

---

# Housing and Community Affairs

## MISSION STATEMENT

The mission of the Department of Housing and Community Affairs is to plan and implement activities which 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 recommended FY14 Operating Budget for the Department of Housing and Community Affairs is \$37,170,064, an increase of \$7,674,689 or 26.0 percent from the FY13 Approved Budget of \$29,495,375. Personnel Costs comprise 19.7 percent of the budget for 83 full-time positions and two part-time positions. A total of 73.40 FTEs includes these positions as well as any seasonal, temporary, and positions charged to or from other departments or funds. Operating Expenses and Debt Service account for the remaining 80.3 percent of the FY14 budget.

DHCA expects the total signed agreements for affordable housing projects through the PILOT program to abate \$10.7 million in taxes in FY14.

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

## LINKAGE TO COUNTY RESULT AREAS

While this program area supports all eight of the County Result Areas, the following are emphasized:

- ❖ ***A Responsive, Accountable County Government***
- ❖ ***Affordable Housing in an Inclusive Community***
- ❖ ***Healthy and Sustainable Neighborhoods***

## DEPARTMENT PERFORMANCE MEASURES

Performance measures for this department are included below, with multi-program measures displayed at the front of this section and program-specific measures shown with the relevant program. The FY13 estimates reflect funding based on the FY13 approved budget. The FY14 and FY15 figures are performance targets based on the FY14 recommended budget and funding for comparable service levels in FY15.

## ACCOMPLISHMENTS AND INITIATIVES

- ❖ ***Invest over \$36.5 million for Affordable Housing including the Montgomery Housing Initiative (MHI) fund and utilize \$10 million from the Affordable Housing Acquisition and Preservation CIP project. This dedicated funding 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" and creation of mixed-income housing. Within this allocation is \$4.5 million for senior housing. This brings the total investment in affordable housing since FY08 to \$272 million.***
- ❖ ***Continue to use resources from the MHI fund to support rental assistance programs to the Department of Housing and Community Affairs (DHCA), Health and Human Services (DHHS) and the Housing Opportunities Commission (HOC).***
- ❖ ***Continued funding from Federal Grants (Community Development Block Grant (CDBG), the HOME Investment Partnership Grant (HOME), and the Emergency Solutions Grant (ESG)) to provide funding for affordable housing, housing rehabilitation, commercial revitalization, focused neighborhood assistance, public services and preventing homelessness.***
- ❖ ***Provide enhancements to the Licensing and Registration section by funding contractual staff to research unlicensed properties. This will include single family residences rented out as apartments, condo units rented, and multifamily apartments.***

- ❖ **Enhance staffing to support changes to the voluntary rent guidelines which includes enhanced notification requirements, rental survey information and mandatory reporting of rent increases.**
- ❖ **Continue to provide housing code enforcement to neighborhoods for improving safety and sanitary living conditions.**
- ❖ **The Department of Housing and Community Affairs and the Department of Permitting Services are finalizing code references such that single visits by the departments can efficiently address multiple cross-department violations eliminating the need for duplicative and unnecessary inspections.**
- ❖ **Continue to administer the State-funded Weatherization Program which provides energy-saving housing renovations for income-eligible county residents.**
- ❖ **Productivity Improvements**
  - **Launch the “codeCASE” web application. Code Enforcement Inspectors access the web application using mobile devices (iPads) in the field. This enables violations to be sent directly to Code Enforcement’s SQL database, in which an automated report can be e-mailed to the property contact. The “codeCASE” web application allows Code Enforcement Inspectors to spend more time in the field conducting inspections.**
  - **Increase data sources to eProperty and expand proximity features to the eProperty Maps systems. This enhancement will allow Code Enforcement staff to research and view additional property-related data sources, and create opportunities for efficiencies since inspectors will have the tools to schedule inspections in proximity to their other cases.**
  - **Complete Phase 1 of the Housing Licensing and Registration System dashboard design to facilitate automated online rental license applications. This enhancement will enable landlords to submit online applications for rental licenses and automate data entry of those applications.**

## PROGRAM CONTACTS

Contact Tim Goetzinger of the Department of Housing and Community Affairs at 240.777.3728 or Jennifer Bryant of the Office of Management and Budget at 240.777.2761 for more information regarding this department's operating budget.

## PROGRAM DESCRIPTIONS

### Multi-Family Housing Programs

This program creates and preserves affordable multi-family housing units. Loans are made to the Housing Opportunities Commission, 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;
- 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.

