



Housing and Community Affairs

APPROVED FY22 BUDGET

\$61,744,469

FULL TIME EQUIVALENTS

101.20

 **ASEEM NIGAM, DIRECTOR**

MISSION STATEMENT

The mission of the Department of Housing and Community Affairs (DHCA) is to prevent and correct problems that contribute to the physical decline of residential and commercial areas; ensure fair and equitable relations between landlords and tenants; increase the supply of affordable housing; and maintain existing housing in a safe and sanitary condition.

BUDGET OVERVIEW

The total approved FY22 Operating Budget for the Department of Housing and Community Affairs is \$61,744,469, an increase of \$8,694,296 or 16.39 percent from the FY21 Approved Budget of \$53,050,173. Personnel Costs comprise 19.58 percent of the budget for 107 full-time position(s) and no part-time position(s), and a total of 101.20 FTEs. Total FTEs may include seasonal or temporary positions and may also reflect workforce charged to or from other departments or funds. Operating Expenses and Debt Service account for the remaining 80.42 percent of the FY22 budget.

DHCA expects the total signed agreements for affordable housing projects through the PILOT program to abate \$19.1 million in taxes in FY21.


In addition, this department's Capital Improvements Program (CIP) requires Current Revenue funding.

COUNTY PRIORITY OUTCOMES

While this program area supports all seven of the County Executive's Priority Outcomes, the following are emphasized:

-  **An Affordable, Welcoming County for a Lifetime**
-  **A Greener County**
-  **Effective, Sustainable Government**

INITIATIVES

-  Provide the highest level of affordable housing funding in the County's history by investing \$89.1 million in affordable housing. This includes \$61.1 million in the Montgomery Housing Initiative (MHI) Fund, \$22 million in the Affordable Housing

Acquisition and Preservation CIP project, and \$6 million for the new Affordable Housing Opportunity Fund. This increases dedicated funding and provides for renovation of distressed housing, the acquisition and preservation of affordable housing units, creation of housing units for special needs residents, services to the "Building Neighborhoods to Call Home" and "Housing First" programs, and creation of mixed-income housing. Since FY08, \$1.14 billion has been invested in support of affordable housing, leveraging \$2.21 billion in non-County funding.

- ★ Continue to protect lower-income residents of the Route 29/Castle Boulevard and Purple Line corridors from rent increases by working with nonprofits to identify and preserve at-risk naturally-occurring affordable housing (NOAH) and actively engaging purchasers with Rental Agreements to preserve affordable rents.
- ★ Allocate up to \$3 million from the Housing Initiative Fund to support the County's Homeownership Assistance Program for downpayment and closing cost assistance.
- ★ Continue to actively underwrite affordable housing loans to preserve and produce affordable housing. Twelve developments, including three senior and eight family projects, have already been identified with another project up for consideration. These developments would preserve or produce over 1,150 total and 899 affordable units.
- ★ Boost economic growth by funding the Countywide Facade Improvement Program which will revitalize commercial areas throughout Montgomery County with a focus on older commercial property. The objective is to provide support to small business and encourage private investment. Improvements will include gateway signage, pedestrian lighting, connectivity, streetscape elements, plant material installation, acquisition of long term facade and center signage easements, and other amenities. DHCA will initially focus on five targeted commercial areas including Montgomery Village, Hillandale, Downtown Wheaton, the Glenmont, and Layhill Shopping Centers. This program may also be expanded to other areas of the County.
- ★ Collaborate with Health and Human Services (HHS), and the Housing Opportunities Commission (HOC) to provide rental assistance programs to the residents who need it the most. Over 5,550 households are projected to be assisted in FY22. A renewed focus will be on eviction prevention, including targeted assistance and financial literacy seminars in areas experiencing high evictions.
- ★ Continue to receive funding from Federal grants (i.e., Community Development Block Grant - CDBG, the HOME Investment Partnership Grant, and the Emergency Solutions Grant), which provide funding for affordable housing, housing rehabilitation, commercial revitalization, focused neighborhood assistance, public services, and preventing homelessness.

