

**Applicant/Recipient  
Disclosure/Update Report**

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2510-0011  
(exp. 08/31/2009)

Applicant/Recipient Information

\* Duns Number: 001486401

\* Report Type: INITIAL

1. Applicant/Recipient Name, Address, and Phone (include area code):

\* Applicant Name:

Town of Kit Carson

\* Street1: 301 Main Street

Street2:

\* City: Kit Carson

County: Cheyenne

\* State: CO: Colorado

\* Zip Code: 80825

\* Country: USA: UNITED STATES

\* Phone: 719-962-3351

2. Social Security Number or Employer ID Number: 84-0688574

\* 3. HUD Program Name:

Affordable Housing Development in Main Street Rejuvenation Projects

\* 4. Amount of HUD Assistance Requested/Received: \$ 1,000,000.00

5. State the name and location (street address, City and State) of the project or activity:

\* Project Name: Kit Carson Main Street Affordable Housing Project

\* Street1: 301 Main Street

Street2:

\* City: Kit Carson

County:

\* State: CO: Colorado

\* Zip Code: 80825

\* Country: USA: UNITED STATES

**Part I Threshold Determinations**

\* 1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).

Yes  No

\* 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9

Yes  No

If you answered " No " to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form.

**However,** you must sign the certification at the end of the report.

Form HUD-2880 (3/99)

**Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.**

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name:

\* Government Agency Name:

Government Agency Address:

\* Street1:

Street2:

\* City:

County:

\* State:

\* Zip Code:

\* Country:

\* Type of Assistance:

\* Amount Requested/Provided: \$

\* Expected Uses of the Funds:

Department/State/Local Agency Name:

\* Government Agency Name:

Government Agency Address:

\* Street1:

Street2:

\* City:

County:

\* State:

\* Zip Code:

\* Country:

\* Type of Assistance:

\* Amount Requested/Provided: \$

\* Expected Uses of the Funds:

(Note: Use Additional pages if necessary.)

Add Attachment

Delete Attachment

View Attachment

**Part III Interested Parties.** You must decide.

**1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and**

**2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).**

* Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	* Social Security No. or Employee ID No.	* Type of Participation in Project/Activity	* Financial Interest in Project/Activity (\$ and %)
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %

(Note: Use Additional pages if necessary.)

**Certification**

**Warning:** If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.  
I certify that this information is true and complete.

\* Signature:

\* Date: (mm/dd/yyyy)

Facsimile Transmittal

U. S. Department of Housing and Urban Development  
Office of Department Grants Management and Oversight

OMB Approval No. 2525-0118  
exp. Date (5/30/2008)

1262104380-9336

\* Name of Document Transmitting: None

1. Applicant Information:

\* Legal Name: Town of Kit Carson  
\* Address:  
\* Street1: 301 Main Street  
Street2:  
\* City: Kit Carson  
County: Cheyenne  
\* State: CO: Colorado  
\* Zip Code: 80825 \* Country: USA: UNITED STATES

2. Catalog of Federal Domestic Assistance Number:

\* Organizational DUNS: [REDACTED] CFDA No.: 14.878  
Title: Affordable Housing Development in Main Street Rejuvenation Projects  
Program Component:

3. Facsimile Contact Information:

Department:  
Division:

4. Name and telephone number of person to be contacted on matters involving this facsimile.

Prefix: \* First Name: Sharon  
Middle Name:  
\* Last Name: Mayhan  
Suffix:  
\* Phone Number: 719-962-3351  
Fax Number:

\* 5. Email: tobyamy@rebeltec.net

\* 6. What is your Transmittal? (Check one box per fax)

a. Certification  b. Document  c. Match/Leverage Letter  d. Other

\* 7. How many pages (including cover) are being faxed? 1

Form HUD-96011 (10/12/2004)

**Application for Federal Assistance SF-424**

Version 02

**\* 1. Type of Submission:**

- Preapplication
- Application
- Changed/Corrected Application

**\* 2. Type of Application:**

- New
- Continuation
- Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify)

**\* 3. Date Received:**

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**\* 5b. Federal Award Identifier:**

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

**\* c. Organizational DUNS:**

**d. Address:**

**\* Street1:**

**Street2:**

**\* City:**

**County:**

**\* State:**

**Province:**

**\* Country:**

**\* Zip / Postal Code:**

**e. Organizational Unit:**

**Department Name:**

**Division Name:**

**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:**

**\* First Name:**

**Middle Name:**

**\* Last Name:**

**Suffix:**

**Title:**

**Organizational Affiliation:**

**\* Telephone Number:**

**Fax Number:**

**\* Email:**

**Application for Federal Assistance SF-424**

Version 02

**9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

US Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.878

CFDA Title:

Affordable Housing Development in Main Street Rejuvenation Projects

**\* 12. Funding Opportunity Number:**

FR-5300-N-24

\* Title:

HOPE VI Main Street Program

**13. Competition Identification Number:**

HOPEVI-MS24

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

**\* 15. Descriptive Title of Applicant's Project:**

Kit Carson Main Street Affordable Housing Project (KCMSAHP)

Attach supporting documents as specified in agency instructions.

[Add Attachments](#) [Delete Attachments](#) [View Attachments](#)

**Application for Federal Assistance SF-424**

Version 02

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,000,000.00"/>
* b. Applicant	<input type="text" value="REDACTED"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="REDACTED"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="REDACTED"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

- Yes
- No

**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 218, Section 1001)**

\*\* 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:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

Authorized for Local Reproduction

Standard Form 424 (Revised 10/2005)  
Prescribed by OMB Circular A-102

**Application for Federal Assistance SF-424**

Version 02

**\* Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

[Empty text input area for Applicant Federal Debt Delinquency Explanation]

SECTION B: Executive Summary

Kit Carson, Colorado is a small rural community of roughly 250 residents. This little town, located in Cheyenne County, is made up of farmers, ranchers, businesspeople, teachers, and oil-field workers. Kit Carson has one school, Kindergarten thru 12<sup>th</sup> grade, with about 110 students enrolled. Our Firemen and EMTs are all volunteer and with just one city clerk and one city worker we must, through volunteer organizations, do all that needs to be done.

The per capita income in Kit Carson in 1999 (dollars) was \$13,832 compared to a national number of \$21,587, according to the US Census Bureau's 2000 Census. Cheyenne County is one of the only counties in Colorado to experience population losses over the past decade. Population fell by 6% over the period from 1991 to 2001 compared with a state population growth of 30%. The entire county consists of over 1780 square miles, and according to 2001 population estimates, has 2,204 residents. Income and housing are both very low compared with Colorado averages. Housing costs are \$100,000 below the state median and incomes are about \$10,000 below the state median. According to the 2000 census, for the 25 rental units available in Kit Carson in 1999, 60% of renters were paying over 30% of their income on rent. Over 28% of the housing units in Kit Carson are vacant and have been so for some time. Virtually all of this large inventory of vacant housing is extremely old and uninhabitable.

Small rural communities all over Colorado and our nation are struggling to stay afloat, Kit Carson is no different. With so many abandoned housing units in serious decline, there are very few decent, affordable options for those that want to live in the community. We want to keep our citizens here, and housing that could be fixed up in our Main Street Area, where so many other rejuvenation efforts have taken place, would enable people to stay in the community and perhaps bring others into the community as well.

This project is called The Kit Carson Main Street Affordable Housing Project. The goal of this project is to acquire five properties and develop them into affordable detached housing units either for rent or for sale to low income persons already in our community or those hoping to relocate to our community. Two 2-bedroom properties we will acquire will be fixed up. Two other properties are empty lots that we will build on from scratch. We plan to build 3 bedroom units on both of those lots. One additional unit we will acquire will need to be razed, and a new three bedroom house will be built on the site.

The Town of Kit Carson will be in partnership with Kit Carson Rural Development (KCRD) for this project. KCRD is a non-profit 501c3 organization whose mission is rural economic development in the Kit Carson area. KCRD has had extensive discussions with contractors regarding this project, and has signed non-binding contracts with two contractors. In our rural area there are no developers. Therefore the Team for this project will act as the developer, working hand in hand with the selected contractors and architects.

The housing created will all be detached 2 or 3 bedroom units. All property for this project will be acquired by KCRD, so there will be no private owners. An agreement is in place between the Town of Kit Carson and KCRD for this project and it is attached is Section I. KCRD will uphold all requirements of the HOPE VI Grant as set forth in the NOFA and General Section.

The Main Street Area that surrounds the Kit Carson Main Street Affordable Housing Project encompasses three streets that stretch from the Kit Carson School on the North to the railroad tracks on the south end of town. The center street is Main Street and the two side streets are Church and Park Street. This Main Street Area includes all buildings that face Main, Church and Park Streets, on both sides of the street. The main highway running east/west through town,

Hwy 287/40, bisects these streets. This area is the center of our town, it is where the majority of the commercial, governmental, and social activities in Kit Carson take place. In this Main Street Area is the Town's only bank, post office, grocery store, hardware and liquor store, town hall, senior center, pizza place, hair salon, health clinic and gas station. In addition here is where you will find Prairie Park, The Lutheran Church, The Catholic Church, The Methodist Church, The Kit Carson R-1 School, and The Kit Carson Museum and Park. Interspersed throughout this area are residential houses. The five properties we aim to improve are located throughout this Main Street area.

Rejuvenation efforts in this Main Street Area have been going on for some time. The purpose of these efforts is the restoration of the traditional commercial area in Kit Carson. Prairie Park was completely renovated several years ago and the Museum Park was landscaped this past summer. The Historical Society completed a restoration of the Old Depot Museum several years ago with a grant from the Colorado Historical Society. There has been curb and gutter work done on much of this area, and solar lamp posts and flower pots were placed along Main Street. The Town of Kit Carson has begun extensive work on the water and sewer system throughout this Main Street Area. An old abandoned bar recently had its façade repainted and a brand new Lutheran Church was built on empty lots. The town hall put up a new sign in 2007 and landscaping was completed in front of the medical clinic. The Kit Carson Chamber of Commerce completed renovation on the Old Pool Hall on Main Street which is on the Colorado Register of Historic Places. The largest brownfields site in town was recently cleaned up through an EPA grant. Underground fuel tanks were removed and a 6,500 sq ft building and two out buildings with friable asbestos on both the interior and exterior were demolished and removed. This new business ready site has already attracted several interested buyers.

Private rejuvenation efforts include the renovation of a residential home into a pizza place and hair salon. The Kit Carson State Bank put up a new bank sign and renovated the façade of a former main street shop. The Senior Center fixed up its façade and landscaped its back yard. The upstairs of an old Main Street hardware store was recently renovated as a bed and breakfast. A gas station on the corner of Main and Hwy 287 had both its interior and exterior renovated for use as a shop.

All properties in this project will be marketed as rental housing, unless there are low income persons interested in homeownership. The Town of Kit Carson is requesting \$1,000,000 in HOPE VI funds for this project. The applicant has the following matching funds and in-kind services (totaling [REDACTED] committed to the project (also listed in HUD form 52861):

- 1) Private Donations - [REDACTED] (includes donation of \$ [REDACTED] in closing fees)
- 2) Land Donation – valued at \$ [REDACTED]
- 3) Architectural In –Kind Services [REDACTED]
- 4) In-Kind Demolition Services [REDACTED]
- 5) Applicant Donation \$ [REDACTED]

There has been a rejuvenation effort going on in this Main Street Area for a number of years. This Main Street Rejuvenation includes **twenty-three** different efforts totaling over **\$4,079,999.00**. These efforts are listed in the HUD form 52861 on the MS Area Rejuv Resources page. This Main Street Rejuvenation Effort was officially recognized in a Resolution passed at a Town Council Meeting on 12/21/09 and is attached for reference in Section G.

SECTION C – Rating Factor 1 – Capacity

The Team for the Kit Carson Main Street Affordable Housing Project consists of The Town of Kit Carson, Kit Carson Rural Development (KCRD), The Kit Carson Historical Society, Dan Grinnan LLC Contractor, Eric Richardson Construction, and the Design Build Program at CU Denver.

Numerous members of this Team have worked on affordable housing projects and Historical Register projects within the last five years. Because of the scarcity of both affordable housing projects and Historical Register sites within this rural area, the fact that the Team has worked on as many as they have in the span of a few years is a testament to the extensive experience, motivation and capability of this Team. Also due to the scarcity of affordable housing and historical register projects in this area this application references projects worked on not just in the past three years, but also in the past four years or more.

The Town of Kit Carson has successfully completed many grants and projects. These projects include curb and gutter projects throughout town, the drainage and paving project, and the renovation of the Kit Carson Community building and new Town Hall sign. Last summer the Town of Kit Carson completed the museum park project with grants and in-kind funds. Currently the Town of Kit Carson is working on a major overhaul of the Town's water system with ARRA funding. In addition this spring the Town will begin a major overhaul of the Town's sewer system. Both of these projects are significantly large in size, scope and funding. They are also much needed improvements to our Town's outdated water and sewer system. In addition to the many projects the Town has undertaken, the Town has been a vital resource to Kit Carson Rural Development throughout the past few years, donating countless hours of in-kind labor and machinery to KCRD projects. A few years ago the Town donated many hours of labor and machinery to KCRD's Prairie Park Project. Last year the Town donated over 100 man-hours on

backhoe to the KCRD's Prairie View Apartment Project, an affordable housing project. This donation of in-kind hours exemplifies how well the Town of Kit Carson and KCRD have joined forces to tackle and successfully complete large projects.

Kit Carson Rural Development (KCRD) completed the Prairie View Apartments Project in the fall of 2009 with the aid of Prairie Development Corporation. This project included the clean up and complete renovation of two buildings comprising three total housing units. These three units are affordable rental housing, and they are all currently occupied. There are two two bedroom units rented for \$325/month and one four bedroom unit rented for \$425/month.

KCRD has successfully completed several large grants including a Great Outdoors Colorado (GOCO) Grant for park renovation in 2007, and a 2009 EPA Cleanup Grant for Brownfields sites. This large brownfields project also utilized monies raised through the Historic Byways Revitalization Initiative and involved a successful partnership between KCRD and the Colorado Division of Oil and Public Safety, The Colorado Department of Health and Environment and the Colorado Brownfields Foundation. KCRD has also assisted the Summer Ball program on a Daniels Fund Grant for baseball field and uniform improvements. KCRD received a grant from EL Pomar for operating funds and has also received a Cooper Clark Grant for matching funds to the park project. KCRD is well experienced in managing large scale grants, working with different contractors, and managing several funding sources. KCRD is definitely capable of successfully completing all the work involved in the HUD HOPE VI Main Street Grant.

Having the Kit Carson Historical Society on the Team will enable the Kit Carson Main Street Affordable Housing Project to include historical elements in the construction of new houses and preserve the historical integrity of houses to be remodeled. Since the late 1950's, the

Kit Carson Historical Society has dedicated its efforts, in part, to preservation of this area's heritage and history, including the built environment. Their knowledge and experience has been utilized to preserve properties acquired for the Historical Society's use and, for public spaces.

The Kit Carson Historical Society utilizes the Secretary of the Interior's Standards and Guidelines for Historic Preservation as well as Colorado preservation standards when consulting or assisting with historic preservation projects. These standards are recognized by all preservation specialists and most contractors.

The Kit Carson Historical Society has consulted on or undertaken the following projects:

Kit Carson Pool Hall Expansion - The Kit Carson Historical Society assisted the Kit Carson Community Chamber of Commerce in successfully nominating this 1913 vernacular architecture structure to the Colorado State Register of Historic Properties. The building is now used for public functions as well as the annual Kit Carson Day Melodrama.

Kit Carson Historic Depot Museum Preservation - The Kit Carson Historical Society successfully nominated this 1904 Union Pacific Combination Depot to the Colorado State Register of Historic Properties in 2001. The Kit Carson Historical Society then successfully obtained grants from the Colorado Historical Society's State Historic Fund and other grant agencies to preserve the exterior of the depot.

Kit Carson Union Pacific Signal Maintainer's House and Kit Carson Class CA-7 Union Pacific Caboose - The Kit Carson Historical Society successfully nominated the 1930 Union Pacific Signal Maintainer's House and the 1959 Class CA-7 Union Pacific Caboose to the Colorado State Register of Historic Properties.

Kit Carson Union Pacific Pump House - The Kit Carson Historical Society successfully nominated the Union Pacific Pump House to the Colorado Register of Historic Properties in

1995. In 2005, this circa 1872 stone structure with wood frame addition was listed as one of Colorado's most endangered structures by Colorado Preservation, Inc. The Kit Carson Historical Society is beginning a Historic Structure Assessment on this endangered and rare building.

Having the Kit Carson Historical Society on the TEAM, will enable the Kit Carson Main Street Affordable Housing Project to maintain sensitivity to existing and surrounding historic architecture. This partnership will also allow the team to successfully preserve historic elements during preservation and restoration of the historic housing units.

The first contractor on the TEAM, Daniel Grinnan LLC, is a contractor out of Burlington, CO who has been in the residential and light commercial construction business for nine years. Based in a rural area, affordable housing projects and traditional architectural projects have always been the core of their business. Affordable housing projects they have undertaken have ranged from repairs and remodeling on numerous low income properties to building affordable living homes. Working with KCRD and Prairie Development Corp, they rehabilitated 3 affordable housing units in the summer of 2009. Daniel Grinnan LLC has also had a great deal of experience with traditional architecture. Work done in the past three years includes the renovation of the 102 year old Collins Ranch headquarters home in Kit Carson, CO, the rehabilitation of a building built in 1924, and also the rehabilitation of a building built in 1925. In these projects Dan Grinnan LLC kept with the integrity of the classic architecture and utilized many of the existing traditional characteristics such as tin ceilings and wood floors to maintain the original qualities and assets of these buildings.

Eric Richardson Construction is the second contractor on the Team. Eric Richardson Construction has had experience working on projects that are on the Colorado Register of Historic properties and they have also worked on several affordable housing projects like the one

they completed in 2009 for the Burlington Housing Authority. Eric Richardson Construction worked closely with the East Central Council of Governments on the Historical projects in Burlington. These projects included the restoration of the Kit Carson County Carousel and the framing and finishing of the Carousel Museum. In addition they worked on the concrete and roofing projects for the Burlington Housing Authority. They have also completed the construction and interior finish of over 20 new custom homes from simple to complex construction styles. Eric Richardson Construction has over 20 years of construction experience and very qualified and knowledgeable employees. Having this construction firm on the TEAM will ensure that the affordable housing project has the appropriate knowledge and experience to complete the project on time and within the criteria as set forth in the NOFA.

The final team member is the College of Architecture and Planning at the University of Colorado Denver's Design Build Program. This school is donating their services to the Kit Carson Main Street Affordable Housing Project. The homes for this project will all be designed and managed through the College of Architecture and Planning at the University of Colorado Denver's Design Build Program. This program gives students the unique opportunity to work on community outreach projects with real professionals in the fields of architecture, engineering, lighting design, and the construction industry. The program uses a collaborative approach that allows students to see first hand how decisions are made in practice. This collaborative environment brings professionals into the design process at the beginning of the project and meets with them constantly throughout design and construction to ensure that design standards, safety, and proper construction are always being met.

Students enrolled in this program are typically in their final year of study in either the

undergraduate or graduate school at CU's College of Architecture and Planning. Throughout their study at CU and during the course of the semester they learn skills in comprehensive architectural design, accessibility, building system integration, building material and assemblies, building cost control, ethics and professional judgment and structural systems, to name a few.

The faculty and students involved in the Design Build Program have a long history of community outreach and work with affordable housing. Included in the Resume Section is a list of recently completed design work by the Design Build Program at CU.

#### Key Personnel Knowledge/Resumes

Members of the TEAM have the knowledge and experience to perform the proposed project. KCRD's treasurer, [REDACTED], is the Kit Carson State Bank Vice President. [REDACTED] expertise in finance and rural economies is a great asset to KCRD especially as we seek out opportunities such as the HUD HOPE VI Main Street Grant. In addition [REDACTED] was the main contact person for the work with the Prairie View Apartment Project. [REDACTED] and other KCRD members created the rental and management agreements for this affordable housing complex. [REDACTED] was very involved in this project and is knowledgeable about affordable housing projects. [REDACTED] is a member of KCRD and is current chairperson of the Kit Carson Historical Society. [REDACTED] spent about 11 years working within industry negotiating between Federal and State agencies and industry to permit, construct, mitigate and decommission natural resource projects. [REDACTED], KCRD Chairperson has overseen the successful implementation of both the GOCO and EPA Grants. She is knowledgeable in all aspects of grant implementation including managing funds, cash flow, budget creation, and grant reporting both during and after grants work is complete. KCRD is knowledgeable about

funding opportunities and leveraging support for our projects. On all the grants KCRD has worked on we have never had any problem or audit occur during any part of the grant.

[REDACTED]  
[REDACTED], Kit Carson, CO 80825  
Home: [REDACTED] cell: [REDACTED]

**Kit Carson Rural Development (KCRD)**

*Chairperson* – June 2006 – Present

Duties: Grant Writing, Scheduling and Running Meetings, Coordinating Projects  
Wrote GOCO and EPA Grants, coordinated all contractors, funding, and completed all reporting for grants, including ARRA reporting. Worked with Prairie Development on Prairie View Apartments Project.

*Treasurer*- March 2005-June 2006 - Duties: Balancing Books, Treasurer's Report,

**Collins Ranch Co., Inc**

*Rancher* – July 1995 - Present

Duties: Bookkeeping, Recordkeeping, Cash flow management, Scheduling Working Cattle Days, Cattle Nutrition, Range Management, Cattle Health

**The Colorado College, Colorado Springs, CO**

BA in World Political Economy, GPA=3.78/4.0, cum laude, Phi Beta Kappa, Dean's List – 4 yrs

---

[REDACTED] [REDACTED] [REDACTED]  
Kit Carson, Colorado 80825 [REDACTED]

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**EDUCATION**

BA Anthropology/Archaeology, Colorado State University, Fort Collins, Colorado, 1978

**SHORT COURSES/CONTINUING EDUCATION COURSES**

Visible Emissions Evaluation - Previously Certified; CalEPA; EPA  
Environmental Impact Assessments in Developing Countries, University of Bradford, England, 1993  
Integrated Mining and Land Reclamation, Reno, Nevada, 1991  
Environmental Compliance...Solutions That Work, Denver, Colorado, 1990  
Surface-water monitoring: An Overview, Design & Implementation, Reno, Nevada, 1988

**COMMUNITY INVOLVEMENT**

Kit Carson Historical Society - Chairperson

Kit Carson United Methodist Church Advisory Council - Treasurer  
Kit Carson Rural Development Association - Board of Directors

### **MEMBERSHIPS**

Colorado Council of Professional Archaeologists (past)  
National Association of Environmental Professionals (past)

### **PROFESSIONAL EXPERIENCE**

Cultural Resources Consulting - 2 Years  
U.S. Department of the Interior; BLM and BIA - Cultural Resources Specialist - 5 Years  
Private Industry - Environmental Management - 11 Years  
Self-Employed - 10 Years

[REDACTED] specialization is cultural resources management. As a cultural resources specialist in Federal Service, [REDACTED] coordinated with the State Historic Preservation Office for compliance with the National Historic Preservation Act and the Archaeological Resources Protection Act, administered all cultural resources contract work performed on public land and/or mineral estate and developed and implemented budget and resource allocations to accomplish priorities and goals in the cultural resources program. As an environmental manager in the mining industry and in the oil and gas industry, [REDACTED] was involved with feasibility studies, permit acquisition, start-up and closure planning and project construction. She has actively planned and implemented start-up environmental programs at two mines and participated in studies and closure and reclamation planning for one mine. As a private consultant, Ms McPherson provided lead environmental experience to mining companies in conducting background research and due-diligence investigations in anticipation of joint-venture partnerships or acquisition of properties throughout the western United States.

