

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 8/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Adams County Housing Authority</u> PHA Code: <u>CO058</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>01/2017</u>												
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>42</u> Number of HCV units: <u>1498</u>												
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)												
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program <table border="1"> <tr> <th>PH</th> <th>HCV</th> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table>	PH	HCV						
PH	HCV												
	PHA 1: <u>N/A</u>												
	PHA 2:												
	PHA 3:												
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.												
<b>5.1</b>	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:  <b>The Mission of the Adams County Housing Authority is to work in partnership with diverse communities, to promote economic self-sufficiency, to preserve and expand affordable housing opportunities, and to enhance the livability of neighborhoods in Adams County.</b>												

**5.2** **Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

***Goals and Objectives***

**1. Increase decent affordable housing options through real estate development activities and the expansion of housing programs.**

- Endeavor to develop, create, acquire and/or rehabilitate additional units.
- Actively pursue funding opportunities to develop housing units affordable to persons and families earning between 30% and 60% of Area Median Income (AMI).
- Participate in private/public partnership opportunities that increase affordability of new and/or existing housing units.
- Actively explore opportunities to develop or support the development of affordable and mixed income housing at Transit Oriented Development (TOD) locations.
- Employ the Project Based Voucher PBV program as a tool to support the development or creation of additional affordable housing.
- Explore opportunities to create or support affordable housing serving seniors, Veterans, homeless and/or other special needs populations.

**GOAL**

**2. Strengthen communities through the expansion of programs and services to encourage economic self-sufficiency among residents and program participants.**

- Explore the feasibility of deploying a resident service component for all project based units at all participating properties.
- Consider developing a new line of financial counseling services focused on financial literacy and credit repair.
- Utilize secondary data to proactively match services to our residents and program participants
- Work in partnership with community service agencies to help our residents and program participants obtain economic self-sufficiency.
- Explore the feasibility of developing a non-delinquency post purchase education class for homeowners.
- Evaluate installing free WiFi in designated areas on our properties for residents and family members

**GOAL**

**3. Endorse fair and equal opportunity in housing.**

- Inform and educate ACHA employees, residents and program participants on Fair Housing issues.
- Require Fair Housing and certification for all staff on a regular basis.
- Continuously evaluate the frequency, number of locations and timing of our housing counseling workshops to ensure that ACHA is providing a suite of services best suited to our target audience's availability

	<p><b>GOAL</b></p> <p><b>4. Incorporate and support high standards of ethics, effective management, and promote accountability throughout the organization.</b></p> <ul style="list-style-type: none"> <li>• Evaluate the potential for tablet technology utilization in Property Operations.</li> <li>• Launch an internship program focused on Housing Services, Counseling and Communications. The internship program will foster collaboration with the academic community in and around Adams County, CO infusing ACHA with a consistent stream of talent focused on achieving our mission and vision.</li> </ul> <p><b>GOAL</b></p> <p><b>5. Develop and Launch an educational campaign designed to promote the need for affordable housing and services and the value it brings to the community.</b></p> <ul style="list-style-type: none"> <li>• Author a revised ACHA communication plan focused on engaging community leaders, local organizations and landlords in the discussion around affordable housing and services.</li> <li>• Continuously evaluate tenant information sessions to ensure the information and services provided are pertinent, actionable and presented in a fashion that is easily understood by our target audience</li> </ul> <p><b>GOAL</b></p> <p><b>6. Connect the community at large to appropriate housing information opportunities and resources to meet the needs of a diverse population.</b></p> <ul style="list-style-type: none"> <li>• Develop on line application process for HCV Program, PBV program, and LIPH.</li> <li>• Enhance ACHA's website and social media presence to make the experience more interactive, informative and user friendly.</li> <li>• Utilize the ACHA website as a communication conduit for the public to housing opportunities, current events, commentary and links to external service providers.</li> </ul>
6.0	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p><b>2015-Fiscal Year the Adams County Housing Authority had no Audit Findings</b></p> <p>The Public may obtain copies of the 5-year and Annual PHA Plan at the address listed below.</p> <p><b>Adams County Housing Authority</b>  <b>7190 Colorado Blvd.,</b>  <b>Commerce City, CO 80022</b></p>
7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.</b></p> <p><b>ACHA does not anticipate pursuing a HOPEVI grant funds in the year 2017</b></p> <p style="text-align: right;">See Attached Document</p>

