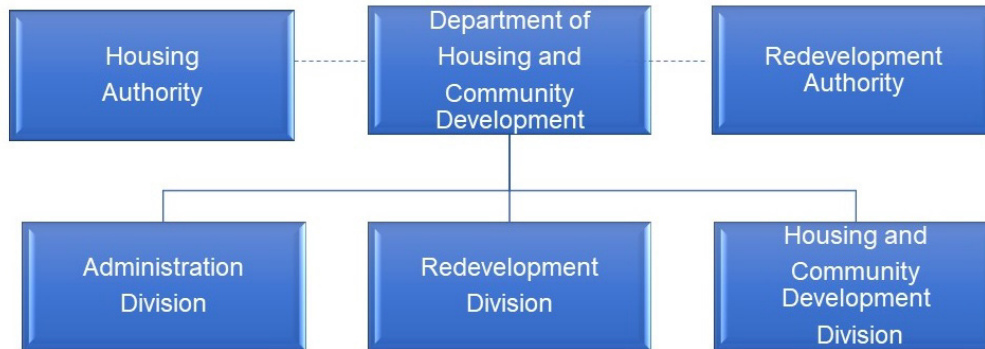


Department of Housing and Community Development



MISSION AND SERVICES

The Department of Housing and Community Development (DHCD) provides rental assistance, homeownership assistance and community development services in order to improve the quality of life for low and moderate income County residents.

CORE SERVICES

- Rental assistance
- Homeownership assistance
- Foreclosure prevention
- Community development

FY 2019 KEY ACCOMPLISHMENTS

- Completed underwriting and negotiations for four new construction affordable rental housing communities and received County Council approval to provide a HOME/Housing Investment Trust Fund (HITF) Program loan and Payment in Lieu of Taxes.
- Provided approximately 40 loans to income eligible homeowners and approximately 131 down payment and closing cost assistance loans to income eligible households through the Pathway to Purchase and County purchase assistance programs, components of the Housing Rehabilitation Assistance Program.
- Met the Community Development Block Grant (CDBG) timeliness test, the regulatory performance benchmark established by Housing and Urban Development (HUD) to ensure that jurisdictions expend CDBG entitlement funds by an established deadline.
- Partnered with a local developer to move forward with the redevelopment of 1313 Southern Avenue (formerly known as McGuire House).

- Achieved High Performer status with a score of 100 under the Section Eight Management Assessment Program (SEMAP) and the Public Housing Program received Standard Performer status under the Public Housing Assessment System (PHAS) for the Housing Choice Voucher Program.

STRATEGIC FOCUS AND INITIATIVES IN FY 2020

The agency’s top priorities in FY 2020 are:

- Increase the number of rental housing placements of senior citizens, families and individuals with low to moderate income.
- Increase the number of County citizens and residents with low to moderate income becoming homeowners.
- Increase the percentage of positive housing market outcomes from foreclosure outreach, counseling and mortgage assistance.
- Maintain community development services and opportunities for County residents in order to improve the quality of life for County residents.

FY 2020 BUDGET SUMMARY

The FY 2020 approved budget for the Department of Housing and Community Development is \$107,104,000 an increase of \$1,157,100 or 1.1% over the FY 2019 approved budget.

Expenditures by Fund Type

Fund Types	FY 2018 Actual		FY 2019 Budget		FY 2019 Estimate		FY 2020 Approved	
	Amount	% Total	Amount	% Total	Amount	% Total	Amount	% Total
General Fund	\$5,634,198	5.4%	\$4,320,700	4.1%	\$4,183,500	4.2%	\$4,690,700	4.4%
Grant Funds	99,189,960	94.4%	95,030,400	89.7%	93,961,100	94.1%	96,827,200	90.4%
Special Revenue Funds	240,229	0.2%	6,595,800	6.2%	1,673,600	1.7%	5,586,100	5.2%
Total	\$105,064,387	100.0%	\$105,946,900	100.0%	\$99,818,200	100.0%	\$107,104,000	100.0%

GENERAL FUNDS

The FY 2020 approved General Fund budget for the Department of Housing and Community Development is \$4,690,700 an increase of \$370,000 or 8.6% over the FY 2019 approved budget.

Reconciliation from Prior Year

	Expenditures
FY 2019 Approved Budget	\$4,320,700
Increase Cost: Compensation - Mandated Salary Requirements	\$173,400
Increase Cost: Operating — Additional funding to support the continued work of the County's Housing Opportunities for All Workgroup including contractual support for policy, financial review and technical assistance; The budget includes \$250,000 for this effort	130,000
Decrease Cost: Operating — Net change in operating costs primarily due to a reduction in funding for the Affirmatively Furthering Fair Housing contract to align with anticipated costs	(18,700)
Increase Cost: Fringe Benefits — Increase in the fringe benefits rate from 33.0% to 34.0% and compensation adjustments	85,300
FY 2020 Approved Budget	\$4,690,700

GRANT FUNDS

The FY 2020 approved grant budget for the Department of Housing and Community Development is \$96,827,200, an increase of \$1,796,800 or 1.9% over the FY 2019 approved budget. This total reflects the grants managed by the Department of Housing and Community Development and the Housing Authority of Prince George's County. Major sources of funds in the FY 2020 approved budget include:

Department of Housing and Community Development

- Community Development Block Grant (CDBG)
- Home Investment Partnership (HOME)
- Emergency Solutions Grant (ESG)

