Office of the Deputy Mayor for Public Safety and Justice

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Table FQ0-1

	FY 2016	FY 2017	FY 2018	% Change from
Description	Actual	Approved	Proposed	FY 2017
OPERATING BUDGET	\$669,702	\$1,275,002	\$1,613,365	26.5
FTEs	4.5	8.0	11.0	37.5

The mission of the Office of the Deputy Mayor for Public Safety and Justice is to provide direction, guidance, support, and coordination to the District's public safety agencies to develop and lead interagency public safety initiatives that improve the quality of life in the District's neighborhoods.

Summary of Services

The Office of the Deputy Mayor for Public Safety and Justice was created in January 2011 to provide guidance, support, and coordination of public safety and justice agencies of the District. In the FY 2012 budget, the role of the agency was expanded to include oversight of service programs that had previously operated as independent agencies. In the FY 2016 budget, some of these programs were moved to the Office of Victim Services and Justice Grants and the Corrections Information Council.

The agency's FY 2018 proposed budget is presented in the following tables:

FY 2018 Proposed Gross Funds Operating Budget and FTEs, by Revenue Type

Table FQ0-2 contains the proposed FY 2018 budget by revenue type compared to the FY 2017 approved budget. It also provides FY 2016 actual data.

Table FQ0-2

(dollars in thousands)

		Dollars in Thousands				Full-Time Equivalents				
				Change		Change				
	Actual	Approved	Proposed	from	Percentage	Actual	Approved	Proposed	from	Percentage
Appropriated Fund	FY 2016	FY 2017	FY 2018	FY 2017	Change*	FY 2016	FY 2017	FY 2018	FY 2017	Change
GENERAL FUND										
LOCAL FUNDS	683	1,275	1,613	338	26.5	4.5	8.0	11.0	3.0	37.5
TOTAL FOR										
GENERAL FUND	683	1,275	1,613	338	26.5	4.5	8.0	11.0	3.0	37.5
FEDERAL RESOURCES										
FEDERAL GRANT FUNDS	-108	0	0	0	N/A	0.0	0.0	0.0	0.0	N/A
TOTAL FOR										
FEDERAL RESOURCES	-108	0	0	0	N/A	0.0	0.0	0.0	0.0	N/A
INTRA-DISTRICT FUNDS										
INTRA-DISTRICT FUNDS	94	0	0	0	N/A	0.0	0.0	0.0	0.0	N/A
TOTAL FOR										
INTRA-DISTRICT FUNDS	94	0	0	0	N/A	0.0	0.0	0.0	0.0	N/A
GROSS FUNDS	670	1,275	1,613	338	26.5	4.5	8.0	11.0	3.0	37.5

*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 2018 Operating Appendices located on the Office of the Chief Financial Officer's website.

FY 2018 Proposed Operating Budget, by Comptroller Source Group

Table FQ0-3 contains the proposed FY 2018 budget at the Comptroller Source Group (object class) level compared to the FY 2017 approved budget. It also provides FY 2015 and FY 2016 actual expenditures.

Table FQ0-3

(dollars in thousands)

					Change	
	Actual	Actual	Approved	Proposed	from	Percentage
Comptroller Source Group	FY 2015	FY 2016	FY 2017	FY 2018	FY 2017	Change*
11 - REGULAR PAY - CONTINUING FULL TIME	982	501	839	1,122	283	33.7
12 - REGULAR PAY - OTHER	602	-7	114	0	-114	-100.0
13 - ADDITIONAL GROSS PAY	134	67	0	0	0	N/A
14 - FRINGE BENEFITS - CURRENT PERSONNEL	312	113	218	225	7	3.2
15 - OVERTIME PAY	0	6	0	0	0	N/A
SUBTOTAL PERSONAL SERVICES (PS)	2,031	680	1,171	1,347	176	15.0
20 - SUPPLIES AND MATERIALS	14	0	6	11	5	91.4
31 - TELEPHONE, TELEGRAPH, TELEGRAM, ETC.	41	22	32	27	-5	-14.7
40 - OTHER SERVICES AND CHARGES	109	2	58	219	161	278.7
41 - CONTRACTUAL SERVICES - OTHER	3,753	0	0	0	0	N/A
50 - SUBSIDIES AND TRANSFERS	20,355	-34	0	0	0	N/A
70 - EQUIPMENT AND EQUIPMENT RENTAL	0	0	8	10	1	14.5
SUBTOTAL NONPERSONAL SERVICES (NPS)	24,272	-10	104	266	163	157.1
GROSS FUNDS	26,302	670	1,275	1,613	338	26.5