8.0	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.
8.1	<b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing.
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p><i>See attached tables</i></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b></p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p><b>Limited supply and locations of affordable housing for low and very low income families: Limited availability of affordable home ownership opportunities for low income families: Limited availability &amp; accessibility of affordable housing for the elderly and disabled.</b></p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p><b>ACHA remains intimately familiar with the housing needs in its jurisdiction and has designed its 5-year and Annual plan (specifically its development goals) to provide relief to those families for whom conventional housing is unaffordable. Commitment to addressing these needs is future evidence in our focus on building strong partnerships in government and private sectors to best position itself for opportunities for innovative growth that would increase service to needy families.</b></p>
9.1	<b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b>

10.0	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p><b>1. Increase decent affordable housing options through real estate development activities and the expansion of housing programs.</b></p> <p><input checked="" type="checkbox"/> <b>Endeavor to develop, create, acquire and/or rehabilitate additional units.</b></p> <p>Progress:</p> <p><input checked="" type="checkbox"/> 2015- 2016: Aztec Villa Apartments – Through 4% Low Income Housing Tax Credits, ACHA is actively rehabilitating 164 units in Thornton. Budget for rehab is \$11M.</p> <p><input checked="" type="checkbox"/> 2015-2017: Alto – 70 units of new construction affordable housing. Financing in place, construction started in July 2016, will be completed in the fall of 2017.</p> <p><input checked="" type="checkbox"/> 2015- Ongoing: In the pre-development and entitlement stages on Crossing Pointe – 206 units of new construction affordable housing planned for Thornton that serves both senior and family.</p> <p><input checked="" type="checkbox"/> <b>Actively pursue funding opportunities to develop housing units affordable to persons and families earning between 30% and 60% of Area Median Income (AMI).</b></p> <p>Progress:</p> <p><input checked="" type="checkbox"/> 2012-2014: Purchased the Village of Yorkshire – 200 renovated units that serve households at 30%, 40%, 50% and 60% of AMI utilized 4% LIHTC, State and County HOME, as well as Thornton CDBG funds.</p> <p><input checked="" type="checkbox"/> 2015-2016: Aztec Villa Apartments – using 4% LIHTC ACHA has been able to greatly improve the 164 aged housing units that now serve households at or below 60% of AMI.</p> <p><input checked="" type="checkbox"/> 2015 – 2017:Alto –ACHA has been awarded competitive 9% LIHTC, State, County and City of Westminster HOME, HUD disposition and city rebate funds for the construction of 70 new units serving households at 30%, 50% and 60% of AMI.</p> <p><input checked="" type="checkbox"/> 2015 – Ongoing: Crossing Pointe – application to CHFA for 4% State/Federal LIHTC denied in May 2016. ACHA to revise request to CHFA. Anticipated funds include: competitive LIHTC, private Real Estate Investment Trust (accelerator fund) through Mile High Connects, county loan, State, County and City HOME Funds, City and County CDBG, grants through Tri-County Health Department for healthy living measures.</p> <p><input checked="" type="checkbox"/> <b>Participate in private/public partnership opportunities that increase affordability of new and/or existing housing units.</b></p> <p>Progress:</p> <p><input checked="" type="checkbox"/> 2016: Making Connections with Adams County – played a role in adopting affordable housing policy as priority policy (funding pending).</p> <p><input checked="" type="checkbox"/> 2016: City of Thornton – use tax and other fee rebates being considered.</p> <p><input checked="" type="checkbox"/> 2016: City of Westminster – use tax and other fees waived for Alto.</p> <p><input checked="" type="checkbox"/> 2016: Special Limited Partner in affordable housing for private developer to provide affordable housing.</p> <p><input checked="" type="checkbox"/> 2016: Mile High Connects Advisory Council – staff participation.</p> <p><input checked="" type="checkbox"/> 2016: Mile High Capital Absorption group – private investment in affordable housing.</p> <p><input checked="" type="checkbox"/> 2016: CHFA's Technical Advisory Group.</p> <p><input checked="" type="checkbox"/> <b>Actively explore opportunities to develop or support the development of affordable and mixed income housing at Transit Oriented Development (TOD) locations.</b></p> <p>Progress:</p> <p><input checked="" type="checkbox"/> Alto - ACHA under construction of 70 units of affordable housing less than ¼ mile from Westminster Station.</p> <p><input checked="" type="checkbox"/> Crossing Pointe – ACHA-owned land for future location of 206 affordable units less than ½ of a mile from Thornton Crossroads Station.</p> <p><input checked="" type="checkbox"/> Preliminary planning for future phases of affordable housing on ACHA-owned land at Westminster Station.</p> <p><input checked="" type="checkbox"/> <b>Employ the Project Based Voucher PBV program as a tool to support the development or creation of additional affordable housing.</b></p> <p>Progress:</p> <p><input checked="" type="checkbox"/> Alto – through RFP process, awarded 8 Project Based Vouchers which will serve households at 30% of AMI.</p> <p><input checked="" type="checkbox"/> Crossing Pointe - through RFP process, 50 Project Based Vouchers have been awarded to this project that will serve households from 30 to 60% of AMI.</p> <p><input checked="" type="checkbox"/> DelWest – private developer plans to respond to ACHA's future RFP for PBVs to serve households between 30 and 60% of AMI.</p> <p><input checked="" type="checkbox"/> <b>Explore opportunities to create or support affordable housing serving seniors, Veterans, homeless and/or other special needs populations.</b></p> <p>Progress:</p> <p><input checked="" type="checkbox"/> 2015: Pathways Home Colorado "Supportive Housing Toolkit." ACHA applied for was accepted in and has completed this six month technical assistance and peer learning curriculum designed to help housing entities develop permanent supportive housing.</p>
	<p style="text-align: center;">Page 5 of 3</p> <p style="text-align: right;">Instructions form HUD-50075 (2008)</p>

