



Staff: Linda McMillan, Senior Legislative Analyst
Purpose: Review – straw vote expected
Keywords: FY21 Budget; DHCA

AGENDA ITEM #4
 May 7, 2020
Worksession

SUBJECT

Department of Housing and Community Affairs – General Fund and Grant Fund (Does not include discussion of Housing Initiative Fund included in Agenda Item #2)

EXPECTED ATTENDEES

Aseem Nigam, Director, Department of Housing and Community Affairs (DHCA)
 Frank Demarias, Deputy Director, DHCA
 Pofen Salem, Office of Management and Budget

1. GENERAL FUND

EXECUTIVE RECOMMENDATION – GENERAL FUND

FY21 Executive Recommendation	\$9,017,434	65.25FTE
Increase (Decrease) from FY20	\$614,326 7.3%	2.6FTE 4.2%

COUNCIL STAFF RECOMMENDATION – CONTINUITY OF SERVICES BUDGET

FY21 Council Staff Recommendation	\$8,653,641	62.25FTE
Increase (Decrease) from FY20*	\$250,533 2.9%	(0.4)FTE (0.6%)
Increase (Decrease) from CE FY21 Rec	(\$363,793) (4.0%)	(3.0)FTE (4.6%)

*There was a reallocation/technical adjustment of FTEs from FY20 to FY21 – this results in a small decrease in FTEs under continuity of services.

EXECUTIVE RECOMMENDED ITEMS NOT INCLUDED IN CONTINUITY OF SERVICES

- Accessory Dwelling Unit Navigation and Compliance – Program Manager (\$79,534)
- Landlord-Tenant Services - Office Services Coordinator (\$60,818)
- Common Ownership Community Program – Office Services Coordinator (\$60,818)
- FY21 Compensation Adjustments (\$162,623)

CONTINUITY OF SERVICES FROM FY20

- Shift Community Grants to DHCA (see list of grants on page 3 of the staff report) \$245,000
- Annualization of Lapsed Positions \$147,640
- Annualization of FY20 Compensation \$ 73,045
- Elimination of One-Time Items (\$13,760)

- Print and Mail Adjustment \$ 4,136
- Motorpool (\$ 70,331)
- Retirement Adjustment (\$135,197)

POTENTIAL REDUCTIONS - REVENUES

- Governor’s Executive Order on licenses means that DHCA cannot assess annual fee for Rental Licenses and Common Ownership Communities until 30 days after the emergency ends. Rental License revenues assumed to be \$7,619,414 and Common Ownership Community fees are assumed to be \$717,500.
- Council staff has asked Executive staff for feedback on this issue. See pages 2-3 in staff report for information on the ability of fund balance to cover expected FY21 expenses. Council will need to monitor this issue in case additional budget action is needed.

POTENTIAL ITEMS RELATED TO COVID-19

- Code Enforcement is limiting inspections to critical and emergency inspections to reduce contact. This will impact the pro-active multi-family inspection program.
- Expected that the need for Landlord Tenant Services will grow as Executive Orders regarding evictions are lifted. Homeowners may need assistance to avoid foreclosures when forbearance is ended.
- Common Ownership Communities may also be impacted if higher numbers of residents are unable to pay fees to homeowners and condominium associations.

2. GRANT FUND

EXECUTIVE RECOMMENDATION – GRANT FUND

FY21 Executive Recommendation	\$9,730,075	17.7FTE
Increase (Decrease) from FY20	\$655,851 7.2%	(3.3)FTE (15.7%)**

COUNCIL STAFF RECOMMENDATION – CONTINUITY OF SERVICES BUDGET

FY21 Council Staff Recommendation	\$9,730,075	62.25FTE
Increase (Decrease) from FY20	\$655,851 7.2%	(3.3)FTE (15.7%)
Increase (Decrease) from CE FY21 Rec	\$0 0%	0.0FTE 0%

**There are no positions budgeted in the grants fund. The number of FTEs that can be charged to the Grant Fund must comply with caps on use of funds for administration.

EXECUTIVE RECOMMENDED ITEMS NOT INCLUDED IN CONTINUITY OF SERVICES

- None

CONTINUITY OF SERVICES FROM FY20

- Decrease – delete FY20 grants to non-profits (CDBG) (\$591,067)
- Increase – add FY21 grants to non-profits (CDBG) \$601,369
- Community Development Block Grant (CDBG) increased resources \$538,397
- HOME Grant increased resources \$ 57,894
- Emergency Solutions Grant (ESG) increased resources \$ 49,258

A summary of the ACTION PLAN on the use of these funds is included at pages 4-5 of the staff report and the full ACTION PLAN is at © 23-28. This is the March original budget and does not include any additional federal grant funds related to COVID-19.

POTENTIAL REDUCTIONS

- None

POTENTIAL ITEMS RELATED TO COVID-19

- Additional CDBG and ESG funding is expected and will require future Council action in FY20.

This report contains:

Staff Report	Pages 1-6
CE Recommended Budget DHCA section	© 1-17
Governor’s Order on Extending Licenses	© 18-20
Fiscal Plan – Common Ownership Community Program	© 21
Fiscal Plan – Landlord Tenant Administration Program	© 22
ACTION PLAN for CDBG, HOME, and ESG	© 23-28

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MEMORANDUM

TO: County Council

FROM: Linda McMillan, Senior Legislative Analyst

SUBJECT: FY21 Operating Budget: Department of Housing and Community Affairs

The Operating Budget for the Department of Housing and Community Affairs includes three funds: General Fund, Grant Fund, and Housing Initiative Fund. The following table shows the brief history of the appropriations. For FY21, the County Executive has recommended an increase of 12.8% overall, but the greatest increase is in the Housing Initiative Fund. The Council will have also discussed the Housing Initiative Fund just prior to this agenda item.

	FY19 Actual*	FY20 Budget	FY21 CE Rec	\$ Change	% Change
DHCA				FY20 Budget-FY21 CE	FY20 Budget-FY21 CE
General Fund	7,413,504	8,403,108	9,017,434	614,326	7.3%
Grant Fund	9,827,337	9,074,224	9,730,075	655,851	7.2%
Housing Initiative Fund	48,374,322	41,283,577	47,549,914	6,266,337	15.2%
TOTAL	65,615,163	58,760,909	66,297,423	7,536,514	12.8%
*includes supplementals and actual fund balance and is not the FY19 original approved					

Charges to Other Funds

In addition, 1.0FTE in DHCA is charged to Permitting Services at a cost of \$129,992; 5.5FTEs are charged to Solid Waste Disposal Fund at a cost of \$664,094; and 1.4 FTE is charged to the CIP at a cost of \$192,592. **These FTEs are in-line with the FY20 chargebacks and would not be changed in a Continuity of Services framework.** Any macro change to compensation will change the specific amounts.

GENERAL FUND - Continuity of Services

Under the general structure the Council has adopted toward a Continuity of Services budget, the General Fund appropriation for FY21 would be \$8,653,641. The two tables on the next page show how this amount is calculated both from building from the FY20 approved and working back from the Executive’s FY21 recommendation. However, both the accounts funded by Common Ownership Community fees and Landlord-Tenant Licenses are appropriated in the General Fund. Each of these is impacted by the Governor’s Executive Order on the extension of licenses and the direction that assessments for new licenses cannot be made until 30 days after the emergency ends (Executive Order © 18-20).

County General Fund - Same Services	
Original FY20 Appropriation	8,403,108
Shift Community Grants to DHCA	245,000
Annualization of Lapsed Positions	147,640
Annualization of FY20 Compensation	73,045
Elimination of One Time Items	(13,760)
Print and Mail Adjustment	4,136
Motorpool	(70,331)
Retirement Adjustment	(135,197)
Continuity of Services - TAX SUPPORTED	8,653,641

CE FY21 Recommendation - General Fund	9,017,434
General Fund - Not in Continuity of Services:	
ADU Navigation and Compliance - Program Manager (fee supported)	79,534
Landlord Tenant OSC (fee supported)	60,818
COC Distressed Communities OSC (fee supported)	60,818
FY21 Compensation Adjustment	162,623
Continuity of Services Recommendation	8,653,641

Common Ownership Commission Program

The Common Ownership Community Program ensures compliance with the County’s laws for COC’s, provides education for COC boards, mediate and arbitrates disputes, and provides staffing for the Commission on Common Ownership Communities. There are currently 4.15 FTEs in this program. The FY21 CE recommendation for this program is \$767,993 and it includes one new Office Services Coordinator position. The Continuity of Services budget would be \$707,175 after deleting the new position.

The budget assumes that \$717,500 in revenues from COC fees would be realized in FY21. The COC account is projected to have a FY21 beginning balance of \$775,674. This just enough to cover the recommended expenditures, if the policy for a fund balance is waived for FY21. If no revenue from the COC fee is receive in FY21, it will also impact how fees must be set for FY22.