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[REDACTED]  
Kit Carson, CO 80825

Business Phone 719-962-3273

Home Phone [REDACTED]

E-mail:  
[REDACTED]

[REDACTED] - Cashier/Bank Secrecy Act Officer/Privacy Officer

### **Education**

Colorado State University, Fort Collins, CO 1972 – 1974 Major: Business

Lamar Community College, Lamar, CO 1993 – 1996 Degree: Farm Ranch Management, Minor: General Business

BSA/AML Institute, Independent Community Bankers of America 2009  
Degree: Certified BSA/AML Professional, Certification Expires 12/31/2011

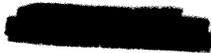
### **Employment History**

Kit Carson State Bank, Kit Carson, CO February 1976 to Present  
Current Position: Cashier/Bank Secrecy Act Officer/Privacy Officer/Internal Auditor/ Asset Liability Committee

KCRD

Committee Member – Maintain Kit Carson housing inventory including all houses available for sale or rent and all vacant houses and lots. Aids in Grant application and implementation

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[Redacted], Kit Carson, CO 80825



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**Education** Arizona State University – business and Agriculture courses 1974-1976  
Colorado State University - 1980BS Agricultural Economics – Farm & Ranch Management  
University of Colorado -1985-1987 Certificate – Colorado Graduate School of Banking

**Experience** Kit Carson State Bank 1983-Present  
Loan administration, management, IT  
Production Credit Association of Colorado Springs – Burlington, CO 1980-1982  
Field Representative / Loan Officer Trainee

**Responsibilities**

**Loan Production** – Commercial, Agricultural, Real Estate and Consumer credit analysis, document and security oversight and ongoing review

**Loan Administration** – Loan committee member, review and update of loan software and correlating compliance with documentation, review and development of loan policies, procedures, forms and organization

**IT Administration** –Network administration, network security, software acquisition and deployment, user configuration and management

**Other Responsibilities** – Board member, Executive Committee member, ALCO member, IT Steering committee member, manage Merchant Accounts for credit card acceptance, management of branch employees, assist with Call Report preparation and review, wire transfer and funds management occasionally as needed, equipment needs analysis and procurement, training on IT use and security and disaster recovery.

**Training**

Annual attendance at IBC Agriculture Conference and ABA Ag Bankers Conference.  
Laser Pro Users Regional Users Meeting  
Call Report Training  
Completed 8-unit Web Equity Manager training series  
Review 2 banking periodicals at least monthly and 3 IT periodicals weekly.

**Community Service**

Kit Carson Rural Development – Treasurer – active member of organization, managed Prairie View Apartments project, created rental agreements and management agreements  
Sand Creek 4-H Club – project leader 32 years  
First Baptist Church, Eads, CO – Deacon, Trustee, Adult Sunday School Teacher  
Kit Carson School Agricultural Education Advisory Board – member 11 years  
Past work:  
Cheyenne County Ambulance volunteer EMT – 24 years (retired)  
Kit Carson Volunteer Fire Department – 14 years, Fire Chief 2 years  
Youth baseball coach (3 years) and program director (2 years)  
Cheyenne County Fair Livestock Committee member

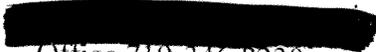
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**ERIC RICHARDSON CONSTRUCTION INC.**

established 1995



Phone [Redacted]  
Cell [Redacted]



Office 719-346-8230  
Fax 719-346-5223

**CAREER OBJECTIVE:**

To build a reputation of honesty, loyalty and fairness by providing quality work and dependable service.

**SUMMARY OF QUALIFICATIONS:**

Very experienced with new construction and remodeling  
Knowledgeable and up to date on local and area building codes  
Skilled in making presentations to customers  
Over 20 years of experience in the construction field  
15 years of business ownership  
Managing 3 crews of employees  
Drug free work force  
Qualified and knowledgeable employees

**EMPLOYEE TRAINING:**

Safety meetings conducted bi-weekly

Annual safety seminars with Pinnacol Insurance  
Attend Concrete Expo  
New employee orientation  
Daily progress meetings  
Proficient in reading blueprints

**CONSTRUCTION SITE REFERENCES:**

Restoration of Kit Carson County Carousel for the Historical Society  
Framed and finished Carousel Museum for Historical Society  
Concrete and roofing projects for Burlington Housing Authority  
Constructed 13,000 sf Community Center/Community College for the City of Burlington  
Large restoration project for Colorado State Parks at Bonny Reservoir  
Completed large addition to the Idalia school  
Constructed and interior finish for over 20 new custom homes from simple to complex construction styles  
Erected over 15 steel buildings  
Constructed and interior finish of The Cubs Den Daycare Idalia, Colorado  
Several miscellaneous projects for Kit Carson County  
Constructed and interior finish of:  
St. Paul Lutheran Church – Burlington, CO  
St. Catherine Catholic Church – Burlington, CO  
Trinity Lutheran Church – Kit Carson, CO  
Kit Carson State Bank – Burlington, CO  
Concrete work for Town of Stratton  
Constructed 7000 sf facility for Dynamic Dimensions – Burlington, CO  
Repaired facility at Old Town – Burlington, CO  
Constructed new 6000 sf fire house – Idalia, CO  
Numerous projects for City of Burlington

**REFERENCES:**

[REDACTED]  
Pekarek Building Designs  
434 14<sup>th</sup> Street  
Burlington, CO 80807  
719-346-9594

[REDACTED]  
East Central Council of Governments  
128 Colorado Avenue  
Stratton, CO 80836  
719-348-5562

[REDACTED]  
Kit Carson State Bank  
2121 Rose Avenue  
Burlington, CO 80807  
719-346-5433

[REDACTED]  
Halde Redi-Mix  
46321 Hwy 24  
Burlington, CO 80807  
719-346-0352

[REDACTED]  
Burlington City Administrator  
415 15<sup>th</sup> Street  
Burlington, CO 80807

[REDACTED]  
Herman Lumber  
1298 Martin Avenue  
Burlington, CO 80807

719-346-8585

[REDACTED]  
Dorman Brothers  
19230 County Road 55  
Burlington, CO 80807  
719-346-7970

719-346-5546

[REDACTED]  
MidWest Farms  
290 14<sup>th</sup> Street  
Burlington, CO 80807  
719-346-7211

[REDACTED]  
Cure Brothers  
36470 County Road CC  
Bethune, CO 80805  
719-346-8405

[REDACTED]  
Farm Credit Service  
162 Mike Lounge Drive  
Burlington, CO 80807  
719-346-5324

**DANIEL W. GRINNAN LLC  
45851 COUNTY ROAD Y  
BURLINGTON, CO 80807  
719-346-0379**

Daniel W. Grinnan LLC established : May, 2001  
Specializing in residential, light commercial, and light industrial construction.

Relative work experience last three years:

**\*Low Income Housing Experience:**

3/06 - 8/06 515 16<sup>th</sup> Street, Burlington, CO One bedroom home, developed  
and built for \$35,000

9/06 - 5/07 1010 15<sup>th</sup> Street, Burlington, CO Two bedroom home, developed  
and built for \$122,000

5/09 - 8/09 Hill Ten Apts, Kit Carson, CO 2 two bedroom and 1 four  
bedroom apartments remodeled and updated for \$104,000

**\*Traditional Architectural Experience:**

5/07 - 12/07 336 14<sup>th</sup> Street, Burlington, CO Rehabilitation of an  
office/apartment building built in 1924

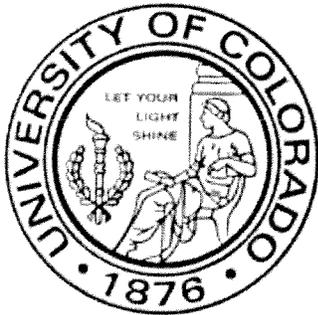
12/07 - 6/08 451 14<sup>th</sup> Street, Burlington, CO Rehabilitation of a building built  
in 1925

8/08 - 5/09 Collins Ranch, Kit Carson, CO Renovation of the 102 year old  
main house

**\*Building Green:**

3/06 - 11/06 Feldhousen Residence, Burlington, CO ICF basement and main level, Eagle Windows and Doors energy star rated, and HVAC: Lennox 94% efficient energy star rated

12/08- 5/09 Andy and Sabrina Hornung Residence, Burlington, CO Geothermal Heating and Air Conditioning, Thermocore exterior walls, and Eagle Windows and Doors energy star rated



The faculty and students involved in the Design Build Program have a long history of community outreach and affordable housing. Following is a list of recently completed design work by the Design Build Program at CU.

---

- Non-profit: ***Greensburg Greentown***  
Location: Greensburg, Kansas  
Project type: Designed six affordable homes for the city of Greensburg, Kansas as part of the effort to rebuild the town devastated by an F-5 tornado.
- Non-profit: ***Boulder Museum of Contemporary Art***  
Location: Boulder, CO  
Project type: Interior renovation for the Museum. Design drawings, construction documents and building construction were all completed in the summer of 2009.
- Non-profit: ***Habitat for Humanity, Flatirons Chapter***  
Location: Boulder, CO  
Project type: Designed an affordable Multi-family housing complex in the city of Boulder.
- Non-profit: ***Audubon Society of Greater Denver***  
Location: Denver, CO  
Project type: Created design proposals for a new nature center at Chatfield Reservoir to aid the non-profit in fundraising efforts
- Non-profit: ***Growing Gardens***  
Location: Boulder, CO  
Project type: Currently working on the design of a "Headhouse" for the non-profit's education facilities and staff offices.



10184 West Belleview Avenue, Suite 100  
Littleton, Colorado 80127  
303-991-0074  
[www.ColoradoBrownfieldsFoundation.org](http://www.ColoradoBrownfieldsFoundation.org)

January 6, 2010

Re: Letter of Support for Kit Carson Main Street Affordable Housing Project

Dir Sir or Madam:

This letter is being submitted in support of the Town of Kit Carson's proposal for a HOPE VI Main Street Grant.

CBF has been working with Kit Carson Rural Development (KCRD) for the past two years as one of several funders on a local community development project.

Our efforts to support KCRD have been quite rewarding in that they have responsibly utilized our granted assistance, have been responsive to all our inquiries on progress, and have proven to be open and collaborative with all the funders involved in the project. Most importantly of all, they used our funding for the intended purpose and completed the project according to plan.

We greatly appreciate the effort that KCRD is making towards community revitalization and fully support their involvement in the application for HUD grant funding.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Jesse Silverstein".

Jesse Silverstein  
Executive Director

SECTION D – Readiness – Rating Factor 3

The Kit Carson Main Street Affordable Housing Project will be working with five sites that are all currently under option to purchase. If the grant is awarded the Town of Kit Carson, KCRD will go ahead and exercise these options. Please see the first page and execution page of these option agreements under Section I. The Town of Kit Carson and KCRD have entered an agreement where KCRD will uphold all requirements as set forth in the NOFA (also included in Section I).

The Town of Kit Carson currently has no zoning regulations. Therefore the Kit Carson Main Street Affordable Housing Project will not require any zoning approval for the five properties included in this project. Please see the attached letter (Section I) from the Town Clerk, Christie Johnson, detailing the lack of zoning regulations in the Town of Kit Carson.

A contract has been made between KCRD and Daniel Grinnan LLC, contractor, to remodel two homes and build one of the new homes. Another contract has been made between KCRD and Eric Richardson Construction to construct the other two new homes. These contracts are non-binding agreements with choice-limiting actions, they are contingent upon grant award and they allow for HUD environmental reviews. These contracts are attached under Section I. During contract discussions with the two contractors, the contractors were made aware of all of the following: visitability requirements, energy star and energy efficiency requirements, section 3 information, and the importance of historical and traditional architecture as set forth in the NOFA.

SECTION E – Appropriateness – Rating Factor 4

The Kit Carson Main Street Affordable Housing Project is a very important and much needed project for our town. Over 28% of the housing units in Kit Carson have been vacant for many years, rendering them essentially uninhabitable. According to the 2000 census over 50% of the homes in Kit Carson were built before 1960. With only a couple of houses for sale that are suitable for living, and no known houses available for rent, there are very few viable options for people wanting to live in the community. Kit Carson faces the perfect storm of old, run down houses currently unsuitable for habitation and a population whose average income prohibits renovation of these houses. By entering into this project, the Town of Kit Carson and KCRD will make available five units for rent or for sale to low and very low income persons. This will enable our community to retain residents that might otherwise need to move out and possibly even attract new residents.

The Kit Carson Main Street Affordable Housing Project will rehabilitate two houses that can be repaired but are currently not suitable for living, build two houses on empty lots, and will demolish one home that is beyond repair, and build a new home on the site. These are the best and only options for these five properties. By rehabilitating these properties, the ongoing Main Street Area rejuvenation effort will finally address the great shortage of decent, affordable housing in our community, and especially in our Main Street Area.

This housing project will be very marketable. The only Public Housing Project in the entire 1780 sq mile county is in Cheyenne Wells, CO (which is 25 miles from Kit Carson). This housing project has 25 affordable housing units and has been completely filled for the past 4-5 years with a long waiting list of applicants. There is a very real need for decent, affordable rental housing in our community, and especially in the Kit Carson Main Street Area.

One of the houses in this project will be donated to the school to provide housing for first year teachers. Of the 15 some teachers at the Kit Carson School, up to five may be retiring in the next 1-4 years. This will create a huge need for teachers, and in a community with very few housing options, a great need exists to provide decent, affordable rental housing. The superintendent of the Kit Carson R-1 School district was contacted regarding this plan and is ready and willing to accept one house. It was confirmed that a starting teacher salary would fall within the range of low income. A letter from the Kit Carson R-1 superintendent is included in Section I and confirms that the school will uphold all rental requirements as set forth in the NOFA.

Of the five affordable housing units created through this project, one unit (20%) will be set aside for very low income persons. We will market to very low income people by working with the Cheyenne County Social Workers, the Public Housing Authority of Cheyenne Wells and Sandra Roberts who runs the Cheyenne Wells PHA. We will also look to Denise Selders with the Colorado Department of Local Affairs Division of Housing for aid in marketing to these low income persons. This will enable us to target those in need of housing and provide services to help them get into one of these units.

There is no public transportation in Kit Carson or even in all of Cheyenne County. Given how vast and sparsely populated Cheyenne County is, transportation from residential areas to places of work and commerce are especially burdensome on low-income residents. The Kit Carson Main Street Affordable Housing Project is absolutely crucial to our Main Street Rejuvenation effort as it will enable persons to live within the commercial area. This will give low income persons a chance to live and work in the same area, thereby negating any need for transportation.

Only one of the housing units involved in this project has 1 ½ stories, as that is how it was originally built in 1913. The remaining four units will all be one story, which is more appropriate to the local architecture and also much more accessible in terms of visitability. The CU School of Architecture and the contractors have both been made aware of the visitability requirements and will be incorporating them into their designs and construction. Specifically the houses will not have entry steps, or if steps are necessary there will also be an entry ramp. Grab bars will be located in all bathrooms and no step up or step down areas will exist in the interior of houses. All interior and exterior doors will be a minimum of 32" wide.

Of the two houses to be remodeled one was built in 1908 and the other in 1913. The traditional architecture of these buildings will be retained by working with the Kit Carson Historical Society and the contractors.

The Town of Kit Carson in conjunction with Kit Carson Rural Development plan to market the housing to future residents through an intensive awareness campaign that will include newspaper ads and signs throughout town. This is the typical means of notifying the public of things going on in the community. In addition the Team will work with the only Public Housing Authority in the county located in Cheyenne Wells, CO and managed by Sandra Roberts. The PHA in Cheyenne Wells has had a waiting list for occupants for over 4 years. By working with Sandra Roberts we can market to those low income families currently wanting to live in the county. This marketing effort will be affirmatively marketed to our community, as well as the neighboring communities, to include all demographic groups including racial, ethnic and religious groups and those with disabilities or large families.

This project will only use grant funds to carry out eligible affordable housing activities as set forth in the NOFA. This includes not using grant funds for demolition, rather demolition

costs will be provided by matching donations. This project will implement cost controls as set forth in the NOFA by allocating under 6% of construction costs to contingency. As there is no developer no cost controls related to developers apply.

SECTION F – Program Administration and Fiscal Management – Rating Factor 5

The Town of Kit Carson has had no findings or material weaknesses found by HUD or any other federal or state agency on or before the publication date of the program NOFA for the HOPE VI Main Street Grant.

In developing the program schedule for the Kit Carson Main Street Affordable Housing Project we contacted the State Historic Preservation Officer, the local HUD Field Office, the Design Build Program at CU Denver, and the contractors: Daniel Grinnan LLC and Eric Richardson Constuction. We checked with the local authorities to assure that no litigation or court orders exist against any of the participating parties or any properties involved in the Kit Carson Main Street Affordable Housing Project. Below is a narrative describing the milestones for this project. This program schedule is illustrated in Section J.

The program schedule begins with the presumed grant award date in April of 2010. Assuming we are in receipt of the grant agreement by mid June of 2010 we will, within two weeks of receipt of this agreement or by 6/30/10, execute the Grant Agreement. Though given 9 months from this date to develop a proposal, we aim to turn in a development proposal within 5 months or by 11/30/10. This will give us adequate time to work with HUD to complete the environmental reviews, time to work with the Colorado State Historical Society to complete the historical reviews, and time to exercise all options on the houses.

The Colorado Department of Public Health and Environment (CDPHE) was contacted regarding the Phase I environmental review and advised KCRD regarding the cost and timing involved in these reviews. The three months allotted for this review is more than adequate. On January 5, 2010 KCRD contacted the Colorado State Historical Society to confirm the time necessary to do a historical review of the housing included in this project. [REDACTED], of the Colorado State Historical Society, advised KCRD regarding the historical review process and

sent us a letter required by the State Historical Society to begin this process. Once this letter is submitted the historical housing review must be completed, according to the State Historical Society, in less than 30 days. Consequently the two months allotted for the historical review is more than adequate.

Due to the straightforward set up of this project, i.e. no loans, no financing, no tax credits, and no developers, and due to the fact that the five properties are already under option, we feel that the 5 months allotted for the creation of a development proposal is more than adequate. After the proposal is submitted we will begin construction of the first affordable TDC housing unit by mid Winter of 2011, or one just under one full year from the date of Grant Award. This is an obtainable goal as a contract is already in place between the applicant and the contractors. There will be no financial closing as the project will be paid for by grant funds received from this Hope VI Grant and matching funds. The completion of construction of the last TDC unit will take place by 8/31/12, less than 30 months from the date of grant award. This time frame was arrived at through discussions with Daniel Grinnan, LLC, Eric Richardson Construction, and the CU School of Architecture. By working with two contractors it is entirely feasible to complete the project in less than 1 ½ years. A certificate of Occupancy will be issued by the end of October 2012.

To collect information to input into the Logic model, KCRD will use information from bank accounts, program specific forms, surveys and questionnaires. To collect this information KCRD will look to sources of data including financial reports, lease agreements/rental agreements, employment records and placements. This information will be organized into computer spreadsheets and stored in KCRD's computers. KCRD has access to high speed

internet access and Dell computers with sufficient memory and storage space to run the Logic Model.

Various members of the Team in the Kit Carson Main Street Affordable Housing Project will be managing the following:

- 1) General Administration of the grant activities and reporting – KCRD
- 2) Construction activities including inspections – Daniel Grinnan LLC and Eric Richardson  
Construction – overseen by Amy Johnson, Chairperson of KCRD
- 3) Leverage and match resources to guarantee fulfillment of commitments – [REDACTED]  
Treasurer of KCRD
- 4) Accounting and distribution of grant funds – The Accountant of the Town of Kit Carson with help from [REDACTED] Treasurer of KCRD
- 5) Local, state, and federal procurement requirements of the applicant government – Christi Johnson, Clerk of The Town of Kit Carson and Sharon Mayhan, Mayor of the Town of Kit Carson with help from Amy Johnson, Chairperson of KCRD.

The Team for the Kit Carson Main Street Affordable Housing Project is very prepared to manage all aspects of this grant: administrative and reporting, construction activities and financial commitments, accounting and distribution of grant funds and government procurement activities. KCRD just finished an EPA cleanup grant funded by ARRA. The administrative, reporting requirements, construction oversight, and financial management aspects of this grant were significant. All reporting requirements have been met on time and in full. This grant involved two state agencies, a private foundation, two contractors, and an environmental consulting firm. All communications between these entities were managed by KCRD. In addition the grant award for this EPA grant took place in August of 2009, and the grant work

was successfully completed by mid November 2009. The EPA said they have never seen a project successfully completed so quickly.

KCRD will be managing most aspects of this grant with help from the Town of Kit Carson and their accountant, mayor, and city clerk. KCRD has a policies and procedures manual on file that has been approved by the EPA for all federal grant awards for the next five years. KCRD may be small and run by volunteers, but we are more than competent. KCRD is ready and eager to take on a project of this size and scope, manage it well, and see it through to its successful completion.

SECTION G: Match and Leverage Firm Commitment Documents

The Town Of Kit Carson  
Resolution

I, Sharon Mayhan, do hereby certify that I am the Mayor of the Town of Kit Carson and that the following is a true, complete and correct copy of a Resolution adopted at a Town Council Meeting of the Town of Kit Carson duly and properly called on this 21<sup>st</sup> day of December, 2009 that a quorum was present at said meeting; that said Resolution is set forth in the minutes of said meeting and has not been rescinded or modified.

WHEREAS, The Town of Kit Carson officially recognizes that a rejuvenation effort has been ongoing in the Main Street Area of the Town of Kit Carson.

WHEREAS, The Main Street Area is defined as the entire length of the streets of Church Street, Main Street and Park Street, from the south at the railroad tracks to the north at the Kit Carson School.