- ☑ Crossing Pointe – will include 64 age restricted units for seniors, 62 years and older.
- ☑ Contemplating future phases at Westminster Station ACHA-owned land which may include housing to serve special populations.

#### **GOAL**

### **2. Strengthen communities through the expansion of programs and services to encourage economic self-sufficiency among residents and program participants.**

- ☑ Explore the feasibility of deploying a resident service component for all project based units at all participating properties.

#### **Progress**

☑ 2016: ACHA officially created and funded the Community Services Department. This investment demonstrates ACHA's commitment to providing voluntary programs and services focused on a two generation approach to foster self-sufficiency and upward mobility for our residents. This department is led by a Director with six direct reports serving ACHA communities to include all project based voucher units.

- ☑ Consider developing a new line of financial counseling services focused on financial literacy and credit repair.

#### **Progress**

☑ 2016: Added a Financial Coach position within the Community Services Department. The new Financial Coach position was launched in 2016 who serves ACHA residents and voucher holders who would benefit from one-on-one financial literacy and credit repair coaching. Outreach is particularly targeted to residents who have had multiple instances of late rent payments.

- ☑ Utilize secondary data to proactively match services to our residents and program participants.

#### **Progress**

☑ 2015-16: ACHA has implemented a process of evaluating our client data in an effort to proactively match clients to programs and services that may be of interest to them based on their individual dynamics. Examples of this are referrals to the FSS program, Financial Coaching, HIPPIY- Home Instruction for Parents of Preschool Youngsters participation etc.

- ☑ Work in partnership with community service agencies to help our residents and

#### **Progress**

☑ The Center for Career and Community Enrichment (3CE) provides an array of services targeted towards employment ready such as: resume writing, job searching, and assistance with online applications; life skills classes; GED classes; financial coaching including credit repair; and more. 3CE is possible through partnerships with Adams County Workforce and Business Center, Colorado State University Extension, Low Income Family Empowerment, the Adams County Housing Authority, and Regis University.

