



*We dedicate ourselves creating and sustaining communities through innovative partnerships and entrepreneurial housing programs*

June 22, 2016

Ms. Kristin Zagurski  
Management Analyst  
Town of Castle Rock  
100 N. Wilcox Street  
Castle Rock, CO 80104

Dear Ms. Zagurski:

Thank you for your past support of the Douglas County Housing Partnership. With your funds, in conjunction with funding from the City of Lone Tree, the Town of Parker and Douglas County, DCHP has been able to accomplish its mission and goals and more importantly provide valuable services to the citizens of Castle Rock. We are happy to share with you the attached brief summary of our accomplishments. Also enclosed are:

- 2017 Service Organization Funding Application
- 2017 Proposed Performance Objectives
- A list of the DCHP Board of Directors

We also request continued funding for 2017 in the same amount (\$35,000) as past years. The funds will be used to cover salaries and along with operating expenses.

If you or members of your Town Council have any questions, I would be happy to answer them. I can be reached at 303-784-7824 or [dleaves@douglas.co.us](mailto:dleaves@douglas.co.us). I am also the person who will be responsible for administration of the requested contract. Thank you for considering our request for continued funding.

Sincerely,

Diane Leavesley  
Executive Director



**ORGANIZATION REQUESTING FUNDING:****Douglas County Housing Partnership****I. 2017 FUNDING REQUEST** (Please use this form for this information and not another format.)**Breakdown of funds** (What would monies from the Town specifically be used for?)

<u>Staff Salaries and Benefits</u>	<u>\$31,000</u>
<u>Administration</u>	<u>\$2,000</u>
<u>Audit/ Accounting</u>	<u>\$1,000</u>
<u>Insurance</u>	<u>\$1,000</u>
 TOTAL FUNDING REQUEST	 <u>\$35,000</u>

**II. 2017 PROJECTED ORGANIZATION BUDGET**

(Please use this form for this information and not another format.)

**2017 projected organizational budget**(Including funding from the Town) \$425,000**Projected sources of revenue**

<u>Home Ownership Program Administrative Fees</u>	<u>\$90,000</u>
<u>Foreclosure Counseling Administrative Fees</u>	<u>\$41,000</u>
<u>Real Estate Owned Fees</u>	<u>\$117,000</u>
<u>Grants</u>	<u>\$8,000</u>
<u>Client Fees</u>	<u>\$4,000</u>
<u>Participating Jurisdictions</u>	<u>\$165,000</u>
 TOTAL PROJECTED REVENUE	 <u>\$425,000</u>

**Projected expenditures**

(By major budget category)

<u>Staff Salaries and Benefits</u>	<u>\$320,000</u>
<u>Accounting (Contract)</u>	<u>\$15,000</u>
<u>Administration</u>	<u>\$25,000</u>
<u>Audit</u>	<u>\$10,000</u>
<u>insurance</u>	<u>\$14,000</u>
<u>Legal</u>	<u>\$2,000</u>
<u>Real Estate Owned Expense</u>	<u>\$35,000</u>

TOTAL PROJECTED EXPENDITURES \$421,000

## **2017 Performance Objectives**

Douglas County Housing Partnership will provide home buyer education classes monthly which 50 Castle Rock renters considering homeownership will attend.

Douglas County Housing Partnership will provide down payment assistance to 5 households purchasing homes in Castle Rock.

Douglas County Housing Partnership will provide Foreclosure Mitigation Counseling to 20 Castle Rock households.

Douglas County Housing Partnership will provide Reverse Mortgage Counseling to 10 households in Castle Rock.

## **Board of Directors of Douglas County Housing Partnership**

### Town of Castle Rock

Ken Kania            Citizen

Heather Lamboy    Town staff

### Town of Parker

Debbie Lewis        Town Council

Courtney Howey    Citizen

### City of Lone Tree

Harold Anderson    City Council

Shelley Bryant      Citizen

### Douglas County

David Zwerenz       Citizen

Maureen Waller     County staff