recapture**

Under HOME recapture provisions financial assistance must be repaid if it is provided directly to the buyer or the homeowner. Upon resale the seller may sell to any willing buyer at any price. The written agreement and promissory note will disclose the net proceeds percentage if any that will be allotted to the homebuyer and what proceeds will return to the PJ. Once the HOME funds are repaid to the PJ, the property is no longer subject to any HOME restrictions. The funds returned to the PJ may then be used for other HOME-eligible activities.

#### **The City of Fort Collins Recapture Policy**

The City of Fort Collins will use the recapture policy on HOME funded Home Buyer Assistance Program (HBA).



The (HOME) federal assistance will be provided in the form of a 0% interest, deferred payment loan, which is repaid with a 5% service fee of the total amount borrowed. The fully executed (by all applicable parties) and dated Written Agreement, Promissory Note and Deed of Trust will serve as the security for these loans. The Deed of Trust will also be recorded with the Public Trustee of Larimer County, CO.

The repayment of the HBA loan is made solely from the net proceeds of sale of the Property (except in the event of fraud or misrepresentation by the Borrower described in the Promissory Note).

**Recapture Calculation.** The City of Fort Collins will calculate the recapture amount and add this to the existing payoff balance of the HBA loan. The entire payoff balance must be paid to City of Fort Collins before the homebuyer receives a return. The recapture amount is limited to the net proceeds available from the sale.

Appraised Value of Property or Sales Price (whichever is less)		\$
Original Senior Lien Note Amount	(-)	\$
Any reasonable and customary sales expenses paid by the Borrower in connection with the sale (Closing costs)	(-)	\$
<b>Net proceeds</b>		\$
HBA Original Note Amount	(-)	\$
Equity to Borrower/Seller	=	\$

Net proceeds consist of the sales prices minus loan repayment, other than HOME funds, and closing costs. If the net proceeds of the sale are insufficient to fully satisfy the amounts owed on the Promissory Note, the City of Fort Collins may not personally seek or obtain a deficiency judgment or any other recovery from the Borrower/Seller. If there are no net proceeds the City of Fort Collins will receive no share of net proceeds.

However, in the event of an uncured Default, the City of Fort Collins may, at its option, seek and obtain a personal judgment for all amounts payable under the Note. This right shall be in addition to any other remedies available to the City of Fort Collins. If there are insufficient funds remaining from the sale of the property and the City recaptures less than or none of the recapture amount due, the City must maintain data in each individual HBA file that documents the amount of the sale and the distribution of the funds.

This will document that:

1. There were no net sales proceeds; or
2. The amount of the net sales proceeds was insufficient to cover the full amount due; and
3. No proceeds were distributed to the homebuyer/homeowner.

Other than the actual sale of the property, if the homebuyer or homeowner





breaches the terms and conditions for any other reason, e.g. no longer occupies the property as his/her/their principal residence, the full amount of the loan is immediately due and payable.

If Borrower/Seller is in Default, the City may send the Borrower/Seller a written notice stating the reason Borrower/Seller is in Default and telling Borrower/Seller to pay immediately:

- (i) the full amount of Principal then due on this Note,
- (ii) all of the City's costs and expenses reimbursable Recovery against the Borrower/Seller responsible for the fraud or misrepresentation is not limited to the proceeds of sale of the Property, but may include personal judgment and execution thereon to the full extent authorized by law.

#### Affordability Periods

HOME Program Assistance Amount	Affordability Period in Years
\$1,000 - \$14,999.99	5
Over \$15,000 *	20

\*City of Fort Collins

A HOME Written Agreement, Note and Deed of Trust will be executed by the Borrower and the City of Fort Collins that accurately reflects the resale or recapture provisions before or at the time of sale.

