**PBV Background Check & Appeal Process**

1. PHA background check policies:
   1. DOH
      1. Automatic Denials (do not send)
         1. Lifetime registered sex offender
         2. Manufacturing meth in federally subsidized housing
      2. Requires further review/explanation (appeal letter required):
         1. Eviction from federally subsided housing for drug related offenses
         2. Sex assault in the last 10 years
         3. Felony assault in 1 year
         4. 5+ assaults in five years
         5. Arson or homicide in 10 years
         6. Owes rent or other amounts to a PHA
            1. If participant owes $ to DOH – payment plan can be set up
            2. Owes $ to other PHA – letter stating amount has been paid in full

TEMPLATE APPEAL LETTER

Date, XX, 2017

Denver Housing Authority or Colorado Division of Housing (select one),

In consideration of Insert Name of Applicant Here X’s application for a Project Based Section 8 Subsidy at Sanderson Apartments or Renaissance Downtown Lofts (select one) please note the mitigating circumstances while reviewing the criminal background in the application.

This applicant has been identified as a participant in the Denver Social Impact Bond Initiative (SIB) which is a program that targets persons who frequently interact with emergency services in the City of Denver, including police, jail, the courts and emergency rooms. As such, it should be expected that program participants may have lengthily criminal histories. In addition, program participants often have long histories homelessness, sever and persistent mental health issues, substance use disorders and high service needs.

While in the program, participants in the Denver SIB will receive both housing and intensive services using a Modified Assertive Community Treatment (ACT) model***.*** Services are tailored to meet each clients’ needs and are designed to help (i) address barriers to housing stability, (ii) manage mental illness, (iii) reduce interaction with the criminal justice system, and (iv) improve health outcomes. Services will include community based case management, crisis intervention, substance use counseling, mental health treatment, peer support, skills building, connection to primary care, and various other services identified as appropriate to the client’s goals.

Describe participants mitigating circumstance below. Examples of items to include:

* Length of time homeless
* Recent offenses explained in greater detail
* Specific services person is participating in.
  + Is participating in a supervised drug or alcohol rehabilitation program?
* How the crime/offense may have been related to the persons disability.
* Recent progress or other compelling information about the participant’s situation.

Please consider these circumstances when reviewing Insert Name of Applicant Here X’s application.

Thank you for your time and review,

Name

Title

Organization