WHEREAS, This rejuvenation effort includes both publicly and privately funded projects that have significantly improved the structures, landscaping, facades, streets, infrastructure, etc. of the Main Street Area of the Town of Kit Carson

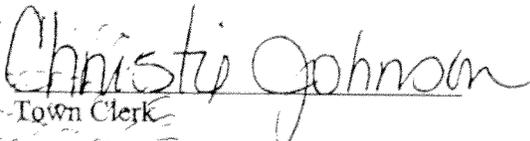
WHEREAS, The Town of Kit Carson adopts the Code of Conduct presented at this meeting and is attached for reference.

NOW THEREFORE BE IT RESOLVED, that the Kit Carson Town Council does hereby support the grant application for the HOPE VI Main Street Grant.

In Witness Whereof, I have hereunto subscribed my name and affixed the seal of the Town of Kit Carson

ATTEST:

  
Mayor

  
Town Clerk



January 10, 2010

Dear Sir or Madam:

I am writing to reconfirm my commitment of services to Kit Carson Rural Development.

The University of Colorado would like to provide a one-semester studio course to work on the design issue of affordable housing as it relates to Kit Carson and Kit Carson Rural Development. The course would have at least one instructor and 15 students working for 16 weeks on the design of these homes. The students would meet with the client, review the sites and create design proposals for the affordable homes. The design proposals would include: a site plan, floor plans, elevations, sections, 3D images and a physical scale model. The architectural fees associated with these services are conservatively estimated at [REDACTED]

If for any reason the University is unable to commit its services to Kit Carson Rural Development, whether due to budget cuts or for some other reason, I would like to commit my own personal services through my company The 3<sup>rd</sup> Space, LLC. I hope this signifies the importance I put on creating affordable housing and the trust I put in the Kit Carson Rural Development to make it a reality.

Sincerely,

Erik Sommerfeld  
Associate Chair and Senior Instructor  
College of Architecture and Planning  
University of Colorado, Boulder Campus  
Campus Box 314  
Boulder, CO 80309  
O 303.556.6160  
M [REDACTED]

*"Working for a better today and a brighter tomorrow."*



**Kit Carson Rural Development**  
P.O. Box 123  
Kit Carson, CO 80826

December 28, 2009

To: HUD HOPE VI Selection Committee

Kit Carson Rural Development (KCRD) proudly pledges [REDACTED] towards the Kit Carson Main Street Affordable Housing Project.

As a part of the TEAM we are firmly committed to see this project through to its successful completion. We feel very strongly that this project, the creation of affordable housing units in the Main Street area, is one that is very much needed by our community. The Main Street Rejuvenation effort that has been going on in Kit Carson for quite some time has never addressed the lack of affordable, decent rental housing in our town. This project would go a long ways towards helping to solve the great lack of decent, affordable housing in our town.

We hope you will seriously consider awarding this grant. Thank you for your time and consideration. If you have any questions please contact me at 719-962-3578.

Sincerely,

Handwritten signature of Amy Johnson in cursive.

Amy Johnson  
Chairperson  
Kit Carson Rural Development  
(EIN#84-1257947)

**TRJ Blanche Collins  
Charitable Lead Trust**

P.O. Box 378  
Kit Carson, CO 80825  
719-962-3578

January 3, 2010

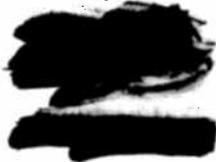
Kit Carson Rural Development  
P.O. Box 123  
Kit Carson, CO 80825

Dear Sir or Madam:

I would like to pledge  to the Kit Carson Main Street Affordable Housing Project. I am a life-long resident of Kit Carson and take great pride in the town and the people. The proposed housing improvements would be a great asset to this town, enabling low income persons to have suitable housing and encouraging people to move back into our community.

I hope that HUD awards the grant to this much needed project. If there are any questions I can be contacted at 719-962-3578

Sincerely,



J. D. LARSEN, PRESIDENT 1921-2001  
D. J. LARSEN, V.P./MANAGER  
N. S. LARSEN, SECRETARY

POST OFFICE BOX 9  
PHONE (719) 787-5585  
FAX/VOICE (719) 787-5029

**The Cheyenne County Abstract Company**  
**INCORPORATED 1907**  
**MEMBER OF**  
**LAND TITLE ASSOCIATION OF COLORADO**  
**CHEYENNE WELLS, COLORADO 80810**

January 5, 2010

Board of Directors  
Kit Carson Rural Development  
P. O. Box 123  
Kit Carson, Colorado 80825

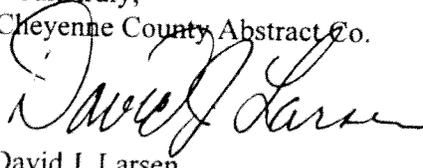
Dear Board,

In regard to the proposed purchase of several residential properties by your organization, please accept this letter as our certification that all settlement fees attributable to KCRD shall be donated by this company.

We charge [REDACTED] to close each transaction. As per the Agreements and Options to Purchase, the Buyer (KCRD) is to pay all of these fees. Our intention is to donate the said [REDACTED] on each closing.

You may contact the undersigned for any further clarification at the letterhead address.

Yours truly,  
Cheyenne County Abstract Co.

  
David J. Larsen



MEMBER FDIC

December 28, 2009

To: HUD HOPE VI Selection Committee

Kit Carson State Bank is proud to pledge [REDACTED] towards the Kit Carson Main Street Affordable Housing Project. We feel very strongly that this project, aimed at increasing housing opportunities in our town, is a very important one for our community. By creating affordable housing in the Main Street area this project will provide new opportunities to enable low income persons to remain in the community and possibly get new folks to move into the community. This project will also go a long ways towards improving houses in the area where our Main Street rejuvenation effort is located.

We hope you will seriously consider awarding this grant. Thank you for your time and consideration.

Sincerely,

[REDACTED]

Cashier  
Kit Carson State Bank  
(EIN#84-0163370)

PO Box 175  
Kit Carson, CO 80825  
(719) 962-3273

PO Box 220  
Cheyenne Wells, CO 80810  
(719) 767-5235

PO Box 68  
Burlington, CO 80807  
(719) 346-5433

# TOWN OF KIT CARSON

301 Main Street  
P.O. Box 375  
Kit Carson, CO, 80825  
Phone/fax: 719 962 5248

---

January 5, 2010

To: HUD HOPE VI Selection Committee

The Town of Kit Carson would like to contribute [REDACTED] in matching funds and 100 hundred hours [REDACTED] of in-kind work towards the Kit Carson Main Street Affordable Housing Project. We feel that this would make the Town more inviting to new and existing people looking for a nice home to live in.

We hope that you would consider awarding this grant to us. Thank you for your consideration.

Sincerely,

*Sharon K Mayhew*

Mayor

[REDACTED]  
[REDACTED]  
Kit Carson, CO 80825  
[REDACTED]

January 10, 2010

Kit Carson Rural Development  
P.O. Box 123  
Kit Carson, CO 80825

To Hope VI Main Street Grant Selection Committee:

I am pledging in-kind services of labor and machinery to aid in the demolition of dilapidated housing units involved in the Kit Carson Main Street Affordable Housing Project. This labor and machinery in-kind donation is valued at approximately [REDACTED]. This project would significantly improve the housing situation in Kit Carson. I hope that HUD awards the grant to this much needed project. If there are any questions I can be contacted at [REDACTED].

Sincerely,  
[REDACTED]  
[REDACTED]

(b) IF SELLER IS IN DEFAULT:

**SPECIFIC PERFORMANCE.** Purchaser may elect to treat this contract as canceled, in which case all payments and things of value received hereunder shall be returned and Purchaser may recover such damages as may be proper, or Purchaser may elect to treat this contract as being in full force and effect and Purchaser shall have the right to specific performance or damages, or both.

(c) **COSTS AND EXPENSES.** Anything to the contrary herein notwithstanding, in the event of any litigation or arbitration arising out of this contract, the court shall award to the prevailing party all reasonable costs and expenses, including attorney fees.

13. **ADDITIONAL PROVISIONS.**

(a) Seller and Purchaser understand and agree that this Agreement is expressly conditional upon Purchaser being able to obtain a grant from the Department of Housing and Urban Development to purchase the subject Property. If said grant is not awarded on or before September 30, 2010, and if said Environmental Review as provided in Section 5 "INSPECTION" of this Agreement is unsatisfactory, then this Agreement shall terminate, and all payments or things of value received hereunder shall be returned to Purchaser.

(b) As a part of the consideration of the transaction anticipated under the terms of this agreement, Seller intends to donate to the Purchaser the following property at the agreed value of [REDACTED]. Lots Nineteen (19), Twenty (20), and Twenty-one (21), in Block Four (4) in Wolfe's Addition to the Town of Kit Carson, in Cheyenne County, Colorado.

14. **ENTIRE AGREEMENT.**

This contract constitutes the entire contract between the parties relating to the subject hereof, and any prior agreements pertaining thereto, whether oral or written, have been merged and integrated into this contract.

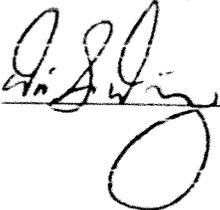
15. **NOTICE OF ACCEPTANCE: COUNTERPART.**

This Agreement shall become a contract between Seller and Purchaser when accepted in writing, by Purchaser and Seller, as evidenced by their signatures below, and shall be binding upon the parties, their heirs, executors, administrators, and attorneys in fact. Each party may execute a copy of this document, separately, and when each party has executed a copy thereof, such copies taken together shall be deemed to be a full and complete contract between the parties. It is understood and agreed that signatures on the facsimile copies of this contract shall be considered legal and binding until such time as the original signatures and copies be obtained.

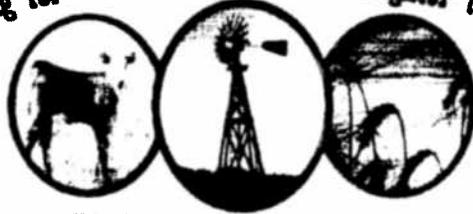
IN WITNESS WHEREOF the Parties hereto have hereunto set their signatures the day and year first above written.

SELLER

Creek Joint Ventures LLC

By: \_\_\_\_\_  


"Working for a better today and a brighter tomorrow."



**Kit Carson Rural Development**  
P.O. Box 123  
Kit Carson, CO 80826

December 28, 2009

To: HOPE VI Main Street Grant Selection Committee

Kit Carson Rural Development has firmly committed the following projects to the Kit Carson Main Street Rejuvenation Effort:

Painting the Old Bar - This project expended [REDACTED] and has already been completed. This leverage amount was in cash and in-kind services.

Lampposts on Main Street - This project expended [REDACTED] and has already been completed. This leverage amount was in cash and in-kind services.

Clinic Landscaping Project - This project expended [REDACTED] and has already been completed. This leverage amount was in cash and in-kind services.

Paxson Building Cleanup -. This project expended [REDACTED] and has already been completed. This leverage amount was all in cash.

Prairie Park - This project expended [REDACTED] and has already been completed. This leverage amount includes both cash and in-kind services.

The total value for all of Kit Carson Rural Development's leverage projects is [REDACTED]. If you have any questions please contact Amy Johnson at 719-962-3578.

We hope you will seriously consider awarding this grant. Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Amy Johnson".

Amy Johnson  
Chairperson  
Kit Carson Rural Development  
(EIN#84-1257947)

# TOWN OF KIT CARSON

301 Main Street  
P.O. Box 375  
Kit Carson, CO, 80825  
Phone/fax: 719-962-3248

---

January 5, 2010

To: HOPE VI Main Street Grant Selection Committee,

The Town of Kit Carson has firmly committed the Curb and Gutter Project to the Kit Carson Main Street Rejuvenation Effort. This project expended [REDACTED] and has already been completed. For any questions please contact Sharon Mayhan at 719-962-3351. This leverage amount was in cash/grant.

We hope you will seriously consider awarding this grant to us. Thank you for your time and consideration.

Sincerely,

*Sharon R Mayhan*

Mayor

# TOWN OF KIT CARSON

301 Main Street  
P.O. Box 375  
Kit Carson, CO. 80825  
Phone/fax: 719-962-3218

---

January 5, 2010

To: HOPE VI Main Street Grant Selection Committee,

The Town of Kit Carson has firmly committed the Drainage/Paving Project to the Kit Carson Main Street Rejuvenation Effort. This project expended [REDACTED] and has already been completed. For any questions please contact Sharon Mayhan at 719-962-3351. This leverage amount was in cash/grant.

We hope you will seriously consider awarding this grant to us. Thank you for your time and consideration.

Sincerely,

*Sharon K Mayhan*

Mayor

# TOWN OF KIT CARSON

301 Main Street  
P.O. Box 375  
Kit Carson, CO, 80825  
Phone/fax: 719-962-3248

---

January 5, 2010

To: HOPE VI Main Street Grant Selection Committee,

The Town of Kit Carson has firmly committed the Kit Carson water Project to the Kit Carson Main Street Rejuvenation Effort. The project cost is [REDACTED]. The money is being spent and the project is on going. It is scheduled to be completed in April 2010. For any questions please contact Sharon Mayhan at 719-962-3351. The leverage amount for this project is in grants and loans.

We hope you will seriously consider awarding this grant to us. Thank you for your time and consideration.

Sincerely,



Mayor

# TOWN OF KIT CARSON

301 Main Street  
P.O. Box 375  
Kit Carson, CO, 80825  
Phone/fax: 719-962-3248

---

January 5, 2010

To: HOPE VI Main Street Grant Selection Committee,

The Town of Kit Carson has firmly committed the Community Building Sign Project to the Kit Carson Main Street Rejuvenation Effort. This project expended [REDACTED] and has already been completed. For any questions please contact Sharon Mayhan at 719-962-3351. This leverage amount was in cash.

We hope you will seriously consider awarding this grant to us. Thank you for your time and consideration.

Sincerely,

*Sharon K Mayhan*

Mayor

# TOWN OF KIT CARSON

301 Main Street  
P.O. Box 375  
Kit Carson, CO. 80825  
Phone/fax: 719-962-3238

---

January 5, 2010

To: HOPE VI Main Street Grant Selection Committee,

The Town of Kit Carson has firmly committed the Community Building Project to the Kit Carson Main Street Rejuvenation Effort. This project expended [REDACTED] and has already been completed. For any questions please contact Sharon Mayhan at 719-962-3351. This leverage amount was in cash/grant.

We hope you will seriously consider awarding this grant to us. Thank you for your time and consideration.

Sincerely,



Mayor

# TOWN OF KIT CARSON

301 Main Street  
P.O. Box 375  
Kit Carson, CO 80825  
Phone/fax: 719-962-3248

---

January 5, 2010

To: HOPE VI Main Street Grant Selection Committee,

The Town of Kit Carson has firmly committed the Museum/Park Project to the Kit Carson Main Street Rejuvenation Effort. This project expended [REDACTED] and has already been completed. For any questions please contact Sharon Mayhan at 719-962-3351. This leverage amount was in cash/grant and [REDACTED] hours of in-kind services.

We hope you will seriously consider awarding this grant to us. Thank you for your time and consideration.

Sincerely,

*Sharon K Mayhan*

Mayor



MEMBER FDIC

January 6, 2010

To: HOPE VI Main Street Grant Selection Committee

Kit Carson State Bank has firmly committed three projects to the Kit Carson Main Street Rejuvenation Effort which include:

- The construction of an electronic sign next to the bank on Main Street that displays bank information, as well as current time and temperature and upcoming community and school events. This project expended [REDACTED] in cash and has already been completed.
- The renovation of a small vacant building south of the bank on Main Street at a cost of [REDACTED]. This building has been offered for rent to any prospective merchant willing to place a business or office in the building at a rate of \$1.00 per month. Comparable rent for such office space in Kit Carson would normally go for about \$300.00 a month or \$3,600.00 a year.
- Lots donated to the Kit Carson Lutheran Church at the south end of Main Street for the construction of their new church. Six lots were included at a value of [REDACTED] each or total value of [REDACTED]. No cash was exchanged and the construction of the new church has been completed.

For any questions please contact [REDACTED] or [REDACTED] at 719-962-3273.

We hope you will seriously consider awarding this grant. Thank you for your time and consideration.

Sincerely,

[REDACTED]

[REDACTED], Cashier  
Kit Carson State Bank

PO Box 175  
Kit Carson, CO 80825  
(719) 962-3273

PO Box 220  
Cheyenne Wells, CO 80810  
(719) 767-5235

PO Box 68  
Burlington, CO 80807  
(719) 346-5433



# MUSEUM

KIT CARSON HISTORICAL SOCIETY  
KIT CARSON, COLORADO 80825

January 11, 2010

To: HOPE VI Main Street Grant Selection Committee

The Kit Carson Historical Society supports Kit Carson Rural Development Association's application for this Main Street Grant. Since the late 1950's, the Kit Carson Historical Society has dedicated its efforts, in part, to preservation of this area's heritage and history, including the built environment. Our efforts have necessarily been limited to acquired properties and public spaces. The acquisition of this grant and our partnership with Kit Carson Rural Development Association, expands the scope of our preservation activities to the privately owned built environment.

If this grant application is successfully chosen by your committee, the Kit Carson Historical Society firmly commits projects we have undertaken to the Kit Carson Main Street Rejuvenation. These projects include:

Kit Carson Pool Hall Expansion Grant - The Kit Carson Historical Society assisted the Kit Carson Community Chamber of Commerce in successfully nominating this 1913 vernacular architecture structure to the Colorado State Register of Historic Properties. After the pool hall was listed, the Chamber then successfully applied for grants to add a kitchen and public restrooms to the structure. This project has been completed. The building is now used for public functions as well as the annual Kit Carson Day Melodrama. The Kit Carson Historical Society's leverage amount was in-kind services of approximately [REDACTED]

Kit Carson Historic Depot Museum Preservation - The Kit Carson Historical Society successfully nominated this 1904 Union Pacific combination depot to the Colorado State Register of Historic Properties in 2001. Shortly afterward, the Kit Carson Historical Society successfully obtained grants from the Colorado Historical Society's State Historic Fund and other grant agencies to preserve the exterior of the depot. The preservation work was completed in January 2005. Total project expenditure was about [REDACTED]. The Kit Carson Historical Society's leverage amount was cash of approximately [REDACTED] and in-kind services of approximately [REDACTED]

Kit Carson Union Pacific Signal Maintainer's House and Kit Carson Class CA-7 Union Pacific Caboose - The Kit Carson Historical Society successfully nominated the 1930 Union Pacific Signal Maintainer's House and the 1959 Class CA-7 Union Pacific Caboose to the Colorado State Register of Historic Properties. The Kit Carson Historical Society's leverage amount was in-kind services of approximately [REDACTED]. The Kit Carson Historical Society has expended approximately [REDACTED] cash in preservation maintenance of these structures.

Kit Carson Union Pacific Pump House - The Union Pacific Pump House was listed on the Colorado Register of Historic Properties in 1995. In 2005, this circa 1872 stone structure with wood frame addition, was listed as one of Colorado's most endangered structures by Colorado Preservation, Inc. The Kit Carson Historical Society has begun conducting a Historic Structure Assessment for this structure. The Kit Carson Historical Society's leverage amount are in-kind services of approximately [REDACTED]

Sincerely,

[REDACTED]

Chairperson  
Kit Carson Historical Society

[REDACTED] (cell)  
[REDACTED] (home)

4 January 2010

To: HOPE VI Main Street Grant Selection Committee

The Kit Carson Senior Citizens are firmly committed to the Patio Landscaping and Front Façade Cleanup to the Kit Carson Main Street Rejuvenation Effort. This project expended about [REDACTED] of our money and has already been completed. For any questions please contact [REDACTED] or [REDACTED]

The leverage amount was [REDACTED] of cash donations and in-kind services by many people that brought the project to fruition. Our total project cost was about [REDACTED]

We hope you will seriously consider awarding this grant. Thank you for your time and consideration.

Sincerely,

[REDACTED]  
[REDACTED], secretary

I have enclosed a copy of who and what was donated either cash or in-kind services.

January 11, 2010

To: HOPE VI Main Street Grant Selection Committee

Church Street Pizza has firmly committed the New Pizza Place & Hair Salon to the Kit Carson Main Street Rejuvenation Effort. This project expended [REDACTED] and has already been completed. For any questions please contact [REDACTED] at [REDACTED]. This leverage amount was in cash services.

We hope you will seriously consider awarding this grant. Thank you for your time and consideration.

Sincerely,

[REDACTED]

January 9, 2010

To: HOPE VI Main Street Grant Selection Committee

**Kit Carson Trinity Lutheran Church Congregation** has firmly committed our new **Trinity Lutheran Church building** to the Kit Carson Main Street Rejuvenation Effort. This project expended at least [REDACTED] and has already been completed. For any questions please contact [REDACTED], Trustee at [REDACTED]. This leverage amount was in cash and in-kind services.

We hope you will seriously consider awarding this grant. Our community is very proud of the progress we are making in revitalizing our small, but mighty, town. Thank you for your time and consideration.

Sincerely,

[REDACTED]

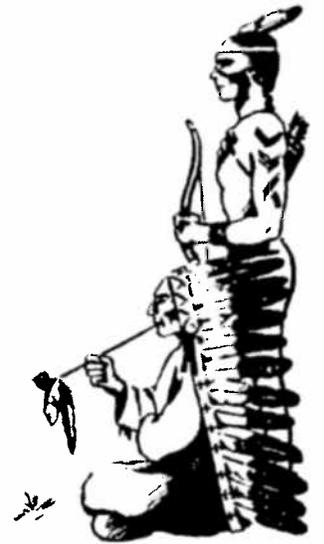
[REDACTED]  
Trinity Lutheran Church Trustee



# CHAMBER OF COMMERCE KIT CARSON COLORADO

"Where Three Highways Meet" — U. S. 287 - U. S. 40 - COLO. 59

Kit Carson Chamber of Commerce  
PO Box 333  
Kit Carson, CO 80825



January 8, 2010

To: Hope VI Main Street Grant Selection Committee

The Kit Carson Community Chamber of Commerce has firmly committed to the Restoration of the Pool Hall in Kit Carson. The building has been listed on the State Historical Register. The Pool Hall Restoration project has already expended [REDACTED] for the completion of the necessary items to make the building functional. This included major clean up, roof repair, windows, doors, flooring, electrical, heating, painting, and making the building handicap accessible. While the technical jobs were contracted, volunteers spent numerous hours assisting where possible. The funding for the restoration was provided through various grants, some with matching funds or in-kind services; personal monetary donations; and local business donations. The building is functional, but is an ongoing project with other things that need to be updated to keep its functionality in place.

If you should need to contact me for further information, please feel free to write to the above address or call me at (719) 962-3295. If I am not available, I will get back in touch with you as soon as possible.

