



State of Wyoming Employee Housing Assistance Policy July 1, 2011

The State of Wyoming provides housing assistance to eligible employees as a strategy to aid recruitment and retention efforts in counties where the average cost of housing exceeds the statewide population weighted average.

Counties may become eligible for the housing assistance on an annual basis however the program starts over every biennium. The housing assistance payments will match the calculated amount each and every biennium. For example:

- If a county qualifies in Year 1 of the biennium, eligible employees will receive assistance payments both years of the biennium.
- If a county qualifies in Year 2, but not in Year 1, eligible employees will receive assistance payments for only the second year of the biennium.

Eligible employees will receive the difference between the statewide average and the county average.

Employee Eligibility Requirements and Restrictions:

- Employees must work and reside in the eligible county to receive the housing assistance.
 - Verification of physical address will be required (PO Boxes are not acceptable).
 - Employees who received the housing assistance as of June 30, 2009, but do not live in the eligible county will be allowed to continue to receive the housing assistance only through June 30, 2012.
 - Should these employees change their physical address, and it remains outside the eligible county, they will no longer be eligible to receive the housing assistance.
 - Temporary, time-limited duties and interim assignments in the eligible county are not eligible.
- The housing assistance will be prorated based on the number of hours worked by the eligible employee in any given month, not to exceed the total assistance amount.
- Temporary employees (Class Code TP01) and contract employees (Class Code AWEC) are not eligible to receive the housing assistance.
- Employees who receive state provided housing are not eligible to receive the housing assistance.
- Employees who receive HOT SPOT assistance are not eligible to receive the housing assistance.
- Employees receiving the housing assistance are not eligible for per diem travel expenses to their primary work location.

The housing assistance calculation is developed by the Department of Administration & Information Economic Analysis Division using the following methodology:

As part of the Wyoming Cost of Living Index (WCLI) data collection housing rental rates are collected on two and three bedroom homes; excluding gas and electric utilities. The WCLI collects housing rental rates in 28 Wyoming communities. The rental rates are collected twice a year, for the second and fourth quarters. For purposes of determining the housing assistance, the second and fourth quarter housing rental rates in each WCLI community are averaged to produce an annual average rate for each of the WCLI communities. From the 28 communities' annual average housing rental rates, a statewide standard deviation is calculated.

Each of the community's annual average rental rate is population weighted to determine a statewide population weighted average for houses. To determine the threshold that a community's average housing rental rate must exceed to qualify for the housing assistance, the statewide standard deviation is added to the population weighted statewide annual average housing rental rate. If a community's average housing rental rate is above the threshold amount (statewide population weighted average plus the statewide standard deviation), the community qualifies for the employee housing assistance. Conversely, if the average housing rental rate falls below the threshold amount, it does not qualify for assistance.

County	House Rental 2010 Average	Assistance Amount	
Albany	\$925	NA	Population Weighted Average Housing Rental Rate
Big Horn	\$411	NA	
Campbell	\$1,202	\$287	
Carbon	\$804	NA	Threshold County Average Housing Rental Rate must be Above to Qualify
Converse	\$714	NA	
Crook	\$468	NA	
Fremont	\$805	NA	
Goshen	\$550	NA	
Hot Springs	\$516	NA	
Johnson	\$828	NA	
Laramie	\$959	NA	
Lincoln (Kemmerer)	\$671	NA	
Lincoln (Afton)	\$808	NA	
Natrona	\$1,022	NA	Counties that Qualify
Niobrara	\$562	NA	Campbell Sublette Teton
Park	\$726	NA	
Platte	\$444	NA	
Sheridan	\$912	NA	Allowance Rate
Sublette	\$1,323	\$408	
Sweetwater	\$933	NA	
Teton	\$1,701	\$786	100%
Uinta	\$758	NA	
Washakie	\$602	NA	
Weston	\$643	NA	

*Campbell still qualifies because it did so the first year of the biennium, per policy.