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2 Councilmember Jack Evans

Councilmember Robert C. White, Jr.

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6 Councilmember David Grosso

Councilmember Mary M. Cheh

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12 Councilmember Brianne K. Nadeau

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16 A BILL

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21 IN THE COUNCIL OF DISTRICT OF COLUMBIA

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25 To establish a program for community-based nonprofit organizations that support the  
26 Department of Housing and Community Development's affordable housing and  
27 community development programs to share services to build capacity and focus on  
28 programming.

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30 BE IT ENACTED BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this  
31 act may be cited as the "Shared Services to Improve Housing Counseling Act of 2019".

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33 Sec. 2. Definitions.

34 For the purposes of this act, the term:

35 (1) "Business support" means assistance with payroll records, accounting, bill  
36 pay, information technology, and other essential administrative duties.

37 (2) "Community-based nonprofit organization" or "CBO" means an organization  
38 receiving funding from DHCD to support the agency's affordable housing and community  
39 development programs.

40 (3) "DHCD" means the Department of Housing and Community Development.

41 (4) "Partner" means a nonprofit organization with experience providing technical  
42 assistance to community-based organizations.

43 (5) "Shared services" means the provision of a service or services by a part of a  
44 group to other parts of the group in order to share expertise, build organizational capacity, and  
45 reduce costs.

46 (6) "Workforce support" means professional development opportunities and  
47 human resource services.

48 Sec. 3. Shared services program.

49 (a) Within 120 days of the effective date of this act, DHCD shall select a partner to  
50 develop a shared services program for CBOs to access and share information, training, staff,  
51 business support, financial services, workforce support, and resources to increase the capacity of  
52 CBOs to provide high-quality housing counseling services to District residents.

53 (b) The services provided by the partner shall be available to all CBOs receiving funds  
54 from DHCD subject to the following requirements:

55 (1) The partner shall not charge CBOs membership fees unless the partner  
56 provides services beyond those outlined in subsection (c) of this section.

57 (2) The Mayor may issue rules setting an amount the partner may charge  
58 membership fees for nonprofits that do not receive funds from DHCD.

59 (c) Any partner selected shall establish a group of CBOs to coordinate shared services  
60 that may include:

61 (1) Training and onboarding support for new and existing employees;

62 (2) Business support;

63 (3) Procurement services for supplies, materials, and other program expenses and  
64 services;

65 (4) Workforce support;

66 (5) Financial training on business operations;

67 (6) Marketing and communications support; and

68 (7) Other services identified by the network and consistent with the requirement  
69 in subsection (a) of this section that shared services programs support DHCD's affordable  
70 housing and community development programs.

71 (d) By December 31, 2020, and no later than December 31 annually thereafter, DHCD  
72 shall submit to the Mayor and Council a report on the performance of the shared services  
73 program established under this section. The report shall include the following information:

74 (1) The number of CBOs served;

75 (2) The names and location of CBOs served;

76 (3) Services offered to CBOs;

77 (4) CBO performance providing housing counseling services;

78 (5) Additional shared services needed to build capacity and maximize cost  
79 savings for CBOs;

80 (6) Estimated cost savings realized by CBOs benefitting from a shared services  
81 program; and

82 (7) Suggested improvements to program and CBO business practices.

83 Sec. 4. Rules.

84 The Mayor, pursuant to Title I of the District of Columbia Administrative Procedure Act,  
85 approved October 21, 1968 (82 Stat. 1204; D.C. Official Code § 2-501 et seq.), shall issue rules  
86 to implement the provisions of this act.

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89 Sec. 5. Fiscal impact statement.

90 The Council adopts the fiscal impact statement in the committee report as the fiscal  
91 impact statement required by 4a of the General Legislative Procedures Act of 1975, approved  
92 October 16, 2006 (120 Stat. 2038; D.C. Official Code § 1-301.47a).

93 Sec. 6. Effective date.

94 This act shall take effect following approval by the Mayor (or in the event of veto by the  
95 Mayor, action by the Council to override the veto), a 30-day period of Congressional review as  
96 provided in sections 602(c)(1) of the District of Columbia Home Rule Act, approved December  
97 24, 1973 (87 Stat. 813; D.C. Official Code § 1-206.02(c)(1)), and publication in the District of  
98 Columbia Register.