#### City of Fort Collins Refinancing Policy

In order for new executed subordination agreement to be provided to the senior first lien holder, the senior first lien refinance must meet the following conditions:

1. The new senior first lien will reduce the monthly payments to the homeowner, thereby making the monthly payments more affordable; or
2. Reduce the loan term;
3. The new senior lien interest rate must be fixed for the life of the loan (Balloon or ARM loans are ineligible);
4. No cash equity is withdrawn by the homeowner as a result of the refinancing actions;
5. The City will, at its discretion, agree to accept net proceeds in the event of a short sale to avoid foreclosure; and
6. Only if the borrower meets the minimum requirements to refinance, the City can re-subordinate to the first lien holder.

#### The refinancing request will be processed according to the following procedure:

1. Submit a written request to the City of Fort Collins to verify the minimum refinancing requirements with one month in advance from the expected closing;

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2. If applicable, the City of Fort Collins, will issue a subordination agreement prior to the closing date.
3. If written permission is not granted by the City of Austin allowing the refinance of the Senior Lien, the HBA Loan will become immediately due and payable prior to closing the refinance.
4. Home Equity loans will trigger the repayment requirements of the HBA loans. The HBA Notes must be paid off no later than when the Home Equity Loan is closed and funded.
5. The HBA Notes must be paid-in-full in order for the City of Fort Collins to execute a release of Deed of Trust.

## Basic Terminology

**Affordable Housing:** The City of Fort Collins follows the provisions established on 24 CFR 92.254, and consider that in order for homeownership housing to qualify as *affordable housing* it must:

- Be single-family, modest housing,
- Be acquired by a low-income family as its principal residence, and
- Meet affordability requirements for a specific period of time as determined by the amount of assistance provided.

**The City:** means the City of Fort Collins

**Eligible Buyer:** means a natural person, family or household with a (1) Maximum Gross Annual Income that is no more than 80% of the Area Median Income for Fort Collins, and (2) whose proposed Monthly Housing Expense(s) (principal, interest, taxes, insurance, utilities, HOA expense) for a Maximum Loan at the Market Interest Rate does not exceed 38% of the Maximum Gross Annual Income adjusted to a monthly income. This definition of Eligible Buyer is to be used solely to calculate the maximum income level of buyers eligible to purchase the Property and shall not be construed as in any way limiting the type of lending program or loan terms (except that such terms or conditions shall not be predatory) which an Eligible Buyer may accept to finance the purchase of the Property. A person, family or household who at the time of purchase qualified as an Eligible Buyer shall continue to be deemed so qualified until such time as the Property is Transferred. The following is the method of determining an Eligible Buyer and a hypothetical example of the determination of the Maximum Purchase Price, based on the identified assumptions and estimates:

**Fair Return on Investment:** means the total homeowner investment which includes the total cash contribution plus the approved capital improvements credits.

**Capital Improvement:** means additions to the property that increases its value or upgrades the facilities. These include upgrading the heating and air conditioning system, upgrading kitchen or bathroom facilities, adding universal access improvements, or any other permanent improvement that would add to the value and useful life of the property. The costs for routine maintenance are excluded.

**Capital Improvement Credit:** means credits for verified expenditures for Capital Improvements.

**Direct HOME subsidy:** is the amount of HOME assistance, including any program income that enabled the homebuyer to buy the unit. The direct subsidy includes down payment, closing costs, interest subsidies, or other HOME assistance provided directly to the homebuyer. In addition, direct subsidy includes any assistance that reduced the purchase price from fair market value to an affordable price.

**Market Interest Rate:** means the Fannie Mae yield on 30-year mortgage commitments (priced at par) for delivery within thirty (30) days, rounded up to the nearest .125 of 1.00% as of the first business day of the month (printed in the Wall Street Journal).



**Maximum Sales Price:** Every Transfer of the Property by an Owner to a purchaser shall be for a purchase price which does not exceed the Maximum Purchase Price determined as follows: Sales prices shall be set such that the amount of Principal, Interest, Taxes, and Insurance does not exceed 38 percent of the new Buyer's annual gross income. This is the maximum amount an eligible buyer can Finance with a 30-year, 96.5% loan at Market Interest Rate. The Sales Price for a two-bedroom unit shall be based upon the Eligible Buyer's total gross income equaling the 3 person 80% Area Median Income (AMI) in Fort Collins as determined by the U.S. Department of Housing and Urban Development Income Limits ("HUD") and the Sales Price for a three bedroom unit shall be based upon the Eligible Buyer's total income equaling the 4 person 80% Area Median Income for Fort Collins as determined by the HUD. Each such sales price is subject to increase with respect to sales occurring in the year(s) following the year of this Agreement by the increase, if any, in the 3 and 4 person, respectively, Area Median Income for the City of Fort Collins as determined by the HUD for the year in which the closing actually occurs.