INNOVATIONS AND PRODUCTIVITY IMPROVEMENTS

- ★ Continued a paperless Energy Efficiency program with streamlined, efficient guidelines and requirements that provides energy-efficient home improvements to income-eligible homeowners.
- ★ Continued efforts to improve data quality by leveraging external services (e.g. for street address validation) as well as other County data repositories. Work is also being carried out to consolidate data repositories across DHCA's core systems to minimize data maintenance work, improve integration, and support drilling across data models.
- ★ Developed data models and dashboards to support the department's on-going Business Intelligence initiative.
- ★ Committed to using cloud-based services in accordance to the County's own vision. The department is already leveraging the County's Azure file storage instance. DHCA's IT team is also exploring Amazon Web Services (AWS) Elastic Cloud to support its application development's activities.
- ★ Planning the deployment of a new Internet-facing affordable housing search application called 'Rental Guide'. The Rental Guide leverages the most recent web application development standards providing users with an intuitive and efficient interface. The application emphasizes speed, accuracy, and responsiveness.

PROGRAM CONTACTS

Contact Frank Demarais of the Department of Housing and Community Affairs at 240.777.3619 or Pofen Salem of the Office of Management and Budget at 240.777.2773 for more information regarding this department's operating budget.

PROGRAM PERFORMANCE MEASURES

Performance measures for this department are included below (where applicable), with multi-program measures displayed at the front of this section and program-specific measures shown with the relevant program. The FY21 estimates reflect funding based on the FY21 Approved Budget. The FY22 and FY23 figures are performance targets based on the FY22 Approved Budget and funding for comparable service levels in FY23.

PROGRAM DESCRIPTIONS

Administration

This program provides overall direction, administration, and managerial support to the Department. Activities include budgeting, financial management, asset management, personnel management and administration, program oversight, training, automated systems management, and policy/program development and implementation.

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
Asset Management - Loan repayments billed / received ¹	\$14,169,659	\$21,218,393	\$15,000,000	\$15,450,000	\$15,913,500
Department MC311 Service Requests (SR)	22,247	20,925	21,553	22,199	22,865
Department MC311 Service Request success rate	87.3%	87.1%	89.7%	92.4%	95.2%
NACo Awards earned	5	1	2	2	3

¹ FY20 spike in loan repayments includes several large refinancing payoffs.

FY22 Approved Changes	Expenditures	FTEs
FY21 Approved	2,002,830	13.20
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	376,883	0.50
FY22 Approved	2,379,713	13.70

Affordable Housing Programs

This program creates and preserves affordable single-family housing units. It enforces Chapter 25A of the County Code to ensure that Moderately Priced Dwelling Units (MPDUs) are provided and monitored for resale control. The Code requires that 12.5 percent to 15.0 percent of an approved development of 20 dwelling units or more be MPDUs, depending on the amount of density bonus achieved. The housing units produced are marketed at controlled prices, which makes them affordable to moderate-income households. Additional single-family housing programs provide funding to replace and rehabilitate single-family housing units, and provide energy efficiency solutions and savings. Also, this program is responsible for the Work Force Housing Program.

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
Affordable Housing Program - Number of MC311 Service Requests	889	1,654	1,704	1,755	1,807

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
Affordable Housing Program - Percent of MC311 Service Requests meeting service length agreement	98.7%	100.0%	100.0%	100.0%	100.0%
Number of affordable housing units produced and available for occupancy (at no cost to the County)	373	79	300	315	324
Number of housing units improved/rehabilitated	212	248	235	240	247

FY22 Approved Changes	Expenditures	FTEs
FY21 Approved	1,014,654	10.50
Decrease Cost: Partial Lapse of Vacant Positions	(94,369)	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	47,154	0.00
FY22 Approved	967,439	10.50

☀ Common Ownership Community Program

The Common Ownership Community (COC) program ensures fair and equitable relations between the governing bodies of homeowner associations, condominium associations, and cooperatives, and the individuals living within these common ownership communities, and encourages the maintenance and improvement of housing. Activities include mediating and arbitrating disputes; providing information and technical assistance to all parties; and taking legal action as necessary, including referring unresolved complaints to the Montgomery County Commission on Common Ownership Communities.