*Percent change is based on whole dollars.

FY 2018 Proposed Operating Budget and FTEs, by Division/Program and Activity

Table FQ0-4 contains the proposed FY 2018 budget by division/program and activity compared to the FY 2017 approved budget. It also provides FY 2016 actual data. For a more comprehensive explanation of divisions/programs and activities, please see the Division/Program Description section, which follows the table.

Table FQ0-4

(dollars in thousands)

	1	Dollars in Tl	iousands		Full-Time Equivalents			
				Change				Change
	Actual	Approved	Proposed	from	Actual	Approved	Proposed	from
Division/Program and Activity	FY 2016	FY 2017	FY 2018	FY 2017	FY 2016	FY 2017	FY 2018	FY 2017
(1000) ADMINISTRATIVE								
MANAGEMENT PROGRAM								
(1090) PERFORMANCE MANAGEMENT	803	1,275	1,338	63	4.5	8.0	9.0	1.0
SUBTOTAL (1000) ADMINISTRATIVE								
MANAGEMENT PROGRAM	803	1,275	1,338	63	4.5	8.0	9.0	1.0
(2000) CONCEALED PISTOL								
LICENCING REVIEW BOARD								
(2010) CONCEALED PISTOL LICENSING								
REVIEW BOARD	0	0	275	275	0.0	0.0	2.0	2.0
SUBTOTAL (2000) CONCEALED								
PISTOL LICENCING REVIEW BOARD	0	0	275	275	0.0	0.0	2.0	2.0
(2200) ACCESS TO JUSTICE								
(2201) ACCESS TO JUSTICE	5	0	0	0	0.0	0.0	0.0	0.0
SUBTOTAL (2200) ACCESS TO JUSTICE	5	0	0	0	0.0	0.0	0.0	0.0
(4200) OFFICE OF VICTIM SERVICES								
(4201) VICTIM SERVICES GRANTS	-75	0	0	0	0.0	0.0	0.0	0.0
SUBTOTAL (4200) OFFICE OF VICTIM								
SERVICES	-75	0	0	0	0.0	0.0	0.0	0.0
(5300) JUSTICE GRANTS								
ADMINISTRATION								
(5301) GRANTS MANAGEMENT	-56	0	0	0	0.0	0.0	0.0	0.0
SUBTOTAL (5300) JUSTICE GRANTS								
ADMINISTRATION	-56	0	0	0	0.0	0.0	0.0	0.0
(6000) CORRECTIONS INFORMATION								
COUNCIL								
(6100) COMPREHENSIVE INSPECTION								
OF DC PRISONERS	-7	0	0	0	0.0	0.0	0.0	0.0
SUBTOTAL (6000) CORRECTIONS								
INFORMATION COUNCIL	-7	0	0	0	0.0	0.0	0.0	0.0
TOTAL PROPOSED								
OPERATING BUDGET	670	1,275	1,613	338	4.5	8.0	11.0	3.0

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

Note: For more detailed information regarding the proposed funding for the activities within this agency's programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2018 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 Office of the Deputy Mayor for Public Safety and Justice operates through the following 2 programs:

Concealed Pistol Licensing Review Board - conducts hearings and issues final decisions for appeals from license revocations and suspensions, as well as reviewing appeals and issuing final decisions from any denials of an application for a concealed pistol license issued by the Metropolitan Police Department.