Example: 2020 3-person Household Income Limit = \$67,750 80% AMI

1. Maximum Annual Gross Income of Eligible Buyer: The Area Median Income ("AMI") as determined by U.S. Department of Housing and Urban Development Income Limits ("HUD").
2. Monthly Housing Expense:  $38\% (\$67,750/12 \times .38) = \$2,145$

**Assumptions:**

Initial Sales Price	
2 Bedroom Unit:	\$330,000.00
FHA Loan Amount (96.5%):	\$318,450.00
Interest Rate:	4%

**Monthly Housing Expenses:**

Monthly Principal and Interest:	\$ 1,443.00
Est. Monthly H.O.A. Dues	75.00
Est. Utilities (gas, electric, water & sewer)	150.00
Est. Property Insurance	85.00
Est. Monthly Real Estate Taxes	190.00
Est. Mortgage Insurance	196.00
Total Monthly Housing Expenses:	\$ 2,144

**Net proceeds:** are defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

**Recapture:** The recapture provisions are established at §92.253(a)(5)(ii), permit the original homebuyer to sell the property to any willing buyer during the period of affordability while the PJ is able to recapture all or a portion of the HOME-assistance provided to the original homebuyer.



#### INFORMATION FOR PROSPECTIVE BUYERS

##### The Twenty-Year Affordability Period & The Agreement of Restrictive Covenant

I understand that because a certain amount of federal funds were used by [Developer Name] to develop the property at \_\_\_\_\_, the federal government requires that certain restrictions apply to the occupancy or re-sale of this home for a period of twenty years. I understand that during that twenty-year period, those requirements will be enforced through a legally-enforceable document called "Agreement of Restrictive Covenant."

Please  
Initial  
Below

**If I choose to purchase this home, at the time the home is sold to me, I will sign an Agreement of Restrictive Covenant, and it will be filed in the Official Public Records of the Larimer County Clerk's Office. The requirements of the Agreement of Restrictive Land are:**

- \_\_\_\_\_ • That I **must occupy the home as my principal residence** during the twenty-year period in which the Restrictive Covenant is in effect;
- \_\_\_\_\_ • If I wish to sell the Property before the end of that period, I am required to sell it to a subsequent buyer whose total household income is **at or below 80% of the Fort Collins Area Median Family Income** in effect for the year I wish to sell the home.
- \_\_\_\_\_ • The sales price must be set such that I receive a **fair return** which shall be defined as:
  - 1. The amount of any cash contributions including the down payment and principal payments made;
  - 2. The cost of any capital improvements, documented with receipts, and including but not limited to:
    - a. Any additions to the home such as a bedroom, bathroom, or garage;
    - b. Replacement of heating, ventilation, and air conditioning systems;
    - c. Accessibility improvements such as bathroom modifications for disabled or elderly, installation of wheel chair ramps and grab bars, any and all of which must have been paid for directly by the Owner and which were not installed through a federal, state, or locally-funded grant program; and
    - d. Outdoor improvements such as a new driveway, walkway, retaining wall, or fence.
- \_\_\_\_\_ • The sales price must be set so that the monthly principal, interest, taxes and insurance to be paid by the subsequent buyer **will not exceed 38% of that subsequent buyer's monthly household income.**
- \_\_\_\_\_ • **I will notify the City of Fort Collins in writing** so that I may be assisted with the compliance of this federal regulation.

I/We acknowledge having received this information about the federal requirements involved if I/we decide to purchase this home.

