

SCORECARD DETAIL-Housing Finance Authority of Miami-Dade County (HFA)

Details - Base View

None Initiatives Processes

The HFA is a public-corporate body created under the laws of the State of Florida to alleviate the shortage of housing in Miami-Dade County by stimulating the construction and rehabilitation of residential housing. Through its not-for-profit foundation the HFA assists potential homebuyers as they prepare for the purchase of a home via comprehensive homebuyer education.

Base 

1.0 Customer 

Name	As of Date	Actual	Business Plan Goal	FYTD Actual	FYTD Goal
<u>HFA Single Family Program-Loans to Low/Moderate Income Families - Housing Finance</u>					
HFA financed Bond Loans to Low/Moderate Income Families for homeownership	FY10	 139	100	n/a	n/a
<u>Multifamily Program-Increase availability of affordable and special needs housing - Housing Finance</u>					
Annual Compliance Training	Cal10	 1	1	n/a	n/a
Compliance Audits performed	FY10 Q3	 11	11	 25	26
HFA Multi-family Rental Applications	FY10	 1	2	n/a	n/a
Monthly Reports Reviewed	May 2010	 35	35	 284	285
Quarterly Compliance Audit by External Auditors	FY10 Q3	 1	1	 3	3
Project Administrative Fees	Apr 2010	 6	6	 37	39
<u>HFA Foreclosure prevention program</u>					
CSR cases open	FY10 Q2	 8	5	 14	10
Number of 311 reported Calls	Jun 2010	 98	50	 383	450
Number of in-house cases	FY09 Q2	 25	15	66	n/a
CSR cases completed/closed	May 2010	 4	5	n/a	n/a
HFA/Foundation 11th District Court foreclosure CHAMPS initiative	Apr 2010	 121	30	 870	210
HH 5:1 <u>HFA Home Buyer Education and Outreach</u>					
Number of HFA inquiries	Jun 2010	 165	125	 3,086	1,125
Homebuyer Clubs	FY10 Q2	 6	5	 12	10
Homebuyer Club Attendance	FY10 Q2	 147	60	 260	120
Homebuyer Club Certification	FY10 Q2	 72	75	 140	150
Individual Development Accounts (IDA) 	Apr 2010	 11	10	 85	70
HH 5.1 <u>HFA Community Outreach for homeownership & foreclosure prevention</u>					

[HFA workshops, fairs, presentations, speaker's bureau](#)

FY10 Q3

9

5

28

15

[Sustainable Building, Alternative housing](#)

Jun 2010

4

5

31

45

2.0 Financial



Name	As of Date	Actual	Business Plan Goal	FYTD Actual	FYTD Goal
Meet Budget Targets (Housing Finance Authority)					
Revenue: Total (Housing Finance Authority)	FY10 Q3	\$429 K	\$1,082 K	\$1,211 K	n/a
Expen: Total (Housing Finance Authority)	FY10 Q3	\$309 K	\$1,453 K	\$1,273 K	\$4,355 K
Positions: Full-Time Filled (HFA)	FY10 Q3	9	(8 - 9)	n/a	(n/a - n/a)

[Budget Implementation FY 09-10 \(HFA\)](#)

3.0 Internal



There are no objectives linked to this Perspective

4.0 Learning and Growth



Name	As of Date	Actual	Business Plan Goal	FYTD Actual	FYTD Goal
Provide training to staff and board members on a regular basis in order to maintain current with issues affecting the housing industry.					
Board member training	FY10-Semi-1	4	2	4	2
Staff Training	FY10 Q2	2	2	4	4

[Scorecard Exception Report](#)

[Business Plan Reports](#)

Scorecard Owners: [Braynon, Patricia](#) [Garcia, Adela](#) [Gowdy, Amelia](#)

Linked Objects

[Hide All](#)

Child Scorecards

There are no scorecards linked at this time.