<b>Program Performance Measures</b>	<b>Actual FY11</b>	<b>Actual FY12</b>	<b>Estimated FY13</b>	<b>Target FY14</b>	<b>Target FY15</b>
Affordable housing units preserved - County funded	802	766	849	898	610
Affordable housing units preserved - no cost to County <sup>1</sup>	404	0	100	105	110
Affordable housing units preserved in production (pipe line)	440	281	340	180	184
Affordable housing units produced - County funded <sup>2</sup>	497	278	1,222	101	76
Affordable housing units produced - no cost to County	184	201	203	213	224
Affordable housing units produced in production (pipe line) <sup>3</sup>	311	1,093	73	39	40
Cost per unit of affordable housing units preserved <sup>4</sup>	14,611	4,761	17,454	15,555	14,674
Cost per unit of affordable housing units produced <sup>5</sup>	47,513	52,063	33,240	40,974	42,547

<sup>1</sup> These figures represent no-cost rental agreements and are subject to heavy market fluctuations.

<sup>2</sup> HCA projects few large affordable multifamily projects coming on-line in FY13.

<sup>3</sup> The significant decrease from FY12 to FY13 is a result of the expiration of ARRA programs as well as a few large multifamily projects coming

on-line in FY13.

<sup>4</sup> Fluctuations are expected from year to year given that different projects have different funding gaps as well as different programs are more expensive to run than others.

<sup>5</sup> Fluctuations are expected from year to year given that different projects have different funding gaps as well as different programs are more expensive to run than others.

<b>FY14 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY13 Approved</b>	<b>19,015,490</b>	<b>8.00</b>
Enhance: Rental Assistance Program (RAP)	3,854,293	0.00
Enhance: Senior Housing	3,000,000	0.00
Enhance: Multifamily Housing Program Manager II - Increase from part-time to full-time	62,250	0.50
Decrease Cost: Section 108 Loan Repayment	-2,040	0.00
Decrease Cost: Operating Expenses	-41,550	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.	74,178	-0.10
<b>FY14 CE Recommended</b>	<b>25,962,621</b>	<b>8.40</b>

## Single-Family 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 (SF) housing programs provide funding to replace, rehabilitate and weatherize single-family housing units and rehabilitate group homes (GH) for the special needs population. In addition, this program is responsible for the newly created Work Force Housing Initiative.

<b>Program Performance Measures</b>	<b>Actual FY11</b>	<b>Actual FY12</b>	<b>Estimated FY13</b>	<b>Target FY14</b>	<b>Target FY15</b>
Number of Housing Units Improved/Rehabilitated <sup>1</sup>	578	690	155	359	220

<sup>1</sup> Programs include Single Family Rehab, Group Home Rehab, and Weatherization. Large increases in FY10 and FY11 are attributed to \$5.2 million in economic stimulus funds for the Weatherization Program. The projected decline in FY13 is attributed to the expiration of ARRA funds and reductions in CDBG (grant) funding.

<b>FY14 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY13 Approved</b>	<b>874,385</b>	<b>8.00</b>
Add: EmPOWER Maryland Grant Term Employee to administer the Weatherization Program	28,063	1.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	5,800	0.50
<b>FY14 CE Recommended</b>	<b>908,248</b>	<b>9.50</b>

## 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; and 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.

<b>Program Performance Measures</b>	<b>Actual FY11</b>	<b>Actual FY12</b>	<b>Estimated FY13</b>	<b>Target FY14</b>	<b>Target FY15</b>
Percent of Cases that Achieve Voluntary Compliance	94	94	94	94	94
Properties with more than two cases in a two year period	102	153	153	153	153

<b>FY14 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY13 Approved</b>	<b>1,599,524</b>	<b>19.10</b>
Technical Adj: Takoma Park Grant - Code Enforcement	150,533	2.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	218,981	0.00
<b>FY14 CE Recommended</b>	<b>1,969,038</b>	<b>21.10</b>

## 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 FY11	Actual FY12	Estimated FY13	Target FY14	Target FY15
Number of Contracts Awarded and Monitored <sup>1</sup>	55	25	25	25	25

<sup>1</sup> Due to federal, state and local budget reductions, the number of CDBG, ESG, HOME, MHI, Historic, Community Grants, and Empowerment Grants contracts have been reduced.