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
COC Program Customer Service - Number of MC311 Service Requests	775	757	780	803	827
COC Program Customer Service - Percent of MC311 Service Requests meeting service length agreement	99.1%	99.5%	100.0%	100.0%	100.0%
Percent of Commission on Common Ownership Communities (CCOC) cases resolved prior to a hearing	45.0%	40.0%	45.0%	45.0%	45.0%

FY22 Approved Changes	Expenditures	FTEs
FY21 Approved	707,176	4.15
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	4,921	0.00
FY22 Approved	712,097	4.15

☀ Grants Administration - Federal Programs

Staff provides management and oversight to ensure compliance with all regulatory requirements for Federal funding awarded to Montgomery County by the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant, the HOME Investment Partnership Grant, and the Emergency Solutions Grant programs. Funds from these programs support both operating activities and capital projects. Activities funded may include property acquisition, new construction, housing rehabilitation, commercial area revitalization, and handicapped accessibility improvements. Staff administers contracts with the cities of Rockville and Takoma Park, as well as nonprofit organizations awarded funding to provide a variety of public services involving assistance to low-income persons.

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
Number of contracts awarded and monitored	43	48	47	43	43

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
Funding awarded to CDBG public service contracts ¹	\$532,000	\$600,000	\$618,000	\$636,540	\$655,636
CDBG public service contract compliance rate	100%	100%	100%	100%	100%
CDBG public service contract non-housing beneficiaries ²	4,369	6,382	4,176	4,301	4,430

¹ FY19 spike includes funding for two medical providing assistance to homeless/AIDS patients and other health services.

² DHCA partners with the Community Development Advisory Committee, which provides funding recommendations for public service contracts. The beneficiaries of these contracts fluctuate annually based on the type of services provided.

FY22 Approved Changes	Expenditures	FTEs
FY21 Approved	7,219,168	5.70
Add: Community Development Block Grant: Boys & Girls Clubs of Greater Washington, Inc. - Social Emotional Learning	45,000	0.00
Add: Community Development Block Grant: Community Reach of Montgomery County, Inc. - Mansfield Kaseman Health Clinic	45,000	0.00
Add: Community Development Block Grant: EveryMind, Inc. - Stabilizing Adults through Situational Support	45,000	0.00
Add: Community Development Block Grant: The Shepherd's Table, Inc. - Beyond the Table	45,000	0.00
Add: Community Development Block Grant: The Shepherd's Table, Inc. - Eye Clinic	45,000	0.00
Add: Community Development Block Grant: Montgomery County Coalition for the Homeless, Inc. - Home Builders Care Assessment Center Rapid Exit Specialist	45,000	0.00
Add: Community Development Block Grant: Montgomery Housing Partnership, Inc. - Play and Learn	45,000	0.00
Add: Community Development Block Grant: Per Scholas, Inc. - IT Job Training	45,000	0.00
Add: Community Development Block Grant: Mobile Medical Care, Inc. - Expanding Family Planning Options for Uninsured, Low-Income Women	43,500	0.00
Add: Community Development Block Grant: Latin American Youth Center, Inc. - Mental Health Assistance	42,500	0.00
Add: Community Development Block Grant: Montgomery Housing Partnership, Inc. - Homework Club	42,500	0.00
Add: Community Development Block Grant: Vietnamese Literary and Artistic Club of the Washington Metropolitan Area - Healthcare Program	40,000	0.00
Add: Community Development Block Grant: Korean Community Service Center of Greater Washington, Inc. - Strengthening Asian Families through Empowerment and Services	40,000	0.00
Add: Community Development Block Grant: NAMI Montgomery County (MD), Inc. - Mental Health Promotion for Low-Income Latinx Residents	31,500	0.00
Add: Community Development Block Grant: ECDC Enterprise Development Group, Inc. - Small Business Loan Program	30,000	0.00
Increase Cost: Takoma Park Code Enforcement Contract	12,848	0.00
Increase Cost: 3% Inflationary Adjustment to Nonprofit Provider Contracts	8,100	0.00
Re-align: Convert Asset Manager Position from Part-time to Full-time	0	0.50
Decrease Cost: CDBG Grant Adjustments	(630,000)	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(142,914)	(0.50)
FY22 Approved	7,097,202	5.70

Housing Administration

This program provides management and oversight to support activities within the housing division including single and multi-family housing programs, and landlord tenant mediation. This program was formerly included as part of Housing Development and Loan Programs.

