

FY 2023 Borough Budget Consultations

Manhattan – Housing Preservation and Development

Meeting Date: **Friday, September 10th 2021, 10:30am – 11:30am**

AGENDA ITEM 1: General Agency Funding Discussion

The purpose of holding the Borough Budget Consultations is to provide Community Boards with important information to assist in drafting their statement of District Needs and Budget Priorities for the upcoming fiscal year. As you know, Community Board Members are volunteers who may not be familiar with the budget process and how agencies' programs are funded. At the same time, Community Board members are very knowledgeable about local service needs.

This year's Manhattan agendas have three sections:

I. Agencies previously faced unprecedented cuts and new funding requirements due to COVID 19. The Federal Government recently provided relief funds to states and municipalities as part of COVID relief stimulus.

1. What programs are restored by this funding for the current fiscal year and what further changes are planned for FY 23 when an estimated \$4 billion budget gap reemerges?
2. What changes in federal funding have been instituted for FY 22? Will those changes continue into FY 23? What portion or percentage of the FY 21 and FY 22 budgets consisted of non-recurring federal funding?
3. What is the overall budget increase or decrease for FY 22 adopted budget compared to FY21 budget? Does the Agency anticipate a budget shortfall for FY 22, FY 23 or further out years after the non-recurring federal funding has been exhausted?
4. Which Manhattan community districts will see the largest increases or decreases in applied operational or capital funding for programmatic goals in FY 22 and FY 23? What indicators do you use to direct these funds according to perceived need?

II. Then, the agenda continues with Community Boards asking about program funding.

5. What programs will see a significant increase or decrease in funding? To what extent, if any, is the increase or decrease in funding related to non-recurring federal funding allocations?
6. Which programs will be new or eliminated entirely?
7. What are your benchmarks for new and existing programs and what are your benchmarks/key performance indicators for measuring success?
8. What are your priorities, operational goals, and capital goals for FY22 and projected priorities, operational goals, and capital goals for FY23?

9. What expense or capital needs would HPD recommend or encourage Community Boards advocate be funded or expanded?

III. Lastly, the agendas include Boards' requests on district-specific budget questions. We request that the agency respond in writing, but have any further discussions on these items with the Community Boards outside of the consultation.

For the first section, please present on the four topics for 10-15 minutes at the beginning of our Consultation. Also, please provide written responses or even a PowerPoint presentation that we can use to fully and accurately educate our Board Members.

AGENCY RESPONSE:

Please see the attached presentation for an overview of the agency's budget and financial planning process.

Excluding pass-through funding for NYCHA, the agency's FY22 expense budget is approximately \$831 million—of which \$152 million (18%) comes from city funds; \$6 million (< 1%) comes from state and other categorical funds; and \$673 million (81%) comes from federal funds. The FY22 budgeted headcount totals 2,633 (2,601 FT + 32 NFT).

Like all city agencies, HPD identified efficiencies that reduced City Tax Levy spending by approximately \$4.5 million in FY22, largely through funding source swaps with federal and other categorical grants. These reductions have a minimal impact to the agency's operations and provision of services and programs.

In addition to the COVID-19 federal grant funding outlined below, HPD received City Tax Levy for FY22 to support new needs related to asset management software; maintenance and support of Housing Connect 2.0; emergency shelter costs for undocumented clients; targeted code enforcement; on-call citywide emergency contracts; NYC 15/15 rental assistance; and emergency repairs for properties in the 100-year floodplain.

As part of the adopted budget process, the agency also received \$17.8 million in City Council discretionary funding for community-based organizations to support initiatives including: Community Housing Preservation Strategies; Community Land Trusts; Financial Empowerment for NYC Renters; Foreclosure Prevention programs, Home Loan Program; Housing Information Project; Lien Sale Outreach and Assistance; and Stabilizing NYC.