Landlord-Tenant

Landlord-Tenant fees fund both the Office of Landlord-Tenant Affairs and its Commission as well as most code enforcement activities. For FY21, it is projected that the account will have a beginning fund balance of \$492,951. The fund balance along with \$7,619,414 in new revenues (total \$8,112,365) are recommended to support costs of \$7,210,887. The Executive’s recommendation includes a new Office Services Coordinator position for Landlord Tenant Affairs at a cost of \$60,818 and a new Program Manager for the Accessory Dwelling Unit program at a cost of \$79,534. The Continuity of Services budget would be \$7,070,535 after deleting the new positions. This is about \$590,000 per month.

In this account, the fund balance will not fund one month of costs. Council staff has asked Executive staff if they have recommendations for this and the COC account issues. As no one knows when the emergency will be lifted, it is unclear when license renewals might be assessed and whether they would be assessed for a full year or pro-rated for a partial year.

The Council can move forward using the Executive’s recommended assumptions on revenues. However, the Council may have to revisit this particular issue in June or July if it appears that this revenue source will be substantially different.

FY20 Community Grants that have moved to the Base Budget

As noted in the table, the Continuity of Services budget includes the Executive’s recommendation to move \$245,000 in Community Grants from the Non-Departmental Account to the DHCA budget. They are:

ORGANIZATION	PURPOSE	AMOUNT
CASA de Maryland, Inc.	Provide tenant outreach and education, legal service, and community-building activities to improve housing conditions, land-lord relations and public safety.	\$15,000
Community Reach of Montgomery County, Inc.	Provide financial assistance to residents facing eviction/utility termination, prescription cost assistance, and referrals for dental/vision services, clothing, and food.	\$20,000
Eastern Montgomery Emergency Assistance Network	Provide emergency housing, utility or prescription assistance to customers in Eastern Montgomery County.	\$25,000
Habitat for Humanity Metro Maryland, Inc.	Provide improvements and critical repairs of residences of low-income, non-senior households.	\$40,000
Housing Unlimited, Inc.	Provide funding to expand the organizations permanent affordable housing for persons who are homeless and have psychiatric disabilities.	\$80,000
Rebuilding Together Montgomery County, Inc.	Provide critical home repairs and accessibility modifications to low-income qualified homeowners throughout Montgomery County.	\$65,000
	TOTAL DHCA	\$245,000

GRANT FUND – Continuity of Services

The County Executive recommends \$9,730,075 in Grant Fund appropriation for FY21. Revenues in the Grant Fund are not tax-supported and there is not a need to change the

Executive’s recommendation for Continuity of Services. The table on the following page show the changes from FY20 to FY21.

County Grant Fund - Continuity of Services	
Original FY20 Appropriation	9,074,224
Decrease -adjust for FY20 grants to non-profits (CDBG)	(591,067)
Increase - FY21 grants to non-profits (CDBG)	601,369
CDBG	538,397
HOME Grant	57,894
ESG Grant	49,258
Continuity of Services - GRANT SUPPORTED	9,730,075

The following is a summary of the expected uses of this funding. The full Action Plan is attached at © 23-28.

DHCA Proposed Action Plan	
Community Development Block Grant (total)	6,023,400
Projects Administered by County Government Total	4,978,333
Housing Acquisition and Preservation	2,113,333
Group Home Rehabilitation	600,000
Focused Neighborhood Assistance	945,000
Code Enforcement	300,000
Facility Planning	50,000
Administration	950,000
Fair Housing Activiites	20,000
Contingency	100,000
Grants to NonProfit Providers (total)	591,067
Projects Administered by Municipalities (Takoma Park \$91,000; City of Rockville \$263,000)	354,000

CDBG Funded Individuals Grants List (County Administered)	
A Wider Circle - Workforce Development Program	45,000
Artpreneurs, Inc., dba Arts on the Block - Library Lanterns: Leveraging IoT to Light a Path Toward STEAM Learning	25,000
CASA de Maryland - Career Focused Pre-Apprenticeship Youth Program - Wheaton	45,000
Community Bridges, Inc. - CB College and Career Planning Program and Alumnae Program	30,000
Community Reach of Montgomery County - Mansfield Kaseman Health Clinic: Expansion through Diabetes Center	43,567
Community Reach of Montgomery County - REAP: Rockville Emergency Assistance Program	45,000
The Ethiopian Community Center - African Immigrant Workforce Development Program	45,000
CDBG Funded Individuals Grants List (County Administered)	
EveryMind - SASS - Stabilizing Adults through Situational Support	45,000
Interfaith Works - IW Connections	40,543
Montgomery County Coalition for the Homeless - Home Builders Care Assessment Center Diversion Specialist	45,000
Mobile Medical Care - Expanding Family Planning Options for Uninsured, Low-Income Women	40,000
Montgomery Housing Partnership - Middle School Afterschool Program in Wheaton and Takoma Park	45,000
NAMI Montgomery County - Mental Health Program for Low-Income Latinx Residents	27,500
Per Scholas - Per Scholas NCR IT Job Training	45,000
The Shepherd's Table - Food Services Program	24,457
HOME Investment Partnership Program Total	3,021,595
Projects Administered by County Government:	
Housing Production and Preservation	2,416,595
Community Housing Development Organizations	305,000
Projects administered by Montgomery Housing Partnership (\$60,000) and Housing Unlimited (\$40,000)	100,000
Administration	200,000
Emergency Solutions Grant (ESG) Total	417,251
Rapid Re-Housing housing stabilization and relocation	119,751
Rapid Re-Housing rental assistance	297,500

The County expects to receive additional Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) in response to the COVID-19 emergency. This additional funding will be appropriated as a FY20 appropriation.

Other Issues:

Affordable Housing “Market Place”

The Operating Budget document says that during FY21, DHCA will launch an online/app called “Market Place” to provide information on rental housing communities in Montgomery County. It is currently in testing. The expectation is that people will be able to search a variety of fields including:

- Price Range
- Unit Size
- Special Needs (term to be updated)
 - Senior Housing
 - Affordable Housing (includes all sources that make housing affordable DHCA funded, MPDU, HOC, State, etc.)
- Location (cities)
 - Note that this is expandable to all major areas in the county, but is currently limited to the top 5
- Amenities
- Utilities

Information will be provided so that landlords/leasing agents can be contacted about availability.

Housing Code Enforcement – no changes – but COVID has changes the policy on conducting inspections. DHCA has enhanced its multi-family inspection program in compliance with changes to County Code that required a pro-active inspection schedule, creation of corrective action plans, and reporting on “Troubled Properties.” The budget document reflects the intention that in FY20, DHCA would complete 42,750 total inspections (multi-family and single-family) and that this would increase to 44,000 in FY21. During the COVID-19 public health emergency, DHCA is completing inspections for critical and emergency issues, but is not undertaking the proactive inspections.



Housing and Community Affairs

RECOMMENDED FY21 BUDGET

\$66,297,423

FULL TIME EQUIVALENTS

101.00

 **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 recommended FY21 Operating Budget for the Department of Housing and Community Affairs is \$66,297,423, an increase of \$7,536,514 or 12.83 percent from the FY20 Approved Budget of \$58,760,909. Personnel Costs comprise 18.47 percent of the budget for 106 full-time position(s) and one part-time position(s), and a total of 101.00 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 81.53 percent of the FY21 budget.

DHCA expects the total signed agreements for affordable housing projects through the Payment in lieu of Taxes (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 County history by allocating \$84.7 million in affordable housing. This includes \$52.7 million in the Montgomery Housing Initiative (MHI) Fund, \$22 million in FY21 for the Affordable Housing Acquisition and Preservation CIP project, and \$10 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.
- ★ Provide new resources to streamline affordable housing underwriting, Accessory Dwelling Unit (ADU) navigation and production, tenant advocacy and support, and assistance for the Distressed Community Task Force.
- ★ Continue to protect lower-income residents living near transit 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.
- ★ Continue to actively underwrite affordable housing loans to preserve and produce affordable housing. Four developments, including one senior and three family projects, have already been identified with another thirteen under consideration. These four developments would preserve or produce over 1,000 total and 800 affordable units.
- ★ Create a Countywide Facade Easement Capital Improvement Program to revitalize commercial areas, with a focus on older commercial property, throughout Montgomery County to stimulate local economic growth. The objective is to provide support to small business and to 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 has initially identified five commercial areas, including Montgomery Village, Hillandale, Downtown Wheaton, 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 County's most vulnerable residents. Over 4,500 households are projected to be assisted in FY21. A renewed focus will be on eviction prevention including targeted assistance and financial literacy seminars in areas experiencing high evictions.
- ★ Receive additional 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

- ★ Hosted a developer's forum to provide clarity on the County's housing objectives and affordable housing project review process, and to solicit recommendations from development partners. With this information, DHCA developed a point-based affordable housing loan application scoring system, created a housing advisory committee to review and make county funding recommendations, and announced the County's first Notice of Funding Availability (NoFA). This innovative approach provides structure and transparency throughout the loan review process.
- ★ DHCA's technology team continues to update its core application portfolio with additional or improved functionalities to support new and existing business needs. Specific examples include implementing full-text search of the Commission on Common Ownership Communities (CCOC) decisions and creating a new system to support electronic citation writing and management. DHCA is currently undertaking a project to address the growing housing inspection volume through route optimization and workload management improvements.
- ★ Continued efforts to co-locate housing projects with County facilities with requirements that these projects provide units for very low and low income tenants.