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
Affordable housing units produced in the production pipeline	847	577	313	323	332
Number of affordable housing units in the preservation pipeline	58	58	558	368	379
Cost per unit of affordable housing units preserved	10,810	7,069	7,356	7,359	7,359
Cost per unit of affordable housing units produced ¹	60,546	24,801	58,839	58,824	58,824
Percent of affordable units created or preserved serving households under 50% AMI ²	13.0%	42.7%	30.0%	35.0%	37.5%

¹ Average cost per unit fluctuates with the type of project financed.

² DHCA's underwriting criteria was recently updated to reflect a goal of providing a certain attainable and consistent level of affordable housing for very low income households.

FY22 Approved Changes	Expenditures	FTEs
FY21 Approved	477,986	3.95
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(8,865)	0.00
FY22 Approved	469,121	3.95

Housing Code Enforcement

This program enforces Chapter 26 of the County Code, *Housing Maintenance*, by inspecting rental condominiums, multi-family apartments, and single-family housing to ensure safe and sanitary conditions; Chapter 48, *Solid Wastes*; and Chapter 58, *Weeds*, the County's residential weeds and rubbish codes. Approximately 80 percent of the single-family inspections result from tenant and/or neighbor complaints; other inspections are the result of concentrated code enforcement efforts in specific areas. The multi-family inspections are based on a requirement for triennial inspections and in response to tenant and/or neighbor complaints. This program is supported by the collection of single-family and apartment/condominium licensing fees.

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
Number of Housing Code Enforcement inspections ¹	38,789	28,253	29,101	40,000	41,200
Housing Code Enforcement Program Customer Service - Number of MC311 Service Requests ²	8,997	6,888	7,095	7,307	7,527
Housing Code Enforcement Program Customer Service - Percent of MC311 Service Requests meeting service length agreement	69.6%	61.5%	63.4%	65.3%	67.2%
Code Enforcement - Number of violations per unit	1.16	1.64	1.69	1.50	1.35
Code Enforcement - Average severity of violations per unit	1.58	1.27	1.25	1.24	1.23

¹ Per the requirements of Bill 19-15, beginning FY18 DHCA began an intensive two-year housing code enforcement initiative.

² 7,527

FY22 Approved Changes	Expenditures	FTEs
FY21 Approved	4,538,429	38.50
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	56,961	0.00
FY22 Approved	4,595,390	38.50

Landlord-Tenant Mediation

This program ensures fair and equitable relations between landlords and tenants and encourages the maintenance and improvement of housing. Activities including mediating and arbitrating disputes; providing information and technical assistance to all parties; and taking legal action as necessary, including referring unresolved complaints to the Montgomery County Commission on Landlord-

Tenant Affairs.

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
Number of Landlord Tenant meditations	724	686	700	725	750
Landlord Tenant Affairs Program - Number of MC311 Service Requests	6,927	7,053	7,265	7,483	7,707
Landlord Tenant Affairs Program - Percent of MC311 Service Requests meeting service length agreement	99.1%	99.6%	100.0%	100.0%	100.0%
Percent of landlord/tenant cases mediated successfully (not referred to the Commission)	98.0%	97.0%	98.0%	98.5%	99.0%
Number of evictions prevented due to Landlord & Tenant Affairs' intervention	469	402	500	515	530

FY22 Approved Changes	Expenditures	FTEs
FY21 Approved	1,416,964	8.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(4,950)	0.00
FY22 Approved	1,412,014	8.00

☀ Licensing and Registration

This program issues licenses to all rental housing (apartments, condominiums, and single-family) and registers all housing units within common ownership communities.

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
Licensing and Registration Program - Number of MC311 Service Requests	4,645	4,564	4,701	4,842	4,987
Licensing and Registration Program - Percent of MC311 Service Requests meeting service length agreement	99.9%	100.0%	100.0%	100.0%	100.0%
Number of rental licenses issued	107,283	114,365	117,796	121,330	124,970

FY22 Approved Changes	Expenditures	FTEs
FY21 Approved	423,086	3.20
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	33,170	0.00
FY22 Approved	456,256	3.20

☀ Multi-Family Housing Programs

This program creates and preserves affordable multi-family housing units. Loans are made to the HOC, nonprofit organizations, property owners, and for-profit developers. This program provides funding to:

- preserve existing affordable housing units;
- construct and acquire affordable housing units;
- rehabilitate existing rental housing stock;
- participate in housing or mixed-use developments that will include affordable housing;
- acquire land to produce affordable housing; and
- provide low-income rental housing assistance.