Reconciliation from Prior Year

	Expenditures
FY 2019 Approved Budget	\$7,832,800
Enhance: Existing Program — Community Development Block Grant (CDBG)	\$713,800
Enhance: Existing Program — HOME Program Income	678,700
Enhance: Existing Program — Home Investment Partnership (HOME) Program - Based on FY 2019 allocation	533,600
Increase: Prior Year Programs — Program Income - Neighborhood Stabilization Program, Maryland National Mortgage Settlement Program and the Neighborhood Conservative Initiative Program	405,800
Enhance: Existing Program — CDBG - Single Family Rehabilitation Revolving Loan Program/Program Income	104,800
Reduce: Existing Program — Emergency Solutions Grant - due to one-time appropriation in FY 2019	(40,300)
Reduce Existing Program — CDBG - Pathway to Purchase (P2P) - alternative funding source identified for the five LTGF positions supported by this program	(363,200)
FY 2020 Approved Budget	\$9,866,000

Housing Authority

- Section 8 Housing Choice Voucher Program
- Conventional Public Housing
- Section 8 Moderate Rehabilitation

Reconciliation from Prior Year

	Expenditures
FY 2019 Approved Budget	\$87,197,600
Enhance: Existing Program — Conventional Public Housing	\$62,000
Enhance: Existing Program — Section 8 Housing Choice Voucher (HCV)	2,800
Enhance: Existing Program — Coral Gardens	600
Reduce Existing Program — Homeownership - Marcy Avenue	(1,800)

Reconciliation from Prior Year *(continued)*

	Expenditures
Reduce Existing Program — Section 8 Moderate Rehabilitation	(70,000)
Reduce Existing Program — Bond Program	(230,000)
FY 2020 Approved Budget	\$86,961,200

SPECIAL REVENUE FUNDS

Housing Investment Trust Fund (HITF)

The FY 2020 approved Housing Investment Trust Fund budget for the Department of Housing and Community Development is \$5,586,100, a decrease of \$1,009,700 or 15.3% under the FY 2019 approved budget.

Reconciliation from Prior Year

	Expenditures
FY 2019 Approved Budget	\$6,595,800
Decrease Cost: Operating — Down Payment and Closing Cost Assistance - reflects third year of this program; FY 2020 allocation is funded by prior year fund balance	\$(813,500)
Decrease Cost: Operating — Workforce Housing Gap Financing - reflects third year of this program; FY 2020 allocation is funded by prior year fund balance	(196,200)
FY 2020 Approved Budget	\$5,586,100

STAFF AND BUDGET RESOURCES

Authorized Positions	FY 2018 Budget	FY 2019 Budget	FY 2020 Approved	Change FY19-FY20
General Fund				
Full Time - Civilian	27	28	28	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	27	28	28	0
Part Time	0	0	0	0
Limited Term	0	0	0	0
Special Revenue Fund				
Full Time - Civilian	0	0	0	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	0	0	0	0
Part Time	0	0	0	0
Limited Term	7	2	7	5
Grant Program Funds				
Full Time - Civilian	71	70	70	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	71	70	70	0
Part Time	0	0	0	0
Limited Term	3	8	3	(5)
TOTAL				
Full Time - Civilian	98	98	98	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	98	98	98	0
Part Time	0	0	0	0
Limited Term	10	10	10	0

Positions By Classification	FY 2020		
	Full Time	Part Time	Limited Term
Accountant	12	0	0
Accounting Service Manager	1	0	0
Accounting Technician	1	0	0
Administrative Aide	7	0	2
Administrative Assistant	2	0	0
Administrative Specialist	6	0	0
Associate Director	1	0	0
Budget Management Analyst	1	0	1
Community Developer Aide	1	0	0
Community Developer Assistant	23	0	0
Community Developers	29	0	7
Community Service Manager	4	0	0
Deputy Director	2	0	0
Director	1	0	0
Executive Director	1	0	0
General Clerk	4	0	0
Personnel Analyst	1	0	0
Program System Analyst	1	0	0
TOTAL	98	0	10

Expenditures by Category - General Fund

Category	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Approved	Change FY19-FY20	
					Amount (\$)	Percent (%)
Compensation	\$2,412,861	\$2,637,300	\$2,456,100	\$2,810,700	\$173,400	6.6%
Fringe Benefits	918,398	870,300	973,800	955,600	85,300	9.8%
Operating	2,302,939	813,100	753,600	924,400	111,300	13.7%
Capital Outlay	—	—	—	—	—	—
SubTotal	\$5,634,198	\$4,320,700	\$4,183,500	\$4,690,700	\$370,000	8.6%
Total	\$5,634,198	\$4,320,700	\$4,183,500	\$4,690,700	\$370,000	8.6%

In FY 2020, compensation expenditures increase 6.6% over the FY 2019 budget due to cost of living and merit adjustments. Compensation costs includes funding for 28 full time positions. Fringe benefit expenditures increase 9.8% over the FY 2019 budget to reflect increase in the fringe benefit rate from 33.0% to 34.0% and compensation adjustments.

Operating expenditures increase by 13.7% over the FY 2019 budget primarily driven by additional funding to support the Housing Opportunities for All Workgroup including policy, financial review technical assistance.

Expenditures by Division - General Fund

Category	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Approved	Change FY19-FY20	
					Amount (\$)	Percent (%)
Administration	\$1,272,643	\$1,207,300	\$1,136,400	\$1,267,900	\$60,600	5.0%
Housing and Community Development	3,047,716	1,668,200	1,626,800	1,872,500	204,300	12.2%
Redevelopment	1,313,839	1,445,200	1,420,300	1,550,300	105,100	7.3%
Total	\$5,634,198	\$4,320,700	\$4,183,500	\$4,690,700	\$370,000	8.6%