FY14 Recommended Changes	Expenditures	FTEs
<b>FY13 Approved</b>	<b>5,264,181</b>	<b>5.60</b>
Enhance: CDBG Operating Grant	275,000	0.00
Enhance: ESG Operating Grant	90,670	0.00
Add: Community Block Grant: National Center for Children and Families, Inc. (supportive services for residents of Betty's House, a transitional housing program for survivor's of domestic violence)	45,000	0.00
Add: Community Development Block Grant: Interfaith Works, Inc. (staff support to coordinate volunteers and meals)	45,000	0.00
Add: Community Development Block Grant: Montgomery County, MD Delta Alumnae Foundation, Inc. (Seven week Saturday Academy for African-American eighth grade students in STEM)	45,000	0.00
Add: Community Development Block Grant: Young Men's Christian Association of Metropolitan Washington, Inc. (staff/operating support for YMCA Youth and Family Services (YFS)-YFS Nob Hill Community Center	44,958	0.00
Add: Community Development Block Grant: Mobile Medical Care, Inc. (Anticoagulation Clinic for high-risk, low-income, uninsured individuals)	44,940	0.00
Add: Community Block Grant: St. Luke's House and Threshold Services United, Inc. (staff support for mental health and wellness services)	42,447	0.00
Add: Community Development Block Grant: Community Ministries of Rockville (staffing support for quailty assurance program)	40,655	0.00
Add: Community Development Block Grant: Asian Pacific American Legal Resource Center, Inc. (legal services to low-income immigrants)	40,000	0.00
Add: Community Development Block Grant: IMPACT Silver Spring, Inc. (Family Asset Building Network economic empowerment programs)	35,000	0.00
Add: Community Block Grant: Montgomery Housing Partnership, Inc. (Play and Learn programs for ages 3-5 at five MHP apartment properties)	30,364	0.00
Add: Community Block Grant: Sunflower Bakery, Inc. (employment services program)	28,392	0.00
Add: Community Development Block Grant: Bethesda Cares, Inc. (eviction prevention housing and utility assistance)	24,229	0.00
Add: Community Development Block Grant: Rockville Presbyterian Church of Montgomery County (staffing support for homeless shelter)	5,015	0.00
Add: Community Block Grant: Stepping Stones Shelter, Inc. (financial literacy series for residents in transitional housing programs)	-516,000	0.00
Decrease Cost: Adjust for Individual Grants	-42,517	1.10
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.		
<b>FY14 CE Recommended</b>	<b>5,587,334</b>	<b>6.70</b>

## 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 FY11	Actual FY12	Estimated FY13	Target FY14	Target FY15
Average days required to conciliate Landlord/Tenant disputes that do not go to the Commission	33	33	30	30	30
Percent of Landlord/Tenant cases mediated successfully (not referred to the Commission)	97	97	97	97	97

<b>FY14 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY13 Approved</b>	<b>1,009,235</b>	<b>7.50</b>
Enhance: Landlord-Tenant Affairs Investigator III - Increase from part-time to full-time	44,859	0.50
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	-38,080	0.50
<b>FY14 CE Recommended</b>	<b>1,016,014</b>	<b>8.50</b>

### **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.

<b>Program Performance Measures</b>	<b>Actual FY11</b>	<b>Actual FY12</b>	<b>Estimated FY13</b>	<b>Target FY14</b>	<b>Target FY15</b>
Gains achieved in neighborhoods receiving DHCA neighborhood revitalization funding/services <sup>1</sup>	2	2	2	2	2

<sup>1</sup> Under development - data currently reflects number of neighborhoods

<b>FY14 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY13 Approved</b>	<b>103,790</b>	<b>1.50</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	-18,227	1.70
<b>FY14 CE Recommended</b>	<b>85,563</b>	<b>3.20</b>

### **Licensing and Registration**

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

<b>Program Performance Measures</b>	<b>Actual FY11</b>	<b>Actual FY12</b>	<b>Estimated FY13</b>	<b>Target FY14</b>	<b>Target FY15</b>
Number of Rental Licenses Issued <sup>1</sup>	87,720	91,555	92,527	93,182	93,697

<sup>1</sup> Programs include Accessory Apartments, Condominiums, Single Family, and Apartments.

<b>FY14 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY13 Approved</b>	<b>385,506</b>	<b>3.00</b>
Enhance: Licensing and Registration Contract to Research Unlicensed Properties	29,000	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.	-3,490	0.00
<b>FY14 CE Recommended</b>	<b>411,016</b>	<b>3.00</b>

### **Housing Administration**

This program provides management and oversight to support activities within the housing division including single and multi-family housing programs, code enforcement, and landlord tenant mediation.

This program was formerly included as part of Housing Development and Loan Programs.