Major funding for these projects is provided from the Montgomery Housing Initiative Fund, the Federal HOME Grant, the Federal Community Development Block Grant, and State grants. The program emphasizes the leveraging of County funds with

other public and private funds in undertaking these activities.

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
Number of affordable housing units preserved and available for occupancy (County funded)	6,019	5,946	6,197	6,381	6,572
Number of affordable housing units produced and available for occupancy (County funded) ¹	403	546	650	668	688
Ratio of non-County dollars leveraged to County dollars in affordable housing projects	4.54	4.25	4.38	4.51	4.64
Total affordable housing units produced	1,623	1,202	1,263	1,306	1,345
Total affordable housing units preserved ²	6,077	6,004	7,129	7,142	7,357

¹ Out year projections may fluctuate based on current pipeline activity and certain assumptions on preservation / production strategies.

² Preservation increases projected in FY18-20 due to increases in MHI rental assistance funding.

FY22 Approved Changes	Expenditures	FTEs
FY21 Approved	33,391,815	6.90
Enhance: Affordable Housing Projects Based on Land Sale Proceeds Contributed to the HIF	6,797,750	0.00
Enhance: Affordable Housing Initiative	5,528,784	0.00
Enhance: Pay Debt Service for HOC Housing Production Fund Using the FY21 Desingated General Fund Reserve for Affordable Housing	3,400,000	0.00
Enhance: Estimated Contributions from HOC Housing Production Fund to Support Additional Projects	1,770,833	0.00
Increase Cost: 3% Inflationary Adjustment to Nonprofit Provider Contracts	40,550	0.00
Reduce: Operating Expenses to Reflect Adjusted Revenue Estimates	(362,396)	0.00
Reduce: Operating Expenses to Reflect Adjusted Debt Service Transfer for Housing CIP	(2,391,300)	0.00
Reduce: Rental Assistance Program Due to Revenue Shortfall	(2,964,421)	0.00
Decrease Cost: Committed County Payment Transfer to Debt Service Fund for HOC Housing Production Fund	(3,400,000)	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(13,417)	0.00
FY22 Approved	41,798,198	6.90

Neighborhood Revitalization

This program provides planning and implementation for neighborhood revitalization in targeted areas. Activities include commercial revitalization (physical and economic) in both local retail centers and central business districts as well as assistance to address other community concerns, including issues related to housing and public services. Primary funding for these activities is provided from the County's Capital Improvements Program and from other Federal and State funds, including Community Development Block Grants and State Community Legacy Grants.

Program Performance Measures	Actual FY19	Actual FY20	Estimated FY21	Target FY22	Target FY23
Focused Neighborhood Assistance Activity (expenditures) ¹	\$398,421	\$903,822	\$930,937	\$958,865	\$987,631
Facade Program - Private dollars leveraged	\$0	\$0	\$395,000	\$200,000	\$206,000
Focused Neighborhood Assistance Active projects	4	5	4	3	3
Focused Neighborhood Assistance beneficiaries ²	179	191	642	81	81
Facade Program - Number of businesses benefited	0	0	1	2	2

¹ FY20 activity includes four active projects (Kimberly Place Balconies and Drainage, Montclair Manor and Montgomery Village). FY21 assumes activity at Kimberly Place Balconies and Wedgewood. FY22 assumes activity is only for Kimberly Place Balconies.

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FY22 Approved Changes	Expenditures	FTEs
FY21 Approved	1,858,065	6.60
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(1,026)	0.00
FY22 Approved	1,857,039	6.60