Regarding COVID-19 stimulus—HPD has received federal grant funding through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and American Rescue Plan Act (ARPA) to support the following initiatives:

- Improving the virtual administration of rental subsidy programs by leveraging technology to support remote case management and facilitate communication with participants; and ensuring the safety and stability of program applicants and participants by adopting leasing incentives and developing an online participant portal.
- Expanding the Housing & Vacancy Survey (HVS) questionnaire to collect data on various challenges New Yorkers have faced during the pandemic— such as physical health, changes in income and employment, and financial hardship (*e.g.*, food insecurity and housing instability)—to evaluate differential rates of recovery and continued need.
- Implementing the Stay Cool, Stay Safe program to mitigate the risk of heat stroke and other associated health conditions stemming from indoor heat exposure for housing voucher program participants without existing air

conditioner units who have been directed to remain inside because of quarantine and/or social distancing measures.

- Hiring additional staff to support increased placements for homeless households into permanent, affordable housing, and to accommodate increased affordable housing lotteries via Housing Connect 2.0.
- Continuing the Landlord Ambassador Program to support technical assistance and vacant unit repair assistance to NYC property owners.
- Establishing an Emergency Housing Voucher (EHV) program to assist households who are experiencing homelessness; at risk of experiencing homelessness; fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking; or were recently homeless and for whom providing rental assistance will prevent the family's homelessness or high risk of housing instability.

As of the FY22 Adopted Financial Plan, the amount of non-reoccurring federal funding in HPD's budget, excluding pass-through funding for NYCHA, was approximately \$11 million (1%) for FY21 and \$4 million (0.5%) for FY22. Additional funding will continue to be scheduled in the FY22 current-modified budget as needed. In instances where non-reoccurring federal funding is used in FY22 for baselined initiatives, HPD has worked with the Mayor's Office of Management and Budget (OMB) to ensure that City Tax Levy is available to support these costs in the out-years.

In terms of the impact to Manhattan community districts—with very few exceptions, the agency does not allocate expense or capital funding by any specific geography: Our programs are available citywide to all New Yorkers. HPD's programmatic goals and performance indicators for measuring success of the agency's programs and operations are published in the Mayor's Management Report (MMR):

<https://www1.nyc.gov/site/operations/performance/mmr.page>

Capital Budget & Commitment Plan

The tables below outline the agency's capital commitment plan as of the FY22 Executive Financial Plan, with actual commitments for FY2021 and planned commitments for FY22 through FY25.

Housing Preservation & Development (HPD)

FY2021 Actuals & FY2022-FY2025 Capital Commitment Plan

figures in thousands (\$)

Source	Actuals		Plan		
	FY2021	FY2022	FY2023	FY2024	FY2025
Mayoral	\$ 953,631	\$ 1,671,353	\$ 1,341,082	\$ 1,394,725	\$ 1,449,120
HOME	\$ 39,265	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000
Reso A	\$ 40,934	\$ 51,494	\$ 51,789	\$ -	\$ -
Total	\$ 1,033,830	\$ 1,754,847	\$ 1,424,871	\$ 1,426,725	\$ 1,481,120

Use	Actuals		Plan		
	FY2021	FY2022	FY2023	FY2024	FY2025
New Construction	\$ 414,843	\$ 494,087	\$ 523,842	\$ 615,708	\$ 554,377
Special Needs Housing	\$ 123,447	\$ 374,578	\$ 336,564	\$ 224,406	\$ 318,610
Preservation	\$ 436,890	\$ 521,945	\$ 505,909	\$ 531,146	\$ 497,114
Property Disposition	\$ 55,704	\$ 44,448	\$ 46,524	\$ 43,082	\$ 77,974
Other Housing Support	\$ 2,946	\$ 19,789	\$ 12,032	\$ 12,383	\$ 33,045
NYCHA PACT	\$ -	\$ 300,000	\$ -	\$ -	\$ -
Total	\$ 1,033,830	\$ 1,754,847	\$ 1,424,871	\$ 1,426,725	\$ 1,481,120

Note: Commitment Plan Data as of FY2022 Executive Financial Plan (April 2021); Actuals as of July 2021

For FY21, the agency committed nearly \$1.033 billion, or about 68% of its \$1.528 billion FY22 Executive Capital Commitment Plan. Note that the capital commitment plan is forecasted three times per year with the next update in late September or early October, at which time it is expected that any uncommitted capital funds from FY21 will be reallocated, along with any City Council Reso A awards made as part of the Section 254 process in the adopted budget.