General Fund - Division Summary

Category	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Approved	Change FY19-FY20	
					Amount (\$)	Percent (%)
Administration						
Compensation	\$732,023	\$747,500	\$738,700	\$772,400	\$24,900	3.3%
Fringe Benefits	425,576	246,700	244,100	350,000	103,300	41.9%
Operating	115,044	213,100	153,600	145,500	(67,600)	-31.7%
Capital Outlay	—	—	—	—	—	
SubTotal	\$1,272,643	\$1,207,300	\$1,136,400	\$1,267,900	\$60,600	5.0%
Total Administration	\$1,272,643	\$1,207,300	\$1,136,400	\$1,267,900	\$60,600	5.0%
Housing and Community Development						
Compensation	\$903,675	\$1,053,900	\$905,900	\$1,094,100	\$40,200	3.8%
Fringe Benefits	276,600	347,800	454,400	333,000	(14,800)	-4.3%
Operating	1,867,441	266,500	266,500	445,400	178,900	67.1%
SubTotal	\$3,047,716	\$1,668,200	\$1,626,800	\$1,872,500	\$204,300	12.2%
Total Housing and Community Development	\$3,047,716	\$1,668,200	\$1,626,800	\$1,872,500	\$204,300	12.2%
Redevelopment						
Compensation	\$777,163	\$835,900	\$811,500	\$944,200	\$108,300	13.0%
Fringe Benefits	216,222	275,800	275,300	272,600	(3,200)	-1.2%
Operating	320,454	333,500	333,500	333,500	—	0.0%
SubTotal	\$1,313,839	\$1,445,200	\$1,420,300	\$1,550,300	\$105,100	7.3%
Total Redevelopment	\$1,313,839	\$1,445,200	\$1,420,300	\$1,550,300	\$105,100	7.3%
Total	\$5,634,198	\$4,320,700	\$4,183,500	\$4,690,700	\$370,000	8.6%

DIVISION OVERVIEW

Administration

The Administration Division provides leadership and policy guidance in managing and guiding the achievement of the agency’s goals and objectives. This division performs all personnel and public information functions. The division also reviews local, State and federal housing and community development legislation to identify potential impacts on department programs and services.

- An increase in OIT charges to support anticipated countywide costs for SAP maintenance and computer refresh.
- A decrease in the Affirmatively Furthering Fair Housing contract due to the funding being aligned with the FY 2019 budget level.

Fiscal Summary

In FY 2020, the division expenditures increase \$60,600 or 5.0% over the FY 2019 budget. Staffing resources remain unchanged from the FY 2019 budget. The primary budget changes include:

- An increase in personnel costs due to countywide salary adjustments as well as projected healthcare and pension costs.

	FY 2019 Budget	FY 2020 Approved	Change FY19-FY20	
			Amount (\$)	Percent (%)
Total Budget	\$1,207,300	\$1,267,900	\$60,600	5.0%
STAFFING				
Full Time - Civilian	7	7	0	0.0%
Full Time - Sworn	0	0	0	0.0%
Subtotal - FT	7	7	0	0.0%
Part Time	0	0	0	0.0%
Limited Term	0	0	0	0.0%

Housing and Community Development

The Housing and Community Development Division (HCD) is comprised of three divisions within the department: the Community Planning and Development Division (CPD), Housing Development Division (HDD) and the Accounting, Budget, Administration and Loan Servicing Unit.

HCD is responsible for the direction, planning, implementation and administration of programs under the federal entitlement programs, namely the Community Development Block Grant (CDBG), Home Investment Partnership (HOME) and Emergency Solutions Grant (ESG) Programs. Additionally, the HCD Division coordinates with the Redevelopment Authority on programmatic, administrative and financial matters.

The CPD is responsible for administering the CDBG sub-recipient program and developing the Annual Action Plan and 5-Year Consolidated Plan.

The Housing Development Division (HDD) is responsible for administering the CDBG Single Family Rehabilitation Program, the Home Investment Partnership (HOME) program and the Housing Investment Trust Fund.

The Accounting, Budget, Administration and Loan Servicing Unit provides support services for all real estate transactions executed under the development programs administered by the CPD & HDD divisions. The unit is also responsible for the formulation of the budget, tracking, monitoring, reporting of entitlement funds and

servicing of County made down payment closing cost and rehabilitation loans.

Fiscal Summary

In FY 2020, the division expenditures increase \$204,300 or 12.2% over the FY 2019 budget. Staffing resources remain unchanged from the FY 2019 budget. The primary budget changes include:

- An increase in personnel costs due to countywide salary adjustments as well as projected healthcare and pension costs.
- Continued funding for the Comprehensive Housing Strategy with additional funds added to support Housing Opportunities for All Workgroup including policy, financial review and technical assistance.
- Continued funding for the Annual Housing Fair.

	FY 2019 Budget	FY 2020 Approved	Change FY19-FY20	
			Amount (\$)	Percent (%)
Total Budget	\$1,668,200	\$1,872,500	\$204,300	12.2%
STAFFING				
Full Time - Civilian	12	12	0	0.0%
Full Time - Sworn	0	0	0	0.0%
Subtotal - FT	12	12	0	0.0%
Part Time	0	0	0	0.0%
Limited Term	0	0	0	0.0%

Redevelopment

The Redevelopment Division serves as the administrative support for the Redevelopment Authority. This division performs the daily duties and activities of the Redevelopment Authority, as well as facilitates private sector development to help revitalize distressed communities.

Fiscal Summary

In FY 2020, the division expenditures increase \$105,000 or 7.3% over the FY 2019 budget. Staffing resources remain unchanged from the FY 2019 budget. The primary budget changes include:

- An increase in personnel costs due to countywide salary adjustments as well as reflecting the full year cost of the Executive Director position which was partially funding in FY 2019.

- The County’s contribution to the Redevelopment Authority’s operating budget remains unchanged at \$333,500.

