

# Multiple Agency Fiscal Note Summary

<b>Bill Number:</b> 1115 S HB	<b>Title:</b> Homelessness
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## Estimated Cash Receipts

Agency Name	2007-09		2009-11		2011-13	
	GF- State	Total	GF- State	Total	GF- State	Total
Office of State Treasurer	Non-zero but indeterminate cost. Please see discussion."					
Department of Community, Trade, and Economic Development	0	100,000	0	0	0	0
<b>Total \$</b>	0	100,000	0	0	0	0

Local Gov. Courts *						
Local Gov. Other **	Fiscal note not available					
Local Gov. Total						

## Estimated Expenditures

Agency Name	2007-09			2009-11			2011-13		
	FTEs	GF-State	Total	FTEs	GF-State	Total	FTEs	GF-State	Total
Joint Legislative Audit and Review Committee	.0	0	0	.2	48,000	48,000	.0	0	0
Office of State Treasurer	.0	0	0	.0	0	0	.0	0	0
Department of Community, Trade, and Economic Development	3.2	100,000	949,847	2.9	0	611,149	3.4	0	687,738
Department of Revenue	.0	0	0	.0	0	0	.0	0	0
Department of Social and Health Services	.0	0	0	.0	0	0	.0	0	0
Employment Security Department	Non-zero but indeterminate cost and/or savings. Please see discussion.								
<b>Total</b>	3.2	\$100,000	\$949,847	3.1	\$48,000	\$659,149	3.4	\$0	\$687,738

Local Gov. Courts *									
Local Gov. Other **	Fiscal note not available								
Local Gov. Total									

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<b>Prepared by:</b> Mike Woods, OFM	<b>Phone:</b> 360-902-9819	<b>Date Published:</b> Preliminary 2/22/2007
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\* See Office of the Administrator for the Courts judicial fiscal note

\*\* See local government fiscal note

FNPID: 16466

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 1115 S HB	<b>Title:</b> Homelessness	<b>Agency:</b> 014-Joint Leg. Audit & Review Committee
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## Part I: Estimates

☐ No Fiscal Impact

### Estimated Cash Receipts to:

<b>FUND</b>					
<b>Total \$</b>					

### Estimated Expenditures from:

	FY 2008	FY 2009	2007-09	2009-11	2011-13
FTE Staff Years	0.0	0.0	0.0	0.2	0.0
<b>Fund</b>					
General Fund-State 001-1	0	0	0	48,000	0
<b>Total \$</b>	0	0	0	48,000	0

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☒ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 02/08/2007
Agency Preparation: Joy Adams	Phone: 360-786-5297	Date: 02/14/2007
Agency Approval: Ruta Fanning	Phone: 360-786-5171	Date: 02/14/2007
OFM Review: Doug Jenkins	Phone: 360-902-0563	Date: 02/14/2007

## Part II: Narrative Explanation

### II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

*Briefly describe, by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.*

Section 3 of SHB 1115 modifies existing homelessness strategic planning requirements for the Department of Community, Trade and Economic Development (CTED), establishing an ending homelessness program within the Department to develop and implement a statewide strategic plan; coordinate and monitor local government homelessness plans and programs; and implement and manage an ending homelessness grant program. The ending homelessness program has an established short-term goal of reducing the homeless population statewide and in each county by 50 percent by July 1, 2015, and an ultimate goal of ending homelessness.

Section 4 of this bill requires CTED to develop performance measures and targets for specified items within its ending homelessness strategic plan. Section 5 of this bill requires local housing programs to develop strategic objectives consistent with CTED's plan.

Section 21 of this bill directs that the Joint Legislative Audit and Review Committee shall conduct a performance audit of the ending homelessness program every four years. The first audit must be conducted by December 31, 2009. Each audit is to take no longer than six months or \$50,000 to complete.

### II. B - Cash receipts Impact

*Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.*

### II. C - Expenditures

*Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.*

The bill requires that JLARC spend no more than \$50,000 on the performance audit required in the proposed legislation. This cost equates to approximately 4 months of staff time, or \$48,000 in total. To remain within this funding level, JLARC will need to develop a scope for the study that limits the focus primarily on reviewing the performance measures and targets established by CTED and evaluating the extent to which CTED can demonstrate it met the targets it established.