Signature

Date

Signature

Date

## **Appendix 2**

### **Broadband and Climate Hazards/Resiliency**

## **Broadband**

In Fort Collins 12.2% of households earning less than \$20,000/yr do not have any internet access. This number has decreased significantly since the implementation of Connexion, the utility-level broadband offered by the City of Fort Collins (24.4% in 2018). Currently, there are 4866 households of all incomes that only have a smartphone for internet access, and another 1127 with no computer of any kind. As more job and services are available online (such as healthcare, education, and job search activities) equitable access to high-speed, reliable internet service becomes critical. The City has built out Connexion and it is available to all residents, businesses, and organizations in the city. Broadband access supports community members, local businesses, job growth, education, energy technology, health care and other public services. The City offers reduced rates to income-qualified households.

The City includes broadband requirements in underwriting criteria for housing projects receiving City and federal dollars. Unless the project can demonstrate undue financial burden on the project, or that it would fundamentally alter the nature of the program/activity, all new construction and substantial rehabilitation of housing with more than four rental units must include installation of broadband.

## **Resiliency/Climate Hazards**

The natural hazards from climate change most likely to impact Fort Collins are extreme temperatures, wildfire smoke, flood, and reduced water availability and quality. These hazards may impact all residents, but people living in older, less-efficient homes or within a floodplain are at greater risk. Less efficient homes have higher heating and cooling costs and provide less protection from poor air quality caused by wildfire smoke or pollution. In Fort Collins, the older homes are generally concentrated in higher income block groups, though there are also opportunities for rehabilitation in the southeast quadrant.

Making homes as efficient as possible is the best way to protect residents from the negative health impacts of smoke and extreme heat/cold. The City and its partners have implemented programs to assist with weatherization, utility costs, and energy-efficiency upgrades for lower-income households. The City helps households replace less efficient water fixtures; offers free energy, water and irrigation assessments; and offers reduced water, stormwater, and electric rates for income-qualified households.

The City has a comprehensive stormwater and floodplain management program that focuses on reducing flood risk to the entire community. This program includes a Floodplain Management Public Information Committee, comprised of interdepartmental staff and external stakeholders. Fort Collins is one of the highest rated communities nationwide (Class 2) based on FEMA's Community Rating System. Since 1995, the City has spent \$100 million on stormwater improvement projects. However, there are still over 1000 structures in the 100-year floodplain, with over half in the Old Town Drainage Basin. Urban flooding is an issue in Old Town as well, where stormwater systems are undersized. Some older areas on the west side of Fort Collins have homes that were not elevated or protected when constructed adjacent to small stream channels. Many improvements have been made and the City's Master Drainage

Plan identifies additional capital projects. Community outreach about flood risks and safety includes a mailer to all property owners and occupants in the floodplain with information on flood safety, flood warning, property protection, flood insurance, etc.; education in schools; booths at community events; outreach to realtors and homeless service providers; flood awareness videos; and bus bench messaging.

The City leads an emergency weather response system that activates additional shelter for people experiencing homelessness during extreme cold and extreme heat weather events and is exploring the feasibility of developing a response plan for hazardous air quality events in partnership with multiple City departments, the Larimer County Department of Health and Environment and with consultation from the National Oceanic and Atmospheric Administration (NOAA) and the Colorado Climate Center.