<b>FY14 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY13 Approved</b>	<b>276,348</b>	<b>3.00</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	-13,426	0.00
<b>FY14 CE Recommended</b>	<b>262,922</b>	<b>3.00</b>

### **Administration**

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

<b>FY14 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY13 Approved</b>	<b>966,916</b>	<b>9.80</b>
Enhance: Management Services Administrative Specialist III - Increase from part-time to full-time	16,532	0.20
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	-16,140	0.00
<b>FY14 CE Recommended</b>	<b>967,308</b>	<b>10.00</b>

## BUDGET SUMMARY

	<b>Actual FY12</b>	<b>Budget FY13</b>	<b>Estimated FY13</b>	<b>Recommended FY14</b>	<b>% Chg Bud/Rec</b>
<b>COUNTY GENERAL FUND</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	2,062,145	2,719,260	2,913,089	2,839,953	4.4%
Employee Benefits	751,604	1,160,817	1,076,016	1,071,293	-7.7%
<b>County General Fund Personnel Costs</b>	<b>2,813,749</b>	<b>3,880,077</b>	<b>3,989,105</b>	<b>3,911,246</b>	<b>0.8%</b>
Operating Expenses	540,043	588,190	475,810	706,446	20.1%
Capital Outlay	0	0	0	0	—
<b>County General Fund Expenditures</b>	<b>3,353,792</b>	<b>4,468,267</b>	<b>4,464,915</b>	<b>4,617,692</b>	<b>3.3%</b>
<b>PERSONNEL</b>					
Full-Time	79	79	79	83	5.1%
Part-Time	5	5	5	2	-60.0%
FTEs	26.50	36.90	36.90	38.10	3.3%
<b>REVENUES</b>					
Common Ownership Community Fees	407,284	0	0	0	—
Landlord-Tenant Fees	4,518,793	4,830,000	4,830,000	4,830,000	—
Miscellaneous Revenues	-5,299	20,000	20,000	20,000	—
Other Charges/Fees	5,437	0	0	0	—
Other Fines/Forfeitures	29,118	50,000	50,000	50,000	—
<b>County General Fund Revenues</b>	<b>4,955,333</b>	<b>4,900,000</b>	<b>4,900,000</b>	<b>4,900,000</b>	—
<b>GRANT FUND MCG</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	2,298,221	1,246,243	1,246,243	1,307,849	4.9%
Employee Benefits	742,215	451,496	451,496	484,496	7.3%
<b>Grant Fund MCG Personnel Costs</b>	<b>3,040,436</b>	<b>1,697,739</b>	<b>1,697,739</b>	<b>1,792,345</b>	<b>5.6%</b>
Operating Expenses	11,057,276	3,657,621	3,657,621	4,212,477	15.2%
Capital Outlay	0	0	0	0	—
<b>Grant Fund MCG Expenditures</b>	<b>14,097,712</b>	<b>5,355,360</b>	<b>5,355,360</b>	<b>6,004,822</b>	<b>12.1%</b>
<b>PERSONNEL</b>					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	17.30	13.80	13.80	20.60	49.3%
<b>REVENUES</b>					
Federal Grants	13,500,141	4,030,360	4,030,360	4,396,028	9.1%
Loan Payments	430,627	1,000,000	1,000,000	1,000,000	—
Other Charges/Fees	0	0	0	150,535	—
State Grants	34,580	325,000	325,000	458,259	41.0%
Other Intergovernmental	132,364	0	0	0	—
<b>Grant Fund MCG Revenues</b>	<b>14,097,712</b>	<b>5,355,360</b>	<b>5,355,360</b>	<b>6,004,822</b>	<b>12.1%</b>
<b>MONTGOMERY HOUSING INITIATIVE</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	1,042,700	1,139,899	1,176,919	1,175,606	3.1%
Employee Benefits	340,630	400,464	395,666	429,856	7.3%
<b>Montgomery Housing Initiative Personnel Costs</b>	<b>1,383,330</b>	<b>1,540,363</b>	<b>1,572,585</b>	<b>1,605,462</b>	<b>4.2%</b>
Operating Expenses	12,572,453	18,061,615	21,681,838	24,874,358	37.7%
Debt Service Other	71,726	69,770	69,770	67,730	-2.9%
Capital Outlay	0	0	0	0	—
<b>Montgomery Housing Initiative Expenditures</b>	<b>14,027,509</b>	<b>19,671,748</b>	<b>23,324,193</b>	<b>26,547,550</b>	<b>35.0%</b>
<b>PERSONNEL</b>					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	13.10	14.80	14.80	14.70	-0.7%