FOR THIS FISCAL NOTE, JLARC ASSUMES THAT THE LEVEL OF ITS CURRENT PERFORMANCE AUDITING WORKLOAD ASSIGNED BY THE LEGISLATURE WILL REMAIN ROUGHLY THE SAME FOR FUTURE BIENNIA AS IN THE 2005-07 BIENNIUM.

BASED ON THIS ASSUMPTION, JLARC FURTHER ASSUMES THAT THE ASSIGNMENT IN THIS PROPOSED BILL WILL REQUIRE ADDITIONAL RESOURCES. JLARC WILL ASSESS ALL OF THE ASSIGNMENTS MANDATED IN THE 2007 LEGISLATIVE SESSION. BASED ON ALL LEGISLATION THAT IS PASSED, JLARC MAY SUBSEQUENTLY DETERMINE THAT IT CAN ABSORB THE COSTS FOR THIS PROPOSED BILL IN ITS BASE BUDGET, IF THE WORKLOAD OF OTHER ENACTED LEGISLATION DOES NOT EXCEED CURRENT STAFFING LEVELS.

JLARC Audit Months: JLARC calculates its staff resources in "Audit Months" to estimate the time and effort to undertake and complete its studies. An "Audit Month" reflects a JLARC analyst's time for a month, together with related administrative, support, and goods/services costs. JLARC anticipated 2007-09 costs are calculated at \$12,000 per audit month.

## Part III: Expenditure Detail

### III. A - Expenditures by Object Or Purpose

	FY 2008	FY 2009	2007-09	2009-11	2011-13
FTE Staff Years				0.2	
A-Salaries and Wages				31,772	
B-Employee Benefits				8,134	
C-Personal Service Contracts					
E-Goods and Services				7,014	
G-Travel				1,080	
J-Capital Outlays					
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services					
P-Debt Service					
S-Interagency Reimbursements					
T-Intra-Agency Reimbursements					
<b>Total:</b>	\$0	\$0	\$0	\$48,000	\$0

### III. B - Detail: *List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA*

Job Classification	Salary	FY 2008	FY 2009	2007-09	2009-11	2011-13
Research Analyst	76,398				0.2	
Support Staff	50,429				0.1	
<b>Total FTE's</b>					0.2	0.0

## Part IV: Capital Budget Impact

## Part V: New Rule Making Required

*Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.*

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 1115 S HB	<b>Title:</b> Homelessness	<b>Agency:</b> 090-Office of State Treasurer
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## Part I: Estimates

☐ No Fiscal Impact

### Estimated Cash Receipts to:

Non-zero but indeterminate cost. Please see discussion.
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### Estimated Expenditures from:

	FY 2008	FY 2009	2007-09	2009-11	2011-13
<b>Fund</b>					
<b>Total \$</b>					

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☒ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 02/08/2007
Agency Preparation: Dan Mason	Phone: 360-902-9090	Date: 02/14/2007
Agency Approval: Dan Mason	Phone: 360-902-9090	Date: 02/14/2007
OFM Review: Theo Yu	Phone: 360-902-0548	Date: 02/14/2007

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe, by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

SHB 1115 changes the name of the Homeless Housing Account to the Ending Homelessness Account. Earnings from investments are credited to the general fund.