## **Grantee SF-424's and Certification(s)**

DocuSign Envelope ID: 5A3DFAC9-96E6-4E5B-82B8-D89E7CBE2C8D

## **CDBG Packet**

View Bundled Statement		OMB Number: 4045-0004 Expiration Date: 11/20/2025
<b>Application for Federal Assistance SF-424</b>		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
<b>* 3. Date Received:</b> <input type="text"/>		<b>4. Applicant Identifier:</b> <input type="text"/>
<b>5a. Federal Entity Identifier:</b> <input type="text"/>		<b>5b. Federal Award Identifier:</b> <input type="text"/>
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> <input type="text"/>		<b>7. State Application Identifier:</b> <input type="text"/>
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> <input type="text"/>		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text"/>		<b>* c. UEI:</b> <input type="text"/>
<b>d. Address:</b>		
<b>* Street1:</b> <input type="text"/>		
<b>Street2:</b> <input type="text"/>		
<b>* City:</b> <input type="text"/>		
<b>County/Parish:</b> <input type="text"/>		
<b>* State:</b> <input type="text"/>		
<b>Province:</b> <input type="text"/>		
<b>* Country:</b> <input type="text"/>		
<b>* Zip / Postal Code:</b> <input type="text"/>		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> <input type="text"/>		<b>Division Name:</b> <input type="text"/>
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> <input type="text"/>	<b>* First Name:</b> <input type="text"/>	
<b>Middle Name:</b> <input type="text"/>		
<b>* Last Name:</b> <input type="text"/>		
<b>Suffix:</b> <input type="text"/>		
<b>Title:</b> <input type="text"/>		
<b>Organizational Affiliation:</b> <input type="text"/>		
<b>* Telephone Number:</b> <input type="text"/>		<b>Fax Number:</b> <input type="text"/>
<b>* Email:</b> <input type="text"/>		

<b>Application for Federal Assistance SF-424</b>		
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <p>City or Township Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p></p> <p>Type of Applicant 3: Select Applicant Type:</p> <p></p> <p>* Other (specify):</p> <p></p>		
<p>* 10. Name of Federal Agency:</p> <p>U.S. Department of Housing and Urban Development</p>		
<p>11. Catalog of Federal Domestic Assistance Number:</p> <p>14.018</p> <p>CFDA Title:</p> <p>CFDA 14.018</p>		
<p>* 12. Funding Opportunity Number:</p> <p>E-24-RC-08-0008</p> <p>* Title:</p> <p>CFDA 14.018 E-24-RC-08-0008</p>		
<p>13. Competition Identification Number:</p> <p></p> <p>Title:</p> <p></p>		
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <p></p> <p><a href="#">Add Attachment</a> <a href="#">Delete Attachment</a> <a href="#">View Attachment</a></p>		
<p>* 15. Descriptive Title of Applicant's Project:</p> <p>2024 Annual Action Plan</p>		
<p>Attach supporting documents as specified in agency instructions.</p> <p><a href="#">Add Attachments</a> <a href="#">Delete Attachments</a> <a href="#">View Attachments</a></p>		