- ☀ Planning the deployment of a new Internet-facing affordable housing search application called "Market Place". The Market Place leverages the most recent web application development standards providing users with an intuitive and efficient interface. The application emphasizes speed, accuracy, and responsiveness.
- ☀ Implemented the Code Enforcement Handbook to provide property owners and residents with detailed, illustrated information about housing code requirements and enforcement. The Code Enforcement Handbook will be available online to provide an easy access to resources and references.

PROGRAM CONTACTS

Contact Tim Goetzinger of the Department of Housing and Community Affairs at 240.777.3728 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 FY20 estimates reflect funding based on the FY20 Approved Budget. The FY21 and FY22 figures are performance targets based on the FY21 Recommended Budget and funding for comparable service levels in FY22.

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 FY18	Actual FY19	Estimated FY20	Target FY21	Target FY22
Asset Management - Loan repayments billed / received ¹	\$12,617,188	\$14,169,659	\$10,000,000	\$11,000,000	\$12,000,000
Department MC311 Service Requests (SR)	19,892	22,247	24,000	25,000	26,000
Department MC311 Service Request success rate	83.22%	87.30%	93.02%	94.00%	95.00%
NACo Awards earned	0	5	3	4	4

¹ FY18/19 spike in loan repayments includes several large refinancing payoffs.

FY21 Recommended Changes	Expenditures	FTEs
FY20 Approved	2,193,362	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.	31,080	0.00
FY21 Recommended	2,224,442	13.20

☀ 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 FY18	Actual FY19	Estimated FY20	Target FY21	Target FY22
Affordable Housing Program - Number of MC311 Service Requests	816	889	854	875	900
Affordable Housing Program - Percent of MC311 Service Requests meeting service length agreement	94.98%	98.65%	98.76%	98.76%	100.00%
Number of affordable housing units produced and available for occupancy (at no cost to the County)	98	373	286	300	315
Number of housing units improved/rehabilitated ¹	3	212	230	230	230

¹ Program includes group home rehab, single family rehab and weatherization. In FY17 and FY18, only the group home program was operational. In FY19, DHCA began administering a new weatherization program, which will continue through FY22.

FY21 Recommended Changes	Expenditures	FTEs
FY20 Approved	925,082	10.50
Re-align: Personnel FTE Adjustment	0	2.60
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	89,572	(4.60)
FY21 Recommended	1,014,654	8.50

☀ 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 FY18	Actual FY19	Estimated FY20	Target FY21	Target FY22
COC Program Customer Service - Number of MC311 Service Requests	596	775	754	800	850
COC Program Customer Service - Percent of MC311 Service Requests meeting service length agreement	76.17%	99.10%	99.65%	99.65%	100.00%
Percent of Commission on Common Ownership Communities (CCOC) cases resolved prior to a hearing	45%	45%	46%	47%	46%

FY21 Recommended Changes	Expenditures	FTEs
FY20 Approved	695,524	4.15
Add: COC Program Office Service Coordinator for Distressed Communities Initiative and Records Processing	60,818	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.	11,651	1.00
FY21 Recommended	767,993	5.15

☀ 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 FY18	Actual FY19	Estimated FY20	Target FY21	Target FY22
Number of contracts awarded and monitored	42	43	43	43	43
Funding awarded to CDBG public service contracts ¹	\$540,000	\$532,000	\$600,000	\$600,000	\$600,000
CDBG public service contract compliance rate	100%	100%	100%	100%	100%
CDBG public service contract non-housing beneficiaries ²	1,411	4,369	2,500	3,000	3,500

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.

FY21 Recommended Changes	Expenditures	FTEs
FY20 Approved	6,332,277	5.70
Increase Cost: Federal Community Development Block Grant	538,397	0.00
Shift: Funding from Community Grants to the Department's Base Budget	245,000	0.00
Increase Cost: Federal HOME Grant	57,894	0.00
Increase Cost: Federal Emergency Solutions Grant	49,258	0.00
Add: Community Development Block Grant: A Wider Circle, Inc. - Workforce Development Program	45,000	0.00
Add: Community Development Block Grant: CASA de Maryland, Inc. - Career Focused Pre-Apprenticeship Youth Program in Wheaton	45,000	0.00
Add: Community Development Block Grant: Montgomery Housing Partnership, Inc. - Middle School Afterschool Program in Wheaton and Takoma Park	45,000	0.00
Add: Community Development Block Grant: Community Reach of Montgomery County, Inc. - Rockville Emergency Assistance Program	45,000	0.00
Add: Community Development Block Grant: The Ethiopian Community Center, Inc. - African Immigrant Workforce Development Program	45,000	0.00
Add: Community Development Block Grant: EveryMind, Inc. - Stabilizing Adults through Situational Support (SASS) Program	45,000	0.00
Add: Community Development Block Grant: Per Scholas, Inc. - National Capital Region Information Technology Job Training	45,000	0.00
Add: Community Development Block Grant: The Montgomery County Coalition for the Homeless, Inc. - Provide a Diversion Specialist at the Home Builders Care Assessment Center	45,000	0.00
Add: Community Development Block Grant: Community Reach of Montgomery County, Inc. - Expand Mansfield Kaseman Health Clinic through A New Diabetes Center	43,567	0.00
Add: Community Development Block Grant: Interfaith Works, Inc. - IW Connections Program to Provide Bilingual Outreach Coordinators	40,543	0.00
Add: Community Development Block Grant: Mobile Medical Care, Inc. - Expand Family Planning Options for Uninsured, Low-income Women	40,000	0.00
Add: Community Development Block Grant: Community Bridges, Incorporated - College and Career Planning Program and Alumnae Program	30,000	0.00
Add: Community Development Block Grant: NAMI Montgomery County, Inc. - Mental Health Promotion for the Low-income Latino Community	27,500	0.00
Add: Community Development Block Grant: Artpreneurs, Inc. - Library Lanterns Program	25,000	0.00
Add: Community Development Block Grant: The Shepherd's Table, Inc. - Food Services Program	24,457	0.00
Add: Takoma Park Contract	10,302	0.00

FY21 Recommended Changes	Expenditures	FTEs
Re-align: Personnel FTE Adjustment	0	(3.30)
Decrease Cost: Adjustment for Individual Grants	(591,067)	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.	(13,960)	1.60
FY21 Recommended	7,219,168	4.00

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 FY18	Actual FY19	Estimated FY20	Target FY21	Target FY22
Affordable housing units produced in the production pipeline	959	847	469	117	80
Number of affordable housing units in the preservation pipeline	703	58	497	541	368
Cost per unit of affordable housing units preserved	5,035	10,810	7,190	7,118	4,018
Cost per unit of affordable housing units produced	33,603	60,546	31,097	59,211	30,106
Percent of affordable units created or preserved serving households under 50% AMI ¹	62.0%	13.0%	30.0%	32.5%	35.0%

¹ 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.

FY21 Recommended Changes	Expenditures	FTEs
FY20 Approved	496,725	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.	(18,739)	0.00
FY21 Recommended	477,986	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 FY18	Actual FY19	Estimated FY20	Target FY21	Target FY22
Number of Housing Code Enforcement inspections ¹	30,217	38,789	42,750	44,000	44,000
Housing Code Enforcement Program Customer Service - Number of MC311 Service Requests	7,870	8,997	9,000	9,250	9,500
Housing Code Enforcement Program Customer Service - Percent of MC311 Service Requests meeting service length agreement	73.24%	69.63%	78.52%	82.00%	85.00%
Code Enforcement - Number of violations per unit	1.21	1.16	1.30	1.15	1.14
Code Enforcement - Average severity of violations per unit	1.43	1.58	1.68	1.60	1.56

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

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FY21 Recommended Changes	Expenditures	FTEs
FY20 Approved	4,340,479	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.	197,950	0.00
FY21 Recommended	4,538,429	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 FY18	Actual FY19	Estimated FY20	Target FY21	Target FY22
Number of Landlord Tenant meditations	714	724	728	730	730
Landlord Tenant Affairs Program - Number of MC311 Service Requests	6,133	6,927	7,895	8,000	8,500
Landlord Tenant Affairs Program - Percent of MC311 Service Requests meeting service length agreement	99.20%	99.05%	99.05%	99.00%	100.00%
Percent of landlord/tenant cases mediated successfully (not referred to the Commission)	99%	98%	98%	98%	98%
Number of evictions prevented due to Landlord & Tenant Affairs' intervention	433	469	500	700	800

FY21 Recommended Changes	Expenditures	FTEs
FY20 Approved	1,426,357	8.00
Add: Office Services Coordinator for Improving Landlord Tenant Relations	60,818	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.	(6,599)	1.00
FY21 Recommended	1,480,576	9.00

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 FY18	Actual FY19	Estimated FY20	Target FY21	Target FY22
Licensing and Registration Program - Number of MC311 Service Requests	4,460	4,645	5,110	5,000	5,250
Licensing and Registration Program - Percent of MC311 Service Requests meeting service length agreement	77.71%	99.89%	99.9%	99.9%	100.00%
Number of rental licenses issued	103,831	107,283	110,210	113,516	116,921

FY21 Recommended Changes	Expenditures	FTEs
FY20 Approved	455,826	3.20
Add: Program Manager for Accessory Dwelling Unit Navigation and Compliance	79,534	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.	(35,533)	1.00
FY21 Recommended	499,827	4.20

☀ 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 FY18	Actual FY19	Estimated FY20	Target FY21	Target FY22
Number of affordable housing units preserved and available for occupancy (County funded)	3,644	6,019	5,264	5,290	4,952
Number of affordable housing units produced and available for occupancy (County funded) ¹	468	403	621	585	150
Ratio of non-County dollars leveraged to County dollars in affordable housing projects	1.07	4.54	9.49	4.85	5.00
Total affordable housing units produced	1,525	1,623	1,376	1,002	544
Total affordable housing units preserved ²	4,390	6,077	6,118	6,205	5,713

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.