Based on the November 2006 Revenue Forecast, the net rate for estimating earnings for FY 08 is 4.18% and FY 09 is 4.21%. Approximately \$41,800 in FY 08 and \$42,100 in FY 09 in net earnings and \$5,000 in OST management fees would be gained or lost annually for every \$1 million increase or decrease in average daily balance.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

SHB 1115 changes the name of the Homeless Housing Account to the Ending Homelessness Account. Earnings from investments are credited to the general fund.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

Part III: Expenditure Detail

III. A - Expenditures by Object Or Purpose

	FY 2008	FY 2009	2007-09	2009-11	2011-13
FTE Staff Years					
Total:					

Part IV: Capital Budget Impact

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 1115 S HB	<b>Title:</b> Homelessness	<b>Agency:</b> 103-Community, Trade & Economic Develop
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## Part I: Estimates

☐ No Fiscal Impact

### Estimated Cash Receipts to:

FUND	FY 2008	FY 2009	2007-09	2009-11	2011-13
Homeless Housing Account-Non-Appropriated 10B-6	100,000		100,000		
<b>Total \$</b>	100,000		100,000		

### Estimated Expenditures from:

	FY 2008	FY 2009	2007-09	2009-11	2011-13
FTE Staff Years	3.0	3.4	3.2	2.9	3.4
<b>Fund</b>					
General Fund-State 001-1	100,000	0	100,000	0	0
Homeless Housing Account-Non-Appropriated 10B-6	492,529	357,318	849,847	611,149	687,738
<b>Total \$</b>	592,529	357,318	949,847	611,149	687,738

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

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- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 02/08/2007
Agency Preparation: Laurie Bahr	Phone: 360-725-2935	Date: 02/13/2007
Agency Approval: Jenny Greenlee	Phone: 360-725-2920	Date: 02/16/2007
OFM Review: Mike Woods	Phone: 360-902-9819	Date: 02/18/2007

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

*Briefly describe, by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.*

Summary of Changes in Substitute Bill:

Section 2(4): An annual homeless census of all counties is required annually instead of twice a year.

Section 2(14)(c): Requires a full examination application to the Washington State Quality Award (WSQA).

Section 4(2)(a): The Department of Community, Trade and Economic Development (CTED) must provide guidelines to local governments regarding methods to measure performance.

Section 4(6): Requires CTED to deliver a summary annual report to the legislature detailing the performance of state and local homeless programs addressing homeless housing and services.

Section 14(1)(b): CTED’s share of the revenue from the original \$10 surcharge may be used to provide operating, maintenance and program subsidies to shelter transitional housing projects as well as to provide rental assistance to homeless persons.

Removes section 15 of the original bill, which imposed an additional \$10 document recording fee to cover county and state costs of the ending homelessness program.

Removes section 16 of the original bill, which allowed counties to impose an additional \$10 document recording fee surcharge to cover local costs of the ending homelessness program.

Section 24: Local governments, CTED, Washington State Housing Finance Commission, housing authorities, and other involved non-profits are required to make recommendations to the legislature regarding streamlining homeless housing reporting requirements and legislative actions to better achieve the ending homelessness program. CTED is the lead for developing a strategy for streamlining state and local reporting requirements and presenting it to the legislature by December 31, 2007.

Section 25: Exempts the Department of Revenue from having to pay the new document recording surcharges created by the bill.

Section 26: Prohibits CTED or any local jurisdiction from using revenues provided under this act to supplant existing expenditures.

Description of Substitute Bill:

Section 2(14)(c): Requires cities, towns and counties receiving over \$500,000 in funding from state resources or document recording fees to apply to the full examination Washington State Quality Award Program by January 1, 2010, and at least once every three years thereafter. CTED and the Washington Housing Finance Commission must apply to the full examination quality award program by December 31, 2009, and at least once every three years thereafter.

Section 4(1): Would require CTED to update the state ending homeless strategic plan annually.

Section 4(2)(a): Would require CTED to create a task force to advise CTED on performance measurement. Performance measures and yearly targets must be established by December 31, 2007, and updated annually based on feedback from local homelessness task forces. The task force must provide guidelines to local governments regarding methods to measure performance.

Section 4(2)(c): Would require the creation and annual collection of performance measures covering specific domains at the state, county and city levels.

Section 4(5): Would require CTED, in consultation with the Interagency Council on Homelessness (ICH), State Advisory Council on Homelessness (SACH) and Affordable Housing Advisory Board (AHAB) to annually enumerate the potential state and local government savings that could be obtained through improved services to homeless persons.

Section 5(1)(b): Would require CTED to conduct an annual performance evaluation of each local plan by December 31



of each year beginning in 2007.