Administrative Management – provides for administrative support and the required tools to achieve operational and programmatic results. This program is standard for all agencies using performance-based budgeting.

Program Structure Change

The proposed program structure changes are provided in the Agency Realignment appendix to the proposed budget, which is located at www.cfo.dc.gov on the Annual Operating Budget and Capital Plan page.

FY 2017 Approved Budget to FY 2018 Proposed Budget, by Revenue Type

Table FQ0-5 itemizes the changes by revenue type between the FY 2017 approved budget and the FY 2018 proposed budget. For a more comprehensive explanation of changes, please see the FY 2018 Proposed Budget Changes section, which follows the table.

Table FQ0-5

(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
LOCAL FUNDS: FY 2017 Approved Budget and FTE		1,275	8.0
Other CSFL Adjustments	Multiple Programs	2	0.0
LOCAL FUNDS: FY 2018 Current Services Funding Level (CSFL) Budget		1,277	8.0
Decrease: To support additional FTEs for the agency's violence interruption and prevention program, and to support the agency's oversight program	Administrative Management	63	1.0
Increase: To align resources with operational spending goals	Administrative Management	57	0.0
Decrease: To align Fixed Costs with proposed estimates	Administrative Management	-7	0.0
Decrease: To align personal services and Fringe Benefits with projected costs	Administrative Management	-151	-1.0
LOCAL FUNDS: FY 2018 Agency Budget Submission		1,238	8.0
Enhance: To support additional FTEs for the agency's violence interruption and prevention program, and to support the agency's oversight program	Administrative Management	630	6.0
LOCAL FUNDS: FY 2018 Mayor's Proposed Budget		1,868	14.0
Transfer-In/Enhance: From MPD to support Concealed Pistol Licensing Review Board	Concealed Pistol Licensing Review Board	275	2.0
Transfer-Out: To fund the Office of Neighborhood Safety and Engagement	Administrative Management	-530	-5.0
LOCAL FUNDS: FY 2018 District's Proposed Budget		1,613	11.0

GROSS FOR FQ0 - OFFICE OF THE DEPUTY MAYOR FOR PUBLIC SAFETY		
AND JUSTICE	1,613	11.0

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

FY 2018 Proposed Budget Changes

The Office of the Deputy Mayor for Public Safety and Justice's (ODMPSJ) proposed FY 2018 gross budget is \$1,613,365, which represents a 26.5 percent increase over its FY 2017 approved gross budget of \$1,275,002. The budget is comprised entirely of Local funds.

Current Services Funding Level

The Current Services Funding Level (CSFL) is a Local funds ONLY representation of the true cost of operating District agencies, before consideration of policy decisions. The CSFL reflects changes from the FY 2017 approved budget across multiple programs, and it estimates how much it would cost an agency to continue its current programs and operations into the following fiscal year. The FY 2018 CSFL adjustments to the FY 2017 Local funds budget are described in table 5 of this agency's budget chapter. Please see the CSFL Development section within Volume 1: Executive Summary for more information regarding the methodology used and components that comprise the CSFL.

ODMPSJ's FY 2018 CSFL budget is \$1,276,665, which represents a \$1,663, or less than 1.0 percent, increase over the FY 2017 approved Local funds budget of \$1,275,002.

CSFL Assumptions

The FY 2018 CSFL calculated for ODMPSJ included adjustment entries that are not described in detail on table 5. These adjustments include an increase of \$218 in personal services to account for Fringe Benefit costs based on trend and comparative analyses, and an increase of \$1,444 in nonpersonal services based on the Consumer Price Index factor of 2.5 percent.

Agency Budget Submission

Increase: In Local funds, the proposed budget reflects a net increase of \$56,643 in nonpersonal services in the Administrative Management program, primarily to support professional services costs.

