

THE HOMELESS PREVENTION ACTIVITIES PROGRAM



A REPORT TO THE COLORADO STATE LEGISLATURE

Prepared by:

THE COLORADO TRUST

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I. INTRODUCTION

The Homeless Prevention Activities program was enacted during the 1989 session of the Colorado General Assembly in response to the growing number of households that lacked the resources necessary to provide for their own adequate shelter. The purpose of this legislation was to provide financial assistance and other services to families and individuals that were at risk of losing their homes if some kind of assistance was not available to them. The legislation provided funding for the program by allowing voluntary contributions from Colorado residents on their State Income Tax Return.

This report has been prepared to comply with the requirements of the legislation, specifically, Section 26-7.8-103(3) which requires a report to the State Legislature summarizing the Homeless Prevention Activities Program. In order to provide a comprehensive overview of the program the following information is contained in this report:

1. An overview of the program history and background;
2. A summary of the services provided from October 1, 2003 to September 30, 2004; and
3. A summary of program financial activity.

II. BACKGROUND

The Homeless Prevention Activities Program was enacted during the 1989 session of the Colorado General Assembly in response to the growing number of families and individuals who lacked the resources necessary to provide for their own adequate shelter. The purpose of this legislation was to provide assistance to those households who were at risk of losing their homes without some kind of community assistance. Funding for the program was made available through a State Income Tax Check-off mechanism, allowing Colorado residents to make voluntary contributions on their State Income Tax Return. Under the legislation, the program's administering agency was to award funds through a competitive process, to private non-profit organizations throughout the state to provide services to eligible clients.

The Colorado Department of Social Services was identified as the administering agency in the original legislation and administered the program during the first two years of program operation. The key elements of program design and

implementation that still govern the program today were developed during this time and include the following:

1. The program is to be targeted to those families and individuals who were at risk of becoming homeless due to circumstances beyond their control and who were unable to stay in their own homes without some kind of temporary assistance;
2. At least 75% of the funds available were to be used for vendor payments on behalf of clients for rent, mortgage or utility payments;
3. The funds collected through the tax check-off program were distributed on a statewide basis through the use of a county by county allocation formula based on the following two factors:
 - a. the number of individuals receiving Food Stamps within a county; and
 - b. the number of unemployed persons within a county.
4. Local agencies were selected to provide service through a competitive process, based on recommendations of an independent selection committee.

Since the original legislation was passed in 1989, the legislation has been amended two times, first in 1991 and again in 1992. These amendments dealt with the transfer of the program administration from the Colorado Department of Social Services to The Colorado Trust. After the first year of program operation, many of the legislation original backers believed the state system for program administration was too time-consuming and cumbersome for a program of this nature. In response to requests to streamline the administrative procedures for the Homeless Prevention Activities program, the Colorado General Assembly during its 1991 session, revised the legislation and allowed the program administration to be transferred to The Colorado Trust.

During the 1994 session of the Colorado General Assembly, the Legislation authorizing the Homeless Prevention Tax Check-off was reviewed and re-authorized. In addition, on July 13, 1994, the Joint Legislative Sunrise and Sunset Review Committee approved the continuation of the Homeless Prevention Advisory Committee, the body responsible for decision making for the Program.

The Colorado Trust has been the fiscal agent for the Homeless Prevention Activities Program under the direction of the State appointed advisory committee, since July 1, 1991. (A list of the State appointed advisory committee can be found in Appendix A.) Since that time, The Colorado Trust has been able to effectively streamline administrative procedures while maintaining accountability at all program levels.

III. SERVICE PROVISION

Request for Proposal Process

The legislation requires that a competitive process be used for the distribution of funds. A request for proposal process was developed and nearly two hundred agencies around the state received the RFP to apply for Homeless Prevention funds. In addition, the RFP was posted on the Colorado Department of Human Services Supportive Housing and Homeless Programs website.

In order to assure the equitable distribution of funds around the state, the Advisory Committee developed an allocation formula that divided the state into 5 regions. Each of the five regions in the state was then allocated a percentage of the funds available. Applications for a given region competed with other applications for that same region.

Applications were received from twenty-four different organizations and under the direction of the State appointed Advisory Committee, and nineteen private, non-profit agencies were awarded contracts. A list of the funded agencies for the program year October 1, 2003 through September 30, 2004 can be found in Appendix B.