	FY 2019 Budget	FY 2020 Approved	Change FY19-FY20	
			Amount (\$)	Percent (%)
Total Budget	\$1,445,200	\$1,550,300	\$105,100	7.3%
STAFFING				
Full Time - Civilian	9	9	0	0.0%
Full Time - Sworn	0	0	0	0.0%
Subtotal - FT	9	9	0	0.0%
Part Time	0	0	0	0.0%
Limited Term	0	0	0	0.0%

OTHER FUNDS

Housing Investment Trust Fund (HITF)

The Housing Investment Trust Fund supports the Workforce Housing Gap Financing Program and the Down Payment and Closing Cost Assistance Program. The Workforce Housing Gap Financing Program enables the County to develop viable, mixed income communities of choice by providing gap financing for the development of decent and quality workforce housing for income eligible households. Additionally, the Down Payment and Closing Cost Assistance Program provides assistance to eligible first time homebuyers to purchase owner occupied or vacant residential properties anywhere in Prince George's County.

In FY 2020, the HITF will provide funding for five limited term positions totaling \$338,700 and operating expenses totaling \$33,900 to support the Down Payment and Closing Cost Assistance program. Funding is allocated for two limited term positions totaling \$135,500 to support the Workforce Housing Gap Financing Program.

Programmatic operating expenses in FY 2020 consist of \$352,000 of anticipated loans for the Down Payment and Closing Cost Assistance Program and \$4,726,000 for the Workforce Housing Gap Financing Program.

Fiscal Summary

In FY 2020, compensation increases 220.4% over the FY 2019 budget driven by a change in the funding source for the five staff assigned to the Down Payment and Closing Cost Assistance program. These positions will be funded by the HITF in FY 2020. Fringe benefit expenditures increase 209.5% over the FY 2019 budget due to the increase of five positions supported by the fund. Operating expenses decrease 20.7% to reflect the anticipated loan activities for the two programs.

Expenditures by Category

Category	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Approved	Change FY19-FY20	
					Amount (\$)	Percent (%)
Compensation	\$202,666	\$128,700	\$117,300	\$412,300	\$283,600	220.4%
Fringe Benefits	33,662	20,000	18,200	61,900	41,900	209.5%
Operating	3,901	6,447,100	1,538,100	5,111,900	(1,335,200)	-20.7%
Total	\$240,229	\$6,595,800	\$1,673,600	\$5,586,100	\$(1,009,700)	-15.3%
Total	\$240,229	\$6,595,800	\$1,673,600	\$5,586,100	\$(1,009,700)	-15.3%

Fund Summary

Category	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimated	FY 2020 Approved	FY 2019-2020	
					Change \$	Change %
BEGINNING FUND BALANCE	\$—	\$4,095,800	\$4,759,771	\$5,586,171	\$1,490,371	36.4%
REVENUES						
Transfer In - General Fund	\$5,000,000	\$2,500,000	\$2,500,000	\$—	\$(2,500,000)	-100.0%
Developer Contributions	—	—	—	—	—	0.0%
Interest Income	—	—	—	—	—	0.0%
Federal Aid	—	—	—	—	—	0.0%
State Aid	—	—	—	—	—	0.0%
Loan Repayments (Principal & Interest)	—	—	—	—	—	0.0%
Miscellaneous	—	—	—	—	—	0.0%
Appropriated Fund Balance	5,000,000	4,095,800	—	5,586,100	(2,500,000)	-61.0%
Total Revenues	\$5,000,000	\$6,595,800	\$2,500,000	\$5,586,100	\$(1,009,700)	-15.3%
EXPENDITURES						
Compensation	\$202,666	\$128,700	\$117,300	\$412,300	\$283,600	220.4%
Fringe	33,662	20,000	18,200	61,900	41,900	209.5%
Operating Expenses - Administrative	3,901	—	—	33,900	33,900	0.0%
Down Payment and Closing Assistance Loans	—	1,538,100	1,538,100	352,000	(1,186,100)	-77.1%
Workforce Housing Gap Financing	—	4,909,000	—	4,726,000	(183,000)	-3.7%
Total Expenditures	\$240,229	\$6,595,800	\$1,673,600	\$5,586,100	\$(1,009,700)	-15.3%
EXCESS OF REVENUES OVER EXPENDITURES	4,759,771	—	826,400	—	—	0.0%
OTHER ADJUSTMENTS	—	—	—	(5,586,100)	(5,586,100)	0.0%
ENDING FUND BALANCE	\$4,759,771	\$—	\$5,586,171	\$71	\$71	0.0%

GRANT FUNDS SUMMARY

Expenditures by Category - Grant Funds

Category	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Approved	Change FY19-FY20	
					Amount (\$)	Percent (%)
Compensation	\$691,722	\$842,800	\$966,900	\$854,900	\$12,100	1.4%
Fringe Benefits	157,866	245,400	252,500	276,300	30,900	12.6%
Operating	5,529,810	6,744,600	8,668,400	8,734,800	1,990,200	29.5%
Capital Outlay	—	—	—	—	—	
Total	\$6,379,398	\$7,832,800	\$9,887,800	\$9,866,000	\$2,033,200	26.0%

The FY 2020 approved grant budget is \$9,866,000, an increase of 26.0% over the FY 2019 budget. This increase is largely driven by program income generated from prior year grant programs. DHCD also anticipates an increase in available HOME entitlement funding resulting from program income.

Staff Summary by Division - Grant Funds

Staff Summary by Division & Grant Program	FY 2019			FY 2020		
	FT	PT	LTGF	FT	PT	LTGF
Housing and Community Development						
Community Development Block Grant (CDBG)	7		2	7		2
CDBG Single Family Rehab/Admn	3		1	3		1
Total Housing and Community Development	10		3	10		3
Housing Development						
Home Investment Partnership Program (HOME)	2			2		
Total Housing Development	2			2		
Redevelopment						
CDBG: Pathways to Purchase Program			5			
Total Redevelopment			5			
Total	12		8	12		3

In FY 2020, funding is provided for twelve full time and three limited term grant funded (LTGF) positions. The five Redevelopment Division positions funded by the CDBG grant in FY 2019 will be funded by the Housing Investment Trust Fund in FY 2020. Therefore, causing LTGF positions to decrease by five in FY 2020.