Decrease: ODMPSJ's budget proposal reflects a decrease of \$7,166 in Fixed Costs to align the Telecommunication budget with proposed cost estimates, and a net decrease of \$87,777 in personal services in the Administrative Management program to align budget with the agency's projected costs.

Mayor's Proposed Budget

Enhance: In Local funds, the Office of the Deputy Mayor for Public Safety and Justice proposes an increase of \$530,000 and 5.0 Full Time Equivalent positions. This enhancement is to hire four Outreach Program Specialists and one Supervisor to support the agency's violence interruption and prevention program. ODMPSJ also proposes an enhancement increase of \$100,000 and one Full-Time Equivalent (FTE) position to hire one Program Analyst to support the agency's oversight program.

District's Proposed Budget

Transfer-In/Enhance: ODMPSJ's proposed budget is increased by \$275,000, which was transferred from the Metropolitan Police Department, and 2.0 FTEs to support the Concealed Pistol Licensing Review Board.

Transfer-Out: The budget proposal also includes a net reduction of \$530,000 and 5.0 FTEs to fund a new agency, the Office of Neighborhood Safety and Engagement, whose mission is to interrupt and prevent violence in the District.

Agency Performance Plan

The Office of the Deputy Mayor for Public Safety and Justice (DMPSJ) has the following strategic objectives for FY 2018:

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. Participate in and encourage community engagement to develop public safety strategies.
- 2. Employ a comprehensive evidence and data-based evaluation of agency decisions to improve public safety in the District.
- 3. Foster collaboration and coordination among District agencies, federal, state, and local partners to achieve District goals.
- 4. Provide direction, guidance, and oversight of public safety agencies to enhance safety in the District.
- 5. Create and maintain a highly efficient, transparent, and responsive District government.**

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. Participate in and encourage community engagement to develop public safety strategies. (3 Activities)

Activity Title	Activity Description	Type of Activity	
Media Platforms	Provide relevant and up to date information of media platforms, including social media and the DMPSJ website, in order to assist the public.	Daily Service	
Attend Community Meetings	DMPSJ will attend community meetings to inform the public, receives community input, and provide citizens with another platform to voice their concerns.	Daily Service	
DMPSJ Open Correspondence	DMPSJ will respond to residents' inquiries sent to the Mayor's Correspondence Unit in a timely manner.	Daily Service	

2. Employ a comprehensive evidence and data-based evaluation of agency decisions to improve public safety in the District. (2 Activities)

Activity Title	Activity Description	Type of Activity
Inform Decisions	Identify evidence and research that can inform decisions around agency policies and operations.	Daily Service
Conduct Evaluations On Public Safety Programs	Rigorously evaluate agency programs using data and evidence.	Daily Service

3. Foster collaboration and coordination among District agencies, federal, state, and local partners to achieve District goals. (3 Activities)

Activity Title	Activity Description	Type of Activity		
Co-Produce Public Safety Strategies	Cross collaborate with other public and safety agencies both inside and outside the District.	Daily Service		
Community Stabilization Program	Collaborate with Deputy Mayor for Health and Human Services (DMHHS) and public safety and justice agencies to provide immediate wrap-around services to victims and families effected by homicide and violent crime.	Daily Service		
Concealed Pistol Licensing Review Board (CPLRB)	DMPSJ will oversee the administration of this board in collaboration with the Office to of the Attorney General and the Mayor's Office of Legal Counsel. This includes handling appeals from license revocations and suspensions, and reviewing appeals of any denials of an application for a concealed pistol license issued by the Chief of the Metropolitan Police Department.	Daily Service		

4. Provide direction, guidance, and oversight of public safety agencies to enhance safety in the District. (4 Activities)

