

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **9 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: 6/12/2025

Please mark one: ☐ Bill Request or ☒ Resolution Request

Please mark one: The request directly impacts developments, projects, contracts, resolutions, or bills that involve property and impact within .5 miles of the South Platte River from Denver's northern to southern boundary? (Check map [HERE](#))

☐ Yes ☒ No

1. Type of Request:

☒ Contract/Grant Agreement ☐ Intergovernmental Agreement (IGA) ☐ Rezoning/Text Amendment

☐ Dedication/Vacation ☐ Appropriation/Supplemental ☐ DRMC Change

☐ Other:

2. **Title:** Approves a contract with The Community Firm (TCF) dba The Community Economic Defense Project for \$1,950,000.00 in American Rescue Plan Act (ARPA) funds with an end date of 12-31-2025 to administer the Temporary Rental and Utility Assistance (TRUA) program to approximately 300 households helping residents avoid an eviction and maintain housing stability, citywide (HOST-202579981).

3. **Requesting Agency:** Department of Housing Stability (HOST)

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Becca Channell	Name: Polly Kyle
Email: becca.channell@denvergov.org	Email: polly.kyle@denvergov.org

5. **General description or background of proposed request. Attach executive summary if more space needed:**
(who, what, why)

Approves an agreement with The Community Firm (TCF) (DBA The Community Economic Defense Project) to administer the Temporary Rental and Utility Assistance (TRUA) program awarding \$1,950,000 in American Rescue Plan Act (ARPA) funds. The funds will serve an estimated total of 300 unduplicated households. Contract term begins 5/1/2025 and ends 12/31/2025.

The Community Firm (TCF) (DBA The Community Economic Defense Project) will provide rental and utility assistance to eligible households in the City and County of Denver earning up to 80% of the area median income (AMI) that are experiencing a financial hardship. Assistance may also include relocation expenses, such as security deposit and first month's rent, when necessary to relocate to another housing unit in order to maintain housing stability. The aggregate amount of financial assistance an eligible household may receive must not exceed 6 months of rental assistance and one instance of utility assistance per utility per household.

6. **City Attorney assigned to this request (if applicable):** Gabrielle Corica

7. **City Council District:** Citywide

8. ****For all contracts, fill out and submit accompanying Key Contract Terms worksheet****

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property): Professional Services > \$500K

Vendor/Contractor Name (including any dba's): The Community Firm (TCF) (DBA The Community Economic Defense Project)

Contract control number (legacy and new): HOST-202579981

Location: 1600 N Downing St STE 600 Denver, CO 80218

Is this a new contract? ☒ Yes ☐ No **Is this an Amendment?** ☐ Yes ☒ No **If yes, how many?** _____

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Original Agreement: HOST-202579981 – 5/1/2025-12/31/2025

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$1,950,000	\$0.00	\$1,950,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
5/1/2025-12/31/2025	N/A	N/A

Scope of work:

These funds will be provided to The Community Firm (TCF) (DBA The Community Economic Defense Project) to be utilized for administration of the Temporary Rental and Utility Assistance (TRUA) program. The aggregate amount of financial assistance an eligible household may receive must not exceed 6 months of rental assistance and one instance of utility assistance per utility per household. The program is designed to help residents avoid an eviction and maintain housing stability by assisting low- and moderate-income residents (80% area median income and below) who are experiencing a financial hardship.

Was this contractor selected by competitive process? Yes

If not, why not?

Has this contractor provided these services to the City before? ☒ Yes ☐ No

Source of funds: American Rescue Plan Act (ARPA)

Is this contract subject to: ☐ W/MBE ☐ DBE ☐ SBE ☒ XO101 ☐ ACDBE ☐ N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): N/A

Who are the subcontractors to this contract? N/A

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Date Entered: _____