FY21 Recommended Changes	Expenditures	FTEs
FY20 Approved	40,024,810	6.90
Increase Cost: Affordable Housing Initiative	6,915,992	0.00
Increase Cost: Operating Expenses to Reflect Adjusted Revenue Estimates	605,499	0.00
Add: Capital Improvement Manager for the Right of First Refusal and Preservation Housing Projects	93,530	1.00
Decrease Cost: Operating Expenses to Offset Personnel Cost Increase	(93,530)	0.00
Decrease Cost: Operating Expenses to Reflect Adjusted Debt Service Transfer	(1,303,400)	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.	(26,618)	0.00
FY21 Recommended	46,216,283	7.90

☀ 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 FY18	Actual FY19	Estimated FY20	Target FY21	Target FY22
Focused Neighborhood Assistance Activity (expenditures) ¹	\$399,778	\$398,421	\$3,087,943	\$646,756	\$242,675
Facade Program - Private dollars leveraged	\$421,600	\$0	\$0	\$100,000	\$200,000
Focused Neighborhood Assistance Active projects	3	4	5	2	1
Focused Neighborhood Assistance beneficiaries ²	107	179	730	96	15
Facade Program - Number of businesses benefited	2	0	0	1	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 only Kimberly Place Balconies.

² 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 only Kimberly Place Balconies.

FY21 Recommended Changes	Expenditures	FTEs
FY20 Approved	1,870,467	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.	(12,402)	0.00
FY21 Recommended	1,858,065	6.60

BUDGET SUMMARY

	Actual FY19	Budget FY20	Estimate FY20	Recommended FY21	%Chg Bud/Rec
COUNTY GENERAL FUND					
EXPENDITURES					
Salaries and Wages	4,634,720	5,118,117	5,145,925	5,658,201	10.6 %
Employee Benefits	1,623,448	1,885,472	1,793,521	1,788,369	-5.2 %
County General Fund Personnel Costs	6,258,168	7,003,589	6,939,446	7,446,570	6.3 %
Operating Expenses	1,155,336	1,399,519	1,471,952	1,570,864	12.2 %
County General Fund Expenditures	7,413,504	8,403,108	8,411,398	9,017,434	7.3 %
PERSONNEL					
Full-Time	102	106	106	106	—
Part-Time	2	1	1	1	—
FTEs	59.25	62.65	62.65	65.25	4.2 %
REVENUES					
Board of Appeals Fees	4,125	6,000	6,000	8,624	43.7 %
Common Ownership Community Fees	725,641	715,000	715,000	717,500	0.3 %
Landlord-Tenant Fees	6,103,845	6,278,180	6,599,600	6,998,040	11.5 %
Miscellaneous Revenues	(12,351)	6,500	6,500	6,500	—
Other Charges/Fees	3,418	75,600	75,600	74,250	-1.8 %
Other Fines/Forfeitures	36,881	40,000	40,000	40,000	—
Other Licenses/Permits	0	813,420	492,000	492,000	-39.5 %
County General Fund Revenues	6,861,559	7,934,700	7,934,700	8,336,914	5.1 %

MONTGOMERY HOUSING INITIATIVE

EXPENDITURES

BUDGET SUMMARY

	Actual FY19	Budget FY20	Estimate FY20	Recommended FY21	%Chg Bud/Rec
Salaries and Wages	1,356,906	1,700,781	1,791,347	1,917,444	12.7 %
Employee Benefits	460,102	616,499	525,933	563,591	-8.6 %
Montgomery Housing Initiative Personnel Costs	1,817,008	2,317,280	2,317,280	2,481,035	7.1 %
Operating Expenses	46,557,314	38,966,297	38,961,979	45,068,879	15.7 %
Montgomery Housing Initiative Expenditures	48,374,322	41,283,577	41,279,259	47,549,914	15.2 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	15.20	17.05	17.05	18.05	5.9 %
REVENUES					
Asset Management Fee	10,680	70,200	70,200	70,200	—
Commitment Fee	0	200,000	200,000	200,000	—
Investment Income	3,677,262	2,765,250	2,562,870	1,939,470	-29.9 %
Loan Payments	5,891,105	2,700,000	2,700,000	2,900,000	7.4 %
MHI Transfer Tax	67,140	100,000	100,000	100,000	—
Miscellaneous Revenues	88,850	75,006	75,006	75,006	—
MPDU Alternative Payments	0	360,000	360,000	360,000	—
MPDU Revenues	1,813,744	1,250,000	1,250,000	1,610,000	28.8 %
Other Financing Sources	13,727	56,750	54,400	52,050	-8.3 %
Recordation Tax	16,024,635	16,367,562	16,365,594	17,717,608	8.2 %
Montgomery Housing Initiative Revenues	27,587,143	23,944,768	23,738,070	25,024,334	4.5 %

GRANT FUND - MCG

EXPENDITURES

Salaries and Wages	1,545,282	1,778,599	1,778,599	1,788,640	0.6 %
Employee Benefits	530,636	603,863	603,863	531,848	-11.9 %
Grant Fund - MCG Personnel Costs	2,075,918	2,382,462	2,382,462	2,320,488	-2.6 %
Operating Expenses	7,751,419	6,691,762	6,691,762	7,409,587	10.7 %
Grant Fund - MCG Expenditures	9,827,337	9,074,224	9,074,224	9,730,075	7.2 %

PERSONNEL

Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	23.00	21.00	21.00	17.70	-15.7 %

REVENUES

Federal Grants	7,726,183	6,816,697	6,816,697	7,462,246	9.5 %
Investment Income	617,563	0	0	0	—
Loan Payments	2,399,235	2,000,000	2,000,000	2,000,000	—
Miscellaneous Revenues	76,585	0	0	0	—
Other Intergovernmental	305,423	257,527	257,527	267,829	4.0 %

BUDGET SUMMARY

	Actual FY19	Budget FY20	Estimate FY20	Recommended FY21	%Chg Bud/Rec
State Grants	(35,957)	0	0	0	—
Grant Fund - MCG Revenues	11,089,032	9,074,224	9,074,224	9,730,075	7.2 %

DEPARTMENT TOTALS

Total Expenditures	65,615,163	58,760,909	58,764,881	66,297,423	12.8 %
Total Full-Time Positions	102	106	106	106	—
Total Part-Time Positions	2	1	1	1	—
Total FTEs	97.45	100.70	100.70	101.00	0.3 %
Total Revenues	45,537,734	40,953,692	40,746,994	43,091,323	5.2 %

FY21 RECOMMENDED CHANGES

	Expenditures	FTEs
COUNTY GENERAL FUND		
FY20 ORIGINAL APPROPRIATION	8,403,108	62.65
Changes (with service impacts)		
Add: Program Manager for Accessory Dwelling Unit Navigation and Compliance [Licensing and Registration]	79,534	0.00
Add: Office Services Coordinator for Improving Landlord Tenant Relations [Landlord-Tenant Mediation]	60,818	0.00
Add: COC Program Office Service Coordinator for Distressed Communities Initiative and Records Processing [Common Ownership Community Program]	60,818	0.00
Other Adjustments (with no service impacts)		
Shift: Funding from Community Grants to the Department's Base Budget [Grants Administration - Federal Programs]	245,000	0.00
Increase Cost: FY21 Compensation Adjustment	162,623	0.00
Increase Cost: Annualization of FY20 Lapsed Positions	147,640	0.00
Increase Cost: Annualization of FY20 Compensation Increases	73,045	0.00
Increase Cost: Print and Mail Adjustment	4,136	0.00
Re-align: Personnel FTE Adjustment [Affordable Housing Programs]	0	2.60
Decrease Cost: Elimination of One-Time Items Approved in FY20	(13,760)	0.00
Decrease Cost: Motor Pool Adjustment	(70,331)	0.00
Decrease Cost: Retirement Adjustment	(135,197)	0.00
FY21 RECOMMENDED	9,017,434	65.25