	Actual FY12	Budget FY13	Estimated FY13	Recommended FY14	% Chg Bud/Rec
<b>REVENUES</b>					
Investment Income	1,060,091	500,000	1,000,000	1,000,000	100.0%
Loan Payments	-1,340,981	2,500,000	2,500,000	2,500,000	—
MHI Transfer Tax	1,088,744	750,000	800,000	800,000	6.7%
Miscellaneous Revenues	18,959	75,006	75,006	75,006	—
MPDU Revenues	1,355,770	1,500,000	1,500,000	1,500,000	—
Recordation Tax	0	4,415,500	8,086,403	8,269,793	87.3%
Other Financing Sources	71,726	69,770	69,770	67,730	-2.9%
<b>Montgomery Housing Initiative Revenues</b>	<b>2,254,309</b>	<b>9,810,276</b>	<b>14,031,179</b>	<b>14,212,529</b>	<b>44.9%</b>
<b>DEPARTMENT TOTALS</b>					
<b>Total Expenditures</b>	<b>31,479,013</b>	<b>29,495,375</b>	<b>33,144,468</b>	<b>37,170,064</b>	<b>26.0%</b>
<b>Total Full-Time Positions</b>	<b>79</b>	<b>79</b>	<b>79</b>	<b>83</b>	<b>5.1%</b>
<b>Total Part-Time Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>2</b>	<b>-60.0%</b>
<b>Total FTEs</b>	<b>56.90</b>	<b>65.50</b>	<b>65.50</b>	<b>73.40</b>	<b>12.1%</b>
<b>Total Revenues</b>	<b>21,307,354</b>	<b>20,065,636</b>	<b>24,286,539</b>	<b>25,117,351</b>	<b>25.2%</b>

## FY14 RECOMMENDED CHANGES

	Expenditures	FTEs
<b>COUNTY GENERAL FUND</b>		
<b>FY13 ORIGINAL APPROPRIATION</b>	<b>4,468,267</b>	<b>36.90</b>
<b>Changes (with service impacts)</b>		
Enhance: Multifamily Housing Program Manager II - Increase from part-time to full-time [Multi-Family Housing Programs]	62,250	0.50
Enhance: Landlord-Tenant Affairs Investigator III - Increase from part-time to full-time [Landlord-Tenant Mediation]	44,859	0.50
Enhance: Licensing and Registration Contract to Research Unlicensed Properties [Licensing and Registration]	29,000	0.00
Enhance: Management Services Administrative Specialist III - Increase from part-time to full-time [Administration]	16,532	0.20
<b>Other Adjustments (with no service impacts)</b>		
Increase Cost: FY14 Compensation Adjustment	115,711	0.00
Increase Cost: Motor Pool Adjustment	86,248	0.00
Increase Cost: Retirement Adjustment	30,666	0.00
Increase Cost: Other Labor Contract Costs	6,377	0.00
Increase Cost: Printing and Mail Adjustment	3,008	0.00
Decrease Cost: Group Insurance Adjustment	-8,281	0.00
Decrease Cost: Elimination of FY13 \$2,000 Lump Sum	-105,959	0.00
Decrease Cost: Annualization of FY13 Personnel Costs	-130,986	0.00
<b>FY14 RECOMMENDED:</b>	<b>4,617,692</b>	<b>38.10</b>
<b>GRANT FUND MCG</b>		
<b>FY13 ORIGINAL APPROPRIATION</b>	<b>5,355,360</b>	<b>13.80</b>
<b>Changes (with service impacts)</b>		
Add: EmPOWER Maryland Grant Term Employee to administer the Weatherization Program [Single-Family Housing Programs]	28,063	1.00
<b>Other Adjustments (with no service impacts)</b>		
Technical Adj: Takoma Park Grant - Code Enforcement [Housing Code Enforcement]	150,533	2.00
Technical Adj: HOME Program - Administrative Charges to Prior Grant Award	105,196	0.80
Technical Adj: FTE Adjustment	0	3.00
<b>Federal Programs</b>		
Add: Community Block Grant: Montgomery Housing Partnership, Inc. (Play and Learn programs for ages 3-5 at five MHP apartment properties)	35,000	0.00
Add: Community Block Grant: National Center for Children and Families, Inc. (supportive services for residents of Betty's House, a transitional housing program for survivor's of domestic violence)	45,000	0.00
Add: Community Block Grant: St. Luke's House and Threshold Services United, Inc. (staff support for mental health and wellness services)	44,940	0.00
Add: Community Block Grant: Stepping Stones Shelter, Inc. (financial literacy series for residents in transitional housing programs)	5,015	0.00