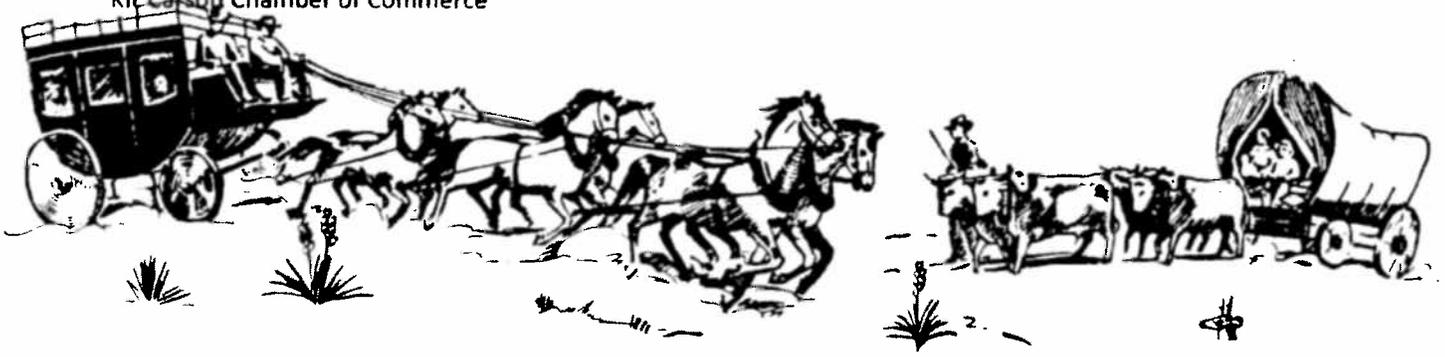
We support efforts to rejuvenate the Kit Carson Main Street. The Chamber hopes you will seriously consider awarding this grant. Thank you for your time and consideration.

Sincerely,

[REDACTED]

[REDACTED]

Secretary/Treasurer  
Kit Carson Chamber of Commerce



# TOWN OF KIT CARSON

301 Main Street  
P.O. Box 375  
Kit Carson, CO 80825  
Phone/fax: 719-962-3248

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January 5, 2010

To: HOPE VI Main Street Grant Selection Committee

The Town of Kit Carson has firmly committed the Kit Carson Waste Water Project to the Kit Carson Main Street Rejuvenation Effort. The project cost is budgeted at [REDACTED]. The project has not began yet but the completion date should be around February 2011. For any questions please contact Sharon Mayhan at 719-962-3351. The leverage for this project is in grants and loans.

We hope that you will seriously consider awarding this grant to us. Thank you for your time and consideration.

Sincerely,

*Sharon K Mayhan*

Mayor

**Section H: Percentage of Very low-Income Housing**

## **Section H: Percentage of Very low-Income Housing**

The rating factor criteria used to determine the Need for Affordable Housing (Rating Factor 2 in the NOFA) does not adequately address the situation for low and very low income renters in Kit Carson. The Comprehensive Housing Affordability Strategy (CHAS) database shows that over 80% of renters making less than 50% of the MFI have housing problems (row 3). Specifically 80% of renters in that category pay more than 30% of their income on rent (row 4). Additionally there exist 20% of renters in that category that are paying over 50% of their income on rent (row 5). It should be noted that there are only 40 rental households in the CHAS database. Eight of those households fall within the NOFA criteria of receiving greater than 50% and less than or equal to 80% of the MFI. The statistics addressed here deal with the remaining 32 rental households, the majority. It is that great majority that is left with the largest burden of rental costs. If the NOFA rating factor addressed these categories of very low income renters, this application would receive the full eight points.

Attached here is documentation from the 2000 census regarding gross rent as a percentage of household income in 1999. This chart shows that 60% of renters pay 30% or more of their income on rent. It also shows only 25 rental properties in Kit Carson. The severe lack of rental properties in our community creates a great burden on low income persons. That burden would be eased by the creation of the five additional low income housing units proposed in this Kit Carson Main Street Affordable Housing Project.

Subject	Number	Percent
Median (dollars)	193	(X)
<b>GROSS RENT AS A PERCENTAGE OF HOUSEHOLD INCOME IN 1999</b>		
Less than 15 percent	2	8.0
15 to 19 percent	2	8.0
20 to 24 percent	0	0.0
25 to 29 percent	6	24.0
30 to 34 percent	5	20.0
35 percent or more	10	40.0
Not computed	0	0.0

(X) Not applicable.

Source: U.S. Census Bureau, Census 2000 Summary File 3, Matrices H1, H7, H20, H23, H24, H30, H34, H38, H40, H43, H44, H48, H51, H62, H63, H69, H74, H76, H90, H91, and H94

Section I: Readiness Certifications and Documents

## PROJECT AGREEMENT

This Agreement is made this 6<sup>th</sup> day of January 2010 between the Town of Kit Carson and Kit Carson Rural Development (KCRD); Witnesseth:

### I. Recitals

1. The Town of Kit Carson has applied for a HOPE VI Main Street Grant from the Department of Housing and Urban Development (HUD) for The Kit Carson Main Street Affordable Housing Project;
2. For all housing units outlined in this Kit Carson Main Street Affordable Housing Project, KCRD shall be the owner of said properties. In all future references in this contract the word Town shall refer to the Town of Kit Carson and KCRD shall refer to Kit Carson Rural Development.
3. This agreement is attached to the Town's application for the HOPE VI Main Street Grant under Section I: Readiness Certifications and Documents.
4. KCRD will comply with all of the Town's obligations and responsibilities as stated in the General Section, NOFA, and Grant Agreement for the HOPE VI Main Street Grant.

Therefore, in consideration of the mutual promises stated below and other valuable consideration, the parties agree:

### II. Agreement

1. KCRD will cooperate with the Town and provide all documents necessary for the Town to fulfill the conditions of the General Section, NOFA, and Grant Agreement for the HOPE VI Main Street Grant. KCRD further binds itself to the Town for all the Town's obligations to HUD, contained in the HOPE VI Main Street NOFA.
2. The Town does not assume any obligation to KCRD to construct, operate, or maintain the housing units contemplated by the grant. All agreements with contractors, architects, etc will be made between KCRD and said persons. KCRD will uphold all requirements of the NOFA and Grant Agreement when entering into these contracts. The town will reimburse KCRD for purchase costs, predevelopment costs, and development costs up to \$1,000,000.
3. Unless a claim by HUD arises out of the negligence or other wrongful act of the Town, KCRD shall be responsible to the Town for any obligation as set out in the Hope VI Main Street NOFA and Grant Agreement in the same manner and extent as the Town may be responsible to HUD.

4. KCRD shall operate and maintain the housing improvements contemplated by the Town of Kit Carson's HOPE VI Main Street Grant Application, in accordance with all policies and procedures as set forth in the NOFA and Grant Agreement. KCRD agrees to provide liability coverage for the properties involved in the Kit Carson Main Street Affordable Housing Project.

5. This agreement does not create any rights in any individual not a party to this agreement.

6. This document, and exhibits, shall constitute the entire agreement of the parties.

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_  
[Title]

**KIT CARSON RURAL  
DEVELOPMENT**

*Amy D. Johnson*  
\_\_\_\_\_  
*Chairperson - KCRD*  
[Title]

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_  
[Title]

**Kit Carson Town Council**

*Baron & Mayhew*  
\_\_\_\_\_  
*MAYOR - TOWN OF KITCARSON*  
[Title]

# TOWN OF KIT CARSON

301 Main Street  
P.O. Box 375  
Kit Carson, CO, 80823  
Phone/fax: 719-962-3248

---

January 5, 2010

To Whom It May Concern:

The Town of Kit Carson does not have a zoning ordinance.

Sincerely,



Town Clerk

# Construction Contract

ERIC RICHARDSON  
CONSTRUCTION INC,  
BURLINGTON CO,  
719-346-8230  
719-340-0614

Date: January 11, 2010  
Kit Carson Rural  
Development  
City, State, ZIP: Kit Carson, CO  
80825  
Good until: 3/1/2013  
Project name: Kit Carson Main Street  
Affordable Housing Project

We propose to furnish all material and perform all labor necessary to complete the following:

New Construction of two 3 bedroom homes at 403 & 404 Church Street in Kit Carson, Co. Incorporating visitability and energy star components as outlined in grant application.

Disclaimer:

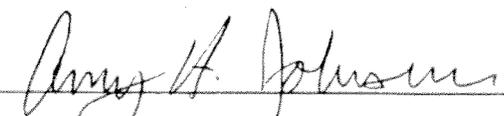
This work is contingent upon the Town of Kit Carson's receipt of the HUD Hope VI Grant and the completion of HUD Environmental review.

We propose to furnish material and labor, complete in accordance with above specifications, for the sum of: To be determined after grant award. Dollars \$ \_\_\_\_\_

Payments to be made as follows: \_\_\_\_\_

Contractor's signature:  1/11/10

Acceptance of proposal The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Owner's signature:  Date: 1/11/10  
Chairperson - Kit Carson Rural Development



**DANIEL W. GRINNAN LLC**  
4555 1 COUNTY ROAD Y  
BURLINGTON, CO 80807  
719-346-0379

## REMODELING CONTRACT

This agreement, made this 11<sup>th</sup> day of January, 2010, shall set forth the whole agreement, in its entirety, between Contractor and Customer.

Contractor: Daniel W. Grinnan LLC, referred to herein as Contractor.

Customer: Kit Carson Rural Development (KCRD)

Job name: Kit Carson Main Street Affordable Housing Project

Job location: Church and Main Streets, Kit Carson, CO

The Customer and Contractor agree to the following:

### Scope of Work

Contractor shall perform all work as described below and provide all material to complete the work described in attached Proposal. All work is to be completed by Contractor in accordance with the attached plans and specifications. All material is to be supplied by Contractor in accordance with attached plans and specifications. Said attached plans and specifications have been acknowledged and signed by Contractor and Customer.

### Commencement and Completion Schedule

The work described above shall be started within 60 days of verbal notice from Customer; the projected start date is March, 2011. The Contractor shall complete the above work in a professional and expedient manner, by no later than 18 months from the start date. Time is of the essence regarding this contract. No extension of time will be valid, without the Customer's written consent.

### Contract Sum

The Customer shall pay the Contractor for the performance of completed work, subject to additions and deductions, as authorized by this agreement or attached addendum. The contract sum will be determined after Grant Award.

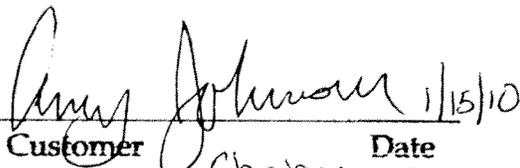
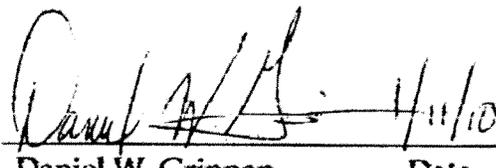
### Working Conditions

Working hours will be 7:00 A.M. through 5:00 P.M., Monday through Friday. Contractor is required to clean work debris from the job site on a daily basis and to leave the site in a clean and neat condition. Contractor shall be responsible for removal and disposal of all debris related to their job description.

### Warranty

Contractor warrants to the Customer all work and materials, for one year from the final day of work performed.

Disclaimer: This work is contingent upon the Town of Kit Carson's receipt of the HUD Hope VI Main Street Grant and the Completion of HUD Environmental reviews.

	
Customer	Daniel W. Grinnan
Chairperson	
Kit Carson Rural Development	
Date	Date
1/15/10	4/11/10

## AGREEMENT AND OPTION TO PURCHASE

THIS AGREEMENT, made this 7 day of January, 2010 by and between [REDACTED] (hereinafter called "Seller"), of 9540 County Road 201, Limon, CO 80828 and Kit Carson Rural Development, a Colorado non-profit corporation (hereinafter called "Purchaser"), of P. O. Box 123, Kit Carson, Colorado 80825.

WITNESSETH, that in and for the consideration hereinafter stated and the mutual terms, conditions, covenants, and agreements herein contained, Seller hereby gives and grants to Purchaser the exclusive option, right and privilege of purchasing the following described property in the County of Cheyenne, State of Colorado, to-wit:

Lots Thirteen (13), Fourteen (14), and Fifteen (15), in Block Four (4), in Wolfe's Addition to the Town of Kit Carson, Cheyenne County, Colorado.

known as 401 Church Street Kit Carson, Colorado 80825

Including: lighting, heating, plumbing ventilating, and air conditioning fixtures, TV antennas, inside telephone wiring and connecting blocks/jacks, floor coverings, window coverings and built-in kitchen appliances.

Excluding: personal property of Seller to be removed prior to closing.

For a term commencing upon the date of this Option to Purchase, and terminating on September 30, 2010.

### PARTIES HERETO AGREE AS FOLLOWS:

Purchaser, at its option, may exercise an option to purchase the premises, which option is hereby granted by Seller, at any time during the term of this Agreement upon the following terms and conditions:

#### 1. PURCHASE PRICE.

The total purchase price for the premises shall be \$25,000.00, payable as follows:

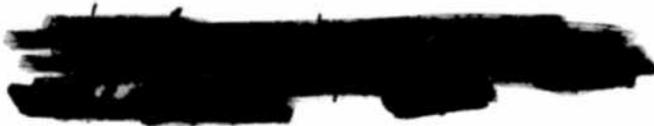
##### (a) EARNEST MONEY.

\$500.00 in the form of check to be cashed, as earnest money deposit and part payment of the purchase price, payable to and held by Cheyenne County Abstract Co., in its escrow or trust account, on behalf of both the Purchaser and Seller, upon the notice of intent to exercise this option. Written notice thereof shall be made in writing by delivering unto the Seller, by Certified Mail Return Receipt Requested.

The balance of \$24,500.00 (purchase price less earnest money) shall be paid as follows:

IN WITNESS WHEREOF the Parties hereto have hereunto set their signatures the day and year first above written.

SELLER

A large, solid black rectangular redaction covering the signature area of the seller.

PURCHASER

Kit Carson Rural Development

By: Amy Johnson - Chairperson  
KCRD

## AGREEMENT AND OPTION TO PURCHASE

THIS AGREEMENT, made this 8<sup>th</sup> day of January, 2010 by and between [REDACTED], Trustees of the [REDACTED] and [REDACTED] Family Trust, (hereinafter called "Seller"), of 4848 Virginia Road, Marysville, CA 95901 and Kit Carson Rural Development, a Colorado non-profit corporation (hereinafter called "Purchaser"), of P. O. Box 123, Kit Carson, Colorado 80825.

WITNESSETH, that in and for the consideration hereinafter stated and the mutual terms, conditions, covenants, and agreements herein contained, Seller hereby gives and grants to Purchaser the exclusive option, right and privilege of purchasing the following described property in the County of Cheyenne, State of Colorado, to-wit:

Lots Seven (7) and Eight (8), in Block Two (2), in Wolfe's Addition to the Town of Kit Carson, in Cheyenne County, Colorado

known as 404 Main Street Kit Carson, Colorado 80825

Including: lighting, heating, plumbing ventilating, and air conditioning fixtures, TV antennas, inside telephone wiring and connecting blocks/jacks, floor coverings, window coverings and built-in kitchen appliances.

Excluding: personal property of Seller to be removed prior to closing.

For a term commencing upon the date of this Option to Purchase, and terminating on September 30, 2010.

### PARTIES HERETO AGREE AS FOLLOWS:

Purchaser, at its option, may exercise an option to purchase the premises, which option is hereby granted by Seller, at any time during the term of this Agreement upon the following terms and conditions:

#### 1. PURCHASE PRICE.

The total purchase price for the premises shall be \$25,000.00, payable as follows:

##### (a) EARNEST MONEY.

\$500.00 in the form of check to be cashed, as earnest money deposit and part payment of the purchase price, payable to and held by Cheyenne County Abstract Co., in its escrow or trust account, on behalf of both the Purchaser and Seller, upon the notice of intent to exercise this option. Written notice thereof shall be made in writing by delivering unto the Seller, by Certified Mail Return Receipt Requested.

The balance of \$24,500.00 (purchase price less earnest money) shall be paid as follows:

IN WITNESS WHEREOF the Parties hereto have hereunto set their signatures the day and year first above written.

SELLER

[REDACTED] and [REDACTED] Family Trust

By: [REDACTED]  
[REDACTED] Trustee

By: [REDACTED]  
[REDACTED], Trustee

PURCHASER

Kit Carson Rural Development

By: Amy Johnson Chairperson  
KCRO

## AGREEMENT AND OPTION TO PURCHASE

THIS AGREEMENT, made this 11<sup>th</sup> day of January, 2010 by and between Creek Joint Ventures LLC, a Colorado limited liability company, hereinafter called "Seller"), of P. O. Box 558, Cheyenne Wells, CO 80810 and Kit Carson Rural Development, a Colorado non-profit corporation (hereinafter called "Purchaser"), of P. O. Box 123, Kit Carson, Colorado 80825.

WITNESSETH, that in and for the consideration hereinafter stated and the mutual terms, conditions, covenants, and agreements herein contained, Seller hereby gives and grants to Purchaser the exclusive option, right and privilege of purchasing the following described property in the County of Cheyenne, State of Colorado, to-wit:

Lots Sixteen (16), Seventeen (17), and Eighteen (18), in Block Four (4) in Wolfe's Addition to the Town of Kit Carson, in Cheyenne County, Colorado.

known as: 403 Church Street, Kit Carson, Colorado 80825

Including: utility hook-ups

Excluding: Mobile Home currently located on the property to be removed prior to closing.

For a term commencing upon the date of this Option to Purchase, and terminating on September 30, 2010.

### PARTIES HERETO AGREE AS FOLLOWS:

Purchaser, at its option, may exercise an option to purchase the premises, which option is hereby granted by Seller, at any time during the term of this Agreement upon the following terms and conditions:

#### 1. PURCHASE PRICE.

The total purchase price for the premises shall be \$15,000.00, payable as follows:

##### (a) EARNEST MONEY.

\$500.00 in the form of check to be cashed, as earnest money deposit and part payment of the purchase price, payable to and held by Cheyenne County Abstract Co., in its escrow or trust account, on behalf of both the Purchaser and Seller, upon the notice of intent to exercise this option. Written notice thereof shall be made in writing by delivering unto the Seller, by Certified Mail Return Receipt Requested.

The balance of \$14,500.00 (purchase price less earnest money) shall be paid as follows:

##### (b) CASH AT CLOSING.

\$14,500.00 plus Purchaser's share closing costs, to be paid by Purchaser at closing in funds which comply with all applicable Colorado laws, (Good Funds).

(b) IF SELLER IS IN DEFAULT:

SPECIFIC PERFORMANCE. Purchaser may elect to treat this contract as canceled, in which case all payments and things of value received hereunder shall be returned and Purchaser may recover such damages as may be proper, or Purchaser may elect to treat this contract as being in full force and effect and Purchaser shall have the right to specific performance or damages, or both.

(c) COSTS AND EXPENSES. Anything to the contrary herein notwithstanding, in the event of any litigation or arbitration arising out of this contract, the court shall award to the prevailing party all reasonable costs and expenses, including attorney fees.

13. ADDITIONAL PROVISIONS.

(a) Seller and Purchaser understand and agree that this Agreement is expressly conditional upon Purchaser being able to obtain a grant from the Department of Housing and Urban Development to purchase the subject Property. If said grant is not awarded on or before September 30, 2010, and if said Environmental Review as provided in Section 5 "INSPECTION" of this Agreement is unsatisfactory, then this Agreement shall terminate, and all payments or things of value received hereunder shall be returned to Purchaser.

(b) As a part of the consideration of the transaction anticipated under the terms of this agreement, Seller intends to donate to the Purchaser the following property at the agreed value of [REDACTED] Lots Nineteen (19), Twenty (20), and Twenty-one (21), in Block Four (4) in Wolfe's Addition to the Town of Kit Carson, in Cheyenne County, Colorado.

14. ENTIRE AGREEMENT.

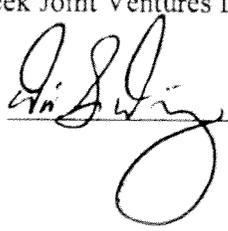
This contract constitutes the entire contract between the parties relating to the subject hereof, and any prior agreements pertaining thereto, whether oral or written, have been merged and integrated into this contract.

15. NOTICE OF ACCEPTANCE: COUNTERPART.

This Agreement shall become a contract between Seller and Purchaser when accepted in writing, by Purchaser and Seller, as evidenced by their signatures below, and shall be binding upon the parties, their heirs, executors, administrators, and attorneys in fact. Each party may execute a copy of this document, separately, and when each party has executed a copy thereof, such copies taken together shall be deemed to be a full and complete contract between the parties. It is understood and agreed that signatures on the facsimile copies of this contract shall be considered legal and binding until such time as the original signatures and copies be obtained.

IN WITNESS WHEREOF the Parties hereto have hereunto set their signatures the day and year first above written.

SELLER  
Creek Joint Ventures LLC

By: \_\_\_\_\_  


PURCHASER  
Kit Carson Rural Development

By: Cheryl A. Johnson - Chairperson  
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## AGREEMENT AND OPTION TO PURCHASE

THIS AGREEMENT, made this 26th day of February, 2010 by and between [REDACTED] and [REDACTED], (hereinafter called "Seller"), of [REDACTED] 80823 and Kit Carson Rural Development, a Colorado non-profit corporation (hereinafter called "Purchaser"), of P. O. Box 123, Kit Carson, Colorado 80825.

WITNESSETH, that in and for the consideration hereinafter stated and the mutual terms, conditions, covenants, and agreements herein contained, Seller hereby gives and grants to Purchaser the exclusive option, right and privilege of purchasing the following described property in the County of Cheyenne, State of Colorado, to-wit:

Lots Fifteen (15) and Sixteen (16), in Block Three (3), in Wolfe's Addition to the Town of Kit Carson, in Cheyenne County, Colorado

known as 403 Main Street Kit Carson, Colorado 80825

Including: lighting, heating, plumbing ventilating, and air conditioning fixtures, TV antennas, inside telephone wiring and connecting blocks/jacks, floor coverings, window coverings and built-in kitchen appliances.

Excluding: \_\_\_\_\_

For a term commencing upon the date of this Option to Purchase, and terminating on September 30, 2010.

### PARTIES HERETO AGREE AS FOLLOWS:

Purchaser, at its option, may exercise an option to purchase the premises, which option is hereby granted by Seller, at any time during the term of this Agreement upon the following terms and conditions:

#### 1. PURCHASE PRICE.

The total purchase price for the premises shall be \$20,000.00, payable as follows:

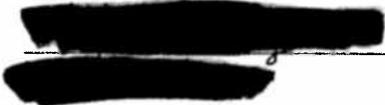
##### (a) EARNEST MONEY.

\$500.00 in the form of check to be cashed, as earnest money deposit and part payment of the purchase price, payable to and held by Cheyenne County Abstract Co., in its escrow or trust account, on behalf of both the Purchaser and Seller, upon the notice of intent to exercise this option. Written notice thereof shall be made in writing by delivering unto the Seller, by Certified Mail Return Receipt Requested.