MONTGOMERY HOUSING INITIATIVE

FY20 ORIGINAL APPROPRIATION	41,283,577	17.05
Changes (with service impacts)		
Add: Capital Improvement Manager for the Right of First Refusal and Preservation Housing Projects [Multi-Family Housing Programs]	93,530	1.00



FY21 RECOMMENDED CHANGES

	Expenditures	FTEs
Other Adjustments (with no service impacts)		
Increase Cost: Affordable Housing Initiative [Multi-Family Housing Programs]	6,915,992	0.00
Increase Cost: Operating Expenses to Reflect Adjusted Revenue Estimates [Multi-Family Housing Programs]	605,499	0.00
Increase Cost: Annualization of FY20 Lapsed Positions	66,349	0.00
Increase Cost: FY21 Compensation Adjustment	42,355	0.00
Increase Cost: Annualization of FY20 Compensation Increases	11,968	0.00
Decrease Cost: Elimination of One-Time Items Approved in FY20	(24,079)	0.00
Decrease Cost: Retirement Adjustment	(48,347)	0.00
Decrease Cost: Operating Expenses to Offset Personnel Cost Increase [Multi-Family Housing Programs]	(93,530)	0.00
Decrease Cost: Operating Expenses to Reflect Adjusted Debt Service Transfer [Multi-Family Housing Programs]	(1,303,400)	0.00
FY21 RECOMMENDED	47,549,914	18.05

GRANT FUND - MCG

	FY20 ORIGINAL APPROPRIATION	9,074,224	21.00
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Federal/State Programs

Add: Community Development Block Grant: A Wider Circle, Inc. - Workforce Development Program	45,000	0.00
Add: Community Development Block Grant: Community Reach of Montgomery County, Inc. - Rockville Emergency Assistance Program	45,000	0.00
Add: Community Development Block Grant: The Ethiopian Community Center, Inc. - African Immigrant Workforce Development Program	45,000	0.00
Add: Community Development Block Grant: EveryMind, Inc. - Stabilizing Adults through Situational Support (SASS) Program	45,000	0.00
Add: Community Development Block Grant: CASA de Maryland, Inc. - Career Focused Pre-Apprenticeship Youth Program in Wheaton	45,000	0.00
Add: Community Development Block Grant: The Montgomery County Coalition for the Homeless, Inc. - Provide a Diversion Specialist at the Home Builders Care Assessment Center	45,000	0.00
Add: Community Development Block Grant: Montgomery Housing Partnership, Inc. - Middle School Afterschool Program in Wheaton and Takoma Park	45,000	0.00
Add: Community Development Block Grant: Per Scholas, Inc. - National Capital Region Information Technology Job Training	45,000	0.00
Add: Community Development Block Grant: Community Reach of Montgomery County, Inc. - Expand Mansfield Kaseman Health Clinic through A New Diabetes Center	43,567	0.00
Add: Community Development Block Grant: Interfaith Works, Inc. - IW Connections Program to Provide Bilingual Outreach Coordinators	40,543	0.00
Add: Community Development Block Grant: Mobile Medical Care, Inc. - Expand Family Planning Options for Uninsured, Low-income Women	40,000	0.00
Add: Community Development Block Grant: Community Bridges, Incorporated - College and Career Planning Program and Alumnae Program	30,000	0.00
Add: Community Development Block Grant: NAMI Montgomery County, Inc. - Mental Health Promotion for the Low-income Latino Community	27,500	0.00
Add: Community Development Block Grant: Artpreneurs, Inc. - Library Lanterns Program	25,000	0.00
Add: Community Development Block Grant: The Shepherd's Table, Inc. - Food Services Program	24,457	0.00

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FUNDING PARAMETER ITEMS

CE RECOMMENDED (\$000S)

Title	FY21	FY22	FY23	FY24	FY25	FY26
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COUNTY GENERAL FUND

EXPENDITURES

FY21 Recommended	9,017	9,017	9,017	9,017	9,017	9,017
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No inflation or compensation change is included in outyear projections.

Annualization of Positions Recommended in FY21	0	77	77	77	77	77
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New positions in the FY21 budget are generally assumed to be filled at least two months after the fiscal year begins. Therefore, the above amounts reflect annualization of these positions in the outyears.

Elimination of One-Time Items Recommended in FY21	0	(2)	(2)	(2)	(2)	(2)
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Items recommended for one-time funding in FY21, including (fill in major item names based on your Competition List), will be eliminated from the base in the outyears.

Labor Contracts	0	51	51	51	51	51
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These figures represent the estimated annualized cost of general wage adjustments, service increments, and other negotiated items.

Subtotal Expenditures	9,017	9,143	9,143	9,143	9,143	9,143
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MONTGOMERY HOUSING INITIATIVE

EXPENDITURES

FY21 Recommended	47,550	47,550	47,550	47,550	47,550	47,550
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No inflation or compensation change is included in outyear projections.

Annualization of Positions Recommended in FY21	0	36	36	36	36	36
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New positions in the FY21 budget are generally assumed to be filled at least two months after the fiscal year begins. Therefore, the above amounts reflect annualization of these positions in the outyears.

Elimination of One-Time Items Recommended in FY21	0	(1)	(1)	(1)	(1)	(1)
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Items recommended for one-time funding in FY21, including (fill in major item names based on your Competition List), will be eliminated from the base in the outyears.

Labor Contracts	0	8	8	8	8	8
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These figures represent the estimated annualized cost of general wage adjustments, service increments, and other negotiated items.

Subtotal Expenditures	47,550	47,593	47,593	47,593	47,593	47,593
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ANNUALIZATION OF FULL PERSONNEL COSTS

	FY21 Recommended		FY22 Annualized	
	Expenditures	FTEs	Expenditures	FTEs
Program Manager for Accessory Dwelling Unit Navigation and Compliance	77,434	0.00	107,892	0.00
Office Services Coordinator for Improving Landlord Tenant Relations	58,718	0.00	81,814	0.00
Capital Improvement Manager for the Right of First Refusal and Preservation Housing Projects	91,430	1.00	127,390	1.00
COC Program Office Service Coordinator for Distressed Communities Initiative and Records Processing	58,718	0.00	81,814	0.00

ANNUALIZATION OF FULL PERSONNEL COSTS

	FY21 Recommended		FY22 Annualized	
	Expenditures	FTEs	Expenditures	FTEs
Total	286,300	1.00	398,910	1.00

FY21-26 PUBLIC SERVICES PROGRAM: FISCAL PLAN

Montgomery Housing Initiative

FISCAL PROJECTIONS	FY20 ESTIMATE	FY21 REC	FY22 PROJECTION	FY23 PROJECTION	FY24 PROJECTION	FY25 PROJECTION	FY26 PROJECTION
ASSUMPTIONS							
Indirect Cost Rate	20.45%	18.64%	18.64%	18.64%	18.64%	18.64%	18.64%
CPI (Fiscal Year)	1.4%	1.6%	1.8%	1.8%	1.8%	1.8%	1.5%
Investment Income Yield	1.9%	1.4%	1.4%	1.4%	1.4%	1.4%	1.4%
BEGINNING FUND BALANCE	17,227,281	9,570,240	2,250,000	1,330,000	410,000	0	0
REVENUES							
Taxes	16,465,694	17,817,608	18,731,167	19,789,157	20,870,075	22,067,750	23,397,201
Charges For Services	70,200	70,200	71,330	72,471	73,618	74,764	76,915
Miscellaneous	7,202,276	7,136,526	7,064,856	7,062,438	7,069,718	7,015,206	7,015,206
Subtotal Revenues	23,738,070	25,024,334	25,867,353	26,924,064	28,013,407	29,157,720	30,488,322
INTERFUND TRANSFERS (Net Non-CIP)							
Transfers To Debt Service Fund	(9,823,700)	(10,927,100)	(11,918,400)	(13,418,500)	(15,022,900)	(16,818,800)	(18,224,200)
MHI Property Acquisition	(9,823,700)	(10,927,100)	(11,918,400)	(13,418,500)	(15,022,900)	(16,818,800)	(18,224,200)
Transfers To The General Fund	(478,191)	(462,485)	(465,251)	(465,251)	(465,251)	(465,251)	(465,251)
Indirect Costs	(478,191)	(462,485)	(465,251)	(465,251)	(465,251)	(465,251)	(465,251)
Transfers From The General Fund	25,342,876	31,758,888	31,758,888	31,758,888	31,758,888	31,758,888	31,758,888
From General Fund	25,342,876	31,758,888	31,758,888	31,758,888	31,758,888	31,758,888	31,758,888
TOTAL RESOURCES	56,208,336	54,963,877	47,492,570	46,129,181	44,694,124	43,834,537	43,557,739
PSP OPER. BUDGET APPROP/ EXP'S.							
Operating Budget	(3,222,280)	(3,386,035)	(3,386,035)	(3,386,035)	(3,386,035)	(3,386,035)	(3,386,035)
Debt Service: Other (Non-Tax Funds only)	(54,400)	(52,050)	(49,650)	(47,230)	(54,510)	0	0
Labor Agreements	n/a	0	(7,545)	(7,545)	(7,545)	(7,545)	(7,545)
Rental Assistance Program (RAP)	(16,365,694)	(17,217,808)	(18,131,187)	(19,189,157)	(20,270,075)	(21,467,750)	(22,797,201)
Affordable Housing Loans	(8,879,445)	(13,936,881)	(10,977,693)	(9,478,734)	(7,875,479)	(6,015,667)	(4,409,418)
HHS Housing Programs	(9,708,200)	(9,708,200)	(9,708,200)	(9,708,200)	(9,708,200)	(9,708,200)	(9,708,200)
Neighborhoods to Call Home	(1,251,340)	(1,251,340)	(1,251,340)	(1,251,340)	(1,251,340)	(1,251,340)	(1,251,340)
Homeownership Assistance Program	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)
Subtotal PSP Oper Budget Approp / Exp's	(41,279,259)	(47,549,914)	(45,509,630)	(45,066,241)	(44,551,184)	(43,834,537)	(43,557,739)
OTHER CLAIMS ON FUND BALANCE	(5,358,837)	(5,163,963)	(652,940)	(652,940)	(142,940)	0	0
TOTAL USE OF RESOURCES	(46,638,096)	(52,713,877)	(46,162,570)	(45,719,181)	(44,694,124)	(43,834,537)	(43,557,739)
YEAR END FUND BALANCE	9,570,240	2,250,000	1,330,000	410,000	0	0	0
Affordable Housing and Acquisition and Preservation CIP Project #P760100	(22,440,000)	(22,000,000)	(22,000,000)	(22,000,000)	(22,000,000)	(22,000,000)	(22,000,000)
Affordable Housing Opportunity Fund CIP Project #P762101		(10,000,000)	(10,000,000)				
TOTAL ALLOCATION IN AFFORDABLE HOUSING (MHI Fund + CIP Projects)	(69,078,096)	(84,713,877)	(78,162,570)	(67,719,181)	(66,694,124)	(65,834,537)	(65,557,739)
END-OF-YEAR RESERVES AS A PERCENT OF RESOURCES	17.0%	4.1%	2.8%	0.9%	0.0%	0.0%	0.0%