	Expenditures	FTEs
Add: Community Block Grant: Sunflower Bakery, Inc. (employment services program)	30,364	0.00
Add: Community Development Block Grant: Asian Pacific American Legal Resource Center, Inc. (legal services to low-income immigrants)	40,655	0.00
Add: Community Development Block Grant: Bethesda Cares, Inc. (eviction prevention housing and utility assistance)	28,392	0.00
Add: Community Development Block Grant: Community Ministries of Rockville (staffing support for quality assurance program)	42,447	0.00
Add: Community Development Block Grant: IMPACT Silver Spring, Inc. (Family Asset Building Network economic empowerment programs)	40,000	0.00
Add: Community Development Block Grant: Interfaith Works, Inc. (staff support to coordinate volunteers and meals)	45,000	0.00
Add: Community Development Block Grant: Mobile Medical Care, Inc. (Anticoagulation Clinic for high-risk, low-income, uninsured individuals)	44,958	0.00
Add: Community Development Block Grant: Montgomery County, MD Delta Alumnae Foundation, Inc. (Seven week Saturday Academy for African-American eighth grade students in STEM)	45,000	0.00
Add: Community Development Block Grant: Rockville Presbyterian Church of Montgomery County (staffing support for homeless shelter)	24,229	0.00
Add: Community Development Block Grant: Young Men's Christian Association of Metropolitan Washington, Inc. (staff/operating support for YMCA Youth and Family Services (YFS)-YFS Nob Hill Community Center)	45,000	0.00
Decrease Cost: Adjust for Individual Grants	-516,000	0.00
Enhance: CDBG Operating Grant	275,000	0.00
Enhance: ESG Operating Grant	90,670	0.00
<b>FY14 RECOMMENDED:</b>	<b>6,004,822</b>	<b>20.60</b>

## MONTGOMERY HOUSING INITIATIVE

<b>FY13 ORIGINAL APPROPRIATION</b>	<b>19,671,748</b>	<b>14.80</b>
<b><u>Changes (with service impacts)</u></b>		
Enhance: Rental Assistance Program (RAP) [Multi-Family Housing Programs]	3,854,293	0.00
Enhance: Senior Housing [Multi-Family Housing Programs]	3,000,000	0.00
<b><u>Other Adjustments (with no service impacts)</u></b>		
Increase Cost: FY14 Compensation Adjustment	43,342	0.00
Increase Cost: Group Insurance Adjustment	29,658	0.00
Increase Cost: Retirement Adjustment	13,932	0.00
Increase Cost: Other Labor Contract Costs	2,490	0.00
Technical Adj: Adjust FTEs due to rounding	0	-0.10
Decrease Cost: Section 108 Loan Repayment [Multi-Family Housing Programs]	-2,040	0.00
Decrease Cost: Elimination of FY13 \$2,000 Lump Sum	-24,323	0.00
Decrease Cost: Operating Expenses [Multi-Family Housing Programs]	-41,550	0.00
<b>FY14 RECOMMENDED:</b>	<b>26,547,550</b>	<b>14.70</b>

## PROGRAM SUMMARY

Program Name	FY13 Approved		FY14 Recommended	
	Expenditures	FTEs	Expenditures	FTEs
Multi-Family Housing Programs	19,015,490	8.00	25,962,621	8.40
Single-Family Housing Programs	874,385	8.00	908,248	9.50
Housing Code Enforcement	1,599,524	19.10	1,969,038	21.10
Grants Administration - Federal Programs	5,264,181	5.60	5,587,334	6.70
Landlord-Tenant Mediation	1,009,235	7.50	1,016,014	8.50
Neighborhood Revitalization	103,790	1.50	85,563	3.20
Licensing and Registration	385,506	3.00	411,016	3.00
Housing Administration	276,348	3.00	262,922	3.00
Administration	966,916	9.80	967,308	10.00
<b>Total</b>	<b>29,495,375</b>	<b>65.50</b>	<b>37,170,064</b>	<b>73.40</b>

## CHARGES TO OTHER DEPARTMENTS

Charged Department	Charged Fund	FY13		FY14	
		Total\$	FTEs	Total\$	FTEs
<b>COUNTY GENERAL FUND</b>					
CIP	CIP	719,242	6.10	747,933	6.10
Permitting Services	Permitting Services	121,059	1.00	119,268	1.00
Solid Waste Services	Solid Waste Disposal	705,500	5.50	705,500	5.50
<b>Total</b>		<b>1,545,801</b>	<b>12.60</b>	<b>1,572,701</b>	<b>12.60</b>