Grant Funds by Division

Grant Name	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Approved	Change FY19-FY20	
					Amount (\$)	Percent (%)
Housing and Community Development						
Community Development Block Grant (CDBG)	\$3,865,144	\$4,273,700	\$4,987,400	\$4,987,500	\$713,800	16.7%
CDBG Single Family Rehab Loan Program Income	392,655	300,000	404,800	404,800	104,800	34.9%
Emergency Solutions Grant (ESG)	379,384	450,000	401,700	409,700	(40,300)	-9.0%
Neighborhood Stabilization Program (NSP): Program Income	—	—	—	137,400	137,400	
Maryland National Mortgage Settlement Program (MNMS): Program Income	—	—	—	168,800	168,800	
Neighborhood Conservative Initiative Program Income (NCI): Program Income	—	—	—	99,600	99,600	
Total Housing and Community Development	\$4,637,183	\$5,023,700	\$5,793,900	\$6,207,800	\$1,184,100	23.6%
Housing Development						
Home Investment Partnership Program (HOME)	\$1,402,722	\$666,400	\$1,272,500	\$1,200,000	\$533,600	80.1%
Pathway to Purchase (P2P) HOME Homebuyer Activities	133,730	358,800	358,800	358,800	—	0.0%
HOME Loan Program Income	—	1,420,700	2,099,400	2,099,400	678,700	47.8%
Total Housing Development	\$1,536,452	\$2,445,900	\$3,730,700	\$3,658,200	\$1,212,300	49.6%
Redevelopment						
CDBG: Pathways to Purchase Program	\$205,763	\$363,200	\$363,200	\$—	\$(363,200)	-100.0%
Total Redevelopment	\$205,763	\$363,200	\$363,200	\$—	\$(363,200)	-100.0%
Subtotal	\$6,379,398	\$7,832,800	\$9,887,800	\$9,866,000	\$2,033,200	26.0%
Total Transfer from General Fund - (County Contribution/Cash Match)						
Total	\$6,379,398	\$7,832,800	\$9,887,800	\$9,866,000	\$2,033,200	26.0%

Grant Descriptions

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) -- \$4,987,500

The U.S. Department of Housing and Urban Development provides funding to support a broad range of physical improvements for those areas of the County designated for redevelopment and revitalization. Major programs support infrastructure improvements, public housing renovations and modernization, handicapped accessibility improvements, employment and educational training, job creation and retention for low and moderate income people and businesses, health care, general assistance to immigrants, the elderly and homeless.

CDBG SINGLE FAMILY HOUSING REHABILITATION LOAN: PROGRAM INCOME -- \$404,800

The CDBG grant allocates program income to support the County's housing rehabilitation loan assistance program. Loans are awarded for the purpose of upgrading the quality of deteriorated dwellings to contemporary minimum property standards including the elimination of all housing code violations and the removal of architectural barriers. This grant will be allocated from the total CDBG grant.

EMERGENCY SOLUTIONS GRANT (ESG) -- \$409,700

The U.S. Department of Housing and Urban Development provides funding via DHCD to the Prince George's County Department of Social Services to support in the provision of emergency, transitional and supportive shelter assistance to the homeless and other temporarily displaced county residents.

NATIONAL MORTGAGE SETTLEMENT (NSP): PROGRAM INCOME -- \$137,400

The Neighborhood Stabilization Program (NSP) is a grant program under the Title III of Division B of the Housing and Economic Recovery Act, 2008 (Title III of HERA), which appropriates funding for emergency assistance for the redevelopment of abandoned and foreclosed homes and residential properties. Title III of HERA provides that, with certain exceptions, the amounts appropriated are to be considered CDBG funds. The County received NSP funds in the amount of \$10,883,234. DHCD used the funds for eligible costs associated with down payment

and closing cost assistance, acquisition, rehabilitation, housing counseling, and planning and administration.

MARYLAND NATIONAL MORTGAGE SETTLEMENT (MDNMS): PROGRAM INCOME -- \$168,800

The State of Maryland Office of the Attorney General provides the funding in response to a nationwide epidemic of foreclosures abuses and unacceptable mortgage serving practices. Funding will be used for individual payments to borrowers who are the victims of unfair bank practices and were foreclosed upon between January 1, 2008 and December 31, 2011. Additional service included: loss mitigation programs, forbearance plans and short sales, refinancing for homeowners current in their payments with negative equity, and housing counseling.

NEIGHBORHOOD CONSERVATION INITIATIVE (NCI): PROGRAM INCOME -- \$99,600

The State of Maryland Office of the Attorney General provides funding used to assist communities in addressing abandoned and foreclosed homes in the neighborhoods that have been impacted by foreclosure sub-prime lending. Grant funds will also support comprehensive approaches to neighborhood revitalization, assisting targeted neighborhoods to become more stable, competitive and better integrated into overall community fabric, including access to transit, affordable housing, employers, and service.

HOME INVESTMENT PARTNERSHIP (HOME) -- \$1,200,000

The U.S. Department of Housing and Urban Development provides funding for the construction and/or rehabilitation of affordable housing units for low and moderate income persons. HOME funds assist first-time homebuyers in purchasing homes and aids non-profit organizations in their efforts to acquire and improve group homes for special populations. HOME funds also support community housing development organizations (CHDOs) to create and support housing opportunities for households of limited income.

PATHWAY TO PURCHASE (P2P) HOMEBUYER ACTIVITIES -- \$358,800

The HOME Program provides funding to support down payment and closing costs assistance to eligible

homebuyers to purchase for sale, foreclosed, or owner occupied short-sale residential properties in Prince George's County.

occupied short-sale residential properties in Prince George's County.