The services provided by the funded agencies included:

- The provision of immediate financial assistance, in the form of vendor payments to landlords and utility companies, on behalf of families and individuals at risk of becoming homeless.
- The provision of case management services through the development and implementation of a stabilization plan designed to address the barriers the household faced in retaining housing.
- The provision of support services aimed at stabilizing families and individuals to avoid future incidence of homelessness, such as employment and budget counseling, landlord and utility company mediation, and referral to a variety of services as appropriate.

Service Summary

The agencies providing services under the Homeless Prevention Activities Program were required to complete a program performance report at the end of the program year. This report identified the number of households served by each program as well as certain characteristics of those households, such as the number of children in the household, if the household is a racial minority, and income level of the household. These reports were compiled on a statewide basis in order to provide a profile of the households served. The following information describes the households served as well as the kind of services and assistance the households received.

A total of **535** households received assistance through the Homeless Prevention Activities Program during the contract period.

Of those households:

- **65%** of the households served were families with children.
- **55%** of the households served had annual incomes of less than \$12,000.
- **45%** of the households served were ethnic minorities.
- **62%** of the household heads were employed.
- **90%** of the households were in rental situations

Of the households served, almost all were recipients of intensive case management services. As a result of the case management services, 27 households were placed in new living situations and 18 heads of households were placed in new employment situations.

In addition, the assistance a household received averaged \$337.00 over a one-month period. Payments made on behalf of clients ranged from \$73 to \$740 while the number of months a household received assistance averaged one to three months.

Regional Information

The following table illustrates the percentage of funds allocated to each region and the number of households served in each region. Please refer to the map in Appendix C for a specific identification of the counties in each region.

REGION	FUNDS ALLOCATED	HOUSEHOLDS SERVED	AVERAGE FUNDS PER HOUSEHOLD
A (The northeastern portion of the state)	\$16,880	91	\$159
B (The 6 county metro Denver region)	\$88,919	195	\$386
C (Colorado Springs and surrounding counties)	\$26,475	134	\$198
D (Southeastern and South Central portion of the state)	\$22,000	50	\$387
E (the western slope)	\$17,460	65	\$237
TOTAL	\$171,374	535	\$282

IV. FINANCIAL SUMMARY

The funds available for distribution during the 2003-2004 program year totaled \$171,734. Although the actual contributions received as of August 1, 2003 from the 2002 tax returns were \$166,956, carry-over funds from the previous year along with interest earned increased the amount available for distribution by \$8,778. The following chart illustrates the fiscal activity of the program during the program year. In addition to the grants to the direct service agencies, the Advisory Committee allotted \$4,000 to conduct a marketing campaign aimed at increasing the level of contributions to the Tax Check-off fund.

Carry-over from the previous program year (including interest income)	\$8,778
2002 State Income Tax Return Contributions as of August 1, 2003	\$166,956
Total Available for Distribution	\$175,734
Amount for Marketing Activities	\$4,000
Funds Awarded to Agencies for Program Year October 1, 2003 to September 30, 2004	\$171,734

As the administering agency for this program, The Colorado Trust, **has not** requested reimbursement for any expenses incurred for program administration to date. According to the legislation The Trust is authorized to spend up to five percent of all voluntary contributions or fifteen thousand dollars, whichever is greater, to administer the program.

During the program year the cost to The Trust for program administration was \$12,500.00. The following chart itemizes those expenditures:

BUDGET CATEGORY	ADMINISTRATION COSTS DONATED BY THE COLORADO TRUST
Personnel: Project Coordinator	\$7,000.00
Travel:	500.00
Operating Costs: Office Space, Phone, Computer, Supervision, Postage, Copying	5,000.00
Total	\$ 12,500.00

V. SUMMARY

The Homeless Prevention Activities Program was developed in response to the growing number of families and individuals who were at risk of losing their homes because they were unable to pay their rent or mortgage.

From October 1, 2003 through September 30, 2004, 535 households from around the state received assistance from the Homeless Prevention Activities Program. These households were primarily families with children and annual incomes of less than \$12,000.00 per year.