Section 6: The Homeless Housing Account is renamed the Ending Homelessness Account.

Section 15(4): Would require CTED to conduct an evaluation of operations and accomplishments of other Interagency Council on Homelessness member agencies.

Section 16(2): Would require CTED to collect data and information on homeless school children.

Section 18(4): Would require the Affordable Housing Advisory Board to submit reports to the CTED director as well as the legislature about findings and relationship between jobs paying less than the self-sufficiency standard and the housing affordability, and make program, legislative and funding recommendations.

Section 21: Would require CTED to conduct a performance evaluation of all state departments and agencies which have housing and homeless programs. CTED would be required to submit copies of the evaluation reports to appropriate committees of the legislature and the ICH by December 31 of each year, starting in 2007.

Section 22: Would require CTED to distribute money from the general fund to the ending homelessness account to five housing authorities to implement a quality management program and prepare and submit an application to the Washington State Quality Award program by December 31, 2009. This section also includes an appropriation of \$50,000 to CTED.

Section 23: Would require CTED to distribute money from the general fund to the ending homelessness account to five community action agencies to implement a quality management program and prepare and submit an application to the Washington State Quality Award program by December 31, 2009. This section also includes an appropriation of \$50,000 to CTED.

## **II. B - Cash receipts Impact**

*Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.*

The cash receipt of \$100,000 is the receipt to the Ending Homelessness Account from the General Fund State per sections 22 and 23 of the bill.

## **II. C - Expenditures**

*Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.*

Section 2(14)(c): Requires a full examination application to WSQA program by December 31, 2009 and every third year thereafter. To accomplish this CTED will require the following resources for each application cycle: .50 CTED Specialist 3 for one calendar year to manage the application process for the agency; .25 CTED Specialist 2 for one calendar year to perform research, gather information and write application elements; training for 9 division/agency representatives @ \$700 each totaling \$6,300; WSQA application and site visit fee \$3,000; and training for 2 examiners @\$800 each totaling \$1,600.

Section 2 Summary of Costs:

FTE, Salary and Benefits: .75 FTE costing \$55,852 for FY09, FY10, FY 12 and FY 13

Goods and Services (G & S):

FY09: \$34,837

-standard G&S \$20,331

space and utilities \$3,606  
non-standard G&S \$10,900 for application costs, Baldrige and examiner training courses

FY10 FY 12 and FY 13: \$23,837 each fiscal year  
-standard G&S \$20,331  
space and utilities \$3,606

Capital Outlays: FY 09 \$2,549 (one time furniture and computer)

Section 4(2)(a) – Would require CTED to create an eight-member task force to advise CTED on performance measurement and update performance measures annually, requiring 0.2 FTE at the CTED Specialist 3 (range 58) level to include salary, benefits and associated costs and \$3,200 per year in meetings costs to annually organize and prepare materials for four meetings of the task force, three public stakeholder meetings, and a public review process. Assumptions: Four meetings for the task force at a SeaTac area hotel at \$800 each, comprised of \$600 for room rental and lunch for nine people and \$200 in travel expenses for CTED staff and task force members unable to cover travel costs using other funds. Stakeholder meetings would be doubled-up with existing stakeholder outreach processes to save travel costs.

Section 4(c) – Would require the creation and annual collection of performance measures covering specific domains at the state, county and city level levels. Assumption: Performance measures required by this section would be collected using existing resources dedicated to implementing the existing performance measurement requirements of the Homelessness Housing and Assistance Act, with the following exceptions, which are beyond what CTED is currently committed to doing as detailed in the existing state Ending Homelessness Plan:

Section 4(2)(c)(i) “Societal costs of homelessness measurement.” - Measuring the societal costs of homelessness of people at the county level would require 1) literature review of methods to measure societal costs done by a third party consultant (\$12,000; 80 hours at \$150 an hour); and 2) annual compilation and synthesis of existing data by 0.10 FTE at the CTED Specialist 3 (range 58) level. Assumption: Existing data pertaining to homelessness from state agencies would be compiled and synthesized to develop societal costs at the state level.