☑ Community Services program serves more than half of ACHA properties through on-site Community Services Coordinators who provide resources and referrals. All ACHA residents, voucher holders, and the public may access services through the 3CE center.

☑ Partnerships with public health (Tri-County Health), higher education (Colorado State University), and public schools (School District 12) have provided health information (Diabetes Prevention classes), parenting classes (Love and Logic), and aging in place resources (Growing Older and Loving It).

- ☑ Explore the feasibility of developing a non-delinquency post purchase education class for homeowners.

- ☑ Evaluate installing free WiFi in designated areas on our properties for residents & family members.

#### **GOAL**

### **3. Endorse fair and equal opportunity in housing.**

- ☑ Inform and educate ACHA employees, residents and program participants on Fair Housing issues.

- ☑ Require Fair Housing training and certification for all staff on a regular basis.

#### **Progress:**

☑ We continually enforce the 2 year refresher course for all existing employees and all new employees who are required to take the course within first couple weeks of employment. The next classes are scheduled for the fall of 2016.

- ☑ Continuously evaluate the frequency, number of locations and timing of our housing counseling workshops to ensure that ACHA is providing a suite of services best suited to our target audience availability.

#### **Progress:**

☑ 2016: Stemming from the 4/4/2016 HUD Office of General Counsel Guidance on Application of Fair Housing Act Standards to the Use of Criminal Records, ACHA launched a full evaluation of our Criminal Screening Standards throughout our rental portfolio. Embracing HUD's recommended changes, ACHA implemented an individualized assessment process, excluded the use of arrest records, revised evaluation timeframes, created an individual assessment panel to allow applicants with qualifying criminal convictions the opportunity to discuss the circumstances surrounding the individuals criminal history prior to an official determination and have postponed the criminal screening

**GOAL**

**4. Incorporate and support high standards of ethics, effective management, and promote accountability throughout the organization.**

**Progress**

☑ Utilized Work Smart Partners to update our Code of Conduct and Employee Handbook in 2016. This also included updating our Core Values (Champion Customer Needs; Teamwork; Commitment to Excellence; Integrity/Ethics; Embrace Diversity). In conjunction with the update, facilitated staff trainings surrounding these documents along with Colorado Amendment 41 Gift Ban.

☑ Rolled out Ethics and code of Conduct Training to all staff. Introduced new employee Handbook and educated staff on Acceptance of Gifts Policy.

☑ **Evaluate the potential for tablet technology utilization in Property Operations.**

☑ **Launch an internship program focused on Housing Services, Counseling and Communications.** The internship program will foster collaboration with the academic community in and around Adams County, CO infusing ACHA with a consistent stream of talent focused on achieving our mission and vision.

**Progress**

☑ Key Performance Indicators have been launched for Community Services and 3CE to measure outputs and outcomes of ACHA's resident services supports.

☑ Interns from Regis University and University of Denver have provided family counseling, grant writing, and program planning. One DU intern has been hired to fill a permanent, full-time position.

**GOAL**

**5. Develop and Launch an educational campaign designed to promote the need for affordable housing and services and the value it brings to the community.**

☑ **Author a revised ACHA communication plan focused on engaging community leaders, local organizations and landlords in the discussion around affordable housing and services.**

☑ **Continuously evaluate tenant information sessions to ensure the information and services provided are pertinent, actionable and presented in a fashion that is easily understood by our target audience.**

**Progress**

☑ In partnership with Metro Denver Homeless Initiative, ACHA hosts an AmeriCorps VISTA who works on a Denver Metro-wide landlord recruitment campaign to secure apartment units for those experiencing homelessness.

☑ ACHA, through its partner nonprofit Low Income Family Empowerment, organizes and hosts the Adams County Coalition for the Homeless, a collaborative of schools, human service agencies, and city staff who are working together to address homelessness.