The vast majority of the agency's capital plan comes from city sources, which are funded through the issuance of general obligation bonds. This funding includes allocations from the mayor, as well as Reso A from the City Council and Borough Presidents, which are added to the capital plan through the discretionary awards process outlined in the City Charter and are tied to specific capital projects. A relatively small portion of funding comes from the federal HOME Investment Partnerships program.

Capital funding supports the creation and rehabilitation of affordable housing through the Mayor's Housing New York (HNY) plan, and is used for new construction, preservation of existing housing stock, disposition of *in rem* and other city-owned buildings, special needs housing, and other housing support (e.g., critical on-site infrastructure, agency technology projects). The allocation of funding between these categories is driven by HPD's development pipeline and linked to specific projects, based on construction readiness. Funding allocations are made on a citywide basis and are not specific to any borough or neighborhood.

Finally, HPD appreciates the Community Boards' support of all of budget items. The mayor has committed resources to fully funding the Housing New York (HNY) plan, and the agency appreciates the support it receives from all levels of government. To that end, we ask that you advocate to your state and federal elected officials to ensure that adequate funding is available, so that all New Yorkers have access to safe, affordable housing.

MEETING NOTES:

AGENDA ITEM 2:

Does the FY22 and projected FY23 budget maintain and or expand funding for online trainings? Does HPD consider these trainings successful?

AGENCY RESPONSE:

Since the start of the COVID-19 pandemic, the agency has successfully shifted most of its in-person training and education sessions to an online format—please see below for additional feedback and anecdotes from several program areas that regularly conduct trainings. Funding for agency trainings in FY22 and FY23 remains the same as the baseline budget pre-pandemic.

Tenant Interim Lease (TIL) – Tenant Association (TA) Training

The TIL Program was able to successfully transition to virtual trainings during FY21. Existing content translated well to the online platform. Although getting some of the tenants to use technology was a challenge, the cooperation has generally been positive, and it has allowed program staff to engage with our buildings at a safe distance. We will consider this option as part of our overall training plan.

Community Land Trust (CLT) Training

During Spring 2021, HPD's Director of Community Land Trust Initiatives conducted four, one-hour training sessions on affordable housing finance for members of the East New York CLT. The trainings were conducted via Zoom, with an example development proforma forming the basis of the conversation. The trainings served as a pilot for additional capacity building opportunities HPD may make available to other CLT groups.

Neighborhood Outreach & Education (NEO)

From January through August 2021, NEO offered 15 property management classes on the Zoom platform, with a high attendance of 145, a low of 7, and an average of 37 attendees. Moving classes online has been positive in some ways, as fewer students and teachers had to commute to get the class at 6:00pm and did not have to commute home at night at the class's end. Also, offering classes virtually has reduced the barrier of finding childcare.

Enforcement & Neighborhood Services (ENS)

In December 2019, ENS began a series of online trainings for building owners / agents on lead-based paint, indoor allergens, and general maintenance using an online webinar format, which have continued throughout the COVID-19 pandemic. HPD advertises these classes by directly sending information to property owners and by posting the dates and information about the classes on the agency's website. Online trainings allow for more participants than HPD could otherwise accommodate at in-person trainings (before and during COVID-19); eliminate the cost and time involved with travel; and even allow participants to view the training at their convenience (as it's recorded). The trainings are highly successful, based on audience satisfaction (average ratings of 4.4 out of 5.0) and high attendance (an average of 141 people per event). Provided below is a list of webinars ENS has organized and conducted. including number of attendees:

Training Title	Start Date	Number of Attendees
Learning About Lead-based Paint...12 Key Takeaways for Every Landlord	12/17/2019	64

Lead-based Paint Recordkeeping: A Guide to Proper Documentation of Lead-based Paint Compliance	1/28/2020	173
Indoor Allergens in NYC Housing: Pests and Mold	3/23/2020	22
Owner's Responsibilities at Apartment Turnover	3/26/2020	167
Safe Work Practices in Buildings with Lead-Based Paint	4/29/2020	136
NYC Rental Housing and HPD: What Every Building Owner Should Know	4/30/2020	5
Becoming Lead Free or Lead Safe: An Owner's Guide to the Lead-Based Paint Exemption Requirements and Application Process	5/28/2020	228
HPD Lead-Based Paint Violations: Understanding the Basics of Lead Violations and How to Clear Them	8/20/2020	144
Private Dwellings: Understanding New Lead-Based Paint Requirements	1/26/2021	119
Lead-Based Paint Questions and Answers for Private Dwellings	2/2/2021	44
Lead-Based Paint Annual Notice and Recordkeeping: An Owner's Guide to Compliance in NYC	2/23/2021	308
HPD Lead-Based Paint Violations: Understanding the Basics of Lead Violations and How to Clear Them	4/27/2021	281
ENS Information Session for Division of Asset Management Staff and their HDFC Partners	[scheduled] 8/26/2021	[pending]