Section 4(2)(c)(ii) “Costs of ending homelessness measurement” – Calculating the costs of ending homelessness with available and committed resources at the state level would require 1) literature review of methods to measure costs of ending homelessness done by a third party consultant (\$12,000; 80 hours at \$150 an hour); and 2) annual compilation and synthesis of existing data by 0.10 FTE at the CTED Specialist 3 (range 58) level. Assumption: Existing data from state agencies would be compiled and synthesized to develop cost calculations at the state level.

Section 4(2)(c)(iii) “Self-sufficiency measurement.” - Measuring the level of self-sufficiency of people overall at the county level would require: (1) literature review of methods to measure self-sufficiency done by a third party consultant (\$12,000; 80 hours at \$150 an hour); and (2) annual compilation and synthesis of existing data used to create a self-sufficiency measure by 0.10 FTE at the CTED Specialist 3 (range 58) level. Assumption: Existing publicly available data can be compiled and synthesized to develop a self-sufficiency measure at the county level.

Section 4(2)(c)(iv) “Homeless self-sufficiency measurement.” – Measuring the level of self-sufficiency of homeless people would require: (1) literature review of methods to measure self-sufficiency of homeless persons done by a third party consultant (\$9,000; 60 hours at \$150 an hour); and (2) developing a report to generate this data out of the Homeless Management Information System (HMIS) would require an additional 50 hours of contracted computer application developer time at \$75 and hour, totaling \$3,750. Assumption: Existing HMIS data can be compiled and synthesized to develop a self-sufficiency measure of homeless persons served by the homeless service system.

Section 4(2)(c)(v) “The quality and completeness of the Washington homeless client management information system measurement.” This would require CTED to annually survey local governments and stakeholders on the satisfaction with the funding, technical and other assistance provided by CTED as part of the Homelessness Housing and Assistance Act, done by a third party consultant (\$10,500; 70 hours at \$150 an hour) to design, administer, and collate the survey. Assumption: Local governments would be responsible for fulfilling the proposed client satisfaction measurement

requirement. The significant local government costs to measure client satisfaction are not detailed in this fiscal note.

Section 4(2)(c)(vi) “The quality and of the performance management systems of the state agencies, local governments, and other involved homeless providers measurement.” This would require CTED to annually survey local governments and stakeholders on the satisfaction with the funding, technical and other assistance provided by CTED as part of the Homelessness Housing and Assistance Act, done by a third party consultant (\$10,500; 70 hours at \$150 an hour) to design, administer, and collate the survey. Assumption: Local governments would be responsible for fulfilling the proposed client satisfaction measurement requirement. The significant local government costs to measure client satisfaction are not detailed in this fiscal note.

Section 4(2)(c)(vii) “Homeless plan quality measurement.” Annually measuring the quality of local homeless plans would require a team of four reviewers at the CTED Specialist 3 (range 58) level, equivalent to an additional 0.30 FTE in total, to develop a primarily quantitative scoring criteria, score each plan using those criteria, and develop a report to each county detailing the findings of the quality review process. Assumptions: The review team of four CTED Specialist 3 (range 58) would each read and review 36 plans per year (assuming counties update their plans on average every two years) spending four hours reading and reviewing each plan, one hour discussing their review with other review team members, and one hour contributing to a final quality review document for each county (4 x (36 x (4 + 1 + 1)) = 864 hours = 0.40 FTE).

Section 4(5) would require CTED to annually enumerate the potential state and local government savings that could be obtained through improved services to homeless persons, requiring 0.30 FTE at the CTED Specialist 3 (range 58) to develop cost models for each segment of the homeless system, annually collect the data necessary to use the cost model, and develop a report describing the existing costs and potential savings.

Section 4 Summary of Costs:

FTEs, Salary and Benefits: 1.20 FTE CTED Specialist 3 costing \$93,656 each year from FY 08 - FY 13.