## FUTURE FISCAL IMPACTS

Title	CE REC.		(\$000's)			
	FY14	FY15	FY16	FY17	FY18	FY19
<b>This table is intended to present significant future fiscal impacts of the department's programs.</b>						
<b>COUNTY GENERAL FUND</b>						
<b>Expenditures</b>						
<b>FY14 Recommended</b>	<b>4,618</b>	<b>4,618</b>	<b>4,618</b>	<b>4,618</b>	<b>4,618</b>	<b>4,618</b>
No inflation or compensation change is included in outyear projections.						
<b>Labor Contracts</b>	<b>0</b>	<b>156</b>	<b>196</b>	<b>196</b>	<b>196</b>	<b>196</b>
These figures represent the estimated cost of general wage adjustments, new service increments, and associated benefits.						
<b>Labor Contracts - Other</b>	<b>0</b>	<b>0</b>	<b>-6</b>	<b>-6</b>	<b>-6</b>	<b>-6</b>
These figures represent other negotiated items included in the labor agreements.						
<b>Subtotal Expenditures</b>	<b>4,618</b>	<b>4,774</b>	<b>4,808</b>	<b>4,808</b>	<b>4,808</b>	<b>4,808</b>
<b>MONTGOMERY HOUSING INITIATIVE</b>						
<b>Expenditures</b>						
<b>FY14 Recommended</b>	<b>26,548</b>	<b>26,548</b>	<b>26,548</b>	<b>26,548</b>	<b>26,548</b>	<b>26,548</b>
No inflation or compensation change is included in outyear projections.						
<b>Labor Contracts</b>	<b>0</b>	<b>57</b>	<b>71</b>	<b>71</b>	<b>71</b>	<b>71</b>
These figures represent the estimated cost of general wage adjustments, new service increments, and associated benefits.						
<b>Labor Contracts - Other</b>	<b>0</b>	<b>0</b>	<b>-2</b>	<b>-2</b>	<b>-2</b>	<b>-2</b>
These figures represent other negotiated items included in the labor agreements.						
<b>Senior Housing (Silver Spring)</b>	<b>0</b>	<b>-4,500</b>	<b>-4,500</b>	<b>-4,500</b>	<b>-4,500</b>	<b>-4,500</b>
<b>Subtotal Expenditures</b>	<b>26,548</b>	<b>22,105</b>	<b>22,116</b>	<b>22,116</b>	<b>22,116</b>	<b>22,116</b>