MEETING NOTES:

AGENDA ITEM 3:

Currently Community Land Trust funding is allocated by City Council and private grant money, not baselined in HPD budget. Are there any plans for City budget lines for Community Land Trusts (CLT), whether it's to directly fund something equivalent to the CLT capacity building initiative that Enterprise sponsored, or to make HPD staff hires for dedicated CLT technical support or legislative work that that expanding CLTs might require?

HPD is responsible for administering funding allocated by the City Council to provide operational support for Community Land Trust (CLT) organizations. HPD hired a Director of CLT Initiatives and Analytics in September 2020 who is responsible for coordinating CLT policies across the agency; providing technical support to HPD's CLT partners; and furthering other CLT initiatives, including legislation. CLT projects may receive city capital subsidy through a range of HPD's term sheet programs. For more information on the available financing options, please visit HPD's website to review program term sheets: <https://www1.nyc.gov/site/hpd/services-and-information/term-sheets.page>

MEETING NOTES:

AGENDA ITEM 4:

What is the funding status for the Landlord Ambassador Program and is it available to all of Manhattan?

AGENCY RESPONSE:

This is a critical program for HPD and its efforts to ensure landlords receive technical assistance from the agency and have a direct line of communication. The Landlord Ambassador Program is ongoing and is available citywide. More information about participating in the program is available on our website:

<https://www1.nyc.gov/site/hpd/services-and-information/landlord-ambassador-program.page>

MEETING NOTES:

AGENDA ITEM 5:

Is HPD's Stabilizing NYC Program remain a Council-funded initiative and what level of funding did it receive in the FY22? Does HPD consider this program an effective resource to keeping people in their homes and fighting harassment? If so, does HPD agree such programs should be baselined so as to allow the non-profit organizations to plan for the outyears?

AGENCY RESPONSE:

Stabilizing NYC (SNYC) is still a City Council initiative. For FY22, the initiative was allocated \$3,750,000 in discretionary funding—a \$1.2 million increase from FY21. HPD considers SNYC an effective program that defends low-income tenants in predatory equity buildings from harassment and eviction and holds predatory equity landlords accountable for their predatory practices. HPD agrees that the program should be baselined to allow for more strategic planning for the out-years.

MEETING NOTES:

AGENDA ITEM 6:

What are the current funding levels and vacancies in the housing code inspection division? What are the response rates compared to 2020 and 2019?

AGENCY RESPONSE:

As of June 30, 2021, HPD had 83 vacancies for housing inspectors and 12 for associate inspectors citywide. HPD recently hired and trained a new class of 15 housing inspectors. The agency will continue to hire additional inspectors to monitor building complaints and has several existing vacancies that we are working to fill as quickly as possible.

Anyone interested in becoming an HPD Inspector can learn more at:

<https://www1.nyc.gov/site/hpd/about/housing-inspector.page>

And can apply via NYC's Jobs Portal at:

<https://www1.nyc.gov/jobs/index.page>

Note that there is a civil service exam required for this position and the starting salary is \$53,563.

Regarding response rates, please see the table below. Note that COVID-19 restrictions and delays have affected the response times in both FY20 and FY21.

Performance Indicator	FY19	FY20	FY21
Average time to close emergency complaints (days)	10.4	10.9	13.3

Average time to close nonemergency complaints (days)	17.7	21.4	25.6
Emergency complaints closed within 12 days of receipt (%)	72%	72%	75%
Nonemergency complaints closed within 20 days of receipt (%)	78%	69%	74%

MEETING NOTES:

AGENDA ITEM 7:

Is the Pilot Certificate of No Harassment program complete and if so has HPD conducted an evaluation of the pilot? Have tenant harassment metrics improved generally in the City?

