
Rental Housing Commission

<https://rhc.dc.gov>
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Table DR0-1

Description	FY 2019 Actual	FY 2020 Actual	FY 2021 Approved	FY 2022 Approved	% Change from FY 2021
OPERATING BUDGET	\$0	\$1,258,237	\$1,327,889	\$1,359,911	2.4
FTEs	0.0	7.4	9.0	9.0	0.0
CAPITAL BUDGET	\$0	\$0	\$0	\$0	N/A
FTEs	0.0	0.0	0.0	0.0	N/A

The mission of the Rental Housing Commission (RHC) is to ensure the fair and effective implementation of the District of Columbia’s rent stabilization and tenant rights laws by publishing clear legal guidelines and resolving appeals in disputed cases.

Summary Services

The RHC is responsible for the interpretation and application of the Rental Housing Act of 1985, as amended (the Act). The RHC: (1) certifies and publishes the annual, general allowable rent adjustment; (2) issues, amends, and rescinds rules and procedures for the administration of the Act and for the resolution of disputes arising under the Act; and (3) in disputes under the Act, decides appeals from decisions of the Rent Administrator and the Office of Administrative Hearings. Disputes under the Act commonly include claims of illegal rent increases, requests for approval of special rent increases, repair of housing code violations, retaliation against tenants, and return of security deposits.

The agency’s FY 2022 approved budget is presented in the following tables:

FY 2022 Approved Gross Funds Operating Budget and FTEs, by Revenue Type

Table DR0-2 contains the approved FY 2022 budget by revenue type compared to the FY 2021 approved budget. It also provides FY 2019 and FY 2020 actual data.

Table DR0-2

(dollars in thousands)

Appropriated Fund	Dollars in Thousands						Full-Time Equivalents					
	Actual FY 2019	Actual FY 2020	Approved FY 2021	Approved FY 2022	Change from FY 2021	% Change*	Actual FY 2019	Actual FY 2020	Approved FY 2021	Approved FY 2022	Change from FY 2021	% Change
GENERAL FUND												
Local Funds	0	1,258	1,328	1,360	32	2.4	0.0	7.4	9.0	9.0	0.0	0.0
TOTAL FOR GENERAL FUND	0	1,258	1,328	1,360	32	2.4	0.0	7.4	9.0	9.0	0.0	0.0
GROSS FUNDS	0	1,258	1,328	1,360	32	2.4	0.0	7.4	9.0	9.0	0.0	0.0

*Percent change is based on whole dollars.

Note: If applicable, for a breakdown of each Grant (Federal and Private), Special Purpose Revenue type and Intra-District agreement, please refer to **Schedule 80 Agency Summary by Revenue Source** in the **FY 2022 Operating Appendices** located on the Office of the Chief Financial Officer's website.

FY 2022 Approved Operating Budget, by Comptroller Source Group

Table DR0-3 contains the approved FY 2022 budget at the Comptroller Source Group (object class) level compared to the FY 2021 approved budget. It also provides FY 2019 and FY 2020 actual expenditures.

Table DR0-3

(dollars in thousands)

Comptroller Source Group	Actual FY 2019	Actual FY 2020	Approved FY 2021	Approved FY 2022	Change from FY 2021	Percentage Change*
11 - Regular Pay - Continuing Full Time	0	508	579	542	-37	-6.4
12 - Regular Pay - Other	0	455	467	533	66	14.2
14 - Fringe Benefits - Current Personnel	0	192	195	201	6	2.8
15 - Overtime Pay	0	0	0	0	0	N/A
SUBTOTAL PERSONAL SERVICES (PS)	0	1,155	1,241	1,276	35	2.8
20 - Supplies and Materials	0	3	4	4	0	0.0
31 - Telecommunications	0	0	4	5	1	24.7
40 - Other Services and Charges	0	35	68	64	-4	-5.4
41 - Contractual Services - Other	0	60	0	0	0	N/A
70 - Equipment and Equipment Rental	0	5	10	10	0	0.0
SUBTOTAL NONPERSONAL SERVICES (NPS)	0	103	87	84	-3	-3.0
GROSS FUNDS	0	1,258	1,328	1,360	32	2.4

*Percent change is based on whole dollars.

FY 2022 Approved Operating Budget and FTEs, by Division/Program and Activity

Table DR0-4 contains the approved FY 2022 budget by division/program and activity compared to the FY 2021 approved budget. It also provides FY 2019 and FY 2020 actual data. For a more comprehensive explanation of divisions/programs and activities, please see the Division/Program Description section, which follows the table.