Application for Federal Assistance SF-424															
<b>16. Congressional Districts Of:</b> <div style="display: flex; justify-content: space-between;"> <div>* a. Applicant: <span style="border: 1px solid black; padding: 2px;">AP-024</span></div> <div>* b. Program/Project: <span style="border: 1px solid black; padding: 2px;">AP-024</span></div> </div>															
Attach an additional list of Program/Project Congressional Districts if needed. <div style="text-align: center; margin-top: 10px;"> <span style="border: 1px solid black; padding: 2px 10px; margin: 0 5px;">Add Attachment</span> <span style="border: 1px solid black; padding: 2px 10px; margin: 0 5px; background-color: #f0f0f0;">Delete Attachment</span> <span style="border: 1px solid black; padding: 2px 10px; margin: 0 5px; background-color: #f0f0f0;">View Attachment</span> </div>															
<b>17. Proposed Project:</b> <div style="display: flex; justify-content: space-between;"> <div>* a. Start Date: <span style="border: 1px solid black; padding: 2px;">10/01/2024</span></div> <div>* b. End Date: <span style="border: 1px solid black; padding: 2px;">09/30/2025</span></div> </div>															
<b>18. Estimated Funding (\$):</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">* a. Federal</td> <td style="border: 1px solid black; text-align: right;">1,000,000.00</td> </tr> <tr> <td>* b. Applicant</td> <td style="border: 1px solid black; background-color: #ffff00;"></td> </tr> <tr> <td>* c. State</td> <td style="border: 1px solid black; background-color: #ffff00;"></td> </tr> <tr> <td>* d. Local</td> <td style="border: 1px solid black; background-color: #ffff00;"></td> </tr> <tr> <td>* e. Other</td> <td style="border: 1px solid black; text-align: right;">200,000.00</td> </tr> <tr> <td>* f. Program Income</td> <td style="border: 1px solid black; text-align: right;">100,000.00</td> </tr> <tr> <td>* g. TOTAL</td> <td style="border: 1px solid black; text-align: right;">1,300,000.00</td> </tr> </table>		* a. Federal	1,000,000.00	* b. Applicant		* c. State		* d. Local		* e. Other	200,000.00	* f. Program Income	100,000.00	* g. TOTAL	1,300,000.00
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* g. TOTAL	1,300,000.00														
<b>* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b> <div style="margin-top: 5px;"> <input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span>.  <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.  <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.         </div>															
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<b>Authorized Representative:</b> <div style="margin-top: 5px;"> <div style="display: flex; justify-content: space-between;"> <div>Prefix: <span style="border: 1px solid black; padding: 2px;">[v]</span></div> <div>* First Name: <span style="border: 1px solid black; padding: 2px;">Scott</span></div> </div> <div style="margin-top: 5px;">           Middle Name: <span style="border: 1px solid black; padding: 2px;"></span> </div> <div style="margin-top: 5px;">           * Last Name: <span style="border: 1px solid black; padding: 2px;">DeMartino</span> </div> <div style="margin-top: 5px;">           Suffix: <span style="border: 1px solid black; padding: 2px;">[v]</span> </div> <div style="margin-top: 5px;">           * Title: <span style="border: 1px solid black; padding: 2px;">City Manager, City of Fort Collins</span> </div> <div style="margin-top: 5px; display: flex; justify-content: space-between;"> <div>* Telephone Number: <span style="border: 1px solid black; padding: 2px;">953-416-9033</span></div> <div>Fax Number: <span style="border: 1px solid black; padding: 2px;"></span></div> </div> <div style="margin-top: 5px;">           * Email: <span style="border: 1px solid black; padding: 2px;">adamant@co.fortcollins.co</span> </div> <div style="margin-top: 10px; display: flex; justify-content: space-between; align-items: center;"> <div style="width: 60%;"> <b>* Signature of Authorized Representative:</b>  <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <div style="font-size: 0.8em; margin-bottom: 5px;">Electronically:</div> <div style="font-family: cursive; font-size: 1.2em; margin-bottom: 5px;">Kelly DeMartino</div> <div style="font-size: 0.8em; margin-bottom: 5px;">202407161001</div> </div> </div> <div style="width: 35%; text-align: right;"> <b>* Date Signed:</b> <span style="border: 1px solid black; padding: 2px; background-color: #ffff00;">7/16/2024</span> </div> </div> </div>															

View Burden Statement

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0039  
Expiration Date: 12/26/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 10 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 96-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-618), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§260 et-3 and 290 et-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Previous Edition Usable

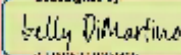
Authorized for Local Reproduction

Standard Form 424D (Rev. 7-97)  
Prescribed by OMB Circular A-102



11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-848) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a-276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1988, as amended (16 U.S.C. §470), EO 11583 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§430a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from: (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

John Signed by:  
  
 Kelly DiMartino

APPLICANT ORGANIZATION

City of Fort Collins

TITLE

City Manager

DATE SUBMITTED

7/16/2024

SF-424D (Rev. 7-97) Back

## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

 _____ Signature of Authorized Official	7/16/2024 _____ Date
--	----------------------------

City Manager

Title

### Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2024 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

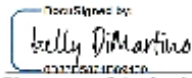
1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.



**Compliance with Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

**Compliance with Laws** -- It will comply with applicable laws.

DocuSigned by:  
  
03375621F06470

Signature of Authorized Official

7/16/2024

Date

City Manager

Title

**OPTIONAL Community Development Block Grant Certification**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

<small>DocuSigned by</small>  <small>7132F6321D964260</small>	<small>7/16/2024</small>
Signature of Authorized Official	Date

City Manager  
\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

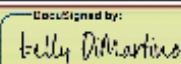
#### **Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