Assumptions:

1. A total of \$84.7 million will be allocated in affordable housing, including expenditures of \$52.7 million reflected in this fund, \$22 million for the Affordable Housing Acquisition and Preservation CIP Project #760100, and \$10 million for Affordable Housing Opportunity Fund CIP Project # 762101. The CIP fund assumes the issuance of \$13.29 million of debt, \$6.71 million in estimated loan repayments, and \$10 million funded with Recordation Tax Premium in FY21. The funding provides a continued high level of support for renovation of distressed housing, the acquisition and preservation of affordable housing units, creation of housing units for special needs residents and mixed-income housing, and a variety of services for permanent supportive housing and community development.
2. The new Affordable Housing Opportunity Fund CIP is to address the urgent challenge of preservation and development of affordable housing in areas at risk of rent escalation to higher market rents, including County transit corridors.
3. Montgomery County Council Resolution #15-110 provides for an allocation from the General Fund to the Montgomery Housing Initiative fund (MHI) of the equivalent to 2.5 percent of actual General Fund property taxes from two years prior to the upcoming fiscal year for the purpose of maintaining and expanding the supply of affordable housing. However, the actual transfer from the General Fund will be determined each year based on the availability of resources.

Notes:

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.
2. The Executive recommends an additional \$6.42 million to be transferred from the General Fund to the MHI fund, compared to the FY20 amount. A combination totaling \$31.76 million transferred from the General Fund and the additional Recordation Tax Premium collected from property sales of \$3 million and above will reach the 2.5% policy goal.
3. Operating budget includes personnel costs, contracts for homeownership education, and miscellaneous expenses for consultants, technology

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AFFORDABLE HOUSING SUPPORT SUMMARY

Funding Sources	Total County Resources (FY08 - FY19)	10-Yr Avg (FY10- FY19)	FY20 CC Approved Budget	FY21 CE Recommended Budget	Projected Creation / Preservation of Affordable Housing (FY21)	Notes
Operating Budget Expenditures						
DHCA - MHI Operating Budget	322,548,663	26,575,044	41,293,021	47,549,914		
DHCA - MHI Debt Service (interest only)	27,883,864	2,788,386	4,173,700	4,546,700		
HHS - General Fund - Housing Programs	110,777,417	11,077,742	14,570,278	17,682,411	2,000	Clients Served
HOC - Non-Departmental Account	73,510,777	6,163,885	6,788,019	6,962,075		
Total Operating Budget	534,720,721	46,605,057	66,825,018	76,741,100		
Affordable Housing Acquisition and Preservation Project (CIP)						
MHI	4,775,000					
HIF Revolving Loan Program	140,931,000	11,593,100	20,559,000	13,293,000		
Loan Repayment Proceeds (actual)	53,549,507	5,354,951	1,881,000	8,707,000		
G.O. Bonds	0					
Recordation Tax Premium						
DHCA - Affordable Housing Acquisition and Preservation Project (CIP) - Total	203,795,507	17,629,551	22,440,000	22,000,000		
Affordable Housing Opportunity Fund (CIP)				10,000,000	6,749	Incl. MHI & CIPS
DHCA - Payment in Lieu of Taxes (Non-HOC PILOTS)	134,223,825	11,982,383	18,162,389	19,070,508	300	In support of operating cost for Non-profits and Senior housing
DHCA - Payment in Lieu of Taxes (HOC PILOTS)	106,033,032	9,073,362	9,833,474	10,079,311	50	
DGS - Discounted Land Value	37,823,483	9,455,871	-	-		Units Captured in DHCA
Total Affordable Housing Support	1,016,596,568	94,746,223	117,260,881	137,890,919	9,099	

Note: 1). As transmitted in the FY21-26 Full CIP, the Executive's budget recommendations include reallocating \$0.44 million loan repayments in FY20 for the Affordable Housing Acquisition and Preservation CIP Project (P760100).
 2). HHS-General Funded housing programs do not include related personnel costs. If personnel costs were included to provide permanent housing supportive services to County residents in need, the total HHS-General Funded amount would be \$21,868,640 for FY20 and \$25,350,458 for FY21.





The State of Maryland
Executive Department

ORDER
OF THE
GOVERNOR OF THE STATE OF MARYLAND

EXTENDING CERTAIN LICENSES, PERMITS, REGISTRATIONS, AND
OTHER GOVERNMENTAL AUTHORIZATIONS, AND AUTHORIZING
SUSPENSION OF LEGAL TIME REQUIREMENTS

- WHEREAS, A state of emergency and catastrophic health emergency was proclaimed on March 5, 2020, to control and prevent the spread of COVID-19 within the state, and the state of emergency and catastrophic health emergency still exists;
- WHEREAS, COVID-19, a respiratory disease that spreads easily from person to person and may result in serious illness or death, is a public health catastrophe and has been confirmed in several Maryland counties;
- WHEREAS, The U.S. Centers for Disease Control and Prevention has advised employers, such as the State of Maryland, to prepare for increased employee absence and alternative working arrangements (such as teleworking) in response to an outbreak of COVID-19;
- WHEREAS, Increased employee absence and alternative working arrangements within the State of Maryland's workforce may impact the State's ability to timely process renewals of expiring permits, licenses, registrations, and other governmental authorizations;
- WHEREAS, The U.S. Centers for Disease Control and Prevention and the Maryland Department of Health recommend social distancing to reduce the spread of COVID-19;
- WHEREAS, Renewal of expiring permits, licenses, registrations, and other governmental authorizations often requires the public to enter public buildings and interact with State employees and other persons, which may be contrary to prudent social distancing; and

WHEREAS,

To reduce the threat to human health caused by transmission of the COVID-19 in Maryland, and to protect and save lives, it is necessary and reasonable that permits, licenses, registrations, and other governmental authorizations be extended until after the state of emergency and catastrophic health emergency has ended;

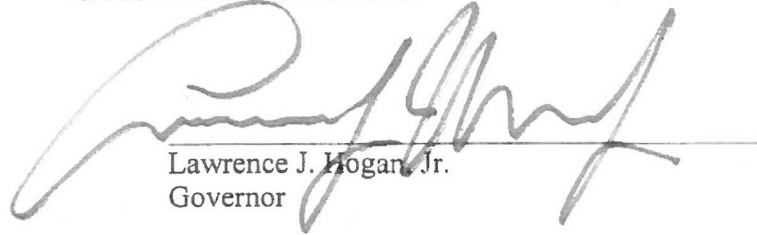
NOW, THEREFORE, I, LAWRENCE J. HOGAN, JR., GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, INCLUDING BUT NOT LIMITED TO TITLE 14 OF THE PUBLIC SAFETY ARTICLE, AND IN AN EFFORT TO CONTROL AND PREVENT THE SPREAD OF COVID-19 WITHIN THE STATE, DO HEREBY ORDER:

- I. This Order applies to all licenses, permits, registrations, and other authorizations issued by the State of Maryland, any agency of the State of Maryland, or any political subdivision of the State of Maryland, including, without limitation, driver's licenses, vehicle registrations, and professional licenses (collectively, the "Covered Authorizations"), that would otherwise:
 - a. expire during the state of emergency and catastrophic health emergency; and
 - b. be renewable during the state of emergency and catastrophic health emergency under applicable laws and regulations.
- II. The expiration date of each Covered Authorization is hereby extended to the 30th day after the date by which the state of emergency is terminated and the catastrophic health emergency is rescinded.
- III. Suspension of Legal Time Requirements
 - a. The head of each unit of State or local government may, upon a finding that the suspension will not endanger the public health, welfare, or safety, and after notification to the Governor, suspend the effect of any legal or procedural deadline, due date, time of default, time expiration, period of time, or other time of an act or event described within any State or local statute, rule, or regulation that it administers. The unit head shall provide reasonable public notice of any such suspension.
 - b. Such suspension may, at the discretion of the unit head and to the extent that it will not endanger public health, welfare, or safety, continue until no later than the 30th day after the date by

which the state of emergency is terminated and the catastrophic health emergency is rescinded.