AGENCY RESPONSE:

Local Law 1 of 2018, which established the Certification of No Harassment (CONH) Pilot Program, is set to expire in late September 2021. HPD conducted a review of the pilot program and issued a report, which was submitted to the City Council. In the report, HPD offered recommendations for building on the pilot program during an extended pilot period. The pilot period coincided with the NYS Legislature’s passage of the Housing Stability Tenant Protection Act (2019) and the health and economic effects of the COVID-19 pandemic, both of which limited the available data during the already short pilot period. While the program’s impact on tenant harassment metrics could not be fully evaluated given the lack of data, HPD believes that the available data suggests that the pilot is an important and meaningful tool in the city’s efforts to combat tenant harassment and recommends its continuation.

MEETING NOTES:



HPD Budget Overview

Office of Financial Management

As of FY2022 Adopted Budget



Budget consists of three interconnected parts

Revenue: Estimates of city and non-city funding

- City funds: Taxes, user charges and fees, fines and penalties
- Non-city funds: Federal and state aid, private grants

Expense: Funds day-to-day agency operations

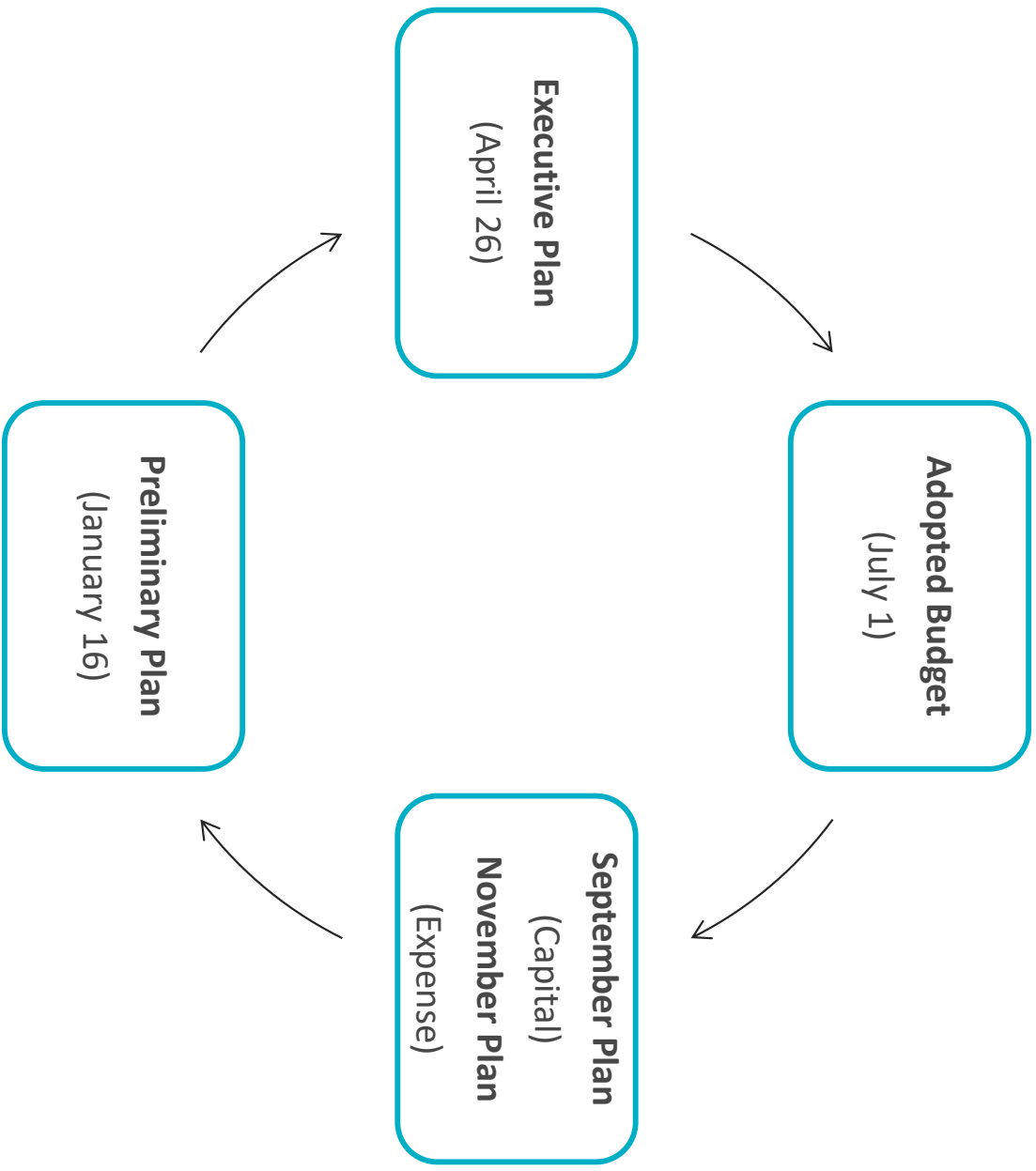
- Personal Services (PS): Wages, salaries, fringe benefits
- Other Than Personal Services (OTPS): Program and contract costs