HOME LOAN: PROGRAM INCOME -- \$2,099,400

The HOME Program provides funding to support down payment and closing cost assistance to eligible homebuyers to purchase for sale, foreclosed, or owner

HOUSING AUTHORITY

The Housing Authority of Prince George's County (HAPGC) is a semi-autonomous governmental agency charged with the provision of housing assistance services via the Section 8 Housing Choice Voucher Program, Section 8 Moderate Rehabilitation Program, Rental Assistance Program and Housing Authority-owned public housing. The HAPGC has the capacity to issue bonds to support the construction and rehabilitation of housing for low and moderate income individuals. The Authority is comprised of two support units: the Housing Authority Administration and the Financial and Administrative Services Division; and two program divisions: the Rental Assistance Division (RAD) and the Housing Assistance Division (HAD).

The Housing Authority Administration division provides overall leadership and policy guidance to all HAPGC divisions.

The Financial and Administrative Services division is responsible for maintaining the financial books, records and payments to landlords, vendors and tenants for the HAPGC. The division is also responsible for billing, collection and accounting for the rents of tenants who reside in the housing units owned and operated by the HAPGC.

A component of the Housing Assistance and Rental Assistance Divisions manage the intake process and waiting list for the Housing Authority's programs. The Housing Assistance Division oversees all properties owned by the Housing Authority in Prince George's County. These properties include: Kimberly Gardens in Laurel; Owens Road in Oxon Hill; Marlborough Towne in District Heights; Rollingcrest Village in Hyattsville; Cottage City Towers in Cottage City; and Coral Gardens in Capitol Heights.

The Rental Assistance Division manages several rental assistance programs, including the Section 8 Housing Choice Voucher and Homeownership programs.

Expenditures by Category - Grant Funds

Category	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Approved	Change FY19-FY20	
					Amount (\$)	Percent (%)
Compensation	\$3,453,712	\$4,365,900	\$3,521,100	\$4,492,100	\$126,200	2.9%
Fringe Benefits	1,118,708	1,317,500	1,124,200	1,527,300	209,800	15.9%
Operating	88,238,143	81,514,200	79,436,000	80,941,800	(572,400)	-0.7%
Total	\$92,810,563	\$87,197,600	\$84,081,300	\$86,961,200	\$(236,400)	-0.3%

The FY 2020 approved budget is \$86,961,200, an decrease of 0.3% from FY 2019 budget. This decrease is largely driven by the decrease in the Bond program in FY 2020.

Staff Summary by Division - Grant Funds

Staff Summary by Division & Grant Program	FY 2019			FY 2020		
	FT	PT	LTGF	FT	PT	LTGF
Housing Authority						
Financial and Administrative Services	8			8		
Housing Authority Administration	6			6		
Housing Assistance Division	8			8		
Rental Assistance Division	36			36		
Total Housing Authority	58			58		
Total	58			58		

The FY 2020 funding is provided for 58 full time positions. The FY 2020 staffing total remains unchanged from the FY 2019 level.

Grant Funds by Division

Grant Name	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Approved	Change FY19-FY20	
					Amount (\$)	Percent (%)
Housing Authority						
Conventional Public Housing	\$2,887,978	\$2,826,000	\$2,880,000	\$2,888,000	\$62,000	2.2%
Coral Gardens	113,152	112,600	96,400	113,200	600	0.5%
Homeownership - Marcy Avenue	11,427	13,300	13,400	11,500	(1,800)	-13.5%
Pubic Housing Modernization/ Capital Fund	98,182	88,500	77,000	88,500	—	0.0%
Total Housing Authority	\$3,110,739	\$3,040,400	\$3,066,800	\$3,101,200	\$60,800	2.0%
Rental Assistance Division						
Bond Program	\$343,515	\$480,000	\$401,300	\$250,000	\$(230,000)	-47.9%
Section 8 Housing Choice Voucher (HCV)	87,302,974	81,547,200	78,578,700	81,550,000	2,800	0.0%
Section 8 Housing Moderate Rehabilitation	2,053,334	2,130,000	2,026,500	2,060,000	(70,000)	-3.3%
Total Rental Assistance Division	\$89,699,823	\$84,157,200	\$81,006,500	\$83,860,000	\$(297,200)	-0.4%
Subtotal	\$92,810,562	\$87,197,600	\$84,073,300	\$86,961,200	\$(236,400)	-0.3%
Total Transfer from General Fund - (County Contribution/Cash Match)						
Total	\$92,810,562	\$87,197,600	\$84,073,300	\$86,961,200	\$(236,400)	-0.3%

Grant Descriptions

CONVENTIONAL PUBLIC HOUSING -- \$2,888,000

The U.S. Department of Housing and Urban Development provides funding to support management of the County's public housing sites: Owens Road (123 units), Marlborough Towne (63 units), Kimberly Gardens (50 units), and Cottage City (100 units). Project managers are assigned to each housing site for senior citizens to assist residents and ensure that the building is properly maintained.

CORAL GARDENS -- \$113,200

The U.S. Department of Housing and Urban Development provides funding for rent to support the maintenance and management of 16 Housing Authority townhouse units located in Capitol Heights.

HOMEOWNERSHIP - MARCY AVENUE -- \$11,500

The U.S. Department of Housing and Urban Development provides funding to support rental income generated from one unsold unit remaining from the Turn Key III Program. There were originally 50 units in the Program.

PUBLIC HOUSING MODERNIZATION/CAPITAL FUND - \$88,500

The U.S. Department of Housing and Urban Development provides funding to support physical improvements and upgrades at public housing sites. These expenditures are non-routine and include costs such as modernizing heating and cooling equipment and/or improving parking

lots at public housing facilities. This program was formerly called the Modernization Program.

BOND PROGRAM -- \$250,000

The Bond Program receives revenue from the interest earned from the sale of bonds sold by the Housing Authority of Prince George's County. This revenue will support various rehabilitation and revitalization activities associated with single and multi-family housing units.