Personal Service Contracts: \$69,750 FY 08 only

Goods and Services (G&S):

FY 08: \$40,578

-standard G&S: \$32,690

-space and utilities: \$4,688

-non-standard costs: \$3,200 for four meeting costing \$800 each

FY 09 to FY 13: \$37,239 each fiscal year

-standard costs: \$32,551

-space and utilities: \$4,688)

Note: Standard goods and services costs include supplies and materials, employee development and training, agency administration, mandatory state seat of government and Department of Personnel charges, and CTED agency administration. CTED agency administration costs are allocated to programs depending on the complexity and/or volume of work required for each program. The cost indicators used to determine complexity and volume of work are: the number of contracts administered, the number of FTEs working on a program, and the number of separate budget reporting codes (i.e., separate cost centers or accounts). CTED administration provides general standard governmental services including, but not limited to: budgeting, accounting, payroll, and purchasing services; personnel and employee services; internal information technology systems, desktop and network support services; facilities management services; legislative and public affairs services; policy and risk management services; and other support services.

Travel: \$3,734 each fiscal year from FY08 – FY13.

Capital Outlays: FY 08 \$11,900 for one time furniture and equipment purchases and FY 11 \$3,200 for computer replacements.

Section 5(1)(b): Would require CTED to conduct an annual performance evaluation of each local plan implementation by December 31 of each year beginning in 2007. Evaluating the implementation of 36 plans annually would require 0.40 FTE CTED 3 (range 58).

Assumptions: All data necessary to perform the evaluations of local plans would be provided annually to CTED in a required annual report. Evaluations would be performed using quantitative measures and criteria, and only a small amount of subjective narrative would be created for each evaluation. There would be 36 plans instead of 39 because some of the counties have doubled up.

#### Section 5 Summary of Costs:

FTEs, Salary and Benefits: .40 FTE CTED Specialist 3 costing \$31,218 each fiscal year from 08-13.

Goods and Services: \$12,293 each fiscal year from FY08 – FY13

-standard costs: \$10,851

-space and utilities: \$1,442.

Section 16(2): Would require CTED to collect data and information on homeless school children. Coordinating data collection activities across local governments would require 0.20 FTE CTED Specialist 3 (range 58).

#### Section 16: Summary of Costs

FTEs, Salary and Benefits: .20 FTE CTED Specialist 3 costing \$15,609 each fiscal year from 08-13.

Goods and Services: \$6,146 each fiscal year from FY08 – FY13

-standard costs: \$5,425

-space and utilities: \$721).

Section 18(4): Would require the Affordable Housing Advisory Board to submit reports to the CTED director as well as the Legislature about findings and relationships between jobs paying less than the self-sufficiency standard and the housing affordability. Making program, legislative and funding recommendations would require 1) data collection on housing and jobs per county; and 2) analysis and synthesis of data on an annual basis by 0.20 FTE at the CTED Specialist 3 (range 58) level. Assumption: Existing publicly available data can be compiled and synthesized to develop reports.

#### Section 18: Summary of Costs

FTEs, Salary and Benefits: .20 FTE CTED Specialist 3 \$15,609 each year from FY 08 – FY 13.

Goods and Services: FY 08 to FY 13 \$6,146 each fiscal year from FY08 – FY13

-standard costs: \$5,425

-space and utilities: \$721).

Section 21: Would require CTED to conduct a performance evaluation of all state departments and agencies which have housing and homeless programs. CTED would be required to submit copies of the evaluation reports to appropriate committees of the legislature and the Interagency Council on Homelessness (ICH) by December 31 of each year, starting in 2007. Evaluating fifteen programs annually across four IHC member agencies would require 0.4 FTE CTED 3 (range 58) to include salary, benefits and associated support costs. Assumptions: Only programs directly targeted at homeless individuals and families would be annually evaluated (900 hours; 60 hours times 15 programs).

Section 22: Would appropriate to CTED \$50,000 from the general fund to the ending homelessness account to pass through to five housing authorities to implement a quality management program and prepare and submit an application to the Washington State Quality Award program by December 31, 2009. Creating a request for proposal, reviewing

applications, and setting up contracts, and monitoring those contracts would require 0.2 FTE CTED 3 (range 58) in FY 08 only to include salary, benefits and associated support costs. This appropriation requires an Object M-Interagency Fund transfer of \$50,000 from the General Fund State to the AHFA Account.