☑ ACHA hosted a town hall meeting with Dr. Phyllis Resnick from CSU and Jennifer Newcomer from the Piton Foundation to review their findings and final report entitled "Driving a Vibrant Economy". In attendance were Adams County Commissioners, City Council members and City Managers from four of the cities within Adams Counties and interested people from the general public.

**GOAL**

**6. Connect the community at large to appropriate housing information opportunities and resources to meet the needs to a diverse population.**

☑ **Develop on line application process for HCV Program, PBV program, and LIPH.**

**Progress**

☑ Implementation of online lottery will be deployed in the fourth quarter of 2016 HCV lottery pool.

☑ Completed a feasibility study including securing of additional resources with Any Think Libraries.

☑ **Enhance ACHA's website and social media presence to make the experience more interactive, informative and user friendly.**

**Progress**

☑ In 2015 rolled out Face book pages developed by For Rent on each property.

☑ **Utilize the ACHA website as a communication conduit for the public to housing opportunities, current events, commentary and links to external service providers**

11.0

**Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
- (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
- (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.
- (g) Challenged Elements
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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



**7.0 HOPE VI, Mixed Finance Modernization or development, Demolition and/or Disposition, Conversion of Public Housing, Home Ownership programs and Project-Based Vouchers.**

At this time ACHA does not anticipate pursuing a HOPE VI grant:

ACHA's Current Project-Based voucher units are as follows:

Orchard Crossing Apartments 1- 4 Bedroom unit  
4187 W 72<sup>nd</sup> Avenue #C203  
Westminster, CO 80030

Terrace Gardens Apartments 10 – 1 Bedroom units  
7100 Hooker Street  
Westminster, CO 80030

3100 CRAFT WAY #203 - 3100 CRAFT WAY #4-119 3100 CRAFT WAY #4-312 - 3100 CRAFT WAY #4-118  
3100 CRAFT WAY #201 - 3100 CRAFT WAY #206 - 3160 W 71ST AVE #108 - 7100 HOOKER STREET #107  
7131 HOOKER ST #306

Village of Yorkshire Apartments  
10370 Brendan Way  
Thornton, CO 80229  
25 – Mixed 1, 2, and 3 Bedroom units

10302 BEXLEY CLOSE #203 -10306 BEXLEY CLOSE #202  
110306 BEXLEY CLOSE #204 - 10306 BEXLEY CLOSE #202  
10306 BEXLEY CLOSE #303 -10308 BEXLEY CLOSE #101  
10308 BEXLEY CLOSE #202 10320 TENBY LANE #302  
10322 TENBY LANE #102 - 10322 TENBY LANE #303  
10324 TENBY LANE #102 -10326 TENBY LANE #302  
10312 WOBURN KEEP #301 - 10314 WOBURN KEEP #101  
10314 WOBURN KEEP #302 - 10316 WOBURN KEEP #301  
10318 WOBURN KEEP #201 - 10330 ASHTON COURT #301  
10332 ASHTON COURT #201 -10332 ASHTON COURT #304  
10340 PUTNEY CURL #302 -10334 PUTNEY CURL #101  
10334 PUTNEY CURL #203 -10338 PUTNEY CURL #302

ACHA is planning to project base 70 additional Housing Choice Vouchers over the next couple of years. Most of these vouchers will be placed at two ACHA projects, one in Westminster and another in Thornton. Both are new construction multi-family projects in T.O.D. areas.

Alto at Westminster  
71<sup>st</sup> Ave. and Federal Blvd.  
Westminster, CO 80030

Planning for 17 one- and two-bedroom units.

104<sup>th</sup> and Colorado Blvd.  
4220 E. 104<sup>th</sup> Ave.  
Thornton, CO 80229

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

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

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

I, Lane Smyth, the CDBG/HOME Administrator  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Adams County Housing Authority (ACHA)  
*PHA Name*

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

City of Thornton


*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

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

The City of Thornton's 2015-2019 Consolidated Plan for Community Development Block Grants (CDBG) identified a need to develop and maintain quality and affordable housing options for owners and renters that are geographically dispersed throughout the city. Furthermore, a Housing Needs Assessment completed in 2014 identified a need for an increased variety of housing options and housing at different price points dispersed throughout the city, as well as a need for more affordable housing near transit. The Consolidated Plan also found the need to expand and increase public services available to low and moderate income individuals, specifically to address basic needs, increase self-sufficiency and provide education. The goals identified above are consistent with the first and second goals identified in ACHA's PHA Plan.