Capital: Funds long-term improvements and asset purchases

- Backed by issuance of general obligation and revenue bonds
- HPD uses capital to fund loan programs (*e.g.*, ELLA, SARA, PLP, Mix & Match), which support the new construction and preservation of affordable housing



Budget forecast is updated quarterly





HPD expense budget funding sources

City Tax Levy (TL) – Funding from tax base and other miscellaneous revenues

Inter-Fund Agreement (IFA) – Reimbursements to the general fund from the capital fund for certain capital-eligible project costs, such as staff salaries and overhead

Intra-City (IC) – Funding shifted between agencies for intra-city purchases

Other Categorical (OC) – Funding resources from private sources, including public benefit corporations and other quasi-governmental entities, often held in trust & agency accounts overseen by the Comptroller

State (ST) – Grant funding from New York State

Community Development Block Grant (CD) – Wide-ranging funds for code enforcement, lead abatement, Emergency Repair Program (ERP), Certificate of No Harassment (CONH), Housing and Vacancy Survey, and other community-centered programs within qualifying city census tracts

Disaster Recovery (DR) – A specific type of CD funding, currently used for costs associated with Hurricane Sandy rebuilding and recovery

HOME (HO) – Formula block grant for affordable housing, currently used for first-time homebuyer down-payment assistance, tenant-based rental assistance, and within the capital budget for special needs housing

Other Federal (FED) – Funding from other HUD and federal grant programs, including supplemental grant appropriations related to the COVID-19 pandemic

Section 8 (S8) and Shelter Plus Care (SPC) – Rental housing assistance payments and program administration



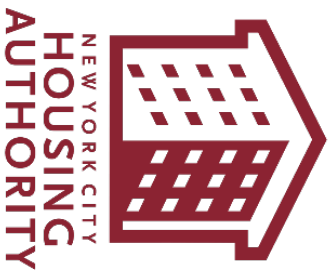
Some NYCHA funding flows through HPD's budget

**FY2022
Adopted
Budget
\$1.168 Billion**

\$831 million



\$337 million





Expense budget planning process

- Since a majority of HPD's expense budget funding comes from federal grants, allocations are based on annual federal appropriations as made by the Congress
- Federal funding, such as the Community Development Block Grant (CDBG), supports the core of HPD's programs and operations
- City tax levy is used for HPD administration and to fill gaps in programs and services that are not eligible for federal grant reimbursement