BUDGET SUMMARY

	Actual FY20	Budget FY21	Estimate FY21	Approved FY22	%Chg Bud/App
COUNTY GENERAL FUND					
EXPENDITURES					
Salaries and Wages	4,898,200	5,349,182	5,186,954	5,567,030	4.1 %
Employee Benefits	1,763,137	1,726,475	1,597,670	1,674,106	-3.0 %
County General Fund Personnel Costs	6,661,337	7,075,657	6,784,624	7,241,136	2.3 %
Operating Expenses	1,375,728	1,564,564	1,374,943	1,637,893	4.7 %
County General Fund Expenditures	8,037,065	8,640,221	8,159,567	8,879,029	2.8 %
PERSONNEL					
Full-Time	106	106	106	107	0.9 %
Part-Time	1	1	1	0	-100.0 %
FTEs	62.65	62.65	62.65	62.65	—
REVENUES					
Board of Appeals Fees	(250)	8,624	8,624	8,000	-7.2 %
Common Ownership Community Fees	698,354	717,500	717,500	722,500	0.7 %
Fire Code Enforcement Permits	(64)	0	0	0	—
Landlord-Tenant Fees	6,526,974	6,998,040	6,998,040	7,119,750	1.7 %
Miscellaneous Revenues	(11,405)	6,500	6,500	6,500	—
Other Charges/Fees	(1,868)	74,250	74,250	74,350	0.1 %
Other Fines/Forfeitures	48,283	40,000	40,000	40,000	—
Other Licenses/Permits	0	492,000	492,000	492,000	—
County General Fund Revenues	7,260,024	8,336,914	8,336,914	8,463,100	1.5 %
MONTGOMERY HOUSING INITIATIVE					
EXPENDITURES					
Salaries and Wages	1,465,123	1,803,173	1,325,716	1,849,048	2.5 %
Employee Benefits	523,375	540,863	371,029	517,828	-4.3 %
Montgomery Housing Initiative Personnel Costs	1,988,498	2,344,036	1,696,745	2,366,876	1.0 %
Operating Expenses	31,607,929	32,335,841	35,365,755	40,755,641	26.0 %
Montgomery Housing Initiative Expenditures	33,596,427	34,679,877	37,062,500	43,122,517	24.3 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	17.05	17.05	17.05	17.05	—

BUDGET SUMMARY

	Actual FY20	Budget FY21	Estimate FY21	Approved FY22	%Chg Bud/App
REVENUES					
Asset Management Fee	82,802	70,200	70,200	70,200	—
Commitment Fee	0	200,000	200,000	200,000	—
HOC Contributions	0	0	0	1,770,833	—
Investment Income	4,451,950	1,939,470	1,000,000	1,000,000	-48.4 %
Land Sale Proceeds	0	0	0	6,797,750	—
Loan Payments	5,144,402	2,900,000	2,900,000	3,100,000	6.9 %
MHI Transfer Tax	17,600	100,000	100,000	100,000	—
Miscellaneous Revenues	(43,112)	75,006	75,006	75,006	—
MPDU Alternative Payments	0	360,000	360,000	360,000	—
MPDU Revenues	2,271,423	1,610,000	1,970,000	1,970,000	22.4 %
Other Financing Sources	11,396	52,050	52,050	49,650	-4.6 %
Recordation Tax	18,388,868	17,717,608	14,068,216	14,753,187	-16.7 %
Montgomery Housing Initiative Revenues	30,325,329	25,024,334	20,795,472	30,246,626	20.9 %

GRANT FUND - MCG

EXPENDITURES

Salaries and Wages	1,412,298	1,788,640	1,788,640	1,930,057	7.9 %
Employee Benefits	481,675	531,848	531,848	551,984	3.8 %
Grant Fund - MCG Personnel Costs	1,893,973	2,320,488	2,320,488	2,482,041	7.0 %
Operating Expenses	7,362,083	7,409,587	7,409,587	7,260,882	-2.0 %
Grant Fund - MCG Expenditures	9,256,056	9,730,075	9,730,075	9,742,923	0.1 %

PERSONNEL

Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	21.00	21.00	21.00	21.50	2.4 %

REVENUES

Federal Grants	6,767,897	7,462,246	7,462,246	7,462,246	—
Investment Income	229,719	0	0	0	—
Loan Payments	500,259	2,000,000	2,000,000	2,000,000	—
Other Intergovernmental	322,506	267,829	267,829	280,677	4.8 %
State Grants	69,594	0	0	0	—
Grant Fund - MCG Revenues	7,889,975	9,730,075	9,730,075	9,742,923	0.1 %

DEPARTMENT TOTALS

Total Expenditures	50,889,548	53,050,173	54,952,142	61,744,469	16.4 %
Total Full-Time Positions	106	106	106	107	0.9 %
Total Part-Time Positions	1	1	1	0	-100.0 %
Total FTEs	100.70	100.70	100.70	101.20	0.5 %