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

Name of Authorized Official	Title
Lane Smyth	CDBG/HOME Administrator
Signature	Date
	10/10/16

# Certification for a Drug-Free Workplace

U.S. Department of Housing  
and Urban Development

Applicant Name

Adams County Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

**2. Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Casa Redonda De Vigil  
1080 W. 69th Avenue  
Denver, CO 80221

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Donald R May

Title

Executive Director

Signature

Date

X

09/09/2016



# Certification of Payments to Influence Federal Transactions

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0157 (Exp. 01/31/2017)

Applicant Name

Adams County Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an 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 an 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, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this 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 sub recipients shall certify and disclose accordingly.

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.

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

Name of Authorized Official

Donald R May

Title

Executive Director

Signature



Date (mm/dd/yyyy)

09/22/2016

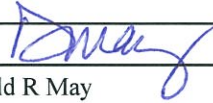
# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance		<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award		<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____	
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known: 4c			<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Adams County Housing Authority 7190 Colorado Blvd Commerce City, CO 80022  Congressional District, if known: 7		
<b>6. Federal Department/Agency:</b>			<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: 14-872		
<b>8. Federal Action Number, if known:</b>			<b>9. Award Amount, if known:</b> \$		
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI):			<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI):		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.			Signature:  Print Name: Donald R May Title: Executive Director Telephone No.: 303-227-2080      Date: 09/22/2016		
<b>Federal Use Only:</b>					Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

**Civil Rights Certification**  
**(Qualified PHAs)**

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

**Civil Rights Certification**

**Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Adams County Housing Authority - (Resolution 16-10)  
PHA Name

CO058  
PHA Number/HA Code

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

Name of Authorized Official  
Eric Montoya

Title  
Board Chairperson

Signature



Date 09/29/2016

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

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

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

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or <sup>x</sup> Annual PHA Plan for the PHA fiscal year beginning 2017, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

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

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

Adams County Housing Authority  
PHA Name


CO058  
PHA Number/HA Code

X Annual PHA Plan for Fiscal Year 2017

       5-Year PHA Plan for Fiscal Years 20       - 20      

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

Board Resolution 16-09

Name of Authorized Official Eric Montoya	Title Board Chairperson
Signature 	Date September 29, 2016



**Adams County Housing Authority**

**PHA Annual Plan 2017**

**PHA 5-Year Plan 2015-2019**

**Resident Advisory Board and Public Comments**

The comments received from the Resident Advisory Board (RAB) regarding the 2016 annual plan.

The Resident Advisory Board and Public comments:

Board members requested further information concerning housing for the special needs population, they inquired as to what agencies the housing authority had partnered with to provide services for those individuals to achieve success in living independently. Updates were given regarding the VASH Program, Family Unification program and the Tenant Based Rental Assistance Program. The board was also informed of changes to the criteria for the ACHA owned units application process.

Board requested information on tracking process for families that are working towards self-sufficiency independent of the FSS program. ACHA now has Resident Service Department that receives referrals from Housing Specialist and Community Managers of ACHA owned properties for families needing further support. Families can access employment readiness skills and community resources linkages through Center for Career and Community Enrichment.

Board recommended that the plan clearly state that it excludes seniors and disabled from economic self-sufficiency requirement as they are on fixed incomes.

Board requested further information on how specific programs worked such as the PBV program, Portability process, Homeownership and Tax-Credit properties.

Board members had concerns with the use of acronyms in the plan and requested they be listed out for clarity.

There were no other comments from the general public submitted regarding the Annual plan during the 45 day review period from August 15, 2016 – September 28, 2016.

There were no comments from the public at the Public hearing held on October 5, 2016 held from 1:00-4:00 pm at the Adams County Housing Authority main offices.