HPD relies heavily on federal funding

HPD FY2022 Programs & Operations: \$831 Million



City Funds

\$152 million / 18%

State & Other Funds

\$6 million / < 1%

Federal Funds

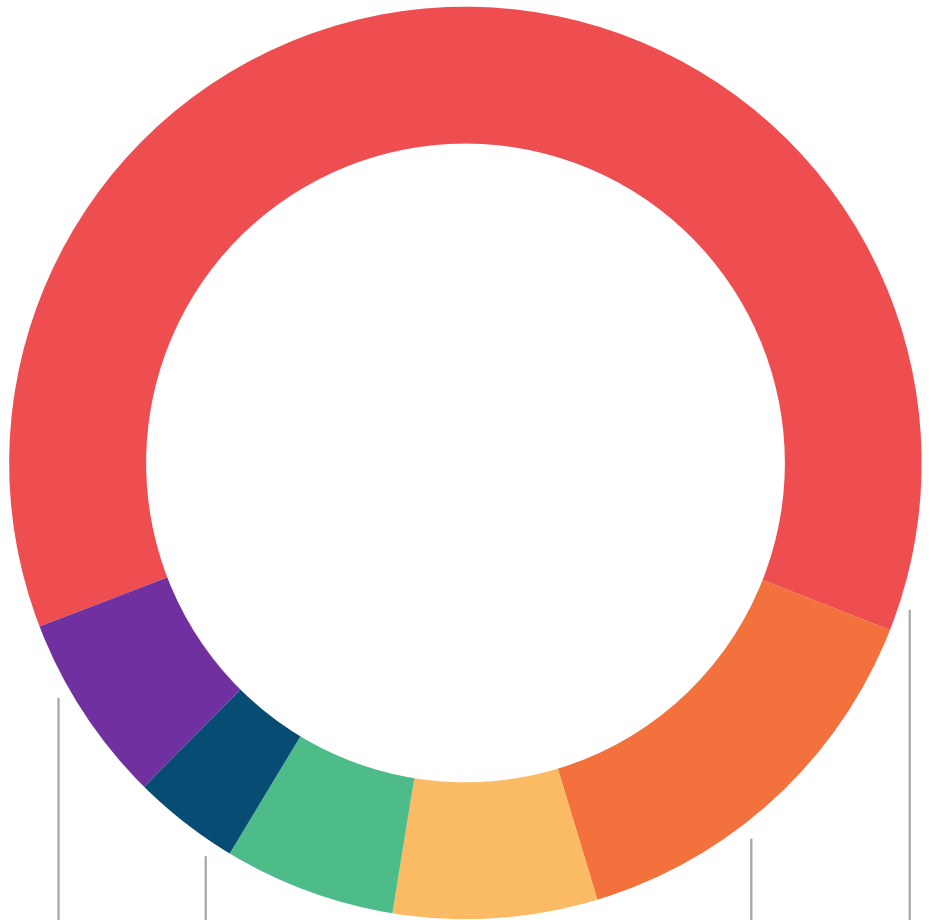
\$673 million / 81%

Note: Figures exclude \$336.8 million in pass-through funding for NYCHA



Programs aligned with eligible funding sources

HPD FY2022 Programs & Operations: \$831 Million



Rental Assistance Programs

\$513 million / 62%

Enforcement Programs

\$119 million / 14%

Asset & Property Management

\$60 million / 7%

Development

\$51 million / 6%

Planning, Policy & Strategy

\$32 million / 4%

Central Administration

\$56 million / 7%



Federal funding source detail

- Most grant funding comes in the form of federal rental assistance (*e.g.*, Section 8 Housing Choice Voucher), which HPD passes along to eligible tenants and owners
- The remainder consists of block grants and must be used to support specific objectives related to neighborhood revitalization and housing development
- These constraints mean HPD must be creative when designing and implementing new programs and services

HPD FY2022 Federal Grant Funding

Grant Source	FY2022	% of Total
Rental Assistance	\$ 500	74%
Community Development Block Grant	\$ 150	22%
HOME	\$ 8	1%
Other Federal	\$ 15	2%
HPD Federal Grants Total	\$ 673	100%

Note: figures in millions (\$)