## HOME Packet

View Bundled Statement		OMB Number: 4045-0004 Expiration Date: 11/20/2025
<b>Application for Federal Assistance SF-424</b>		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>		4. Applicant Identifier: <input type="text"/>
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: <input type="text"/>
State Use Only:		
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input type="text"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/>		* c. UEI: <input type="text"/>
d. Address:		
* Street1: <input type="text"/>		
Street2: <input type="text"/>		
* City: <input type="text"/>		
County/Parish: <input type="text"/>		
* State: <input type="text"/>		
Province: <input type="text"/>		
* Country: <input type="text"/>		
* Zip / Postal Code: <input type="text"/>		
e. Organizational Unit:		
Department Name: <input type="text"/>		Division Name: <input type="text"/>
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text"/>		* First Name: <input type="text"/>
Middle Name: <input type="text"/>		
* Last Name: <input type="text"/>		
Suffix: <input type="text"/>		
Title: <input type="text"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text"/>		Fax Number: <input type="text"/>
* Email: <input type="text"/>		

<b>Application for Federal Assistance SF-424</b>		
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <p>City or Township Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p></p> <p>Type of Applicant 3: Select Applicant Type:</p> <p></p> <p>* Other (specify):</p> <p></p>		
<p>* 10. Name of Federal Agency:</p> <p>U.S. Department of Housing and Urban Development</p>		
<p>11. Catalog of Federal Domestic Assistance Number:</p> <p>14.000</p> <p>CFDA Title:</p> <p>HOME 2020</p>		
<p>* 12. Funding Opportunity Number:</p> <p>24-24-HC-08-0209</p> <p>* Title:</p> <p>HOME 2020: 2024 HO 08 0209</p>		
<p>13. Competition Identification Number:</p> <p></p> <p>Title:</p> <p></p>		
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <p></p> <p><a href="#">Add Attachment</a> <a href="#">Delete Attachment</a> <a href="#">View Attachment</a></p>		
<p>* 15. Descriptive Title of Applicant's Project:</p> <p>2024 Annual Action Plan</p>		
<p>Attach supporting documents as specified in agency instructions.</p> <p><a href="#">Add Attachments</a> <a href="#">Delete Attachments</a> <a href="#">View Attachments</a></p>		

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="SF-424"/>	* b. Program/Project: <input type="text" value="SF-424"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date: <input type="text" value="10/01/2024"/>	* b. End Date: <input type="text" value="09/30/2025"/>
18. Estimated Funding (\$):	
* a. Federal	<input type="text" value="900,004.89"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value="80,000.00"/>
* f. Program Income	<input type="text" value="80,000.00"/>
* g. TOTAL	<input type="text" value="960,004.89"/>
19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text" value=""/>	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes," provide explanation and attach:	
<input type="text" value=""/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: <input type="text" value=""/>	* First Name: <input type="text" value="Kelly"/>
Middle Name: <input type="text" value=""/>	
* Last Name: <input type="text" value="DeMartino"/>	
Suffix: <input type="text" value=""/>	
* Title: <input type="text" value="City Manager, City of Fort Collins"/>	
* Telephone Number: <input type="text" value="970-416-6033"/>	Fax Number: <input type="text" value=""/>
* Email: <input type="text" value="adamant.law@co.fortcollins.co"/>	
* Signature of Authorized Representative:	* Date Signed: <input type="text" value="7/16/2024"/>
<div style="border: 1px solid black; padding: 5px;">                         DocuSigned by:                            Kelly DeMartino                     </div>	

View Burden Statement

## ASSURANCES - CONSTRUCTION PROGRAMS

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Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 10 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 96-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-618), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§260 et-3 and 290 et-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-848) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a-276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11890; (d) evaluation of flood hazards in floodplains in accordance with EO 11888; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1988, as amended (16 U.S.C. §470), EO 11583 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§430a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 108(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from: (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

DocuSigned by:  
  
 Kelly DiMartino

APPLICANT ORGANIZATION

City of Fort Collins

TITLE

City Manager

DATE SUBMITTED

7/16/2024

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## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

 _____ Signature of Authorized Official	7/16/2024 _____ Date
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City Manager

Title

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

**Subsidy layering** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

DocuSigned by:

*Kelly DiMartino*

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Signature of Authorized Official

7/16/2024

Date

City Manager

Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.