Activity Title	Activity Description	Type of Activity	
Legislation	Assist and provide guidance to agencies with regards to legislation and regulation changes.	Daily Service	
Oversight Of Public Safety Agencies Operations	DMPSJ examines current agency policies on a continuing basis to enhance the effectiveness and responsiveness of those programs.	Daily Service	
Policy Recommendations	DMPSJ recommends policies and programs using data evidence and best practices to promote public safety and justice in the District.	Daily Service	
Meetings With Agency Directors And Chiefs	DMPSJ provides various forums whether through monthly one-on-one meetings with directors or cluster meetings, for agency directors to voice concerns, opinions, and share ideas.	Daily Service	

5. Create and maintain a highly efficient, transparent, and responsive District government.** (3 Activities)

Activity Title	Activity Description	Type of Activity
Freedom of Information Act (FOIA) Requests	DMPSJ will respond to all FOIA requests in a prompt and timely manner.	Daily Service
Performance Plan	DMPSJ will create performance plans that reflect the policies and procedures of the Office.	Daily Service
Quarterly Budget And Performance Meetings	DMPSJ will hold quarterly budget review meetings to analyze actual financial performance compared to projected budget, to ensure compliance with budget requirements.	Daily Service

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. Participate in and encourage community engagement to develop public safety strategies. (1 Measure)

	New Measure/	FY 2015	FY 2016			FY 2018
Measure	Benchmark Year	Actual	Actual	Target	Target	Target
Percent of open correspondences responded to within 10 days	No	Not available	Not available	Not available	90%	90%

2. Employ a comprehensive evidence and data-based evaluation of agency decisions to improve public safety in the District. (1 Measure)

Measure	New Measure/ Benchmark Year				FY 2017 Target	FY 2018 Target
Number of Rigorous Evaluations Conducted	No	Not available	Not available	Not available	2	2

3. Foster collaboration and coordination among District agencies, federal, state, and local partners to achieve District goals. (2 Measures)

	New Measure/	FY 2015	FY 2016	FY 2016	FY 2017	FY 2018
Measure	Benchmark Year	Actual	Actual	Target	Target	Target
Percent of appeals reviewed within 45 days	No	Not available	Not available	Not available	100%	100%
Percent of COG meetings attended	No	Not available	Not available	Not available	75%	75%

4. Provide direction, guidance, and oversight of public safety agencies to enhance safety in the District. (3 Measures)

Measure	New Measure/ Benchmark Year	FY 2015 Actual	FY 2016 Actual		FY 2017 Target	FY 2018 Target
Number of cluster agencies that fully achieve 75% of fiscal year performance targets	No	2	8	3	8	8
Number of cluster agencies that fully achieved 75% of fiscal year initiatives	No	5	8	8	8	8
Number of public safety and justice cluster meetings held	No	Not available	Not available	Not available	11	11

5. Create and maintain a highly efficient, transparent, and responsive District government.** (12 Measures)

	New Measure/	FY 2015	FY 2016	FY 2016	FY 2017	FY 2018
Measure	Benchmark Year	Actual	Actual	Target	Target	Target
Budget- Federal Funds returned				Forthcoming	Not	Forthcoming
		October 2017	October 2017	October 2017	Available	October 2017
Budget- Local funds unspent	No			Forthcoming	Not	Forthcoming
			October 2017			October 2017
Contracts/Procurement-				Forthcoming	Not	Forthcoming
Contracts lapsed into retroactive		October 2017	October 2017	October 2017	Available	October 2017
status						

(Continued on next page)