Section 23: Would appropriate to CTED \$50,000 from the general fund to the ending homelessness account to pass through to five community action agencies to implement a quality management program and prepare and submit an application to the Washington State Quality Award program by December 31, 2009. Creating a request for proposal, reviewing applications, and setting up contracts, and monitoring those contracts would require 0.2 FTE CTED 3 (range 58) in FY 08 only. This appropriation requires an Object M-Interagency Fund transfer of \$50,000 from the General Fund State to the AHFA Account.

#### Section 21-26: Summary of Costs

FY08:

FTEs, Salary and Benefits: .80 FTE CTED Specialist 3 \$62,438 in FY08.

Goods and Services: \$23,452  
 -standard costs: \$23,091  
 -space and utilities: \$361).

Pass-Through Grants or Contracts: \$100,000

FY 09 to FY 13:

FTEs, Salary and Benefits: .40 FTE CTED Specialist 3 \$31,218 each fiscal year.

Goods and Services: \$11,212 each fiscal year  
 -standard costs: \$10,851  
 -space and utilities: \$361).

Pass-Through Grants or Contracts: \$100,000

## Part III: Expenditure Detail

### III. A - Expenditures by Object Or Purpose

	FY 2008	FY 2009	2007-09	2009-11	2011-13
FTE Staff Years	3.0	3.4	3.2	2.9	3.4
A-Salaries & Wages	168,100	187,048	355,148	331,133	374,096
B-Employee Benefits	50,430	56,114	106,544	99,339	112,228
C-Personal Serv Contr	69,750		69,750		
E-Goods and Services	88,615	107,873	196,488	170,009	193,946
G-Travel	3,734	3,734	7,468	7,468	7,468
J-Capital Outlays	11,900	2,549	14,449	3,200	
M-Inter Agency Fund Transfers	100,000		100,000		
N-Grants, Benefits Services	100,000		100,000		
P-Debt Service					
S-Interagency Reimburesement					
T-Intra-Agency Reimbursement					
<b>Total:</b>	\$592,529	\$357,318	\$949,847	\$611,149	\$687,738

**III. B - Detail:** *List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA*

Job Classification	Salary	FY 2008	FY 2009	2007-09	2009-11	2011-13
Comm, Trade and Econ Dev	51,780		0.3	0.1	0.1	0.3
Specialist 2						
Comm, Trade and Econ Dev	60,036	2.8	2.9	2.9	2.7	2.9
Specialist 3						
Various Administrative Services	55,515	0.2	0.2	0.2	0.2	0.2
<b>Total FTE's</b>		3.0	3.4	3.2	2.9	3.4

**III. C - Expenditures By Program (optional)**

Program	FY 2008	FY 2009	2007-09	2009-11	2011-13
Agency Administration (100)	63,953	70,228	134,181	123,735	140,456
Housing (400)	528,576	287,090	815,666	487,414	547,282
<b>Total \$</b>	592,529	357,318	949,847	611,149	687,738

## Part IV: Capital Budget Impact

NONE.

## Part V: New Rule Making Required

*Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.*

NONE.

# Department of Revenue Fiscal Note

<b>Bill Number:</b> 1115 S HB	<b>Title:</b> Homelessness	<b>Agency:</b> 140-Department of Revenue
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## Part I: Estimates

☒ **No Fiscal Impact**

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 02/08/2007
Agency Preparation: Valerie Torres	Phone: 360-5706084	Date: 02/14/2007
Agency Approval: Don Gutmann	Phone: 360-570-6073	Date: 02/14/2007
OFM Review: Doug Jenkins	Phone: 360-902-0563	Date: 02/14/2007

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe, by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

Note: This fiscal note reflects the language for PSHB 1115 (H-1858.1/07).

Current law contained in RCW 43.185C explains the causes and effects of homelessness and recognizes that the state must make ending homelessness a goal.

