

Our Mission: To assist low and moderate income families with affordable housing opportunities as they strive to achieve stability and improve their quality of life.

Housing Choice Vouchers (HCV)

- Provide housing to low and moderate-income renters through a housing voucher that can be used by the tenant anywhere in the County or nationwide.
- Entirely federally-funded through the United States Department of Housing and Urban Development (HUD).

Project-Based Assistance Housing Choice Vouchers

- Provide housing and supportive services to low and moderate-income renters through a payment contract for designated existing housing units in the County.

Housing Opportunities for Persons with AIDS (HOPWA)

- Provide housing assistance, through a monthly rental subsidy, to families where the head of household or a family member has been diagnosed with HIV/AIDS.

Family Unification Program

- Promote family unification by providing rental assistance to families where the lack of affordable housing is a primary factor in the separation of children from their families.

Mainstream Vouchers

- Provide housing assistance to non-elderly and disabled households transitioning out of institutional or other segregated settings at risk of institutionalization, homeless, or at risk of becoming homeless.

Veterans Affairs Supportive Housing (VASH) Vouchers

- Provide rental subsidies to homeless and disabled veterans in partnership with the Department of Veterans Affairs.

SIGNIFICANT BUDGET CHANGES

- Personnel changes due to an increase in the County's cost for employee health insurance, partially offset by lower retirement contributions based on current actuarial projections.
- ↑ Non-personnel increases due to increases in housing assistance payments based on the projected 93 percent voucher lease-up rate of 1,643 vouchers (\$452,066), software licenses (\$41,700), memberships (\$3,000), Sequoia Plaza rent (\$3,303), consultants (\$1,000), print shop charges (\$1,000), and office supplies (\$2,000). The increases were offset by a decrease in the annual expense for maintenance and replacement of County vehicles (\$198) and departmental subscriptions/books (\$6,000).
- ↑ Revenue increases due to the projected 93 percent voucher lease-up rate of 1,643 vouchers (\$452,066), administrative fees (\$22,770), investment earnings (\$1,500), and tenant repayment (\$15,000) offset by a decrease in treasury collections (\$10,000).