During the 1994 session of the Colorado General Assembly, the legislature continued to support the Homeless Prevention Program by reviewing and re-authorizing the legislation governing the program. Additionally, the Joint Legislative Sunrise and Sunset Review Committee approved the continuation of the Homeless Prevention Advisory Committee.

Without the Homeless Prevention Activities Program, the over **10,600** families and individuals who have received assistance since the program's inception would not have received the hope and assistance they needed to move forward with their lives. Through the voluntary contributions on the Colorado State Income Tax Returns, these families were able to maintain their housing situations and stabilize their households. If these funds and the intensive case management services were not available to these families, they could have easily become homeless.

APPENDIX A

HOMELESS PREVENTION ACTIVITIES PROGRAM ADVISORY COMMITTEE - 2004

Mr. Ken Bueche, Executive Director
Colorado Municipal League
1144 Sherman St.
Denver, CO 80203
(303) 831-6411
bueche@r.m.i.net

Ms. Tracy D'Alanno
Colorado Department of Human Services
4020 South Newton St.
Denver, CO 80236
(303) 866-7361
tracy.DAlanno@state.co.us

Ms. Connie Lorig
922 High Road
Manitou Springs, CO 80829
(719) 685-9733
cmlorig@adelphia.net

Ms. Karen Miller
Department of Human Services
1200 Federal Blvd.
Denver, CO 80204
(720) 944-2031
Karen.miller@dhs.co.denver.co.us

Mr. Ed Powers
Metro Denver Homeless Initiative
P.O. Box 891
Broomfield, CO 80038-0891
(303) 469-5905
edpowers1@msn.com

Ms. Lynn Shine
Colorado Division of Housing
1313 Sherman St. Room 323
Denver, CO 80203
(303) 866-2033 ext. 5306
lynn.shine@state.co.us

APPENDIX B

AGENCY	SERVICE AREA	PHONE #	CONTACT
Neighbor to Neighbor	Larimer County	(970) 484-7498	Erin Fugler Rusty Collins (ED)

AGENCY	SERVICE AREA	PHONE #	CONTACT
The Greeley Transitional House	Weld County	(970) 352-3215	Linda S. Ackers (ED)
Caring Ministries of Ft. Morgan	Morgan County	(970) 867-3339	Kathy Thompson (ED)
Catholic Charities	Arapahoe, Denver, Jefferson, Adams	303-742-0828	Sister Mary Jo Anzik James Mauck (ED)
Senior Support Services	Adams, Jefferson, Denver, Douglas	303-832-1622	Ted Pascoe (ED)
Emergency Family Assistance	Boulder County	303-442-3042	Jan Hawley, Development Dir Terry Benjamin (ED)
Arapahoe House	Metro Denver	303-657-3700	Eugene Medina Michael Kirby (ED)
Jeffco Action Center	Jefferson County	303-237-7704	Cathy Hatfield Nancy Nicholas (ED)
Jefferson Center for Mental Health	Jefferson, Clear Creek, & Gilpin	303-425-0300	Elizabeth Ford, Development Mgr. Harriet L. Hall (ED)
Adams County Housing Authority	Adams County	303-227-2075	Debra Gray, Program Dev. Mgr. Donald May (ED)
OUR Center	Boulder County	303-772-5529	Edwina Salazar Waldrip (ED)
Ecumenical Social Ministries	El Paso County	(719) 633-1537	Meredith Yorkston William Lucas (ED)
Pikes Peak Community Action Agency	El Paso, Chaffee	(719) 471-7870	Rod Wilson Bart Givens (ED)
Family Crisis Services	Fremont County	(719) 275-2429	Tara Deacon (ED)
Catholic Charities of the Diocese Of Pueblo	Pueblo and Southeast Colorado	(719) 544-4233	Shirley Knafelc Jayne Mazur (ED)
La Puente Home	Alamosa	(719) 589-5909	Brian Benke, Comm. Outreach Dir. Lance Cheslock (ED)
Grand Valley Catholic Outreach	Mesa County	(970) 241-3658	Sister Karen Bland
Mountain Family Center	Grand County	(970) 725-3257	Jill Korkowski (ED)
Southwest Community Resources	Southwest Colorado	(970) 259-1086 ext. 13	Tami Miller Anthony Stohl (ED)