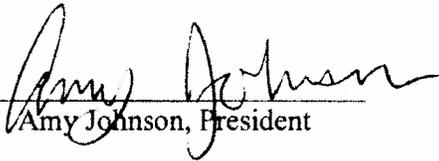
The balance of \$19,500.00 (purchase price less earnest money) shall be paid as follows:

IN WITNESS WHEREOF the Parties hereto have hereunto set their signatures the day and year first above written.

SELLER

 Feb 28, 2010 

PURCHASER  
Kit Carson Rural Development

  
By: Amy Johnson, President



## Unit Mix and Accessibility Summary, Post-Revitalization

Step 2. Enter the Local Government Name, the Main Street Area Name

Applicant (Local Govt.) Name: Town of Kit Carson

Main Street Rejuvenation Project Name: Kit Carson Main St. Affordable Housing Proj

Step 3. Enter the Number of Units of Each Type and Size that are to be Developed in the Main Street Affordable Housing Project Funded Through this NOFA.

Structure Type	Number of Bedrooms	Rental Units		Homeownership Units	
		Rehabilitation of Existing Applicant / Partnership Owned Housing	New Construction or Acquisition (with or without Rehabilitation)	Rehabilitation of Existing Applicant / Partnership Owned Housing	New Construction or Acquisition (with or without Rehabilitation)
Detached and Semi-Detached	0	-	-	-	-
	1	-	-	-	-
	2	-	2	-	-
	3	-	3	-	-
	4	-	-	-	-
Row House	0	-	-	-	-
	1	-	-	-	-
	2	-	-	-	-
	3	-	-	-	-
	4	-	-	-	-
Walk-Up	0	-	-	-	-
	1	-	-	-	-
	2	-	-	-	-
	3	-	-	-	-
	4	-	-	-	-
Elevator	0	-	-	-	-
	1	-	-	-	-
	2	-	-	-	-
	3	-	-	-	-
	4	-	-	-	-
<b>Totals:</b>		-	5	-	-

**Construction Sources and Uses**  
**For the HOPE VI Main Street Affordable Housing Project**  
 Local Government: Town of Kit Carson  
 Main Street Area: Kit Carson Main St. Affordable Housing Project

Uses (\$)*	HOPE VI Main Street	Other Govt	Tax Credit Equity	Other Private Sector	Total
<b>Administration</b>					
Administration					\$ -
<b>Management Improvements</b>					
Management Improvements - Dev					\$ -
Management Improvements - CSS	\$ 5,000				\$ 5,000
<b>Acquisition</b>					
Site Acquisition	\$ 15,000			\$ [REDACTED]	\$ [REDACTED]
Building Acquisition	\$ 70,000				\$ 70,000
Building Acquisition, Non-Dwelling					\$ -
<b>Building Remediation/Demolition</b>					
Remediation, Dwelling Units/Site					\$ -
Demolition, Interior					\$ -
Remediation, Non-Dwelling Units					\$ -
Demolition, Non-Dwelling Units		\$ 5,000		\$ [REDACTED]	\$ [REDACTED]
Demolition, Other					\$ -
<b>Site Improvements</b>					
Site Remediation					\$ -
Site Infrastructure (Utilities & Roads)					\$ -
Site Improvements (Other)					\$ -
<b>Construction</b>					
Dwelling Structures - Hard Costs	\$ 850,000	\$ 1,000		\$ [REDACTED]	\$ [REDACTED]
Non-Dwelling - Hard Costs					\$ -
General Requirements					\$ -
Builder's Profit					\$ -
Builder's Overhead					\$ -
Bond Premium					\$ -
Hard Cost Contingency	\$ 40,000			\$ [REDACTED]	\$ [REDACTED]
<b>Equipment</b>					
Dwelling Equipment					\$ -
Non-Dwelling Equipment					\$ -
<b>Professional Fees/Consultant Services</b>					
Program Management Services					\$ -
Architectural				\$ [REDACTED]	\$ [REDACTED]
Engineering					\$ -
Construction Management Services					\$ -
Appraisal					\$ -
Environmental	\$ 20,000				\$ 20,000
Market Study					\$ -
Historic Preservation Documentation					\$ -
Other					\$ -
<b>Legal</b>					
Organizational					\$ -
Syndication					\$ -
Main Street Outside Counsel					\$ -
Other					\$ -
<b>Tax Credits</b>					
Accounting					\$ -
Tax Credit Application					\$ -
Tax Credit Monitoring Fee					\$ -
Syndication					\$ -
Other					\$ -
<b>Page 1 Total</b>	<b>\$ 1,000,000</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ [REDACTED]</b>	<b>\$ 1,061,500</b>

**Construction Sources and Uses**  
**For the HOPE VI Main Street Affordable Housing Project**  
**Local Government: Town of Kit Carson**  
**Main Street Area: Kit Carson Main St. Affordable Housing Project**

Uses (\$)*	HOPE VI Main Street	Other Govt	Tax Credit Equity	Other Private Sector	Total
<b>Other Development Costs (Soft Costs)</b>					
Accounting Fees					\$ -
Financing Fees					\$ -
Permit Fees					\$ -
Title/Recording/Settlement Fees				\$ [REDACTED]	\$ [REDACTED]
Real Estate Taxes During Construction					\$ -
Insurance During Construction					\$ -
Interest During Construction					\$ -
Bridge Loan Interest					\$ -
Marking/Rent-up Expenses					\$ -
Reserves					\$ -
Soft Cost Contingency					\$ -
Other					\$ -
<b>Relocation</b>					
Relocation Costs					\$ -
<b>Developer Fee</b>					
Developer Fee					\$ -
<b>Reserves</b>					
Operating Reserve					\$ -
Other Reserves					\$ -
<b>Page 2 Total</b>	\$ -	\$ -	\$ -	\$ [REDACTED]	\$ [REDACTED]
<b>GRAND TOTAL USES:</b>	\$ 1,000,000	\$ 6,000	\$ -	\$ [REDACTED]	\$ [REDACTED]

**Construction Sources and Uses  
For the HOPE VI Main Street Affordable Housing Project  
Local Government: Town of Kit Carson**

**Main Street Area: Kit Carson Main St. Affordable Housing Project**

Name of Person that Completed S&U:	Amy Johnson
Organization Name :	Kit Carson Rural Development
Email:	tobyamy@rebeltec.net
Phone:	719-962-3578

Sources (\$)	HOPE VI Main Street	Other Govt	Tax Credit Equity	Other Private Sector	Total
<b>Public Housing Funds</b>					
HOPE VI Main Street	\$ 1,000,000				\$ 1,000,000
Public Housing					\$ -
<b>Sub-Total</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>

<b>Other HUD Funds</b>					
HOME					\$ -
CDBG					\$ -
Other Funds					\$ -
<b>Sub-Total</b>	<b>\$ -</b>				

<b>Total HUD Funds</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>
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<b>Non-HUD Public Funds</b>					
State Funds					\$ -
Local Funds		\$ 1,000			\$ 1,000
Other Funds					\$ -
Other Funds					\$ -
Other Funds					\$ -
<b>Sub-Total</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>

<b>Total Public Funds</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,001,000</b>
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<b>Private Funds</b>					
Tax Exempt Bonds					\$ -
Taxable Bonds					\$ -
Private LIHTC					\$ -
Other Equity					\$ -
Homebuyer Down Payment					\$ -
Donations/Grants				\$ [REDACTED]	\$ [REDACTED]
Private Lender					\$ -
Other: Architectural Services Donated				\$ [REDACTED]	\$ [REDACTED]
Other: In-Kind Demolition-Town				\$ [REDACTED]	\$ [REDACTED]
Other: In-Kind Demolition-Private				\$ [REDACTED]	\$ [REDACTED]
Other: Donation of Empty Lot				\$ [REDACTED]	\$ [REDACTED]
Other: Donation of Title Fees				\$ [REDACTED]	\$ [REDACTED]

<b>Total Private Funds</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ [REDACTED]</b>	<b>\$ [REDACTED]</b>
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<b>Total Sources</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ [REDACTED]</b>	<b>\$ [REDACTED]</b>
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**Permanent Sources and Uses**  
**For the HOPE VI Main Street Affordable Housing Project**  
 Local Government: Town of Kit Carson  
 Main Street Area: Kit Carson Main St. Affordable Housing Project

Uses (\$)*	HOPE VI Main Street	Other Govt	Tax Credit Equity	Other Private Sector	Total
<b>Administration</b>					
Administration					\$ -
<b>Management Improvements</b>					
Management Improvements - Dev					\$ -
Management Improvements - CSS	\$ 5,000				\$ 5,000
<b>Acquisition</b>					
Site Acquisition	\$ 15,000			\$ [REDACTED]	\$ [REDACTED]
Building Acquisition	\$ 70,000				\$ 70,000
Building Acquisition, Non-Dwelling					\$ -
<b>Building Remediation/Demolition</b>					
Remediation, Dwelling Units/Site					\$ -
Demolition, Interior					\$ -
Remediation, Non-Dwelling Units					\$ -
Demolition, Non-Dwelling Units		\$ 5,000		\$ [REDACTED]	\$ [REDACTED]
Demolition, Other					\$ -
<b>Site Improvements</b>					
Site Remediation					\$ -
Site Infrastructure (Utilities & Roads)					\$ -
Site Improvements (Other)					\$ -
<b>Construction</b>					
Dwelling Structures - Hard Costs	\$ 850,000	\$ 1,000		\$ [REDACTED]	\$ [REDACTED]
Non-Dwelling - Hard Costs					\$ -
General Requirements					\$ -
Builder's Profit					\$ -
Builder's Overhead					\$ -
Bond Premium				\$ [REDACTED]	\$ [REDACTED]
Hard Cost Contingency	\$ 40,000				\$ [REDACTED]
<b>Equipment</b>					
Dwelling Equipment					\$ -
Non-Dwelling Equipment					\$ -
<b>Professional Fees/Consultant Services</b>					
Program Management Services				\$ [REDACTED]	\$ [REDACTED]
Architectural					\$ -
Engineering					\$ -
Construction Management Services					\$ -
Appraisal					\$ -
Environmental	\$ 20,000				\$ 20,000
Market Study					\$ -
Historic Preservation Documentation					\$ -
Other					\$ -
<b>Legal</b>					
Organizational					\$ -
Syndication					\$ -
Main Street Outside Counsel					\$ -
Other					\$ -
<b>Tax Credits</b>					
Accounting					\$ -
Tax Credit Application					\$ -
Tax Credit Monitoring Fee					\$ -
Syndication					\$ -
Other					\$ -

Page 1 Total

\$ 1,000,000	\$ 6,000	\$ -	\$ [REDACTED]	\$ 1,061,500
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**Permanent Sources and Uses**  
**For the HOPE VI Main Street Affordable Housing Project**  
**Local Government: Town of Kit Carson**  
**Main Street Area: Kit Carson Main St. Affordable Housing Project**

Uses (\$)*	HOPE VI Main Street	Other Govt	Tax Credit Equity	Other Private Sector	Total
<b>Other Development Costs (Soft Costs)</b>					
Accounting Fees					\$ -
Financing Fees					\$ -
Permit Fees					\$ -
Title/Recording/Settlement Fees				\$ [REDACTED]	\$ [REDACTED]
Real Estate Taxes During Construction					\$ -
Insurance During Construction					\$ -
Interest During Construction					\$ -
Bridge Loan Interest					\$ -
Marking/Rent-up Expenses					\$ -
Reserves					\$ -
Soft Cost Contingency					\$ -
Other					\$ -
<b>Relocation</b>					
Relocation Costs					\$ -
<b>Developer Fee</b>					
Developer Fee					\$ -
<b>Reserves</b>					
Operating Reserve					\$ -
Other Reserves					\$ -
<b>Page 2 Total</b>	\$ -	\$ -	\$ -	\$ [REDACTED]	\$ [REDACTED]
<b>GRAND TOTAL USES:</b>	\$ 1,000,000	\$ 6,000	\$ -	\$ [REDACTED]	\$ [REDACTED]

**Permanent Sources and Uses**  
**For the HOPE VI Main Street Affordable Housing Project**  
**Local Government: Town of Kit Carson**  
**Main Street Area: Kit Carson Main St. Affordable Housing Project**

Name of Person that Completed S&U: Amy Johnson  
 Organization Name: Kit Carson Rural Development  
 Email: tobyamy@rebeltec.net  
 Phone: 719-962-3578

Sources (\$)	HOPE VI Main Street	Other Govt	Tax Credit Equity	Other Private Sector	Total
<b>Public Housing Funds</b>					
HOPE VI Main Street	\$ 1,000,000				\$ 1,000,000
Public Housing					\$ -
<b>Sub-Total</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>
<b>Other HUD Funds</b>					
HOME					\$ -
CDBG					\$ -
Other Funds					\$ -
<b>Sub-Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total HUD Funds</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>
<b>Non-HUD Public Funds</b>					
State Funds					\$ -
Local Funds		\$ 1,000			\$ 1,000
Other Funds					\$ -
Other Funds					\$ -
Other Funds					\$ -
<b>Sub-Total</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>
<b>Total Public Funds</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,001,000</b>
<b>Private Funds</b>					
Tax Exempt Bonds					\$ -
Taxable Bonds					\$ -
Private LIHTC					\$ -
Other Equity					\$ -
Homebuyer Down Payment					\$ -
Donations/Grants				\$ [REDACTED]	\$ [REDACTED]
Private Lender					\$ -
Other: Architectural Services Donated				\$ [REDACTED]	\$ [REDACTED]
Other: In-Kind Demolition-Town				\$ [REDACTED]	\$ [REDACTED]
Other: In-Kind Demolition-Private				\$ [REDACTED]	\$ [REDACTED]
Other: Donation of Empty Lot				\$ [REDACTED]	\$ [REDACTED]
Other: Donation of Title Fees				\$ [REDACTED]	\$ [REDACTED]
<b>Total Private Funds</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ [REDACTED]</b>	<b>\$ [REDACTED]</b>
<b>Total Sources</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ [REDACTED]</b>	<b>\$ [REDACTED]</b>

**TDC/Grant Limitations Worksheet**

Step 6. Using the Drop-down Lists Provided, Select the City (or Metropolitan Area) and State that is located nearest to the Main Street Area rejuvenation effort.

This workbook uses the TDC limits published in HUD Notice: 2008-47

- Note 1: When you select a valid City/State combination, this table will show the TDC limits from the above-referenced HUD Notice.
- Note 2: If the desired City/State combination is not included in the list here, contact the local HUD Field Office. They will assist in determining the most appropriate City/State combination.
- Note 3: Total Development Cost limits from this table will be transferred automatically to the "TDC Limit calculations" worksheet.

City	DENVER	<-- Select your City from list here
StateName	COLORADO	<-- Select your State from list here

Bedrooms	Type	Data	Total	
0	Detached/Semi-Detached	Sum of 0 Bedrooms, TDC	125859.0375	
1		Sum of 1 Bedrooms, TDC	163807.5298	
2		Sum of 2 Bedrooms, TDC	196414.8244	
3		Sum of 3 Bedrooms, TDC	235685.646	
4		Sum of 4 Bedrooms, TDC	277712.8791	
5		Sum of 5 Bedrooms, TDC	303864.6109	
6		Sum of 6 Bedrooms, TDC	329607.3664	
0		HCC	Sum of 0 Bedrooms, HCC	71919.45
1			Sum of 1 Bedrooms, HCC	93604.30275
2			Sum of 2 Bedrooms, HCC	112237.0425
3			Sum of 3 Bedrooms, HCC	134677.512
4			Sum of 4 Bedrooms, HCC	158693.0738
5	Sum of 5 Bedrooms, HCC		173636.9205	
6	Sum of 6 Bedrooms, HCC	188347.0665		
0	Elevator	Sum of 0 Bedrooms, TDC	100395.3192	
1		Sum of 1 Bedrooms, TDC	140553.4469	
2		Sum of 2 Bedrooms, TDC	180711.5746	
3		Sum of 3 Bedrooms, TDC	240948.7661	
4		Sum of 4 Bedrooms, TDC	301185.9576	
5		Sum of 5 Bedrooms, TDC	341344.0853	
6		Sum of 6 Bedrooms, TDC	381502.213	
0		HCC	Sum of 0 Bedrooms, HCC	62747.0745
1			Sum of 1 Bedrooms, HCC	87845.9043
2			Sum of 2 Bedrooms, HCC	112944.7341
3			Sum of 3 Bedrooms, HCC	150592.9788
4			Sum of 4 Bedrooms, HCC	188241.2235
5	Sum of 5 Bedrooms, HCC		213340.0533	
6	Sum of 6 Bedrooms, HCC	238438.8831		
0	Row House	Sum of 0 Bedrooms, TDC	115287.3855	
1		Sum of 1 Bedrooms, TDC	149516.2468	
2		Sum of 2 Bedrooms, TDC	177368.4014	
3		Sum of 3 Bedrooms, TDC	211396.7457	
4		Sum of 4 Bedrooms, TDC	248975.8661	
5		Sum of 5 Bedrooms, TDC	272638.1734	
6		Sum of 6 Bedrooms, TDC	294984.6725	
0		HCC	Sum of 0 Bedrooms, HCC	65878.506
1			Sum of 1 Bedrooms, HCC	85437.8553
2			Sum of 2 Bedrooms, HCC	101353.3722
3			Sum of 3 Bedrooms, HCC	120798.1404
4			Sum of 4 Bedrooms, HCC	142271.9235
5	Sum of 5 Bedrooms, HCC		155793.242	
6	Sum of 6 Bedrooms, HCC	168562.67		
0	Walkup	Sum of 0 Bedrooms, TDC	91057.08281	
1		Sum of 1 Bedrooms, TDC	123538.4784	
2		Sum of 2 Bedrooms, TDC	155716.6866	
3		Sum of 3 Bedrooms, TDC	202372.7738	
4		Sum of 4 Bedrooms, TDC	246534.0609	
5		Sum of 5 Bedrooms, TDC	274987.3941	
6		Sum of 6 Bedrooms, TDC	302072.0522	
0		HCC	Sum of 0 Bedrooms, HCC	52032.61875
1			Sum of 1 Bedrooms, HCC	70593.41625
2			Sum of 2 Bedrooms, HCC	88980.96375
3			Sum of 3 Bedrooms, HCC	115641.585
4			Sum of 4 Bedrooms, HCC	140876.6063
5	Sum of 5 Bedrooms, HCC		157135.6538	
6	Sum of 6 Bedrooms, HCC	172612.6013		

### Total Development Cost (TDC) Limit Calculations

(NOTE: Housing Cost Cap does not apply to the HOPE VI Main Street program)

Applicant Name: Town of Kit Carson

Main Street Area Name: Kit Carson Main St. Affordable Housing Project

Using TDC Limits published in Notice PIH 2008-47 for: DENVER, COLORADO

Unit Mix (Note: entered from the "Unit Mix" worksheet)		TDC Limits		
Structure Type	BRs	Units	Per Unit	Total
Detached and Semi-Detached	0	-	125,859	\$ -
	1	-	163,808	\$ -
	2	2	196,415	\$ 392,830
	3	3	235,686	\$ 707,057
	4	-	277,713	\$ -
Elevator	0	-	100,395	\$ -
	1	-	140,553	\$ -
	2	-	180,712	\$ -
	3	-	240,949	\$ -
	4	-	301,186	\$ -
Row House	0	-	115,287	\$ -
	1	-	149,516	\$ -
	2	-	177,368	\$ -
	3	-	211,397	\$ -
	4	-	248,976	\$ -
Walk-Up	0	-	91,057	\$ -
	1	-	123,538	\$ -
	2	-	155,717	\$ -
	3	-	202,373	\$ -
	4	-	246,534	\$ -
		5		\$ 1,099,887

HOPE VI Main Street Sources and Uses Comparison Check	
Total HOPE VI Main Street Grant Permanent Uses	\$ 1,000,000
Total HOPE VI Main Street Grant Permanent Sources	\$ 1,000,000
<b>Total PH Sources must equal Total PH Uses.</b>	
	(0)

HOPE VI Main Street Costs NOT included in TDC	
Community & Supportive Services ("CSS")	\$ 5,000
Extraordinary Site Costs (Requires Licensed Architect Letter)	\$ -
<b>Total Uses of Public Housing Capital Assistance Subject to TDC Limit</b>	<b>\$ 995,000</b>

**HOPE VI Main Street Total Development Cost Limit Analysis:**  
 HOPE VI Main Street Cost as a Percentage of the TDC Limit.  
 If TDC is greater than 100% the Project violates TDC limit(s) for this NOFA.

90.5%

List all funds and in-kind services that you are including as Match. Match resources must be used to fund the Main Street Affordable Housing Project, not the rest of the Main Street rejuvenation effort. The amounts stated on this list should be consistent with the amounts listed on the Sources & Uses portions of this form. Each Match resource must be backed up by a letter demonstrating firm commitment to development of the Main Street Affordable Housing Project. Match must exceed 5% of the requested grant amount or the application will not be rated or ranked and will not be eligible for award.

### Match Resources

	Source of Leverage	Resource Contact	Resource Phone	Dollar Value	Cash or In-Kind Svc.
1	Kit Carson Rural Development	Amy Johnson	719-962-3578	\$	Cash
2	[REDACTED]	[REDACTED]	719-962-3578	\$	Cash
3	Larsen Realty	David Larsen	719-767-5585	\$	In Kind
4	Kit Carson State Bank	[REDACTED]	719-962-3273	\$	Cash
5	Dickey Brothers	[REDACTED]	719-767-5950	\$	Value of Land
6	CU Denver Architectural Department	[REDACTED]	303-556-6160	\$	In Kind
7	The Town of Kit Carson	Sharon Mayhan	719-962-3351	\$	Cash
8	The Town of Kit Carson	Sharon Mayhan	719-962-3351	\$	In Kind
9	[REDACTED]	[REDACTED]	719-962-3462	\$	In Kind
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30				\$	

List all cash and in-kind services that are included as Leverage for the Main Street Area. Do not include Match resources that are listed on the previous page. The amounts must be consistent with the amount of Leverage funds in the Permanent Sources and Uses that is a part of this form. The amount of Leverage will be rated in accordance with this NOFA and must be accompanied by a letter that demonstrates firm commitment of the resource, in accordance with this NOFA.