SECTION EIGHT HOUSING CHOICE VOUCHER-- \$81,550,000

The U.S. Department of Housing and Urban Development provides funding to support voucher programs where the participants pay a minimum of their adjusted gross income for rent and the Federal government, through the use of a voucher, pays the remainder. Participating families are able to select the housing of their choice, provided the rent is reasonable and falls within the program's guidelines.

SECTION EIGHT MODERATE REHABILITATION -- \$2,060,000

The U.S. Department of Housing and Urban Development provides funding to support voucher programs where the participants pay a minimum of their adjusted gross income for rent and the Federal government, through the use of a voucher, pays the remainder. Participating families are able to select the housing of their choice, provided the rent is reasonable and falls within the program's guidelines.

SERVICE DELIVERY PLAN AND PERFORMANCE

Goal 1 — To assist low and moderate income senior citizens, individuals and families in the County in acquiring rental housing.

Objective 1.1 — Increase the number of placements of senior citizens, families and individuals with low to moderate income in rental housing within the County.

FY 2024 Target	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected	Trend
8,938	6,818	6,818	7,118	8,228	↑

Trend and Analysis

This objective captures housing development projects underwritten and projected by DHCD. The projects are supported by the HOME Investment Partnership Program (HOME) and the DHCD's Housing Investment Trust Fund (HITF), wherein the DHCD provides "gap financing" to support affordable and workforce rental housing developments. DHCD anticipates the completion of four (4) pipeline projects by County Fiscal Year (CFY) 2021. The financial closings for these development projects are projected to occur in CFY 2019 and construction completion is projected to occur in CFY 2020 and 2021. Although DHCD anticipates a 33% decrease in available entitlement funding in the next fiscal year, targets are based on projects in the DHCD affordable/workforce housing pipeline.

Performance Measures

Measure Name	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Resources (Input)					
Number of rehabilitation building inspectors/ construction monitors	0	0	0	1	1
Number of community developers	4	5	5	5	5
Number of financial underwriters	2	4	4	5	5
Number of compliance monitors	3	2	1	1	1
Workload, Demand and Production (Output)					
Number of rental housing building projects started	3	1	0	3	3
Number of rental units available since 2002	2,386	2,727	2,727	2,847	3,291
Number of rental units added in fiscal year	12	64	64	120	444
Quality					
Percent of rental housing units completed within two years	15%	1%	100%	100%	100%
Impact (Outcome)					
Number of low to moderate income senior citizens, families and individuals placed in Count	5,965	6,818	6,818	7,118	8,228

Objective 1.2 — Increase the number of low and moderate income households to obtain affordable housing under the Housing Choice Voucher Program.

FY 2024 Target	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected	Trend
300	300	150	250	250	↓

Trend and Analysis

This objective captures the number of families removed from the Housing Authority's (HA) Housing Choice Voucher Program (HCV) waiting list. The HCV Program provides rental assistance to eligible low-income families, the elderly and disabled in obtaining affordable, decent, and safe and sanitary rental housing in the private rental housing market. Through the use of vouchers, program participants pay a minimum of their adjusted gross income for rent and utilities and the federal government pays the remainder. In FY 2018, the HA estimated authorized voucher units totaled 5,827 and estimates this will stay constant for both FY 2019 and FY 2020.

Performance Measures

Measure Name	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Resources (Input)					
Number of families on the waiting list (average)	3,776.0	3,200.0	2,504.0	1,900.0	1,750.0
Number of rental specialists	19	20	22	22	22
Number of inspectors	6	6	5	5	5
Total number of HUD authorized voucher units (average)	5,827.0	5,827.0	5,827.0	5,827.0	5,827.0
Workload, Demand and Production (Output)					
Number of annual inspections	5,548	7,000	6,057	6,500	6,500
Total number of vouchers leased (average)	5,548	5,550	5,749	5,800	5,800
Efficiency					
Average number of inspections per inspector	924.7	1,166.7	1,211.0	1,300.0	1,300.0
Average number of voucher families per rental specialist	292.0	277.5	261.0	264.0	264.0
Quality					
HUD Section Eight Management Assessment Program score	95	100	100	100	100
Impact (Outcome)					
Number of families removed from the waiting list and issued vouchers	700	300	150	250	250

Goal 2 — To provide new homeownership assistance and preserve existing owner-occupied units for County residents with low to moderate incomes in order to stabilize communities and promote homeownership.

Objective 2.1 — Increase the number of County citizens and residents with low to moderate income becoming homeowners.

FY 2024 Target	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected	Trend
201	95	64	131	70	↔

Trend and Analysis

This objective captures the program activity for the County Homebuyer's Assistance Program funded by the HOME Investment Partnership funds (HOME) and the Housing Investment Trust Fund (HITF) funds. The Pathway to Purchase (P2P) (maximum loan of \$10,000) and the County Purchase Assistance Program (CPAP) (maximum loan of \$15,000) provides down payment and closing cost assistance to County residents. Some individuals such as a police officer, classroom teacher, nurse, firefighter or EMT may be eligible under CPAP for an additional \$5,000 loan which would bring the total for these qualified individuals to \$20,000.

County Fiscal Year (CFY) 2019 is the fourth year of five, under the Voluntary Grant Reduction Agreement (VGRA) between HUD and Prince George's County. It is anticipated that the HOME funding for the P2P Program will be exhausted in the short term; however, the remaining HITF funding, will enable DHCD to provide homeowner down payment and closing assistance in the short and intermediate term(s).

Performance Measures

Measure Name	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Resources (Input)					
Number of homeownership staff	4	5	5	5	5
Workload, Demand and Production (Output)					
Number of housing settlements	0	15	64	131	70
Federal goal for the County's number of new homeowners for all programs	470	94	94	94	94
Percent the agency met the Federal homeowner goal	0%	16%	68%	139%	74%
Efficiency					
Average number of housing settlements per homeownership staff	5.0	19.0	13.0	26.0	14.0
Impact (Outcome)					
Number of new homeowners through Pathway to Purchase (formerly MY HOME or MY HOME I) and PGCPAP	0	15	64	61	0
Number of new homeowners through County Purchase Assistance Program	0	0	0	70	70
Number of new homeowners through all funding sources	18	95	64	131	70

Objective 2.2 — Increase the number of low-interest loans provided to existing homeowners to rehabilitate owner-occupied structures that need improvements to comply with County building code(s).

