

**Department New Request Form  
Fiscal Year 2024**

<b>Program</b>	CPDI	<b>Title of New Request:</b>	<b>Rank:</b> 1
<b>Department</b>	Community Development	Annual Affordable Housing Trust Fund Baseline Allocation	
<b>Request Category</b>	Baseline Adjustment		
<b>Request Rating</b>	Required		
<b>Department Goal</b>	Economic Health 1. Create housing and economic health through strong community partnerships.		

**1. How will request assist in achieving Department Goal and benefit the customer**

This request represents the baseline funding committed through the Funding Resolution that established the local Affordable Housing Trust Fund. Funds would be transferred to the 2700 AHTF Special Revenue Fund for inclusion in the annual planning and award cycle of the trust fund. The fund awards support to projects that acquire income-restricted homes, convert property to co-op housing, acquire land for property development, fund infrastructure support for Community Land Trust programs, and provide consumer housing services to Missoulians. Through conversations with community partners, our team discovered that partners have \$3.3 million in projects in their pipelines waiting to proceed and simply lack gap funding. All of these projects would be ready to spend down funds by June 2024 and many much sooner than that.

The base trust fund allocation of \$100,000 provides enough funds to operate up to two consumer housing services programs and does not represent enough funding for any construction, acquisition, or preservation projects.

**2. What specifically is needed to achieve this goal?**

A transfer of funds from the General Fund to the 2700 Special Revenue Fund for the Affordable Housing Trust Fund to enable funding of eligible projects that meet City housing and strategic plan goals.

**3. Cost Impact of New Program:**

Account #	Item	Qty	Unit Cost	Requested One-Time	Requested Ongoing	FY 2024 Unfunded	FY 2024 Funded	Proposed FY 2025 Ongoing
<b>Ongoing Expenses</b>								
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
<b>Expense Sub-Total</b>				<b>100,000</b>	<b>—</b>	<b>—</b>	<b>100,000</b>	<b>—</b>
<b>One-time Expenses</b>								
1000.250.470210.820	AHTF Annual Allocation	1	100000	100,000		—	100,000	
				—		—	—	
				—		—	—	
				—		—	—	
				—		—	—	
				—		—	—	
				—		—	—	
<b>Expense Sub-Total</b>				<b>100,000</b>	<b>—</b>	<b>—</b>	<b>100,000</b>	<b>—</b>

**Revenue Offset:**

Account #	Revenue Description	Proposed Onetime Revenue	Proposed Ongoing Revenue
1000	Fund Balance	100,000	
<b>Revenue Sub-Total</b>		<b>100,000</b>	<b>-</b>

**4. What sort of data will be used to report results and outcomes of request?**

Detailed outcome data are collected for all Affordable Housing Trust Fund projects, including numbers served, demographic data, number of units created or preserved, etc. All outcomes are reported in the Annual Housing Landscape Assessment.

**Requested/Proposed Funding Source**

	One-time	Ongoing
<b>Tax or Assessment</b>	-	-
<b>Non-tax</b>	-	-
<b>Fund Balance</b>	<b>100,000</b>	-
<b>Total</b>	<b>100,000</b>	-