### Main Street Area Rejuvenation Effort Leverage Resources

Source of Leverage	Resource Contact	Resource Phone	Dollar Value	Cash or In-Kind Svc.	
1	Kit Carson Rural Development - Prairie Park	Amy Johnson	719-962-3578	\$	Cash & In Kind
2	Kit Carson Rural Development - Lampposts	Amy Johnson	719-962-3578	\$	Cash & In Kind
3	Kit Carson Rural Development - Paxson Bldg Clean Up	Amy Johnson	719-962-3578	\$	Cash
4	Kit Carson Rural Development - Clinic Landscaping	Amy Johnson	719-962-3578	\$	Cash & In Kind
5	Kit Carson Rural Development - Paint Bar	Amy Johnson	719-962-3578	\$	Cash & In Kind
6	Town of Kit Carson - Curb & Gutter	Sharon Mayhan	719-962-3351	\$	Cash
7	Town of Kit Carson - Drainage/Paving Project	Sharon Mayhan	719-962-3351	\$	Cash
8	Town of Kit Carson - Water Project	Sharon Mayhan	719-962-3351	\$	Cash
9	Town of Kit Carson - Town Hall Sign	Sharon Mayhan	719-962-3351	\$	Cash
10	Town of Kit Carson - Community Building Project	Sharon Mayhan	719-962-3351	\$	Cash
11	Town of Kit Carson - Museum Park Landscaping	Sharon Mayhan	719-962-3351	\$	Cash & In Kind
12	Kit Carson State Bank - New Sign	[REDACTED]	719-962-3273	\$	Cash
13	Kit Carson State Bank - Small Outbuilding	[REDACTED]	719-962-3273	\$	Cash
14	Kit Carson State Bank - Lutheran Church Lots	[REDACTED]	719-962-3273	\$	In Kind
15	Senior Center Façade & landscaping	[REDACTED]	719-962-3437	\$	Cash & In Kind
16	Church Street Pizza	[REDACTED]	719-962-3375	\$	Cash
17	Kit Carson Historical Society - Pool Hall	[REDACTED]	719-962-3512	\$	In Kind
18	Kit Carson Historical Society - Museum	[REDACTED]	719-962-3512	\$	Cash & In Kind
19	Kit Carson Historical Society - Caboose, Etc.	[REDACTED]	719-962-3512	\$	Cash & In Kind
20	Kit Carson Historical Society-Pump House	[REDACTED]	719-962-3512	\$	In Kind
21	Lutheran Church - New Church on Main Street	[REDACTED]	719-962-3379	\$	Cash & In Kind
22	Chamber of Commerce - Pool Hall Restoration	[REDACTED]	719-962-3295	\$	Cash & In Kind
23	Town of Kit Carson - Waste Water Project	Sharon Mayhan	719-962-3351	\$	Cash
24					
25					
26					
27					
28					
29					
30					
			\$		

# HOPE VI Budget

U. S. Department of Housing and Urban Development

## Part I: Summary

Office of Public and Indian Housing

OMB Approval No. 2577-0208 (pending)

Public Reporting Burden for this collection of information is estimated to average 3 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. This information is necessary to provide details on the funds requested by Housing Authorities. The form displays the amount requested, broken down by budget line item, with each use explained on Part II. The requested information will be reviewed by HUD to determine if the amount requested is

reasonable and whether the required percentages of capital and supportive services funds are met. Responses to the collection are required by the appropriation under which the HOPE VI grant was funded. The information collected does not lend itself to confidentiality. HUD may not conduct or sponsor, and a person is not required to respond to collection of information unless it displays a currently valid OMB control number.

PHA Name: <u>Town of Kit Carson</u>		HOPE VI Grant Number: _____	
Devel. Name: <u>Kit Carson Main Street Affordable Housing Project</u>		Budget Revision Number: _____	
Line No	Summary by Budget Line Item Management Improvements/ Community and Supportive Services	Revised Overall HOPE VI Budget for All Project Phases	HUD-Approved Total Authorized Amount of Funds in LOCCS
1	1408 Management Improvements/Community and Supportive Services	\$ 5,000.00	
2	1410 Administration		
3	1430 Fees and Costs	\$ 36,500.00	
4	1440 Site Acquisition	\$ 92,500.00	
5	1450 Site Improvement		
6	1460 Dwelling Structures	\$ 866,000.00	
7	1465 Dwelling Equipment-Nonexpendable		
8	1470 Nondwelling Structures		
9	1475 Nondwelling Equipment		
10	1485 Demolition		
11	1495 Relocation Costs		
12	<b>Total Funds Authorization ( Sum Of Lines 1-11)</b>		
13	U2000 Funds held in Reserve		
14	<b>Amount of HOPE VI Grant ( Sum Of Lines 1-13)</b>	\$ 1,000,000.00	

Signature of PHA Executive Director \_\_\_\_\_ Date \_\_\_\_\_

Signature of Authorized HUD Official \_\_\_\_\_ Date \_\_\_\_\_









HOPE VI Budget: Part II: Supporting Pages for Revision to  
Overall Budget, Expenditure Allocation and/or Authorized Spending Amount

Budget Line Item Number	2 Description of Proposed/Approved Action Use of Additional Authorized Funds	3 Current Overall HOPE VI Budget (All phases)	4 Requested Change in Overall HOPE VI Budget (All phases)	5 Requested Change in Disbursed Funds (Realignment)	6 Current Authorized Amount (Current Spread)	7 Requested Change in Amount Authorized for Expenditure (Change in Spread)	8 Total Funds to be Authorized for Expenditure (New Spread)
1475	NONDWELLING EQUIPMENT						
Prior Bdgt Date	Total Changes						
	Previous Approved Budget Totals						
	NEW TOTALS FOR HUD APPROVAL						
	Percentage of BLI Budget						
1485	DEMOLITION						
Prior Bdgt Date	Total Changes						
	Previous Approved Budget Totals						
	NEW TOTALS FOR HUD APPROVAL						
	Percentage of BLI Budget						



	A	B	C	D	E	F	G	H	I	J
1										
2										
3										
4										
5			2013	2014	2015	2016	2017			
6			5,000	5,000	5,000	6,330	7,413			
7										
8			4,800	4,800	4,800	4,800	4,800		4,800	26%
9			2,302	2,577	2,654	2,734	2,734		2,640	14%
10			4,250	4,462	4,585	4,819	5,065		4,636	25%
11			800	1,200	1,400	1,400	2,100		1,380	7%
12			3,456	2,880	2,304	2,304	2,304		2,650	14%
13			1,100	1,100	1,100	1,100	1,100		1,100	6%
14									0	0%
15			800	1,300	1,600	1,600	1,600		1,360	0%
16									0	0%
17			17,708	18,219	18,443	18,757	19,703		18,566	7%
18										
19										
20			15,960	17,100	18,240	18,240	18,240		18,240	
21			1,600	1,200	1,600	1,600	1,600		1,600	
22										
23										
24										
25										
26										
27			17,560	18,300	19,840	19,840	19,840		19,840	
28										
29			(148)	81	1,397	1,083	137		137	
30			4,852	5,081	6,397	7,413	7,550		7,550	
31			148	(81)	(67)					
32										
33			5,000	5,000	6,330	7,413	7,550		7,550	
34			(148)	(67)						
35										
36					5,000					
37					20,000					
38										
39										
40										
41										
42										
43										

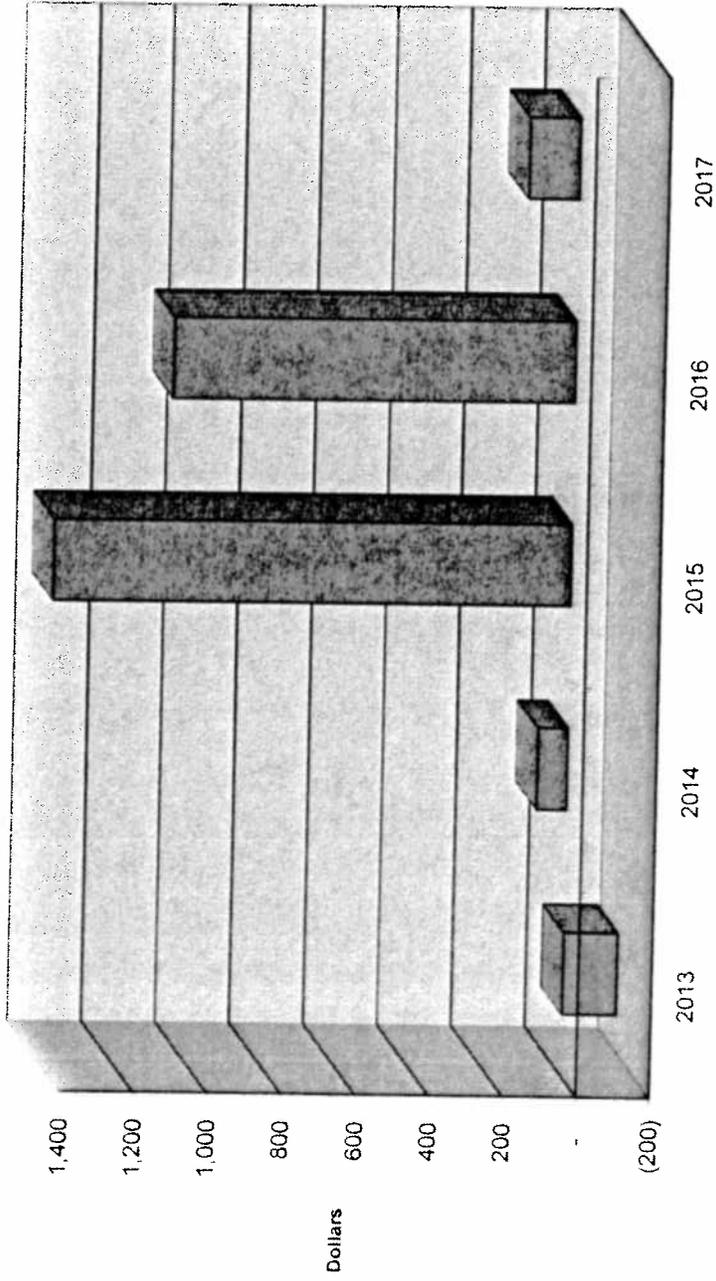
**Kit Carson Main Street Affordable Housing Project**  
**Cash Flow Projection**  
**January 1, 2013 to December 31, 2017**

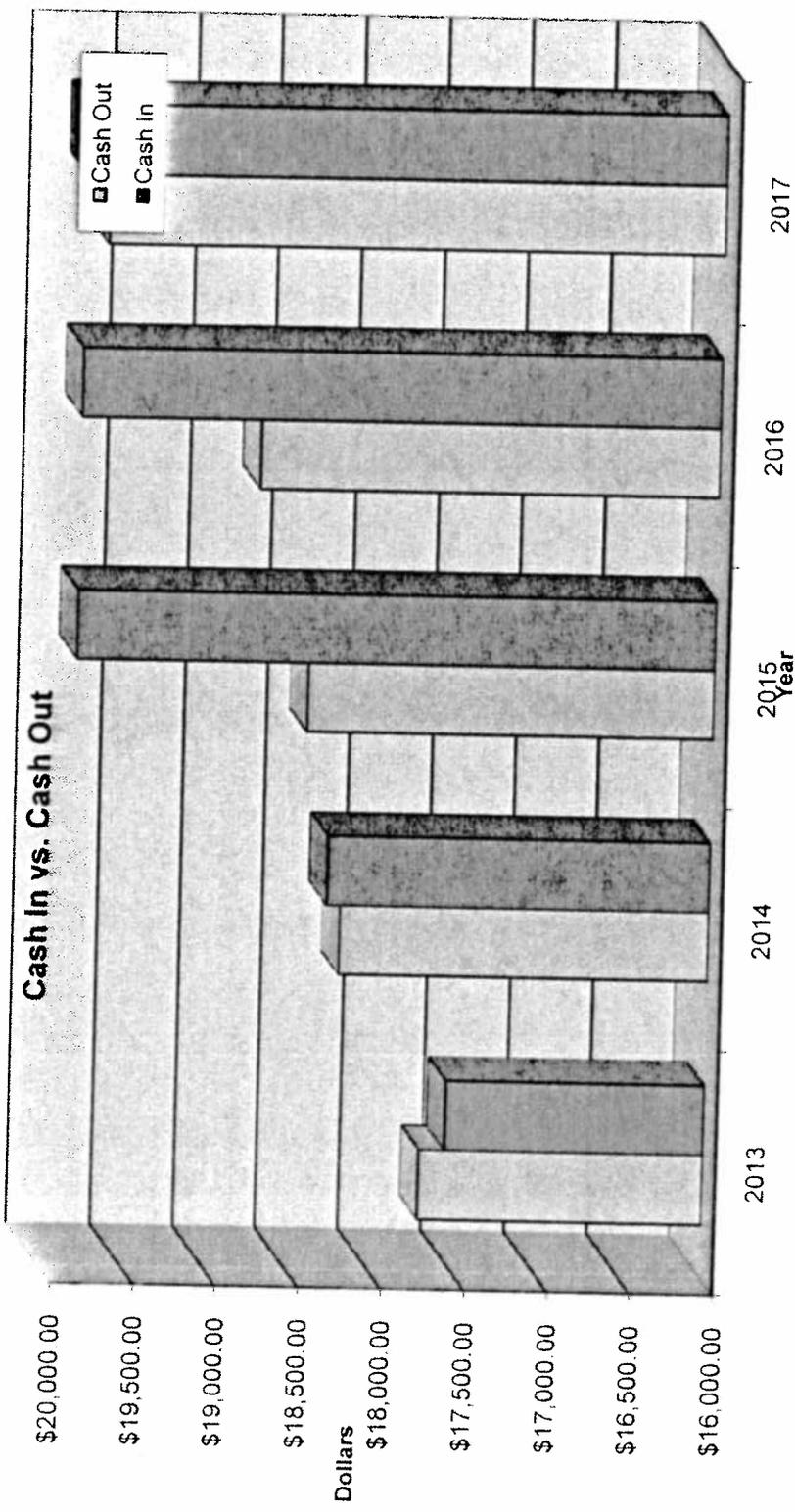
Averages: % of total

4,800 26%  
2,640 14%  
4,636 25%  
1,380 7%  
2,650 14%  
1,100 6%  
0 0%  
0 0%  
1,360 7%  
18,566

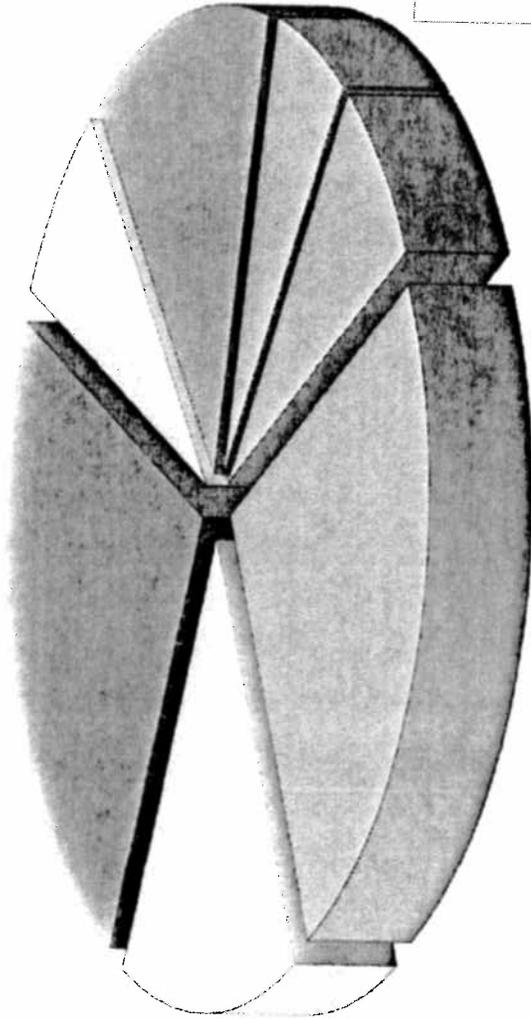
NOTES TO FINANCIALS  
41 5 units during project period with one donated to the Kit Carson R-1 School District to help with teacher retention leaves four units in cash flow  
42 Assumed 70% Occupancy Rate first year, 75% second year and 80% subsequent years  
43 Average rental rate is \$475 per month - range from \$350-\$575

Cash In - Cash Out





# Average Monthly Expenses

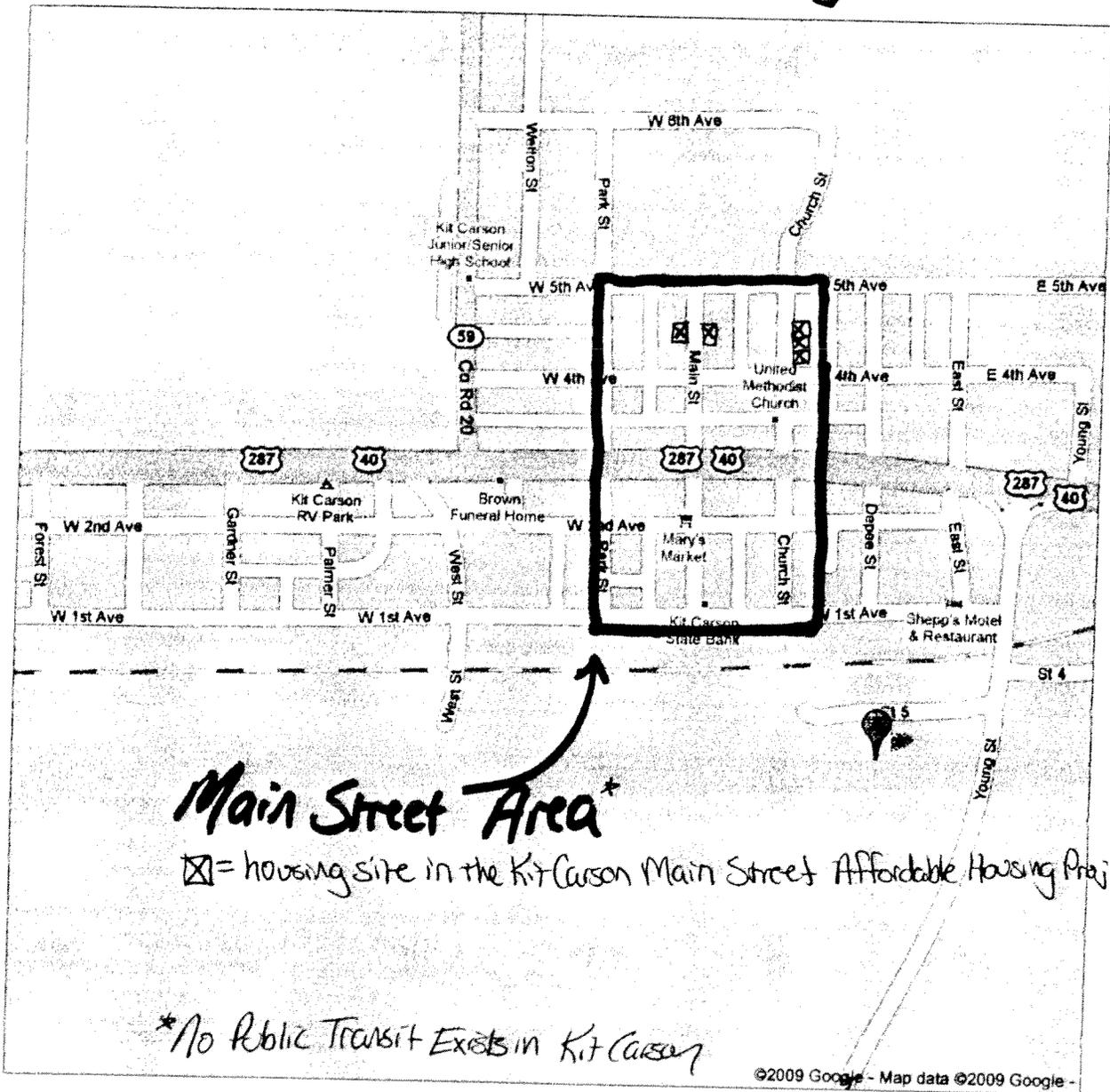


- Management Fees
- Real Estate Taxes
- Insurance
- Repairs
- Utilities
- Grounds Maintenance
- Office Supplies
- Miscellaneous Expense
- Deposits Refunded

Section N: Map of HOPE VI Main Street Area showing location of project sites and  
HOPE VI Main Street area boundaries