PROGRAM FINANCIAL SUMMARY

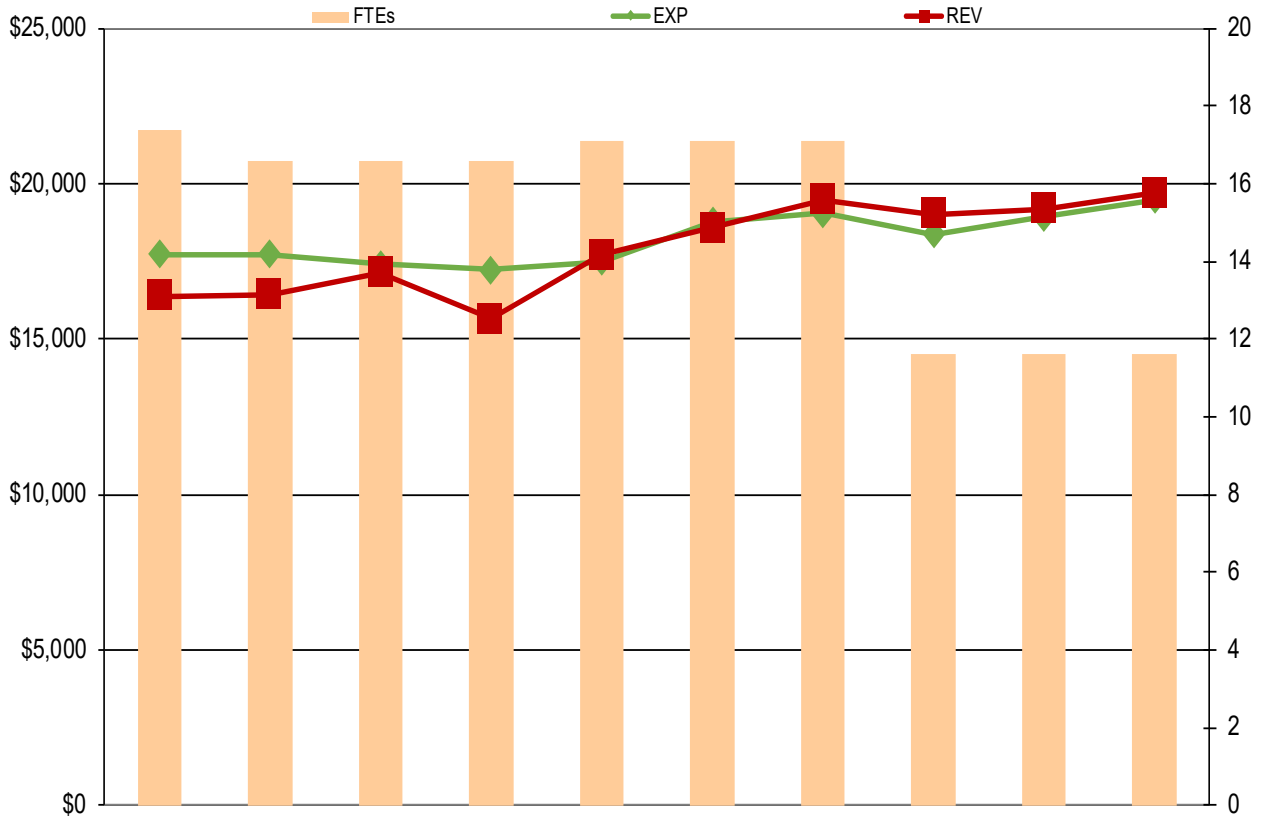
	FY 2019 Actual	FY 2020 Revised	FY 2021 Adopted	% Change '20 to '21
Beginning Fund Balance	\$672,653	\$1,297,388	\$1,575,031	21%
Personnel	1,036,296	1,114,166	1,160,384	4%
Non-Personnel	17,348,680	17,815,265	18,313,136	3%
Total Expenditures	18,384,976	18,929,431	19,473,520	3%
Total Revenues	19,009,711	19,207,074	19,688,410	3%
Change in Fund Balance	\$624,735	\$277,643	\$214,890	-23%
Permanent FTEs	11.60	11.60	11.60	
Temporary FTEs	-	-	-	
Total Authorized FTEs	11.60	11.60	11.60	

**HOUSING CHOICE VOUCHER PROGRAM
FUND STATEMENT**

	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 RE-ESTIMATE	FY 2021 ADOPTED
Beginning Fund Balance July 1	\$672,653	\$895,509	\$1,297,388	\$1,575,031
REVENUE				
Housing Assistance	16,882,870	17,510,765	17,510,765	17,585,359
Mainstream Housing Assistance	-	-	-	377,472
Housing Assistance Pymt Admin Fees	1,207,443	1,575,996	1,575,996	1,563,806
Mainstream Administrative Fees	-	-	-	34,960
Housing Assistance Payment Interest	5,056	5,000	5,000	5,500
Mainstream Interest	-	-	-	1,000
Miscellaneous Revenue (Collections)	16,359	20,000	20,000	25,000
HOPWA	94,848	95,313	95,313	95,313
Fund Balance Used	178,400	-	-	-
Fund Balance Change	624,735	-	-	-
TOTAL REVENUE	19,009,711	19,207,074	19,207,074	19,688,410
TOTAL BALANCE & REVENUE	19,682,364	20,102,583	20,504,462	21,263,441
EXPENDITURES				
Rental Assistance Payments	17,069,446	17,510,765	17,510,765	17,585,359
Mainstream Assistance Payments	-	-	-	377,472
HOPWA	94,848	95,313	95,313	95,313
Administration & Operations	1,220,682	1,323,353	1,323,353	1,415,376
TOTAL EXPENDITURES	18,384,976	18,929,431	18,929,431	19,473,520
Ending Fund Balance June 30	\$1,297,388	\$1,173,152	\$1,575,031	\$1,789,921

Note: \$1,297,388 in revenue was deferred from FY 2019 to FY 2020. Therefore, the FY 2019 CAFR reflects a fund balance of zero.