FY14-19 PUBLIC SERVICES PROGRAM: FISCAL PLAN		Montgomery Housing Initiative					
FISCAL PROJECTIONS	FY13 APPROVED	FY14 RECOMMENDED	FY15 PROJECTION	FY16 PROJECTION	FY17 PROJECTION	FY18 PROJECTION	FY19 PROJECTION
<b>ASSUMPTIONS</b>							
Indirect Cost Rate	12.13%	15.69%	15.69%	15.69%	15.69%	15.69%	15.69%
CPI (Fiscal Year)	2.7%	2.3%	2.4%	2.7%	3.2%	3.5%	3.7%
Investment Income Yield	0.0025	0.19%	0.36%	0.75%	1.35%	1.80%	2.15%
<b>BEGINNING FUND BALANCE</b>	<b>425,189</b>	<b>2,293,569</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REVENUES</b>							
Miscellaneous	9,810,276	14,212,529	14,542,225	14,967,493	15,550,021	16,281,496	16,930,760
<b>Subtotal Revenues</b>	<b>9,810,276</b>	<b>14,212,529</b>	<b>14,542,225</b>	<b>14,967,493</b>	<b>15,550,021</b>	<b>16,281,496</b>	<b>16,930,760</b>
<b>INTERFUND TRANSFERS (Net Non-CIP)</b>							
Transfers To Debt Service Fund	(5,643,610)	(7,510,400)	(7,508,510)	(7,512,510)	(7,513,810)	(7,515,910)	(7,511,110)
Debt Service Other/MHI Property Acquisition	(5,643,610)	(7,510,400)	(7,508,510)	(7,512,510)	(7,513,810)	(7,515,910)	(7,511,110)
Transfers To The General Fund	(202,560)	(264,505)	(262,272)	(251,900)	(251,900)	(251,900)	(251,900)
Indirect Costs	(186,970)	(251,900)	(251,900)	(251,900)	(251,900)	(251,900)	(251,900)
Technology Modernization	(15,590)	(12,605)	(10,372)	0	0	0	0
Transfers From The General Fund	15,589,247	17,816,357	15,701,225	15,750,787	15,804,777	15,866,397	15,928,177
<b>TOTAL RESOURCES</b>	<b>19,978,542</b>	<b>26,547,550</b>	<b>22,472,668</b>	<b>22,953,870</b>	<b>23,589,088</b>	<b>24,380,083</b>	<b>25,095,927</b>
<b>PSP OPER. BUDGET APPROP/ EXPS.</b>							
Operating Budget	(3,171,973)	(3,195,522)	(3,233,682)	(3,278,132)	(3,330,822)	(3,390,342)	(3,456,922)
Debt Service: Other (Non-Tax Funds only)	(69,770)	(67,730)	(65,630)	(63,500)	(61,280)	(59,030)	(56,730)
Rental Assistance	(4,415,500)	(8,269,793)	(8,601,589)	(9,028,987)	(9,613,735)	(10,347,460)	(10,999,024)
Housing First	(7,537,655)	(7,537,655)	(7,537,655)	(7,537,655)	(7,537,655)	(7,537,655)	(7,537,655)
Neighborhoods to Call Home	(596,340)	(596,340)	(596,340)	(596,340)	(596,340)	(596,340)	(596,340)
Special Needs and Nonprofit Housing	(2,380,510)	(2,380,510)	(2,380,510)	(2,380,510)	(2,380,510)	(2,380,510)	(2,380,510)
Senior Housing	(1,500,000)	(4,500,000)	0	0	0	0	0
Labor Contracts	n/a	n/a	(57,262)	(71,236)	(71,236)	(71,236)	(71,236)
Labor Contracts (Other)	n/a	n/a	0	2,490	2,490	2,490	2,490
<b>Subtotal PSP Oper Budget Approp / Exp's</b>	<b>(19,671,748)</b>	<b>(26,547,550)</b>	<b>(22,472,668)</b>	<b>(22,953,870)</b>	<b>(23,589,088)</b>	<b>(24,380,083)</b>	<b>(25,095,927)</b>
<b>TOTAL USE OF RESOURCES</b>	<b>(19,671,748)</b>	<b>(26,547,550)</b>	<b>(22,472,668)</b>	<b>(22,953,870)</b>	<b>(23,589,088)</b>	<b>(24,380,083)</b>	<b>(25,095,927)</b>
<b>YEAR END FUND BALANCE</b>	<b>306,794</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL INVESTMENT</b>							
<b>TOTAL USE OF RESOURCES</b>	<b>(19,671,748)</b>	<b>(26,547,550)</b>	<b>(22,472,668)</b>	<b>(22,953,870)</b>	<b>(23,589,088)</b>	<b>(24,380,083)</b>	<b>(25,095,927)</b>
<b>Affordable Housing Acquisition and Preservation CIP Project # 760100</b>	<b>(13,350,000)</b>	<b>(10,000,000)</b>	<b>(2,471,000)</b>	<b>(2,196,000)</b>	<b>(6,304,000)</b>	<b>(1,304,000)</b>	<b>(7,851,000)</b>
<b>TOTAL INVESTMENT IN AFFORDABLE HOUSING (MHI Fund + CIP Project)</b>	<b>(33,021,748)</b>	<b>(36,547,550)</b>	<b>(24,943,668)</b>	<b>(25,149,870)</b>	<b>(29,893,088)</b>	<b>(25,684,083)</b>	<b>(32,946,927)</b>
<b>Assumptions:</b>							
<p>1. Maintains the County Executive's commitment to affordable housing. In addition to expenditures reflected in this fund, the Affordable Housing Acquisition and Preservation CIP Project #760100 includes the issuance of \$2.7 million of debt in FY14 in addition to \$7.3 million in estimated loan repayments in FY14 to provide continued high level of support for the Housing Initiative Fund Property Acquisition Revolving Program created in FY09.</p> <p>2. FY13 Estimated CIP resources includes the unencumbered balance from prior years.</p> <p>3. Montgomery County Executive Order 136-01 provides for an allocation from the General Fund to the Montgomery Housing Initiative fund (MHI) equivalent to 2.5 percent of actual General Fund property taxes from two years prior to the upcoming fiscal year. The actual transfer from the General Fund will be determined each year based on the availability of resources.</p>							
<b>Notes:</b>							
<p>1. These projections are based on the Executive's Recommended budget and include the revenue and resource assumptions of that budget. The projected future expenditures, revenues, and fund balances may vary based on changes not assumed here to fee or tax rates, usage, inflation, future labor agreements, and other factors not assumed here.</p>							

## AFFORDABLE HOUSING INVESTMENT

Affordable Housing Allocation	FY08 Thru FY13	FY14	Total FY08 - FY14
MHI Total Use of Resources	137,729,110	26,547,550	164,276,660
*Affordable Housing Acq. and Preservation (CIP) (Approved Appropriation)	97,731,000	10,000,000	107,731,000
<b>Total Affordable Housing Investment</b>	<b>235,460,110</b>	<b>36,547,550</b>	<b>272,007,660</b>

The chart above is an illustration of the total affordable housing investment. The Montgomery Housing Initiative (MHI) numbers represent the total use of resources in the operating budget from FY08 to FY13. The Affordable Housing Acquisition and Preservation project #760100 numbers reflect approved appropriations. Appropriation for FY12-FY14 includes revolving loan repayments.

\*The numbers for the Affordable Housing Acq. And Preservation project reflect approved appropriations. Appropriation for FY12-FY14 includes revolving loan repayments.