Google maps Address Kit Carson, CO

Get Google Maps on your phone  
Text the word "GMAPS" to 466453



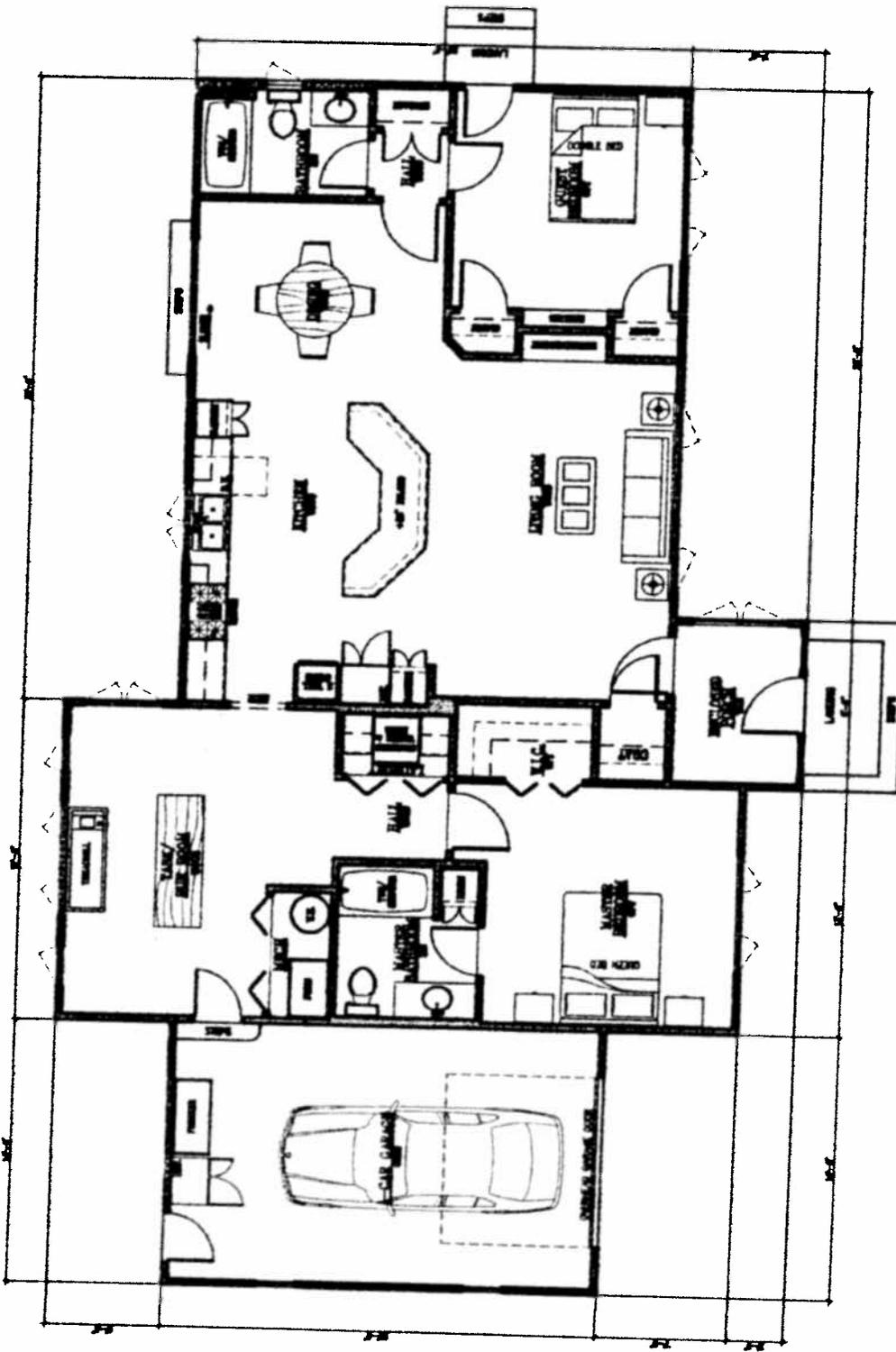
*Main Street Area\**

*X = housing site in the Kit Carson Main Street Affordable Housing Project*

*\*No Public Transit Exists in Kit Carson*

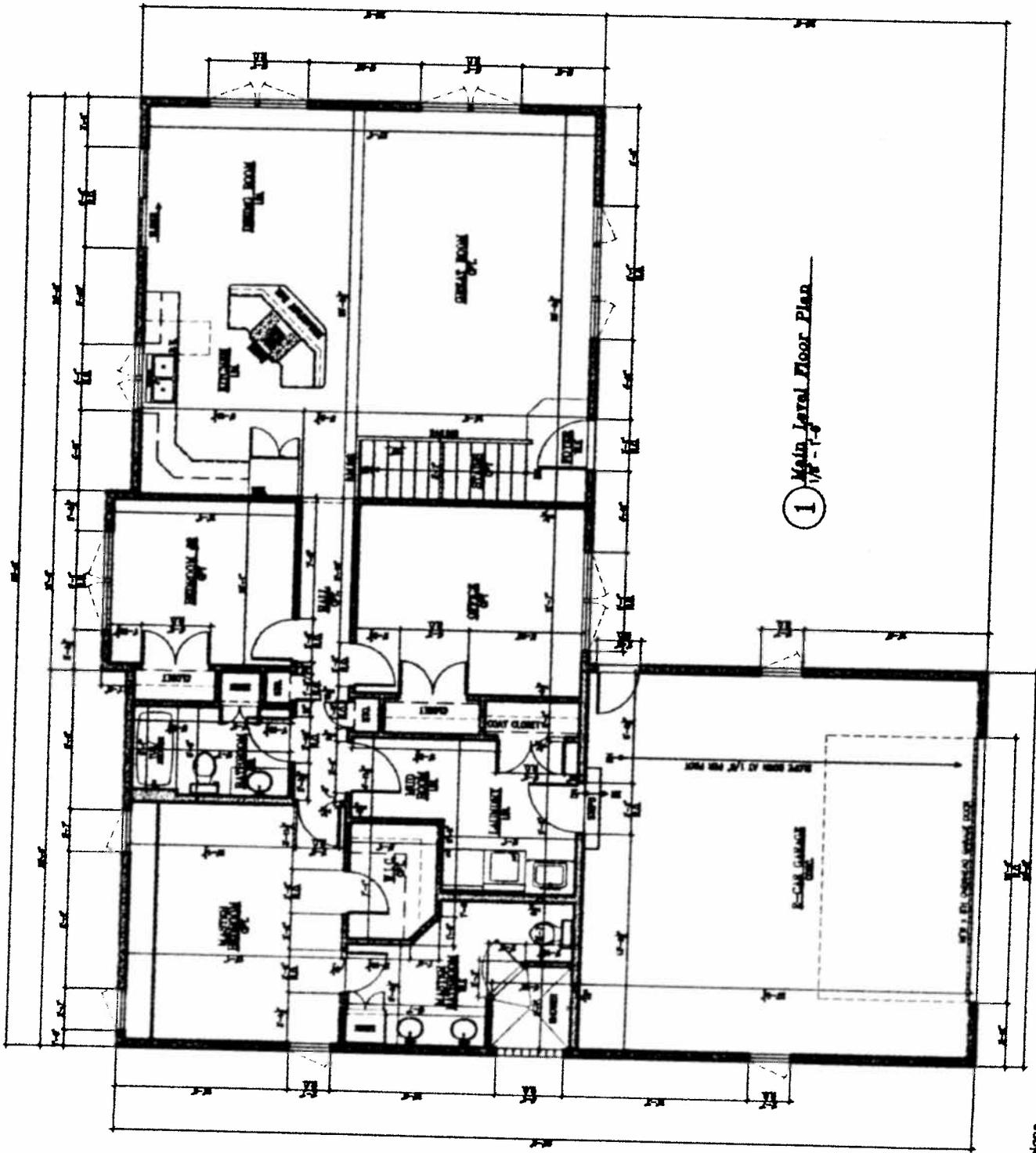
©2009 Google - Map data ©2009 Google

**Section O: Site Plans and Typical Unit Layouts**



1 Main Level Floor Plan  
 MAIN HOUSE = 1,400 SQ. FT.  
 ENCLOSED PORCH = 55 SQ. FT.  
 GARAGE = 310 SQ. FT.  
 GRAND TOTAL = 1,765 SQ. FT.

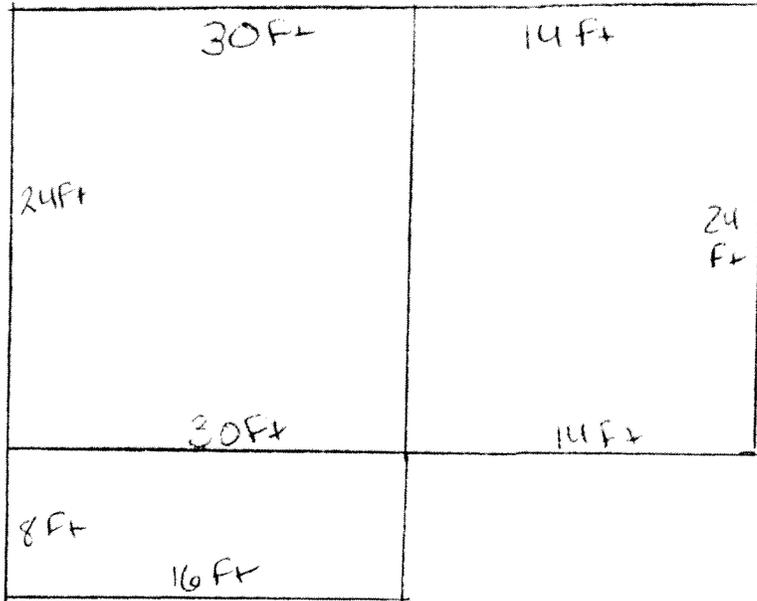
New Construction - 1 house



1 Main Level Floor Plan

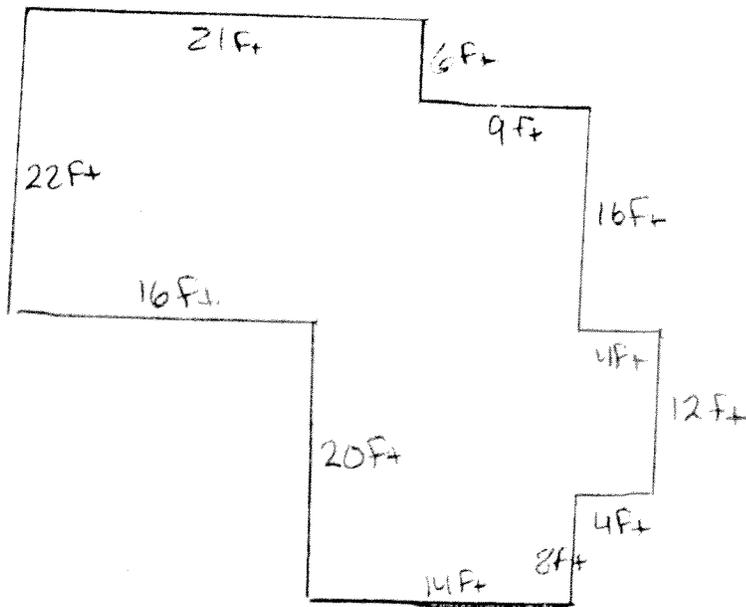
New Construction - 2 houses

Remodel (1) Church St



(FRONT)

Remodel (2) - Main St.



(FRONT)

Section P: Affirmatively Furthering Fair Housing Statement, Section 3 Plan

### **Affirmatively Furthering Fair Housing**

The number one impediment to fair housing choice in Colorado, as cited in a 2005-2010 Colorado Analysis of the Impediments to Fair Housing Choice, was lack of affordable housing. The second and third impediments to fair housing choice in Colorado are issues for housing for persons with disabilities and foreclosures. In addition the study cited that the number four impediment to fair housing choice was the need for fair housing education and coordination. This study did not address the specific impediments for Cheyenne County.

In order to overcome these impediments to fair housing choice, The Town of Kit Carson and Kit Carson Rural Development pledge to affirmatively further fair housing opportunities for classes protected under the Fair Housing Act. These protected classes include race, color, national origin, religion, sex, disability, and familial status.

Specifically the Town of Kit Carson and KCRD will take steps to:

- 1) Overcome the effects of impediments to fair housing choice. As stated above, the number one impediment to fair housing choice in Colorado is the lack of affordable housing. This project alone will go a long way towards overcoming the #1 impediment to fair housing choice by providing five affordable housing units in Kit Carson. In addition the fourth impediment as cited above was education and coordination. This project will attempt to overcome this impediment by advertising housing rental units along with services that can be provided to low income persons to help educate them of their rights, and help them get into these affordable rental units.
- 2) Remedy discrimination in housing
- 3) Promote fair housing rights and fair housing choice.

The steps will be taken by working in conjunction with the PHA in Cheyenne Wells and Saundra Roberts and Denise Selders of Department of Local Affairs Housing Division, thereby utilizing their expertise and experience in this area. One unit of the five units (20% of the project) in the Kit Carson Main Street Affordable Housing Project will be set aside for very low income persons.

### **Section 3 Plan**

The two contractors that will be working on the Kit Carson Main Street Affordable Housing Project are both smaller size contractors from the rural area in Eastern Colorado where Kit Carson is located. Both contractors employ low income persons. Daniel Grinnan LLC has eight employees of which six are considered low income. Eric Richardson has nine employees of which four are considered low income. By contracting out with local businesses that employ low income persons this project will be providing economic opportunities for persons in the area in which the project is located.

Since this project will not be displacing any persons and no one is currently living in any of the homes involved in the Kit Carson Main Street Affordable Housing Project there is no opportunity to hire any low income persons residing in the houses in this project.

i. Two contractors will be hired for this project and those contractors together employ 10 low income persons. In addition throughout the project subcontractors may be necessary to complete work such as drywall, electricity, HVAC, and every attempt will be made to contract with small, local firms that employ low income persons.

- ii. A non-binding contract is already in place between these two contractors and KCRD. It is thereby ensured that low income persons will gain employment through this project.
- iii. Eligibility criteria for certifying Section 3 business concerns and residents will be family income of said employees for the year.
- iv. Section 3 residents and business concerns will be notified as to employment and contracting opportunities through the customary means of notification in our community which is county wide newspaper ads and signs placed throughout town.
- v. KCRD and the Town of Kit Carson will keep in constant communication with contractors to ensure their compliance with Section 3 requirements. In addition Section 3 requirements were addressed in the contract discussions with these contractors.
- vi. KCRD will look at 24 CFR part 135.30 to ensure the project meets minimum numerical goals for employment and contracting opportunities if possible in this rural area.
- vii. Amy Johnson can be reached at 719-962-3578. She will be overseeing the grant implementation on behalf of Kit Carson Rural Development. She will maintain contact with contractors and oversee the day-to-day implementation of Section 3 including the submission of Section 3 annual reports in accordance with 24 CFR part 135.90. Amy is qualified in that she is familiar with Section 3 as referenced in the HUD General Section.





















HUD Program:  
 Applicant Legal Name:  
 Component Name:  
 Project Name:  
 Project Type:  
 Construction Type:

Hope VI Main Street  
 Town of Kit Carson  
 0  
 Main Street Affordable Housing  
 Community Development Housing  
 New Construction & Remodel

Project Location:  
 Project Location State:  
 Fiscal Year:  
 Reporting Period:  
 Reporting Start Date:  
 Reporting End Date:

Kit Carson  
 COLORADO  
 2009

US Department of Housing and Urban Development  
 OMB Approval 2535-0114 exp. 02/28/2011  
 Year 2

HUD Goals	Policy Priority	Problem, Need, Situation	Services or Activities/Outputs	Measure			Outcome	Measure			Evaluation Tools
				Pre	Post	YTD		Pre	Post	YTD	
1	Policy	2 Planning	3 Programming	4 #N/A	5 Impact	6 #N/A	7 Accountability				
				#N/A		#N/A					
				#N/A		#N/A					
				#N/A		#N/A					
				#N/A		#N/A					
				#N/A		#N/A					
				#N/A		#N/A					
				#N/A		#N/A					
				#N/A		#N/A					
				#N/A		#N/A					
				#N/A		#N/A					
				#N/A		#N/A					
				#N/A		#N/A					

DUNS # [REDACTED]

HUD Program:  
 Applicant Legal Name:  
 Component Name:

Hope VI Main Street  
 Town of Kit Carson  
 0

Project Location:  
 Project Location State:  
 Fiscal Year:

Kit Carson  
 COLORADO  
 2009

US Department of Housing and Urban Development  
 OMB Approval 2535-0114 exp. 02/28/2011  
 Year 3

Project Name:  
 Project Type:  
 Construction Type:

Main Street Affordable Housing  
 Community Development Housing  
 New Construction & Remodel

Reporting Period:  
 Reporting Start Date:  
 Reporting End Date:

HUD Goals	Policy Priority	Problem, Need, Situation	2	Services or Activities/Outputs	Measure			Outcome	Measure			Evaluation Tools
					3	4	5		6	7		
			Planning	Programming	Pre	Post	YTD	Impact	Pre	Post	YTD	Accountability
						#N/A				#N/A		A. Tools for Measurement
						#N/A				#N/A		
						#N/A				#N/A		
						#N/A				#N/A		B. Where Data Maintained
						#N/A				#N/A		
						#N/A				#N/A		
						#N/A				#N/A		C. Source of Data
						#N/A				#N/A		
						#N/A				#N/A		
						#N/A				#N/A		D. Frequency of Collection
						#N/A				#N/A		
						#N/A				#N/A		E. Processing of Data
						#N/A				#N/A		
						#N/A				#N/A		
						#N/A				#N/A		
						#N/A				#N/A		
						#N/A				#N/A		
						#N/A				#N/A		
						#N/A				#N/A		
						#N/A				#N/A		
						#N/A				#N/A		

DUNS # [REDACTED]



























<b>Evaluation Tools</b>
7
Accountability

<b>Evaluation Tools</b>	
7	
Accountability	

Evaluation Tools
7
Accountability

<b>Evaluation Tools</b>
7
Accountability

<b>Evaluation Tools</b>
7
Accountability

<b>Evaluation Tools</b>
7
Accountability

HUD Goals	
A1	<b>Increase homeownership opportunities.</b> (1) Expand national homeownership opportunities.
A2	<b>Increase homeownership opportunities.</b> (2) Increase minority homeownership.
A3	<b>Increase homeownership opportunities.</b> (3) Make the home-buying process less complicated and less expensive.
A4	<b>Increase homeownership opportunities.</b> (4) Reduce predatory lending through reform, education and enforcement.
A5	<b>Increase homeownership opportunities.</b> (5) Help HUD-assisted renters become homeowners.
A6	<b>Increase homeownership opportunities.</b> (6) Keep existing homeowners from losing their homes.
B1	<b>Promote Decent Affordable Housing.</b> (1) Expand access to and availability of decent, affordable rental housing.
B2	<b>Promote Decent Affordable Housing.</b> (2) Improve the management accountability and physical quality of public and assisted housing.
B3	<b>Promote Decent Affordable Housing.</b> (3) Improve housing opportunities for the elderly and persons with disabilities.
B4	<b>Promote Decent Affordable Housing.</b> (4) Promote housing self-sufficiency.
B5	<b>Promote Decent Affordable Housing.</b> (5) Facilitate more effective delivery of affordable housing by reforming public housing and the Housing Choice Voucher program.
C1	<b>Strengthen Communities.</b> (1) Assist disaster recovery in the Gulf Coast region.
C2	<b>Strengthen Communities.</b> (2) Enhance sustainability of communities by expanding economic opportunities.
C3	<b>Strengthen Communities.</b> (3) Foster a suitable living environment in communities by improving physical conditions and quality of life.
C4	<b>Strengthen Communities.</b> (4) End chronic homelessness and move homeless families and individuals to permanent housing.
C5	<b>Strengthen Communities.</b> (5) Address housing conditions that threaten health.
D1	<b>Ensure Equal Opportunity in Housing.</b> (1) Ensure access to a fair and effective administrative process to investigate and resolve complaints of discrimination.
D2	<b>Ensure Equal Opportunity in Housing.</b> (2) Improve public awareness of rights and responsibilities under fair housing laws.
D3	<b>Ensure Equal Opportunity in Housing.</b> (3) Improve housing accessibility for persons with disabilities.
D4	<b>Ensure Equal Opportunity in Housing.</b> (4) Ensure that HUD-funded entities comply with fair housing and other civil rights laws.

HUD Priorities	
A1	<b>Improve the knowledge of Homeowners, Homebuyers and Renters to be Aware of Discriminatory practices and their Rights and Increase Financial Literacy to Prevent Foreclosure and to Address the Needs of Households Facing Foreclosure.</b> (1) Providing Credit Counseling and Education for Families and Individuals.
A2	<b>Improve the knowledge of Homeowners, Homebuyers and Renters to be Aware of Discriminatory practices and their Rights and Increase Financial Literacy to Prevent Foreclosure and to Address the Needs of Households Facing Foreclosure.</b> (2) Homebuying Information for New Homeowners.
A3	<b>Improve the knowledge of Homeowners, Homebuyers and Renters to be Aware of Discriminatory practices and their Rights and Increase Financial Literacy to Prevent Foreclosure and to Address the Needs of Households Facing Foreclosure.</b> (3) Rental Housing Options.
A4	<b>Improve the knowledge of Homeowners, Homebuyers and Renters to be Aware of Discriminatory practices and their Rights and Increase Financial Literacy to Prevent Foreclosure and to Address the Needs of Households Facing Foreclosure.</b> (4) How to File a Discrimination Complaint.
A5	<b>Improve the knowledge of Homeowners, Homebuyers and Renters to be Aware of Discriminatory practices and their Rights and Increase Financial Literacy to Prevent Foreclosure and to Address the Needs of Households Facing Foreclosure.</b> (5) Complying with Limited English Proficiency Requirements.
A6	<b>Improve the knowledge of Homeowners, Homebuyers and Renters to be Aware of Discriminatory practices and their Rights and Increase Financial Literacy to Prevent Foreclosure and to Address the Needs of Households Facing Foreclosure.</b> (6) Addressing the Needs of Homeowners, Homebuyers and Renters who are Persons with disabilities.
B1	<b>Encouraging Accessible Design Features.</b> (1) Visitability in new construction and substantial rehabilitation.
B2	<b>Encouraging Accessible Design Features.</b> (2) Universal Design.
C	<b>Providing Full and Equal Access to Grassroots Faith-Based and Other Community Organizations in HUD Program Implementation.</b>
D	<b>Participation of Minority-Serving Institutions (MSIs) in HUD Programs.</b>
E1	<b>Ending Chronic Homelessness.</b> (1) Creation of affordable housing units, supportive housing, and group homes.
E2	<b>Ending Chronic Homelessness.</b> (2) Establishment of a set-aside of units of affordable housing for the chronically homeless.
E3	<b>Ending Chronic Homelessness.</b> (3) Establishment of substance abuse treatment programs targeted to the homeless population.
E4	<b>Ending Chronic Homelessness.</b> (4) Establishment of job training programs that will provide opportunities for economic self-sufficiency.
E5	<b>Ending Chronic Homelessness.</b> (5) Establishment of counseling programs that assist homeless persons in finding housing, managing finances, managing anger, and building interpersonal relationships.
E6	<b>Ending Chronic Homelessness.</b> (6) Provision of supportive services, such as health care assistance that will permit homeless individuals to become productive members of society.
E7	<b>Ending Chronic Homelessness.</b> (7) Provision of service coordinators or one-stop assistance centers that will ensure that chronically homeless persons have access to a variety of social services.
F	<b>Promoting Energy Star and Green Development.</b>
G	<b>Promoting Assistance to Veterans</b>

E1	<b>Embrace High Standards of Ethics, Management, and Accountability.</b> (1) Strategically manage human capital to increase employee satisfaction and improve HUD performance.
E2	<b>Embrace High Standards of Ethics, Management, and Accountability.</b> (2) Improve HUD's management and its internal controls to ensure program compliance and resolve audit issues.
E3	<b>Embrace High Standards of Ethics, Management, and Accountability.</b> (3) Improve accountability, service delivery, and customer service of HUD and its partners.
E4	<b>Embrace High Standards of Ethics, Management, and Accountability.</b> (4) Capitalize on modernized technology to improve the delivery of HUD's core business functions.
F1	<b>Promote Participation of Faith-Based and Other Community Organizations.</b> (1) Reduce barriers to faith-based and other community organizations' participating in HUD-sponsored programs.
F2	<b>Promote Participation of Faith-Based and Other Community Organizations.</b> (2) Conduct outreach and provide technical assistance to strengthen the capacity of faith-based and community organizations to attract partners and secure resources.
F3	<b>Promote Participation of Faith-Based and Other Community Organizations.</b> (3) Encourage partnerships between faith-based and other community organizations and HUD's grantees and subgrantees.

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**CAMP eLogic Model®**

**Column 2**

**PROBLEM, NEEDS, SITUATION**

There is a need to preserve the traditional and historic architecture of buildings and facades in Main Street areas in conjunction with the rehabilitation of commercial space for affordable housing for very low and low-income persons.

There is a need for leveraged funds that can be used in connection with Main Street areas revitalization to provide for additional affordable housing, retail commercial space, supportive services, jobs, infrastructure and other economic development.