EXPENDITURE, REVENUE, AND FULL-TIME EQUIVALENT TRENDS



	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
\$ in 000s	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Adopted	Adopted
EXP	\$17,738	\$17,734	\$17,413	\$17,219	\$17,491	\$18,791	\$19,032	\$18,385	\$18,929	\$19,474
REV	\$16,366	\$16,448	\$17,139	\$15,644	\$17,710	\$18,569	\$19,494	\$19,010	\$19,207	\$19,688
FTEs	17.40	16.60	16.60	16.60	17.10	17.10	17.10	11.60	11.60	11.60
Change in Fund Balance	(\$1,372)	(\$1,286)	(\$274)	(\$1,575)	\$219	(\$222)	\$462	\$625	\$278	\$214

Fiscal Year	Description	FTEs
FY 2012	<ul style="list-style-type: none"> ▪ 50 vouchers awarded for participants in the Family Unification Program, which promotes family unification by providing rental assistance to families where the lack of affordable housing is a primary factor in the separation of children from their families. ▪ Transferred of 0.8 FTE to the Management and Administration section of the Economic Independence Division. 	(0.80)
FY 2013	<ul style="list-style-type: none"> ▪ Housing assistance payments increased by \$925,356 due to a 100 percent voucher lease-up rate, and because of the allocations for the Family Unification Program (50 vouchers) and the Moderate Rehabilitation 2 Program (35 vouchers). ▪ Revenue decreased due to the Department of Housing and Urban Development instructions to significantly spend down the FY 2012 Fund Balance. 	
FY 2014	<ul style="list-style-type: none"> ▪ Housing Assistance Payments increased by \$385,192 due to a 100 percent voucher lease-up rate (\$362,988), and also because of the increased allocation for Shelter Plus Care (Milestones Program) (\$22,204). ▪ Revenue increased by \$949,671 due to a 100 percent voucher lease-up rate (\$908,771) and additional Treasury collections (\$40,900). 	
FY 2015	<ul style="list-style-type: none"> ▪ Reduced the annual expense for maintenance and replacement of County vehicles (\$5,767); increased Sequoia plaza rent (\$2,240). ▪ Housing Assistance Payments decreased due to a 95 percent voucher lease-up rate of 1,469 vouchers (\$1,264,026). ▪ Revenue decreased to include administrative revenue (\$87,651) and Housing Assistance Payments (\$1,264,026). These decreases were based on a 95 percent voucher lease-up rate, due to Department of Housing and Urban Development sequestration reductions, as well as the Department of Housing and Urban Development's directive to spend down the Fund Balance. 	
FY 2016	<ul style="list-style-type: none"> ▪ Added a Housing Specialist (\$44,628) based on additional funding for the Shelter Plus Care (Milestones Program). ▪ Removed the Family Unification Program administrative budget (\$60,354); increased Sequoia Plaza rent (\$2,241). ▪ Housing Assistance Payments increased based upon a 95 percent voucher lease-up rate of 1,469 vouchers (\$969,110), as well as a Shelter Plus Care (Milestone Program) increase (\$50,680). ▪ Decreased HOPWA expenses based on the FY 2015 grant award (\$24,935). 	0.50