FY 2024 Target	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected	Trend
91	0	1	50	45	↑

Trend and Analysis

Through the Housing Rehabilitation Assistance Program funded by the Community Development Block Grant (CDBG) Program and the County's General Funds, the agency provides funding for zero interest loans to income eligible County homeowners residing in dwellings that require rehabilitation and modification to comply with County building code(s). Rehabilitation activities include but are not limited to the installation of energy efficiency measures, roof repair and/or replacement, door and window repair and/or replacement and subflooring repair and/or replacement.

DHCD plans to continue to administer the Housing Rehabilitation Assistance Program (HRAP), using CDBG and General Funds, for a three to four-year period through a partnership with the Housing Initiative Partnership (HIP) and the Redevelopment Authority (RA) which started in FY 2018.

Performance Measures

Measure Name	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Resources (Input)					
Number of rehab building inspectors/construction monitors	2	0	2	3	3
Workload, Demand and Production (Output)					
Number of inspections performed/number of loans approved per owner-occupied rehabbed	105	0	5	250	200
Efficiency					
Average number of inspections per inspector	52.5	0	3.0	84.0	67.0
Quality					
Number of projects completed	20	0	1	50	45
Impact (Outcome)					
Number of owner-occupied homes preserved	20	0	1	50	45

Goal 3 — To provide foreclosure prevention services to County residents to reduce the occurrence and lessen the consequences of foreclosures in the County.

Objective 3.1 — Increase the percentage of positive housing market outcomes that result from attendance of foreclosure counseling provided by the agency.

FY 2024 Target	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected	Trend
34%	30%	28%	35%	34%	↔

Trend and Analysis

This objective captures the percentage of positive housing market outcomes that result from housing counseling program activities funded by Community Development Block Grant (CDBG) entitlement funds. The positive market outcomes are defined as: (1) owner buys current mortgage; (2) the mortgage is refinanced at a lower interest rate; (3) the mortgage is modified; and (4) the owner receives a second mortgage, and /or the owner enters a forbearance or repayment plan.

The decrease in the number of positive outcomes between FY 2018 Actual and the FY 2019 Estimate is primarily due to a lack of available funding to support foreclosure prevention services from the DHCD and its partners. The agency anticipates the funding for the CDBG housing counseling program activities will continue in future years. The DHCD anticipates that federal and state agencies and private entities will continue to convene foreclosure prevention workshops and providing financial literacy and foreclosure prevention seminars.

Performance Measures

Measure Name	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Resources (Input)					
Number of counselors	11	10	5	5	5
Workload, Demand and Production (Output)					
Number of people counseled	1,201	790	1	3,500	2,800
Number of active cases/pending cases	1,353	1,000	533	420	410
Number of foreclosure cases closed	41	200	15	15	10
Number of public events conducted	33	25	8	8	5
Total number of event attendees	5,637	6,372	252	250	200
Impact (Outcome)					
Number of positive housing market outcomes	431	298	148	145	140
Percentage of positive market impact	32%	30%	28%	35%	34%

Goal 4 — To provide assistance in the areas of affordable housing, public services, public facilities/public infrastructure improvements and employment opportunities for County residents while stabilizing and preserving County neighborhoods utilizing federal entitlement funding through the CDBG program.

Objective 4.1 — Increase the percentage of CDBG projects completed within 12 months.

FY 2024 Target	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected	Trend
60%	33%	38%	44%	25%	↓

Trend and Analysis

This objective captures the ability of DHCD to provide services to Community Development Block Grant (CDBG) sub grantees that receive affordable housing, public services, public facilities and infrastructure improvements and economic development/employment assistance opportunities. The agency's administrative role is primarily to verify and ensure that the sub grantees meet all operating agreement and CDBG statutory requirements. Additionally, DHCD seeks to ensure that the CDBG funded activities yield a positive impact in the community.

Performance Measures

Measure Name	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Resources (Input)					
Total funding provided to subgrantees	\$3.6	\$1.3	\$1.5	\$0.9	\$0.9
Number of subgrantees	47	45	25	24	25
Workload, Demand and Production (Output)					
Number of homeownership and rental units preserved	222	182	0	185	234
Number of public facilities projects completed	3	2	5	4	3
Number of economic development projects assisted	7	5	2	2	3
Efficiency					
Cost per homeownership or rental unit preserved	\$7,543.00	\$7,173.00	\$0	\$4,672.00	\$3,944.00
Avg cost per public facilities projects completed	\$229,915.00	\$109,142.00	\$22,889.00	\$37,260.00	\$39,127.00
Average cost per economic development projects completed	\$82,857.00	\$115,000.00	\$115,000.00	\$11,500.00	\$83,333.00
Quality					
Number of environmental reviews approved	8	182	45	185	234
Number of contract amendments approved	1	3	0	0	0
Percentage of project completed within 12 months	71%	96%	80%	100%	96%
Number of amendments approved	0	0	0	0	0
Number of amendments approved for public facilities projects	1	1	0	0	0
Number of amendments approved for infrastructure improvement projects	2	3	1	1	1
Impact (Outcome)					
Number of low to moderate income persons assisted with new or improved access to service	11,296	10,500	3,150	7,875	4,300
Number of persons assisted with new or improved access to a facility or infrastructure	27,086	29,235	13,693	39,439	39,500
Percentage of projects completed within 12 months	57%	33%	38%	44%	25%
Number of jobs created and/or retained	108	52	59	41	48