Table DR0-4

(dollars in thousands)

Division/Program and Activity	Dollars in Thousands					Full-Time Equivalent				
	Actual FY 2019	Actual FY 2020	Approved FY 2021	Approved FY 2022	Change from FY 2021	Actual FY 2019	Actual FY 2020	Approved FY 2021	Approved FY 2022	Change from FY 2021
(9100) RENTAL HOUSING COMMISSION										
(9110) Rental Housing Commission	0	1,258	1,328	1,360	32	0.0	7.4	9.0	9.0	0.0
SUBTOTAL (9100) RENTAL HOUSING COMMISSION	0	1,258	1,328	1,360	32	0.0	7.4	9.0	9.0	0.0
TOTAL APPROVED OPERATING BUDGET	0	1,258	1,328	1,360	32	0.0	7.4	9.0	9.0	0.0

(Change is calculated by whole numbers and numbers may not add up due to rounding)

Note: For more detailed information regarding the approved funding for the activities within this agency's programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2022 Operating Appendices** located on the Office of the Chief Financial Officer's website. "No Activity Assigned" indicates budget or actuals that are recorded at the division/program level.

Program Description

The Rental Housing Commission operates through the following program:

Rental Housing Commission – enforces the Rental Housing Act of 1985, as amended. The commission has three statutory functions in order to preserve and increase the supply of quality affordable housing in the District: (1) to issue, amend, and rescind regulations that are promulgated for enforcement of the Act; (2) to certify and publish the annual adjustment of general applicability to rents and/or rent ceilings, which adjustment is based upon annual changes (if any) in the Consumer Price Index for the applicable region in which the District of Columbia is located; and (3) to decide appeals brought to the commission from the Rent Administrator and the Office of Administrative Hearings.

Program Structure Change

The Rental Housing Commission has no program structure changes in the FY 2022 approved budget.

FY 2021 Approved Budget to FY 2022 Approved Budget, by Revenue Type

Table DR0-5 itemizes the changes by revenue type between the FY 2021 approved budget and the FY 2022 approved budget. For a more comprehensive explanation of changes, please see the FY 2022 Approved Budget Changes section, which follows the table.

Table DR0-5

(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
LOCAL FUNDS: FY 2021 Approved Budget and FTE		1,328	9.0
No Change		0	0.0
LOCAL FUNDS: FY 2022 Recurring Budget		1,328	9.0
Increase: To align personal services and Fringe Benefits with projected costs	Rental Housing Commission	35	0.0
Decrease: To align resources with operational spending goals	Rental Housing Commission	-3	0.0
LOCAL FUNDS: FY 2022 Mayor's Proposed Budget		1,360	9.0
No Change		0	0.0
LOCAL FUNDS: FY 2022 District's Approved Budget		1,360	9.0
GROSS FOR DR0 - RENTAL HOUSING COMMISSION		1,360	9.0

(Change is calculated by whole numbers and numbers may not add up due to rounding)

FY 2022 Approved Operating Budget Changes

Table DR0-6 contains the approved FY 2022 budget by fund compared to the FY 2021 approved budget.

Table DR0-6

Appropriated Fund	FY 2021 Approved	FY 2022 Approved	% Change from FY 2021
Local Funds	\$1,327,889	\$1,359,911	2.4
GROSS FUNDS	\$1,327,889	\$1,359,911	2.4

Recurring Budget

The Rental Housing Commission's budget reflects no change from the FY 2021 approved budget to the FY 2022 recurring budget.

Mayor's Proposed Budget

Increase: RHC's proposed budget includes a net Local funds increase of \$34,626 in personal services to align salaries and Fringe Benefits with projected costs.

Decrease: RHC's proposed budget includes a net decrease of \$2,604 in nonpersonal services cost to align agency resources with operational spending averages.

District's Approved Budget

No Change: The Rental Housing Commission's budget reflects no change from Mayor's proposed budget to the District's approved budget.

Agency Performance Plan*

The Rental Housing Commission (RHC) has the following strategic objectives for FY 2022:

Strategic Objectives

Strategic Objectives describe what the agency will do, at a high level, to achieve its mission. These are action-based sentences that define what an agency does for its customers, whether the customers are residents or other District agencies, and how that improves the District.

Objectives

1. Resolve administrative appeals efficiently.
2. Issue, amend, and rescind rules and procedures for the administration of the Rental Housing Act (Act) and for the resolution of disputes arising under the Act.
3. Determine allowable annual adjustments of rent charged.

ACTIVITIES

Activities include the work that happens on a daily basis to help achieve the Strategic Objectives. Activity names come from the budget line items. This is further divided into “daily services” (ex. sanitation disposal), and long-term “key projects” that are high profile, one-time and span several years, (ex. redevelopment of Walter Reed Army Medical Center). Many agencies will mostly have daily services, whereas some agencies that have more of their budget come from capital funding will have several key projects.