BUDGET SUMMARY

	Actual FY20	Budget FY21	Estimate FY21	Approved FY22	%Chg Bud/App
Total Revenues	45,475,328	43,091,323	38,862,461	48,452,649	12.4 %

FY22 APPROVED CHANGES

	Expenditures	FTEs
COUNTY GENERAL FUND		
FY21 ORIGINAL APPROPRIATION	8,640,221	62.65
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: FY21 Compensation Adjustment	202,289	0.00
Increase Cost: FY22 Compensation Adjustment	108,769	0.00
Increase Cost: Motor Pool Adjustment	65,302	0.00
Increase Cost: 3% Inflationary Adjustment to Nonprofit Provider Contracts [Grants Administration - Federal Programs]	8,100	0.00
Decrease Cost: Print and Mail Adjustment	(73)	0.00
Decrease Cost: Annualization of FY21 Personnel Costs	(4,597)	0.00
Decrease Cost: Retirement Adjustment	(46,613)	0.00
Decrease Cost: Partial Lapse of Vacant Positions [Affordable Housing Programs]	(94,369)	0.00
FY22 APPROVED	8,879,029	62.65
MONTGOMERY HOUSING INITIATIVE		
FY21 ORIGINAL APPROPRIATION	34,679,877	17.05
<u>Changes (with service impacts)</u>		
Enhance: Affordable Housing Projects Based on Land Sale Proceeds Contributed to the HIF [Multi-Family Housing Programs]	6,797,750	0.00
Enhance: Affordable Housing Initiative [Multi-Family Housing Programs]	5,528,784	0.00
Enhance: Pay Debt Service for HOC Housing Production Fund Using the FY21 Desingated General Fund Reserve for Affordable Housing [Multi-Family Housing Programs]	3,400,000	0.00
Enhance: Estimated Contributions from HOC Housing Production Fund to Support Additional Projects [Multi-Family Housing Programs]	1,770,833	0.00
Reduce: Operating Expenses to Reflect Adjusted Revenue Estimates [Multi-Family Housing Programs]	(362,396)	0.00
Reduce: Operating Expenses to Reflect Adjusted Debt Service Transfer for Housing CIP [Multi-Family Housing Programs]	(2,391,300)	0.00
Reduce: Rental Assistance Program Due to Revenue Shortfall [Multi-Family Housing Programs]	(2,964,421)	0.00
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: FY21 Compensation Adjustment	41,248	0.00
Increase Cost: 3% Inflationary Adjustment to Nonprofit Provider Contracts [Multi-Family Housing Programs]	40,550	0.00
Increase Cost: FY22 Compensation Adjustment	22,079	0.00
Decrease Cost: Retirement Adjustment	(18,617)	0.00
Decrease Cost: Annualization of FY21 Personnel Costs	(21,870)	0.00

FY22 APPROVED CHANGES

	Expenditures	FTEs
Decrease Cost: Committed County Payment Transfer to Debt Service Fund for HOC Housing Production Fund [Multi-Family Housing Programs]	(3,400,000)	0.00
FY22 APPROVED	43,122,517	17.05

GRANT FUND - MCG

FY21 ORIGINAL APPROPRIATION	9,730,075	21.00
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Federal/State Programs

