

Executive Order No. 145

TO: All Departments and Agencies Under the Mayor

FROM: Michael B. Hancock, Mayor

DATE: September 27, 2019

SUBJECT: Department of Housing Stability

PURPOSE: This Executive Order creates the Mayor’s Department of Housing Stability (“Department”) and establishes it to develop and implement policies and oversee investments along the housing continuum, from residents experiencing homelessness, to those seeking to find new housing opportunities, and stabilize in homes they already live in. The Department shall lead efforts to address housing stability, homelessness resolution, and create housing opportunities that provide a range of options for residents throughout the City and County of Denver (“City”) and through regional partnerships.

- 1.0 **Applicable Authority:** The applicable authority relevant to the provisions and requirements of this Executive Order No. 145, are found in Sections 2.2.1, 2.2.6, 2.2.8, and 2.2.10 of the Revised Charter of the City and County of Denver (“Charter”).
- 2.0 **Executive Director:** The Department shall be headed by an Executive Director appointed by and serving at the pleasure of the Mayor pursuant to the Mayor’s authority under Charter §§ 2.2.1, 2.2.6, and 9.1.1(E)(iv). The Department shall also consist of appropriate staff and Deputy Directors, who shall report to the Executive Director.
- 3.0 **Responsibilities:** The Department shall have oversight on matters of strategic planning, investment, policy development and implementation, and governance along the housing continuum on behalf of the Mayor. The Department shall direct and coordinate city and external stakeholders to promote housing stability, homelessness resolution, and housing opportunity including:
 - 3.1 Communicating to neighborhoods, general public, media outlets, and any other interested stakeholders;
 - 3.2 Developing, managing and updating strategic plans for the Department along the housing continuum, in coordination and alignment with partner and stakeholder strategic plans;
 - 3.3 Investing local and federal funding (and other funds as appropriate) to promote housing stability, homelessness resolution, and housing opportunity;
 - 3.4 Seeking out alternative funding and partnerships, including through public/private partnerships;

- 3.5 Convening city agencies, local and regional partners, and community members to promote long-term solutions to housing stability, homelessness resolution, and housing opportunity;
 - 3.6 Developing programs with partners and other impacted stakeholders that provide services for residents along the housing continuum; and
 - 3.7 Developing and implementing clear written policies for the City regarding the needs of people along the housing continuum.
- 4.0 **Duration:** The Mayor’s Department of Housing Stability will continue to operate until the rescission of this Executive Order.
- 5.0 **Cooperation:** All City departments and agencies under the Mayor shall cooperate with the Department in accomplishing the goals and responsibilities outlined in this Executive Order.
- 6.0 **Memorandum Attachments:** The procedures for implementing this Executive Order may be defined by Memorandum Attachments to the Executive Order, which shall become part of the Executive Order.

Memorandum No. 145A

TO: All Departments and Agencies Under the Mayor

FROM: Michael B. Hancock, Mayor

DATE: September 27, 2019

SUBJECT: Department of Housing Stability

This Memorandum shall be attached to and become part of Executive Order No. 145, titled Mayor's Department of Housing Stability.

The purpose of this policy is to further define the roles and responsibilities of the Department to promote long-term solutions to housing stability, homelessness resolution, and housing opportunity.

- 1.0 **Decision Making Authority:** The Department will assume decision-making authority to ensure clear governance in matters requiring action in response to housing stability, homelessness resolution, and housing opportunity except where authority is otherwise granted by federal, state, or local law or regulation.
- 2.0 **City, Stakeholder and Community Partnerships:** The Department will engage partners to inform investment of local and federal funding (and other funds as appropriate), policy development and implementation, and other long-term solutions to promote housing stability, homelessness resolution, and housing opportunity. The Department will work to recruit additional public, private, non-profit, and philanthropic partners to advance solutions for residents along the housing continuum.
- 3.0 **Strategic Planning:** The Department shall develop, manage and update strategic plan(s) for the Department along the housing continuum, in coordination and alignment with partner and stakeholder strategic plans.
 - 3.1 Strategic plan(s) developed for the Department shall guide policy strategies and investment of local and federally allocated funds available for housing stability, homelessness resolution, and housing opportunity as outlined in this memorandum. The Department shall have responsibility for implementation of such strategic plan(s), coordinating with other city agencies and local/regional partners as appropriate.
 - 3.2 Strategic plan(s) developed for the Department shall be coordinated with other citywide plans aimed at creating equitable outcomes by providing stable housing and supportive services for residents along the housing continuum. The Department

will endeavor to support implementation of these other citywide plans through coordination but shall not have responsibility for implementation of such plans.

4.0 **Direct Investment:** The Department shall invest local and federal funding (and other funds as appropriate) to promote housing stability, homelessness resolution, and housing opportunity. Funds that shall be designated for use by the Department toward investment along the housing continuum include but are not limited to:

- 4.1 Dedicated Affordable Housing Fund
- 4.2 A portion of Community Development Block Grant
- 4.3 HOME Investment Partnership Program
- 4.4 Housing Opportunities for Persons with AIDS (HOPWA)
- 4.5 Emergency Solutions Grant
- 4.6 Continuum of Care Grant
- 4.7 Other federal, state and local entitlement and categorical grants as appropriate

5.0 **Data Management:** The Department will coordinate information gathering on issues related along the housing continuum for the City. The Department will manage and analyze data where appropriate to support housing stability, homelessness resolution, and housing opportunity, and to ensure that the Mayor is informed of pertinent issues and make recommendations for appropriate action by the City.