Fiscal Year	Description	FTEs
	<ul style="list-style-type: none"> ▪ Revenue increased to include Housing Assistance Payments based on a 95 percent voucher lease-up rate of 1,469 (\$969,110) and the Shelter Plus Care (Milestones Program) (\$95,308). Decrease in revenue for HOPWA based on the FY 2015 grant award (\$424,935) and administrative revenue (\$354,622) based on the 95 percent voucher lease-up rate. 	
FY 2017	<ul style="list-style-type: none"> ▪ Increased Sequoia plaza rent (\$1,453) and the annual expense for maintenance and replacement of County vehicles (\$237). ▪ Housing assistance payments decreased based on a projected 92 percent voucher lease-up rate of 1,588 vouchers (\$124,756), a Shelter Plus Care (Milestones Program) decrease (\$27,344), and HOPWA decrease (\$15,042) based on the FY 2016 grant award. ▪ Revenue decreased to include Housing Assistance Payment based on a projected 92 percent voucher lease-up rate of 1,588 vouchers (\$124,756), reductions in Shelter Plus Care (Milestones Programs) (\$5,778) and HOPWA (\$12,465) based upon FY 2016 grant awards. Revenue increased due to increased administrative revenue (\$29,093) based on the 92 percent voucher lease-up rate. 	
FY 2018	<ul style="list-style-type: none"> ▪ Increased Sequoia plaza rent (\$2,401), offset by a decrease in the annual expense for maintenance and replacement of County vehicles (\$458). ▪ Housing assistance payments increased based on the projected 94 percent voucher lease-up rate of 1,588 vouchers (\$1,005,860), increases to the HOPWA (\$14,338), and the Shelter Plus Care (Milestones) Programs (\$16,732). ▪ Revenue increased due to the projected 94 percent voucher lease-up rate of 1,588 vouchers (\$1,005,860), administrative revenue (\$148,733), and HOPWA (\$11,761). These increases were partially offset by a decrease in the Shelter Plus Care (Milestones) Program (\$9,916). 	
FY 2019	<ul style="list-style-type: none"> ▪ Several reductions were made as a result of administrative funding reductions implemented to produce administrative efficiencies and ensure financial sustainability. These included the elimination of a Housing Choice Supervisor (\$121,654, 1.0 FTE), a Housing Inspector (\$66,807, 1.0 FTE), two Housing Assistance Program Specialists (\$180,618, 2.0 FTEs), the transfer out of an Administrative Technician I (\$80,199, 1.0 FTE) to the Economic Independence Division in the Department of Human Services General Fund, partially offset by a transfer of an Administrative Assistant from Employment Services in the Economic Independence Division (\$23,521, 0.25 FTE). ▪ Non-personnel decreased due to adjustments made as a result of administrative funding reductions (\$89,031). ▪ Housing assistance payments increased based on the projected 96 percent voucher lease-up rate of 1,588 vouchers (\$458,623) and an increase to the HOPWA Program (\$37,347), partially offset by the elimination of the Shelter Plus Care (Milestones) Program (\$290,272). 	(4.75)

Fiscal Year	Description	FTEs
	<ul style="list-style-type: none"> ▪ Revenue increased due to the projected 96 percent voucher lease-up rate of 1,588 vouchers (\$458,623) and HOPWA Program (\$37,347), partially offset by the elimination of the Shelter Plus Care (Milestones) Program (\$329,818), decrease in administrative revenue (\$116,998), and elimination of the budget for Fund Balance used due to a change in the reporting process (\$119,906). 	
FY 2020	<ul style="list-style-type: none"> ▪ Transferred a Management Specialist (\$66,150) to the Housing Assistance Bureau in the Economic Independence Division. ▪ Decreased Sequoia plaza rent (\$33,873), contracted services (\$4,000), telephone and communication (\$1,200), memberships (\$6,000), consultants (\$18,000), office supplies (\$4,000), operating equipment (\$1,000), and the HOPWA Program (\$6,395). ▪ Increased departmental subscriptions (\$6,000), an increase in the annual expense for maintenance and replacement of County vehicles (\$2,918), port-out admin fee payments (\$100,000), and housing assistance payments based on the projected 93 percent voucher lease-up rate of 1,643 vouchers (\$186,574). ▪ Revenue increased due to the projected 93 percent voucher lease-up rate of 1,643 vouchers (\$186,574), administrative fees (\$148,854), and investment earnings (\$5,000). These increases are offset by a decrease in the HOPWA Program (\$6,395) and Treasury collections (\$20,900). 	(0.75)
FY 2021	<ul style="list-style-type: none"> ▪ Increased housing assistance payments based on the projected 93 percent voucher lease-up rate of 1,643 vouchers (\$452,066), software licenses (\$41,700), memberships (\$3,000), Sequoia Plaza rent (\$3,303), consultants (\$1,000), print shop charges (\$1,000), and office supplies (\$2,000). ▪ Decreased the annual expense for maintenance and replacement of County vehicles (\$198) and departmental subscriptions/books (\$6,000). ▪ Revenue increased due to the projected 93 percent voucher lease-up rate of 1,643 vouchers (\$452,066), administrative fees (\$22,770), investment earnings (\$1,500), and tenant repayment (\$15,000) offset by a decrease in treasury collections (\$10,000). 	