Add: Community Development Block Grant: Boys & Girls Clubs of Greater Washington, Inc. - Social Emotional Learning	45,000	0.00
Add: Community Development Block Grant: Community Reach of Montgomery County, Inc. - Mansfield Kaseman Health Clinic	45,000	0.00
Add: Community Development Block Grant: EveryMind, Inc. - Stabilizing Adults through Situational Support	45,000	0.00
Add: Community Development Block Grant: Montgomery County Coalition for the Homeless, Inc. - Home Builders Care Assessment Center Rapid Exit Specialist	45,000	0.00
Add: Community Development Block Grant: Per Scholas, Inc. - IT Job Training	45,000	0.00
Add: Community Development Block Grant: The Shepherd's Table, Inc. - Beyond the Table	45,000	0.00
Add: Community Development Block Grant: The Shepherd's Table, Inc. - Eye Clinic	45,000	0.00
Add: Community Development Block Grant: Montgomery Housing Partnership, Inc. - Play and Learn	45,000	0.00
Add: Community Development Block Grant: Mobile Medical Care, Inc. - Expanding Family Planning Options for Uninsured, Low-Income Women	43,500	0.00
Add: Community Development Block Grant: Latin American Youth Center, Inc. - Mental Health Assistance	42,500	0.00
Add: Community Development Block Grant: Montgomery Housing Partnership, Inc. - Homework Club	42,500	0.00
Add: Community Development Block Grant: Korean Community Service Center of Greater Washington, Inc. - Strengthening Asian Families through Empowerment and Services	40,000	0.00
Add: Community Development Block Grant: Vietnamese Literary and Artistic Club of the Washington Metropolitan Area - Healthcare Program	40,000	0.00
Add: Community Development Block Grant: NAMI Montgomery County (MD), Inc. - Mental Health Promotion for Low-Income Latinx Residents	31,500	0.00
Add: Community Development Block Grant: ECDC Enterprise Development Group, Inc. - Small Business Loan Program	30,000	0.00

Other Adjustments (with no service impacts)

Increase Cost: Takoma Park Code Enforcement Contract [Grants Administration - Federal Programs]	12,848	0.00
Re-align: Convert Asset Manager Position from Part-time to Full-time [Grants Administration - Federal Programs]	0	0.50
Decrease Cost: CDBG Grant Adjustments [Grants Administration - Federal Programs]	(630,000)	0.00
FY22 APPROVED	9,742,923	21.50

PROGRAM SUMMARY

Program Name	FY21 APPR Expenditures	FY21 APPR FTEs	FY22 APPR Expenditures	FY22 APPR FTEs
Administration	2,002,830	13.20	2,379,713	13.70

PROGRAM SUMMARY

Program Name	FY21 APPR Expenditures	FY21 APPR FTEs	FY22 APPR Expenditures	FY22 APPR FTEs
Affordable Housing Programs	1,014,654	10.50	967,439	10.50
Common Ownership Community Program	707,176	4.15	712,097	4.15
Grants Administration - Federal Programs	7,219,168	5.70	7,097,202	5.70
Housing Administration	477,986	3.95	469,121	3.95
Housing Code Enforcement	4,538,429	38.50	4,595,390	38.50
Landlord-Tenant Mediation	1,416,964	8.00	1,412,014	8.00
Licensing and Registration	423,086	3.20	456,256	3.20
Multi-Family Housing Programs	33,391,815	6.90	41,798,198	6.90
Neighborhood Revitalization	1,858,065	6.60	1,857,039	6.60
Total	53,050,173	100.70	61,744,469	101.20

CHARGES TO OTHER DEPARTMENTS

Charged Department	Charged Fund	FY21 Total\$	FY21 FTEs	FY22 Total\$	FY22 FTEs
COUNTY GENERAL FUND					
Permitting Services	Permitting Services	129,922	1.00	101,627	1.00
Recycling and Resource Management	Solid Waste Disposal	664,094	5.50	691,391	5.50
CIP	Capital Fund	192,592	1.70	203,663	1.70
Total		986,608	8.20	996,681	8.20

FUNDING PARAMETER ITEMS

CC APPROVED (\$000S)

Title	FY22	FY23	FY24	FY25	FY26	FY27
COUNTY GENERAL FUND						
EXPENDITURES						
FY22 Approved	8,879	8,879	8,879	8,879	8,879	8,879
No inflation or compensation change is included in outyear projections.						
Labor Contracts	0	164	164	164	164	164
These figures represent the estimated annualized cost of general wage adjustments, service increments, and other negotiated items.						
Subtotal Expenditures	8,879	9,042	9,042	9,042	9,042	9,042
MONTGOMERY HOUSING INITIATIVE						
EXPENDITURES						
FY22 Approved	43,123	43,123	43,123	43,123	43,123	43,123
No inflation or compensation change is included in outyear projections.						

FUNDING PARAMETER ITEMS

CC APPROVED (\$000S)

Title	FY22	FY23	FY24	FY25	FY26	FY27
Labor Contracts	0	40	40	40	40	40
These figures represent the estimated annualized cost of general wage adjustments, service increments, and other negotiated items.						
Subtotal Expenditures	43,123	43,163	43,163	43,163	43,163	43,163