- IV. The effect of any statute, rule, or regulation of an agency of the State or a political subdivision inconsistent with this order is hereby suspended.

ISSUED UNDER MY HAND THIS 12TH DAY OF MARCH, 2020, AND EFFECTIVELY IMMEDIATELY.



Lawrence J. Hogan, Jr.
Governor

Montgomery County Department of Housing and Community Affairs
Common Ownership Community Program



Public Service Program Budget 9-Jan-20

	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
	Actual	Actual	Actual	Actual	Actual	Budget	Request	Projection	Projection	Projection	Projection	Projection
Beginning Fund Balance	-	-	-	324,496	629,076	854,465	775,674	696,213	604,299	499,165	380,010	245,998
Revenue	415,722	421,282	705,688	713,045	725,641	715,000	715,000	725,725	736,611	747,660	758,875	770,258
<i>Total</i>	415,722	421,282	705,688	1,037,541	1,354,717	1,569,465	1,490,674	1,421,938	1,340,910	1,246,825	1,138,885	1,016,256
Personnel Costs	259,673	299,707	271,155	319,173	287,545	480,524	481,080	500,323	520,336	541,150	562,796	585,307
Operating Costs	17,003	48,384	62,883	33,788	153,904	215,000	215,000	215,000	215,000	215,000	215,000	215,000
Indirect Costs	45,157	52,119	47,154	55,504	58,803	98,267	98,381	102,316	106,409	110,665	115,092	119,695
<i>Total</i>	321,833	400,210	381,191	408,465	500,252	793,791	794,461	817,639	841,745	866,815	892,887	920,003
Ending Fund Balance	93,890	21,072	324,496	629,076	854,465	775,674	696,213	604,299	499,165	380,010	245,998	96,253
<i>Indirect Cost as percent of Total OE</i>	16.3%	15.0%	14.1%	15.7%	13.3%	14.1%	14.1%	14.3%	14.5%	14.6%	14.8%	15.0%

Assumptions

Revenue increases @ 1.5%

Increase from 3.6 to 4.15FTEs Beginning FY19

PC increases @ 4.0%; OE stays at \$185k

Indirect cost rate = 17.39% of personnel costs through FY18; 20.45% thereafter

For FY19, the County's proposed indirect cost rate has been calculated based on fund types: 23.62 percent for the General Fund "General County Rate" and 20.45 percent for Non-Tax Supported Special Funds and Other Tax Supported Special Funds "County Grant Rate".

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Montgomery County Department of Housing and Community Affairs
 Landlord Tenant Administration Program



Public Service Program Budget 9-Jan-20

	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
	Actual	Actual	Actual	Actual	Budget	Request	Projection	Projection	Projection	Projection	Projection
Beginning Fund Balance	-	-	-	-	127,210	492,951	901,478	1,170,847	1,292,633	1,258,034	1,057,851
Revenue	5,603,851	5,698,626	5,819,402	6,134,811	7,219,700	7,619,414	7,733,705	7,849,711	7,967,456	8,086,968	8,208,273
<i>Total</i>	5,603,851	5,698,626	5,819,402	6,134,811	7,346,910	8,112,365	8,635,183	9,020,558	9,260,090	9,345,003	9,266,123
Personnel Costs	3,074,629	3,192,320	4,232,261	4,456,354	4,964,146	5,260,475	5,470,894	5,689,730	5,917,319	6,154,012	6,400,172
Operating Costs	501,120	587,321	531,705	639,923	874,645	874,645	874,645	874,645	874,645	874,645	874,645
Indirect Costs	534,678	555,144	735,990	911,324	1,015,168	1,075,767	1,118,798	1,163,550	1,210,092	1,258,495	1,308,835
<i>Total</i>	4,110,427	4,334,786	5,499,956	6,007,602	6,853,959	7,210,887	7,464,337	7,727,924	8,002,056	8,287,152	8,583,652
Ending Fund Balance	1,493,424	1,363,840	319,446	127,210	492,951	901,478	1,170,847	1,292,633	1,258,034	1,057,851	682,471
<i>Indirect Cost as percent of Total OE</i>	15.0%	14.7%	15.4%	17.9%	17.4%	17.5%	17.6%	17.7%	17.8%	17.9%	18.0%

Assumptions

Revenue increases @ 1.5%

PC increases @ 4.0%

Indirect cost rate = 17.39% of personnel costs through FY18; 20.45% thereafter

For FY19, the County's proposed indirect cost rate has been calculated based on fund types: 23.62 percent for the General Fund "General County Rate" and 20.45 percent for Non-Tax Supported Special Funds and Other Tax Supported Special Funds "County Grant Rate".

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ACTION PLAN
Projected use of Funds for CDBG, HOME and ESG
July 1, 2020 – June 30, 2021

Community Development Block Grant (CDBG)

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) **\$6,023,400**

The county expects to receive \$5,023,400 in CDBG funds for County Fiscal Year 2020, and with anticipated program income of \$1,000,000, an estimated total of \$6,023,400 in CDBG funds will be available for the following activities.

PROJECTS ADMINISTERED BY COUNTY GOVERNMENT

Department of Housing and Community Affairs (DHCA) **\$5,669,400**

Housing Acquisition and Preservation **\$2,113,333**

Funds will be used for affordable housing activities. Eligible activities include loans to assist in the purchase of existing properties for use as housing affordable to low- and moderate-income residents and funds for housing rehabilitation to enable low and moderate income owners of single-family homes and owners of multi-family properties occupied by low- and moderate-income tenants to eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements. Assistance may also be provided for group home acquisition. An estimated 85 units will be created, preserved, or improved.

Group Home Rehabilitation **\$600,000**

Funds will be used to assist nonprofit providers in rehabilitating group homes occupied by lower-income, special needs persons to eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements. An estimated 15 homes will be improved, serving approximately 100 clients.

Focused Neighborhood Assistance **\$945,000**

The Focused Neighborhood Assistance (FNA) program provides financial and technical assistance to select affordable neighborhoods to improve the quality of life, safety and welfare of residents. Construction services will be underway for the Grover's Forge, Center Stage, Walker's Choice and The Hamptons neighborhoods of Montgomery Village during FY21. Additional construction activities will be underway in FY21 for the Montclair Manor community in Silver Spring. All of these communities will benefit from site improvements and new lighting throughout their neighborhoods. Construction projects will still be active for physical improvements in The Kimberly Place Condominiums. DHCA anticipates 78 households will directly benefit from home improvements in Kimberly Place. Approximately 735 households will benefit from common area improvements.

Code Enforcement **\$300,000**

Funds will be used to partially cover costs incurred for code enforcement efforts in low-and moderate income areas. Approximately 740 cases / households will be processed.

Facility Planning \$50,000
The funds will be used for preliminary planning and design for a variety of projects in eligible areas for possible inclusion in a future budget.

Administration (capped) \$950,000
This will fund DHCA's staff in planning, administration and monitoring of the CDBG program, including preparation of the Consolidated Plan, staff support for a citizens' advisory committee, environmental reviews, preparation of contracts, payment processing and auditing, federal reporting and loan servicing.

Fair Housing Activities \$20,000
Funds will be used for activities that serve to affirmatively further fair housing choice. Activities may include sales, rental and lending testing, education/outreach, training and research. Activities will be administered by the Office of Human Rights. An estimated 140 people will benefit.

Contingency \$100,000
The fund will be used to cover unanticipated costs for other eligible activities.

NONPROFIT PROVIDERS \$591,067
Funds will be used to provide a variety of CDBG-eligible public services to low- and moderate-income county residents eligible for CDBG-funded assistance:

A Wider Circle, Inc. \$45,000
"Workforce Development Program"
Provides holistic, intensive, and highly personalized support to adults seeking to enter or re-enter the workforce. Estimated to benefit 1,000 clients.