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<p>CAMP</p> <p><b>CAMP eLogic Model®</b></p>	<p><i>Click here to allow deletion of 'New' Activities</i></p>
<p><b>Column 3</b></p>	
<p><b>SERVICES OR ACTIVITIES/OUTPUTS</b></p>	<p><b>UNITS</b></p>
Acquisition-Parcels	Parcels
new- Collaboration with local community run/grassroots non-profits	# of Non-Profit/Grassroots org
Acquisition-Square Feet	Square Feet
Business Opportunities-Other-Businesses	Businesses
Business Opportunities-Other-Dollars	Dollars
Business Opportunities-Section 3-Businesses	Businesses
Business Opportunities-Section 3-Dollars	Dollars
Economic Development-Buildings historically preserved	Buildings
Economic Development-Facades historically preserved	Buildings
Economic Development-Historic preservation consultation	Consultations
Economic Development-Rehabilitation-Office space-Dollars	Dollars
Economic Development-Rehabilitation-Office space-Square Feet	Square Feet
Economic Development-Rehabilitation-Retail space-Dollars	Dollars
Economic Development-Rehabilitation-Retail space-Square Feet	Square Feet
Economic Development-Retail space-Vacant-Converted for occupancy-Square feet	Square Feet
Economic Development-Retail space-Vacant-Converted for occupancy-Businesses	Businesses
Employment Opportunities-Other-Available jobs	Available jobs
Employment Opportunities-Other-Persons	Persons
Employment Opportunities-Section 3-Available jobs	Available jobs
Employment Opportunities-Section 3-Persons	Persons
Energy Star-Extra insulation-Dollars	Dollars
Energy Star-Extra insulation-Units	Units
Energy Star-Smart appliances-Dollars	Dollars
Energy Star-Smart appliances-Units	Units
Energy Star-Smart windows-Dollars	Dollars
Energy Star-Smart windows-Units	Units
Environmental-Phase I assessment	Completed
Environmental-Phase II assessment	Completed
Environmental-Review	Completed
Financial-Appraisals	Appraisals
Financial-Broker fees	Dollars
Financial-Closing costs	Dollars
Financial-Down payment assistance	Dollars
Financial-Operating reserves	Dollars
Financial-Replacement reserves	Dollars
Financial-Tax credits	Dollars
Financial-Tax settlements	Tax Settlements
Green Development-Recycling of demolition debris-Removal costs	Dollars
Green Development-Recycling of demolition debris-Sale of debris	Dollars
Housing-Buildings historically preserved	Buildings
Housing-Facades historically preserved	Buildings
Housing-Historic preservation consultation	Consultations

CAMP

## CAMP eLogic Model®

[Click here to allow  
deletion of 'New'  
Activities](#)

## Column 3

SERVICES OR ACTIVITIES/OUTPUTS	UNITS
Housing-New Construction-Homeownership-low-income-Dollars	Dollars
Housing-New Construction-Homeownership-low-income-Units	Units
Housing-New Construction-Homeownership-other-Dollars	Dollars
Housing-New Construction-Homeownership-other-Units	Units
Housing-New Construction-Homeownership-very low-income-Dollars	Dollars
Housing-New Construction-Homeownership-very low-income-Units	Units
Housing-New Construction-Rental-low-income-Dollars	Dollars
Housing-New Construction-Rental-low-income-Units	Units
Housing-New Construction-Rental-other-Dollars	Dollars
Housing-New Construction-Rental-other-Units	Units
Housing-New Construction-Rental-very low-income-Dollars	Dollars
Housing-New Construction-Rental-very low-income-Units	Units
Housing-Rehabilitation-Homeownership-low-income-Dollars	Dollars
Housing-Rehabilitation-Homeownership-low-income-Units	Units
Housing-Rehabilitation-Homeownership-other-Dollars	Dollars
Housing-Rehabilitation-Homeownership-other-Units	Units
Housing-Rehabilitation-Homeownership-very low-income-Dollars	Dollars
Housing-Rehabilitation-Homeownership-very low-income-Units	Units
Housing-Rehabilitation-Rental-low-income-Dollars	Dollars
Housing-Rehabilitation-Rental-low-income-Units	Units
Housing-Rehabilitation-Rental-other-Dollars	Dollars
Housing-Rehabilitation-Rental-other-Units	Units
Housing-Rehabilitation-Rental-very low-income-Dollars	Dollars
Housing-Rehabilitation-Rental-very low-income-Units	Units
Infrastructure-Off-site improvements	Dollars
Infrastructure-Off-site improvements-Remediation	Dollars
Infrastructure-Site improvements	Dollars
Infrastructure-Site improvements-Remediation	Dollars
Infrastructure-Street paving	Linear Feet
Legal-Surveys	Surveys
Legal-Title transfer	Title Transfer
Outreach-Fair housing marketing-Agencies	Agencies
Outreach-Fair housing marketing-Persons	Persons
Outreach-Promotion and marketing-Advertising-Brochures	Brochures
Outreach-Promotion and marketing-Advertising-Media Outlets	Media Outlets
Outreach-Promotion and marketing-Advertising-Other	Advertisements
Policy Priority-Housing Constructed-Design incorporates Universal Design	Units
Policy Priority-Housing Constructed-Design incorporates Visitability standards	Buildings
Policy Priority-Housing Rehabilitated-Design incorporates Universal Design	Units
Policy Priority-Housing Rehabilitated-Design incorporates Visitability standards	Buildings
Training Opportunities-Other-Persons	Persons
Training Opportunities-Other-Sessions	Sessions
Training Opportunities-Section 3-Persons	Persons
Training Opportunities-Section 3-Sessions	Sessions

<p>CAMP</p> <p>CAMP eLogic Model®</p>	<p><i>Click here to allow deletion of 'New' Activities</i></p>
<p><b>Column 3</b></p>	
<p>other SERVICES OR ACTIVITIES/OUTPUTS</p>	<p><b>UNITS</b> Other</p>

CAMP	<a href="#">Click here to allow deletion of 'New' Outcomes</a>
<b>CAMP eLogic Model®</b>	
<b>Column 5</b>	
<b>ACHIEVEMENT OUTCOMES GOALS AND INDICATORS</b>	<b>UNITS</b>
Business Opportunities-Other-Businesses	Businesses
Business Opportunities-Other-Dollars	Dollars
Business Opportunities-Section 3-Businesses	Businesses
Business Opportunities-Section 3-Dollars	Dollars
Economic Development-New businesses relocated to Main St. project area	Businesses
Economic Development-New businesses started	Businesses
Economic Development-Retail properties-Remediated lead	Square Feet
Economic Development-Retail properties-Remediated-Other hazards	Square Feet
Economic Development-Retail space formally vacant-Newly occupied-Businesses	Businesses
Economic Development-Retail space formally vacant-Newly occupied-Square Feet	Square Feet
Employment Opportunities-Other-Available jobs	Available jobs
Employment Opportunities-Other-Persons	Persons
Employment Opportunities-Section 3-Available jobs	Available jobs
Employment Opportunities-Section 3-Persons	Persons
Environmental-HUD approved	Date
Financial-Total assessed value of retail space	Dollars
Housing-New Construction-Homeownership-low-income-purchase	Households
Housing-New Construction-Homeownership-other-purchase	Households
Housing-New Construction-Homeownership-very low-income-purchase	Households
Housing-New Construction-Rental-low-income	Households
Housing-New Construction-Rental-other	Households
Housing-New Construction-Rental-very low-income	Households
Housing-Rehabilitation-Homeownership-low-income-purchase	Households
Housing-Rehabilitation-Homeownership-other-purchase	Households
Housing-Rehabilitation-Homeownership-very low-income-purchase	Households
Housing-Rehabilitation-Rental-low-income	Households
Housing-Rehabilitation-Rental-other	Households
Housing-Rehabilitation-Rental-very low-income	Households
Housing-Remediated-Lead	Units
Housing-Remediated-Other hazards	Units
Policy Priority-Housing-New Construction-Units incorporate Universal Design	Units
Policy Priority-Housing-New Construction-Units incorporate Visitability standards	Buildings
Policy Priority-Housing-Rehabilitation-Units incorporate Universal Design	Units
Policy Priority-Housing-Rehabilitation-Units incorporate Visitability standards	Buildings
Training Opportunities-Other-Persons	Persons
Training Opportunities-Other-Sessions	Sessions
Training Opportunities-Section 3-Persons	Persons
Training Opportunities-Section 3-Sessions	Sessions
other	other

## CAMP eLogic Model®

**A. Tools For Measurement**

Bank accounts  
 Construction log  
 Database  
 Enforcement log  
 Financial aid log  
 Intake log  
 Interviews  
 Mgt. Info. System-automated  
 Mgt. Info. System-manual  
 Outcome scale(s)  
 Phone log  
 Plans  
 Pre-post tests  
 Post tests  
 Program specific form(s)  
 Questionnaire  
 Recruitment log  
 Survey  
 Technical assistance log  
 Time sheets

**B. Where Data Maintained**

Agency database  
 Centralized database  
 Individual case records  
 Local precinct  
 Public database  
 School  
 Specialized database  
 Tax Assessor database  
 Training center

**C. Source of Data**

Audit report  
 Business licenses  
 Certificate of Occupancy  
 Code violation reports  
 Counseling reports  
 Employment records  
 Engineering reports  
 Environmental reports  
 Escrow accounts  
 Financial reports  
 GED certification/diploma  
 Health records  
 HMIS  
 Inspection results  
 Lease agreements  
 Legal documents  
 Loan monitoring reports  
 Mortgage documents  
 Payment vouchers  
 Permits issued  
 Placements  
 Progress reports  
 Referrals  
 Sale documents  
 Site reports  
 Statistics  
 Tax assessments  
 Testing results  
 Waiting lists  
 Work plan reports

**D. Frequency of Collection**

Daily  
 Weekly  
 Monthly  
 Quarterly  
 Biannually  
 Annually  
 Upon incident

**E. Processing of Data**

Computer spreadsheets  
 Flat file database  
 Manual tallies  
 Relational database  
 Statistical database



## Carter-Richmond Methodology

The Management Questions developed for your program are based on the Carter-Richmond Methodology.\* A description of the Carter-Richmond Methodology appears in the General Section of the NOFA.

\* © The Accountable Agency - How to Evaluate the Effectiveness of Public and Private Programs," Reginald Carter, ISBN Number 9780978724924

### Evaluation Process

An evaluation process will be part of the on-going management of the program.

The following are standard requirements that HUD expects of every program manager as part of their project management.

- Comparisons will be made between projected and actual numbers for both outputs and outcomes.
- Deviations from projected outputs and outcomes will be documented and explained on space provided on the "Reporting" Tab.
- Analyze data to determine relationship of outputs to outcomes; what outputs produce which outcomes.

The reporting requirements are specified in the program specific NOFA and your funding award.

HUD Will Use The Following Management Questions To Evaluate Your Program:

### Response to Management Questions

		Measure	Count/Amount
1	How many applicants did you serve during the performance period?	Applicants	
2	How many low-income rental housing units were created with Main Street grant funds?	Units	
3	How many low-income rental housing units were created with Leverage funds/in-kind services?	Units	
4	How many very low-income rental housing units were created with Main Street funds?	Units	
5	How many very low-income rental housing units were created with Leverage funds/in-kind services?	Units	
6	What is the assessed value of low-income rental housing units created with Main Street funds?	Dollars	
7	What is the assessed value of low-income rental housing units created with Leverage funds/in-kind services?	Dollars	
8	What is the assessed value of very low-income rental housing units created with Main Street funds?	Dollars	
9	What is the assessed value of very low-income rental housing units created with Leverage funds/in-kind services?	Dollars	
10	How many moderate-income rental housing units were created?	Units	
11	What is the assessed value of moderate-income rental housing units created?	Dollars	
12	How many other rental housing units were created?	Units	
13	What is the assessed value of other rental housing units created?	Dollars	
14	What is the average construction cost per very low-income rental unit?	Dollars	
15	What is the average construction cost per low-income rental unit?	Dollars	
16	What is the average construction cost per moderate-income rental unit?	Dollars	
17	What is the average construction cost per other-income rental unit?	Dollars	
18	What is the average rehabilitation cost per very low-income rental unit?	Dollars	
19	What is the average rehabilitation cost per low-income rental unit?	Dollars	
20	What is the average rehabilitation cost per moderate-income rental unit?	Dollars	
21	What is the average rehabilitation cost per other-income rental unit?	Dollars	
22	How many low-income homeowner units were created with Main Street funds?	Units	
23	How many low-income homeowner units were created with Leverage funds/in-kind services?	Units	
24	How many very low-income homeowner units were created with Main Street funds?	Units	
25	How many very low-income homeowner units were created with Leverage funds/in-kind services?	Units	
26	What is the assessed value of low-income homeowner units created?	Dollars	
27	What is the assessed value of very low-income homeowner units created?	Dollars	
28	How many other homeowner units were created?	Units	
29	What is the assessed value of other homeowner units created?	Dollars	
30	What is the average construction cost per very low-income homeowner unit?	Dollars	
31	What is the average construction cost per low-income homeowner unit?	Dollars	
32	What is the average construction cost per moderate-income homeowner unit?	Dollars	
33	What is the average construction cost per other-income homeowner unit?	Dollars	
34	What is the average rehabilitation cost per very low-income homeowner unit?	Dollars	
35	What is the average rehabilitation cost per low-income homeowner unit?	Dollars	
36	What is the average rehabilitation cost per moderate-income homeowner unit?	Dollars	
37	What is the average rehabilitation cost per other-income homeowner unit?	Dollars	

38	Policy Priority-New Construction-Housing-How many units incorporated Universal Design?	Units	
39	Policy Priority-Rehabilitation-Housing-How many units incorporated Universal Design?	Units	
40	Policy Priority-New Construction-Housing-How many units incorporated Visitability standards?	Units	
41	Policy Priority-Rehabilitation-Housing-How many units incorporated Visitability standards?	Units	
42	Policy Priority-New Construction-Retail-How many units incorporated Universal Design?	Units	
43	Policy Priority-Rehabilitation-Retail-How many units incorporated Universal Design?	Units	
44	Policy Priority-New Construction-Retail-How many units incorporated Visitability standards?	Units	
45	Policy Priority-Rehabilitation-Retail-How many units incorporated Visitability standards?	Units	
46	Policy Priority-New Construction-Office space-How many units incorporated Universal Design?	Units	
47	Policy Priority-Rehabilitation-Office space-How many units incorporated Universal Design?	Units	
48	Policy Priority-New Construction-Office space-How many units incorporated Visitability standards?	Units	
49	Policy Priority-Rehabilitation-Office space-How many units incorporated Visitability standards?	Units	
50	How many historic/traditional structures were preserved?	Structures	
51	What is the assessed value of historic/traditional structures preserved?	Dollars	
52	What is the average cost for historic/traditional preservation per structure?	Dollars	
53	How many retail establishments are occupied?	Retail Establishments	
54	What is the total square footage of occupied retail establishments?	Square Feet	
55	What is the total square footage of occupied non-retail businesses?	Square Feet	
56	How many new business licenses were issued?	Licenses	
57	<b>Describe the population you are serving in the space below:</b>		

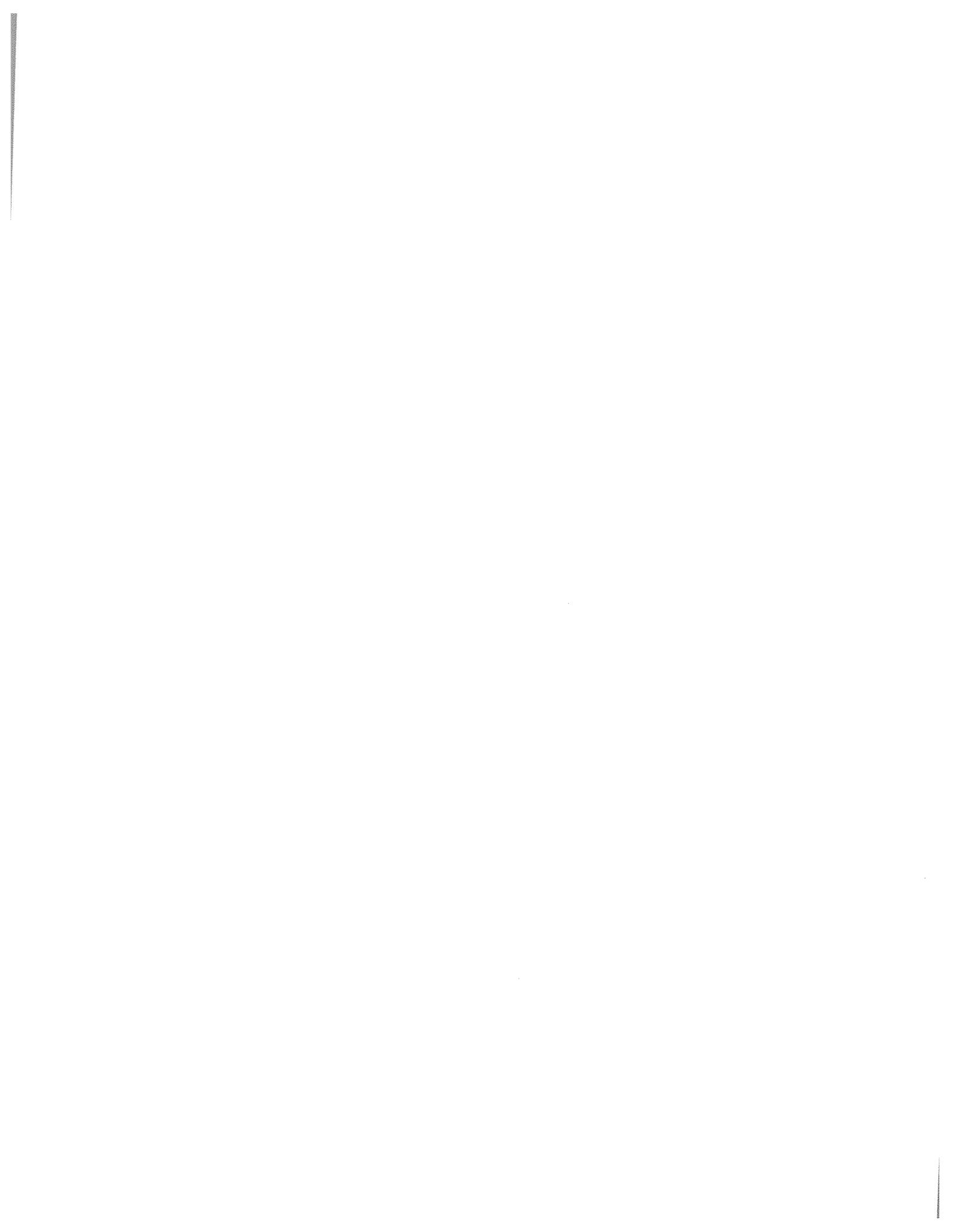
	<b>If you are collecting client level data, identify the number of persons receiving services:</b>		
58	How many persons receiving services are under the age of 6?	Persons	
59	How many persons receiving services are ages 6-17?	Persons	
60	How many persons receiving services are ages 18-30?	Persons	
61	How many persons receiving services are ages 31-50?	Persons	
62	How many persons receiving services are ages 51-61?	Persons	
63	How many persons receiving services are over 62 years of age?	Persons	

**Explanation of Any Deviations From the Approved eLogic Model®**











Section R: Code of Conduct (including distribution methodology)

Section R – Code of Conduct & Distribution Methodology

The attached Code of Conduct was adopted by the Town Council of The Town of Kit Carson at the Town Council Meeting on 12/21/09. Both the town clerk and the city worker, the only two employees of the town, were present and were made aware of the Code of Conduct at this meeting. In addition all Town Council Members and the Mayor of the Kit Carson were also present at this meeting and they read and approved the Code of Conduct. This Code of Conduct will be included in all employee handbooks for potential new-hires. In addition this Code of Conduct will be posted at the Town Hall on Main Street in Kit Carson.

# TOWN OF KIT CARSON

*301 Main Street  
P.O. Box 375  
Kit Carson, CO, 80825  
Phone/fax: 719-962-3248*

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## CODE OF CONDUCT

The Town of Kit Carson will see to it that all business transactions are conducted in an ethical manner.

The Town of Kit Carson and all employees, council members, and mayor must, at all times, comply with all applicable laws and regulations. The Town of Kit Carson will not condone the activities of any employees, council members, or mayor who achieves results through violation of the law or unethical business dealings. This includes any payments for illegal acts, indirect contributions, rebates, and bribery. It is prohibited for officers, employees or agents of the Town of Kit Carson to solicit or accept gifts or gratuities for their personal benefit.

The Town of Kit Carson does not permit any activity that fails to stand the closest possible public scrutiny. All business conduct should be well above the minimum standards required by law. Accordingly, The Town of Kit Carson and all employees, council members, and mayor must ensure that their actions cannot be interpreted as being, in any way, in contravention of the laws and regulations governing The Town of Kit Carson's operations. The Town of Kit Carson and all employees, council members, and mayor uncertain about the application or interpretation of any legal requirements should refer the matter to The Town Council, who, if necessary, should seek appropriate legal advice.

The Town of Kit Carson expects that all employees, council members, and mayor will perform their duties conscientiously, honestly, and in accordance with the best interests of The Town of Kit Carson. Any one associated with the town that has access to The Town of Kit Carson funds in any form must follow the prescribed procedures for recording, handling, and protecting money as detailed in the The Town of Kit Carson's policies and procedures or other explanatory materials, or both. The Town of Kit Carson imposes strict standards to prevent fraud and dishonesty. If employees, council members, or mayor become aware of any evidence of fraud and dishonesty, they should immediately advise the The Town Council. Action to remedy the situation will be taken swiftly by a vote of the The Town Council.

No officer or agent of The Town of Kit Carson may participate in the selection, award, or administration of a contract under a grant if a real or apparent conflict of interest would result. The Town of Kit Carson employees, council members, and mayor must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or

others involved in The Town of Kit Carson contracts. If the interest is not substantial or the gift is an unsolicited item of nominal value, no conflict of interest occurs.

Accurate and reliable records of many kinds are necessary to meet The Town of Kit Carson's legal and financial obligations and to manage the affairs of The Town of Kit Carson. The Town of Kit Carson's books and records must reflect in an accurate and timely manner all business transactions. The treasurer is responsible for accounting and recordkeeping and he/she must fully disclose and record all assets, liabilities, or both, and must exercise diligence in enforcing these requirements.

A violation of any of the before mentioned Code of Ethics will result in an emergency meeting of the Town Council where a vote will be made as to appropriate disciplinary action. Disciplinary actions will be swift and sure.

All employees, town council members and mayor were made aware of this Code of Ethics as it was passed via Resolution at the Town Council Meeting of 12/21/09.

Section S: Energy Efficiency and Energy Star Activity List

Energy Star rated equipment and materials that will be used in the construction of the Kit Carson Main Street Affordable Housing Project units include but are not limited to the following:

- Eagle Windows & Doors – all Energy Star
- HVAC units will all be Energy Star
- All exterior walls will be energy efficient
- All appliances will be Energy Star
- All homes will be built to ‘Thermal Core’ – a tight efficient home that is well insulated