This bill extends many of the definitions regarding ending homelessness.

Section 22 and 23 appropriate money from the general fund to the ending homelessness account to be distributed by the Department of Community, Trade, and Economic Development.

The bill takes effect 90 days after final adjournment of the session in which it is enacted.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

TOTAL REVENUE IMPACT:

This bill does not impact state revenues.

Section 22 and 23 appropriate money from the general fund to the ending homelessness account.

See the fiscal note prepared by the Department of Community, Trade and Economic Development for local impact.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

The Department of Revenue does not anticipate incurring any costs associated with the implementation of this legislation. The Department of Revenue will absorb any incidental costs incurred.

Part III: Expenditure Detail

Part IV: Capital Budget Impact

NONE.

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

No rule-making required.



# Individual State Agency Fiscal Note

<b>Bill Number:</b> 1115 S HB	<b>Title:</b> Homelessness	<b>Agency:</b> 300-Dept of Social and Health Services
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## Part I: Estimates

☒ **No Fiscal Impact**

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 02/08/2007
Agency Preparation: Sarian Scott	Phone: (360) 902-7769	Date: 02/14/2007
Agency Approval: Sue Breen	Phone: 360-902-8183	Date: 02/16/2007
OFM Review: Tammy Hay	Phone: 360-902-0553	Date: 02/16/2007

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 1115 S HB	<b>Title:</b> Homelessness	<b>Agency:</b> 540-Employment Security Department
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## Part I: Estimates

☐ No Fiscal Impact

### Estimated Cash Receipts to:

<b>FUND</b>					
<b>Total \$</b>					

### Estimated Expenditures from:

Non-zero but indeterminate cost. Please see discussion.

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☒ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 02/08/2007
Agency Preparation: Glena Red Elk	Phone: 360-902-9421	Date: 02/14/2007
Agency Approval: Elise Greef	Phone: 360-902-9423	Date: 02/16/2007
OFM Review: Tammy Hay	Phone: 360-902-0553	Date: 02/21/2007

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe, by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

Section 17 of this bill would require the Employment Security Department (ESD) to annually provide a self-sufficiency standard for each county and major city. The first self-sufficiency standard would be due to the legislature by December 31, 2008. The bill states the department would be allowed no more than one hundred thousand dollars in creating the initial self-sufficiency standard and no more than twenty-five thousand dollars annually to update the standard. The employment security department would also be responsible for delivering a report to the department of community, trade, and economic development and the appropriate committees of the legislature that details the number and percentage of individuals and households statewide and in each county who earn less than the self-sufficiency standard.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

None.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

ESD does not have a methodology to accomplish the tasks described in S HB 1115. The major reason is that self sufficiency is a concept that is based on family income, rather than earnings or wage rates. The Unemployment Insurance (UI) data that reside in ESD includes information on earnings and hours for individual earners who are covered by the UI program. Most families in Washington state have two potential earners, and ESD does not have the capacity in the data to determine whether any two earners are in the same family, live at the same address, or are otherwise financially connected to each another. Thus, measuring even family earnings is not possible from ESD's administrative data. Further, family income includes many factors other than earnings. These range from investment income to the earned income credit for lower income earners. Unearned income is common in families in Washington state.

ESD can determine the self-sufficiency income level for regions in the state based on a methodology similar to that used by Pearce and Brooks in their 2001 study of Self Sufficiency in Washington State, using the eight regions used by the Office of Financial Management in the Washington Population Survey. Pearce and Brooks used over 70 family types in their work. ESD could include one to three family types in its study of a self-sufficiency standard. ESD would also propose an assessment study that estimates the proportion of families that achieve the self-sufficiency standard in each of the eight regions every other year, when the Washington Population Survey data become available.

The costs of determining the self-sufficiency standard for one to three family types in the eight regions would come to approximately \$100,000 with ongoing annual costs of about \$50,000 to maintain the standard and assess it every other year using the Washington Population Survey data.

Part III: Expenditure Detail

Part IV: Capital Budget Impact

None.

**Part V: New Rule Making Required**

*Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.*

None.