Artpreneurs Inc., dba Arts on the Block \$25,000
"Library Lanterns: Leveraging IoT to Light a Path Toward STEAM Learning"
Provides support for four after-school workshops and a one-week summer camp to help close the STEAM academic achievement gap. Estimated to benefit 2,177 clients.

CASA de Maryland, Inc. \$45,000
"Career Focused Pre-Apprenticeship Youth Program - Wheaton"
Provides a workforce readiness program, including six-month internships and workshops, focusing on post-secondary education awareness, career exploration, and workforce readiness. Estimated to benefit 8 youth.

Community Bridges, Incorporated. \$30,000
"CB College and Career Planning Program and Alumnae Program"
Provides college and career planning opportunities to girls from low-income and immigrant backgrounds. Estimated to benefit 225 students.

Community Reach of Montgomery County, Inc. \$43,567
"Mansfield Kaseman Health Clinic: Expansion through Diabetes Center"
Provides support for the operations of a new Diabetes Center, including podiatry services, ophthalmology services, and general care provided by a medical assistant. Estimated to benefit 300 clients.

Community Reach of Montgomery County, Inc. \$45,000
“REAP: Rockville Emergency Assistance Program”
 Provides case management services and financial assistance to low-income County residents facing eviction or utility terminations, or who are in need of expensive prescriptions or other basic needs, or who need social service referrals for dental and vision care, clothing, food, or refurbished computers. Estimated to benefit 275 clients.

The Ethiopian Community Center, Inc. \$45,000
“African Immigrant Workforce Development Program”
 Provides a two-track workforce development program for African immigrant residents. The first track will connect participants to career development and skill training programs and the second will connect participants to jobs. The program curriculum combines culturally/linguistically targeted training, counseling, and resource navigation. Estimated to benefit 80 clients.

EveryMind, Inc. \$45,000
“SASS - Stabilizing Adults through Situational Support”
 Provides assistance to low-income residents in preventing evictions, securing shelter, making and keeping appointments for physical and mental medical health care services, and finding and keeping jobs. Estimated to benefit 140 clients.

Interfaith Works, Inc. (IW) \$40,543
“IW Connections”
 Provides bilingual (English and Spanish) Outreach Coordinators at the IW Clothing who meet with clients to conduct comprehensive needs assessments, gather information to make referrals to appropriate partner service providers, and educate clients about available assistance. Estimated to benefit 750 clients.

Montgomery County Coalition for the Homeless, Inc. \$45,000
“Home Builders Care Assessment Center Diversion Specialist”
 Provides a Diversion Specialist (DS) at the HBCAC emergency shelter to work with men who are experiencing a housing crisis to quickly identify and access safe and appropriate alternatives to emergency shelter. Estimated to benefit 35 clients.

Mobile Medical Care, Inc. \$40,000
“Expanding Family Planning Options for Uninsured, Low-Income Women”
 Provides safe and effective long-acting reversible contraception (LARC) for low-income, uninsured Montgomery County women for whom other birth control methods are not a viable family planning option. Estimated to benefit 60 clients.

Montgomery Housing Partnership, Inc. (MHP) \$45,000
“Middle School Afterschool Program in Wheaton and Takoma Park”
 Provides an afterschool academic enrichment program for middle school students at two MHP affordable housing properties (Amherst Square/Pembridge Square Apartments in Wheaton, and Sligo View Apartments in Takoma Park). Estimated to benefit 35 students.

NAMI Montgomery County (MD), Inc. \$27,500
“Mental Health Programs for Low-income Latinx Residents”
 Provides free mental health support groups, presentations and classes in Spanish at no cost to participants for the local Latinx community. The programs will support and educate low-income

Spanish-speaking individuals living with mental illness and their family members. Estimated to benefit 425 clients.

Per Scholas, Inc. \$45,000

“Per Scholas NCR IT Job Training”

Provides for a IT-focused Job Training Program for low-income Montgomery County residents, connecting them to jobs that are immediately available and providing ongoing post-employment support. Estimated to benefit 40 clients.

The Shepherd's Table, Inc. \$24,457

“Food Services Program”

Pays a portion of salaries for two Chefs in a program that provides free meals to the homeless. Estimated to benefit 2,700 clients.

PROJECTS ADMINISTERED BY MUNICIPALITIES **\$354,000**

CITY OF TAKOMA PARK **\$91,000**

Neighborhood Improvement Initiative

Funds will be used for planned ADA streetscape improvements in CDBG eligible areas. Specific projects sites, to be identified in partnership with the Public Works Department, will be approved by Montgomery County to ensure compliance with federal requirements. This project will serve an estimated 2,619 people.

CITY OF ROCKVILLE **\$263,000**

Rockville Single Family Rehabilitation Program \$81,099

The City of Rockville will assist single-family homeowners with home repairs. An estimated five households are expected to benefit.

Community Reach of Montgomery County, Inc. \$51,551

Repair and Maintenance of the Jefferson House, a group home serving special needs residents. An estimated six people are expected to benefit.

Cornerstone Montgomery, Inc. \$61,650

Repair and Maintenance of a multi-family facility providing permanent supportive housing. An estimated 119 people are expected to benefit.

Housing Unlimited, Inc. \$8,700

Renovate a City of Rockville home that provide permanent, affordable, independent housing for homeless and near homeless individuals in mental health recovery. An estimated three people are expected to benefit.

Rockville Housing Enterprises (RHE) \$60,000

Replace the roofs and damaged soffits on four units at the David Scull property. An estimated four households are expected to benefit.

SUMMARY OF EXPECTED BENEFIT FROM CDBG PROJECTS

Persons	10,833
Households	1,647

HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)

HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)

\$3,021,595

The HOME grant is designed to increase housing choices for low-income households through rental and home ownership programs, in cooperation with public, private and nonprofit organizations. During the coming year, it is anticipated that the County will receive \$2,021,595 in funding for HOME projects, and together with anticipated program income of \$1,000,000, an estimated total of \$3,021,595 in HOME funds will be available. Funds will generally be made available in the form of low-interest loans and other subsidies, and units assisted may be both rental and owner-occupied.

PROJECTS ADMINISTERED BY COUNTY GOVERNMENT

Department of Housing and Community Affairs (DHCA)

Housing Production and Preservation

\$2,416,595

Funds will be used for the construction, acquisition, and / or rehabilitation of housing (both multi- and single-family units). DHCA may work with the private sector, non-profits and / or the Montgomery County Housing Opportunities Commission (HOC) in implementing this program. This is estimated to produce or preserve 48 units.

Community Housing Development Organizations (CHDOs)

\$305,000

Housing Production

The project will fund the housing development activities of CHDOs. This represents the federally mandated fifteen percent of the HOME allocation. Up to 10 percent of this total (\$20,000) may be used for project-specific technical assistance, site control, and seed money loans. It is anticipated that one to three organizations will use these funds for acquisition, construction, or renovation of rental housing for persons with low incomes. This is estimated to produce or preserve 6 units.

PROJECTS ADMINISTERED BY NONPROFITS AND OTHER PUBLIC AGENCIES

CHDO Operating Assistance

\$100,000

Funds will be used to partially cover the administrative costs of qualified CHDOs: Montgomery Housing Partnership (MHP) and Housing Unlimited, Inc. (HUI). MHP will receive \$60,000 and HUI will receive \$40,000. By regulation, only CHDOs using HOME funds to own, sponsor, or develop affordable housing are eligible for operating support. This operating support cannot exceed 50 percent of a CHDO's operating budget in any fiscal year or \$50,000 annually, whichever is greater.

ADMINISTRATION

\$200,000

The fund will be used to cover the county's expenses associated with operating the HOME Program. Administrative expenses cannot exceed 10% of the entitlement amount.

SUMMARY OF EXPECTED BENEFIT FROM HOME PROJECTS

Units	54
CHDOs	2

EMERGENCY SOLUTIONS GRANT (ESG)

EMERGENCY SOLUTIONS GRANT (ESG)

\$417,251

The ESG Program enables the county to assist persons who are homeless. For County FY2020, it is anticipated that the County will receive \$417,251 in ESG funding. Funds are used in conjunction with the Continuum of Care homeless assistance system and will be administered by the county's Department of Health and Human Services.

Rapid Re-Housing

\$417,251

Housing Stabilization and Relocation Services – \$119,751 - will be available to assist households experiencing homelessness locate, obtain and retain housing. Funds will be used for support services including linkages to mainstream services and employment, rent application fees, and security deposits to assist approximately 35 households move into permanent housing. Eligible singles and families include those living in temporary shelter, in a place not meant for human habitation or other places described in Category I of the homeless definition issued by HUD.

Rental Assistance - \$297,500 will be used to provide up to an average of 9 months but up to 24 months of rental assistance to help households rapidly exit homelessness and retain permanent housing. Assistance will be provided to households that meet the criteria for Category I of the homeless definition issued by HUD upon program admission. Approximately 35 households will be served.

SUMMARY OF EXPECTED BENEFIT FROM ESG PROJECTS

Households 35