1. Resolve administrative appeals efficiently. (2 Activities)

Activity Title	Activity Description	Type of Activity
Case Mediation	Lead dispute resolution efforts to reduce time and cost associated with appeals and help reach mutually agreeable settlement for parties.	Daily Service
Appellate Resolution	Resolves appeals by tenants and housing providers to decisions from the Rent Administrator or the Office of Administrative Hearings through written, legal decisions-making.	Daily Service

2. Issue, amend, and rescind rules and procedures for the administration of the Rental Housing Act (Act) and for the resolution of disputes arising under the Act. (1 Activity)

Activity Title	Activity Description	Type of Activity
Monitor statutory changes to the Rental Housing Act of 1985	Monitors statutory changes to the Rental Housing Act of 1985 and determines if corresponding rent stabilization regulations need to be issued, amended or rescinded.	Daily Service

3. Determine allowable annual adjustments of rent charged. (1 Activity)

Activity Title	Activity Description	Type of Activity
Determine allowable rent increases	Determine the change, during the twelve months of calendar year and the Consumer Price Index for Urban Wage Earners and Clerical Workers (“CPI-W”) for all items in the metropolitan statistical area that includes the District of Columbia adjust to other statutorily required calculations.	Key Project

KEY PERFORMANCE INDICATORS

Key Performance Indicators measure how well an agency is achieving its Strategic Objectives. They are outcome-oriented and should be used to answer the question, “What does the agency need to measure to determine success?”

1. Resolve administrative appeals efficiently. (14 Measures)

Measure	New Measure/ Benchmark Year	FY 2019 Actual	FY 2020 Target	FY 2020 Actual	FY 2021 Target	FY 2022 Target
Average number of business days to complete adjudication	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Average number of calendar days between filing of record (or receipt of transcript, if any) to oral argument	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Average number of calendar days between initial case filing to filing of record (or receipt of transcript, if any)	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Average number of calendar days between notice of appeal and receipt of certified record	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Average number of calendar days between oral argument to disposition	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Average number of calendar days between preliminary case review and staff assignment	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Average number of days between hearing and opinion	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Average number of days between initial case filing to mediation scheduling	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Average number of days between receipt of certified record and scheduled hearing date	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Percent of cases awaiting decision that are more than 340 days old	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Percent of cases mediated	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Percent of decisions reversed	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Percent of eligible cases resolved through mediation or mediator-involved settlement	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set
Percent of initial mediation held within 45 calendar days after notice of appeal being filed	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set

2. Issue, amend, and rescind rules and procedures for the administration of the Rental Housing Act (Act) and for the resolution of disputes arising under the Act. (1 Measure)

Measure	New Measure/ Benchmark Year	FY 2019 Actual	FY 2020 Target	FY 2020 Actual	FY 2021 Target	FY 2022 Target
Average number of calendar days to determine whether to issue, amend, and rescind rules and procedures, rescind regulations based on newly enacted legislation	No	New in 2021	New in 2021	New in 2021	New in 2021	No Target Set

WORKLOAD MEASURES

Workload Measures, also called inputs or outputs, quantify an activity, effort or process that is necessary to make progress towards the Strategic Objectives. They help answer the question; “How much are we doing?”

1. Case Mediation

Measure	New Measure/ Benchmark Year	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual
Number of appeals filed	No	New in 2021	New in 2021	New in 2021
Number of appeals hearings held	No	New in 2021	New in 2021	New in 2021
Number of cases dismissed	No	New in 2021	New in 2021	New in 2021
Number of cases pending resolution	No	New in 2021	New in 2021	New in 2021
Number of cases resolved in 340 days or less.	No	New in 2021	New in 2021	New in 2021
Number of cases withdrawn	No	New in 2021	New in 2021	New in 2021
Number of eligible cases mediated	No	New in 2021	New in 2021	New in 2021
Number of eligible cases resolved through mediation	No	New in 2021	New in 2021	New in 2021
Number of opinions rendered	No	New in 2021	New in 2021	New in 2021
Number of opinions with reconsideration requested	No	New in 2021	New in 2021	New in 2021
Number of orders rendered	No	New in 2021	New in 2021	New in 2021

Performance Plan Endnotes:

*For more information about the structure and components of FY 2022 draft performance plans, please see the FY 2022 Approved Budget and Financial Plan, Volume 1, Appendix E.

** Key performance indicators that are new may not have historical data and may only have FY 2022 targets.

*** To view the final versions of agency FY 2022 performance plans when they become available in December 2021, see the OCA website at <https://oca.dc.gov/>.