Capital budget planning process

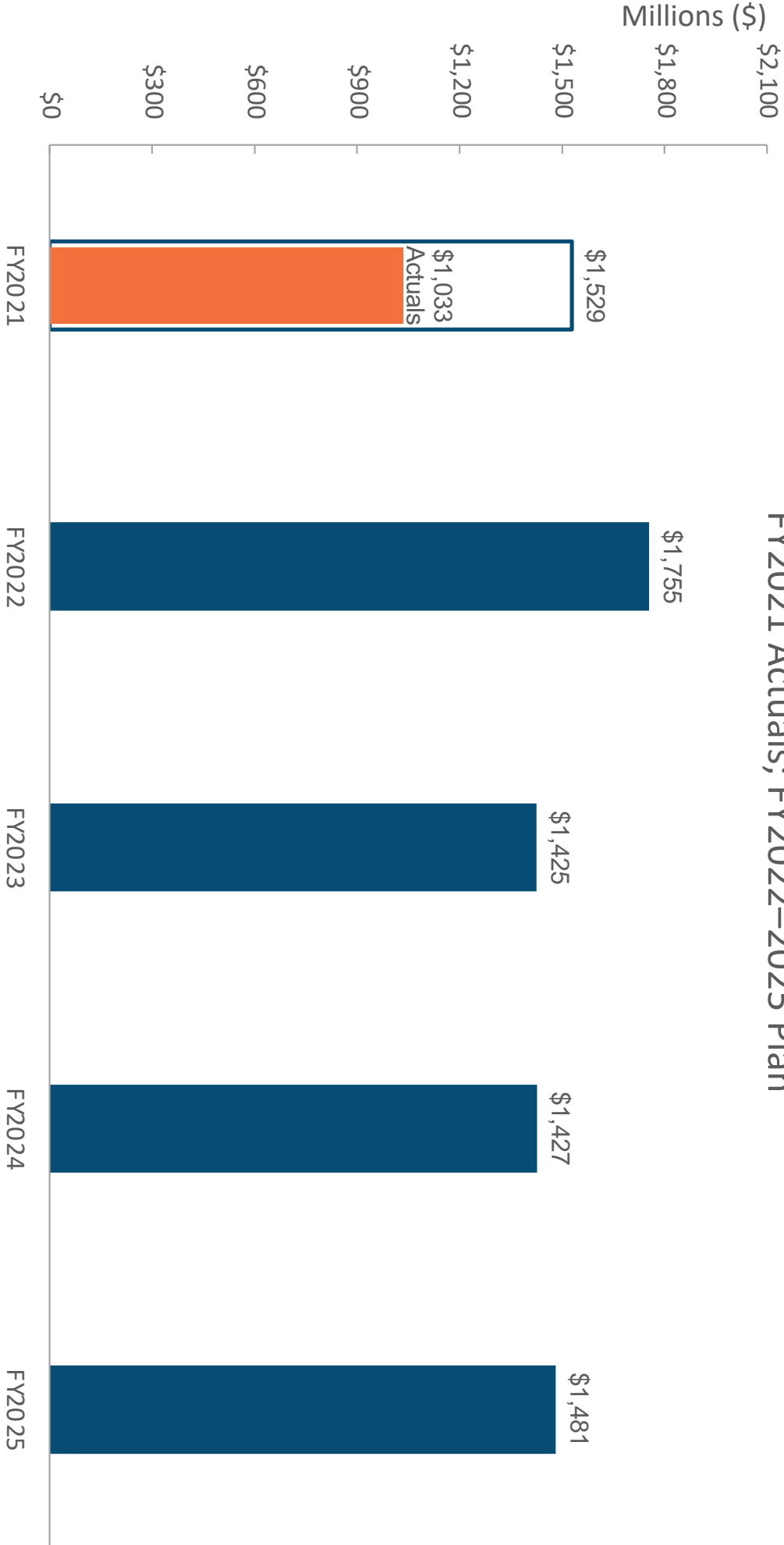
- Capital funding levels are set by program term sheet
 - Allocated citywide, not by specific geography
 - Mayor's Management Report (MMR) sets unit starts targets
 - Driven by development project readiness
- Funding is tied to specific projects in pipeline
 - Private development proposals
 - Public-site disposition Requests for Proposals (RFPs)
- Most projects come from private sponsors
 - Only ~10% of HNY unit starts to date were associated with publicly-owned land (*i.e.*, city agencies, covered agencies, state, and/or federal)



Mayor's commitment to Housing New York 2.0

HPD FY2022 Executive Capital Commitment Plan

FY2021 Actuals; FY2022–2025 Plan



Note: Uncommitted capital funding rolls year-to-year



Capital funding by source and use

HPD FY2022 Executive Capital Commitment Plan

FY2021 Actuals; FY2022–2025 Plan

figures in thousands (\$)

Source	Actuals		Plan				
	FY2021	FY2022	FY2023	FY2024	FY2025		
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Q&A



Thank You!

Questions?