5. Create and maintain a highly efficient, transparent, and responsive District government.** (12 Measures)

	New Measure/	FY 2015	FY 2016	FY 2016	FY 2017	FY 2018
Measure	Benchmark Year	Actual	Actual	Target	Target	Target
Contracts/Procurement-	No	Forthcoming	Forthcoming	Forthcoming	Not	Forthcoming
Expendable Budget spent on		October 2017	October 2017	October 2017	Available	October 2017
Certified Business Enterprises						
Customer Service- Meeting	No	Forthcoming	Forthcoming	Forthcoming	Not	Forthcoming
Service Level Agreements		October 2017	October 2017	October 2017	Available	October 2017
Human Resources- Employee	No	Forthcoming	Forthcoming	Forthcoming	Not	Forthcoming
District residency		October 2017	October 2017	October 2017	Available	October 2017
Human Resources- Employee	No	Forthcoming	Forthcoming	Forthcoming	Not	Forthcoming
Onboard Time		October 2017	October 2017	October 2017	Available	October 2017
Human Resources- Vacancy Rate	No	Forthcoming	Forthcoming	Forthcoming	Not	Forthcoming
		October 2017	October 2017	October 2017	Available	October 2017
Percent of FOIA Requests	No	Not available	Not available	Not available	100%	100%
Processed within 15 days						
Percent of Public Safety and	No	100%	100%	100%	100%	100%
Justice Agencies within Budget						
Percent of Quarterly Budget	No	Not available	Not available	Not available	100%	100%
Meetings Held						
Performance Management-	No	Forthcoming	Forthcoming	Forthcoming	Not	Forthcoming
Employee Performance Plan		October 2017	October 2017	October 2017	Available	October 2017
Completion						

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. FOIA Requests

Measure	New Measure/ Benchmark Year		FY 2015 Actual	FY 2016 Actual
Number of FOIA Extensions DMPSJ Requested	No	Not Available	Not Available	-
Number of FOIA Requests Processed	No	Not Available	Not Available	1

2. Legislation

Measure	New Measure/ Benchmark Year	-	FY 2015 Actual	FY 2016 Actual
Number of Proposed Legislation Recommended	No	Not Available	Not Available	5

3. Co-Produce Public Safety Strategies with Federal, State and Local

Measure	New Measure/ Benchmark Year		FY 2015 Actual	FY 2016 Actual
Total Number of Meetings Attended with Federal Partners	No	Not Available	Not Available	50

4. Media Platforms

Measure	New Measure/ Benchmark Year	-	FY 2015 Actual	FY 2016 Actual
Number of media inquiries responded to	No	Not Available	Not Available	Forthcoming October 2017

5. DMPSJ Open Correspondence

New Measure/	-	FY 2015	FY 2016
Benchmark Year	Actual	Actual	Actual
No	Not Available	Not Available	Forthcoming October 2017
B	Benchmark Year	Benchmark Year Actual	Benchmark Year Actual Actual

6. Quarterly Budget and Performance Meetings

Measure	New Measure/	FY 2014	FY 2015	FY 2016
	Benchmark Year	Actual	Actual	Actual
Number of Budget Meetings Held	No	Not Available	Not Available	58

7. Community Stabilization Program

Measure	New Measure/ Benchmark Year	-	FY 2015 Actual	FY 2016 Actual
Number of Cases referred to the Community Stabilization Protocol Team	No	Not Available	Not Available	140

8. Oversee Administration of the Concealed Pistol Licensing Review Board

Measure	New Measure/ Benchmark Year	-	FY 2015 Actual	FY 2016 Actual
Number of Cases Reviewed by the CPLRB	No	Not Available	Not Available	36

9. Oversight of Public Safety Agencies Operations

	New Measure/	FY 2014	FY 2015	FY 2016
Measure	Benchmark Year	Actual	Actual	Actual
Number of Monthly One-On-One	No	Not Available	Not Available	180
Meetings Held with Agency Directors				
Number of Public Safety and Justice	No	Not Available	Not Available	12
Cluster Meetings				

Performance Plan Endnotes

*For more information about the new structure and components of FY 2018 draft performance plans, please see the FY 2018 Proposed Budget and Financial Plan, Volume 1, Appendix E.

**"Create and maintain a highly efficient, transparent and responsive District government" is a new Strategic Objective this year required for all agencies.

***Key Performance Indicators that are new may not have historical data and may only have FY 2018 targets.