Parent Scorecards

Owners

[ACM Scorecard - Curry, Cynthia](#)

[Curry, Cynthia](#)
[Morlote, Mario](#)

Objectives

(ED1.3.3) HFA Single Family Program-Loans to Low/Moderate Income Families - Housing Finance

Owners
[Braynon, Patricia](#)
[Garcia, Adela](#) [Gowdy, Amelia](#)

(HH5.1.4) Multifamily Program-Increase availability of affordable and special needs housing - Housing Finance

[Braynon, Patricia](#)
[Garcia, Adela](#) [Gowdy, Amelia](#)

 HFA Foreclosure prevention program

[Braynon, Patricia](#)
[Garcia, Adela](#) [Gowdy, Amelia](#)
[Pons, Jose](#) [Williams, Taquan](#)

(HH5:1) HFA Home Buyer Education and Outreach

[Gowdy, Amelia](#)
[Williams, Taquan](#)

(HH5.1) HFA Community Outreach for homeownership & foreclosure prevention

[Gowdy, Amelia](#)
[Williams, Taquan](#)

(ES8.2.1.35) Meet Budget Targets (Housing Finance Authority)

[Braynon, Patricia](#)
[Garcia, Adela](#) [Gowdy, Amelia](#)

Budget Implementation FY 09-10 (HFA)

[Braynon, Patricia](#)

Provide training to staff and board members on a regular basis in order to maintain current with issues affecting the housing industry.

[Garcia, Adela](#)
[Maryoung, Ayin](#)

Program Groups

There are no program groups linked at this time.

Initiatives

	Type	As Of	\$					%	Status	Owners
<u>HFA: Develop and implement recommendations for improving the loan origination process</u>		03/20/2009						n/a	Complete	Ruiz, Michael W. Morales, Mayra Braynon, Patricia

Processes

There are no processes linked at this time.

REFERENCE CENTER

Action Items

[Show Details](#)  

Due Date	Status	Action	Owners
No Action Items to Report			
	Open		Overdue

Comments

Author/Date	Comment	Show All
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There are no comments at this time.

External Links



-  [HFA Business Plan \(FY07-08\)](#)
-  [HFA Budget \(FY07\)](#)

Attached Documents



	Last Updated	Checked Out By
  HFA Business PPlan (FY09-10)	12/31/2009	[Check Out]
  HFa Business Plan 2010-2011	12/03/2009	[Check Out]
  HFA Sortie Fiscal Year 2006-2007	10/25/2007	[Check Out]
  HFA Sortie/Fitness Challenge	12/29/2008	[Check Out]

Business Plan Reports

Customer Perspective

Objective Name	Owner(s)
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HFA Single Family Program-Loans to Low/Moderate Income Families - Housing Finance	Patricia Braynon Adela Garcia Amelia Gowdy
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HFA funded low cost financing for qualified buyers to purchase a home in Miami-Dade County.

Initiatives Linked To Objective	Owner(s)	GrandParent Objectives
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Allocate County Gov't resources to increase and diversify jobs & incomes while eliminating socio-economic disparities in underserved areas

Parent Objectives

(ED1.3) Increased number of low to moderate income homeowners (priority outcome)

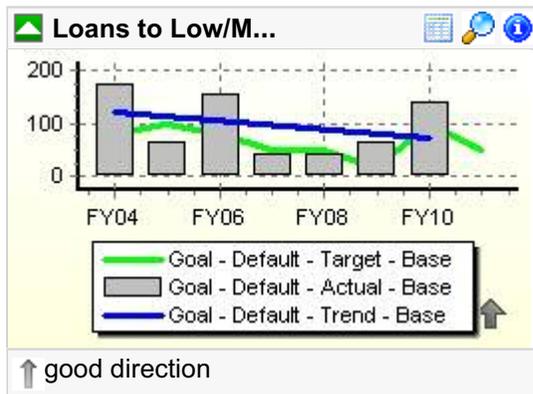
Measure	Owner(s)
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HFA financed Bond Loans to Low/Moderate Income Families for homeownership	Patricia Braynon Adela Garcia Amelia Gowdy Cathi Raimondi
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Number of HFA Bond loans closed per year. Single-family homeownership.

Performance				
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Ind	Actual	Target	Variance	Date
▲	139	100	39	FY10



Initiatives Linked To Measure	Owner(s)
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Child Measures Linked To Measure				
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Ind	Name	Actual	Target	Date
▼	Number of inquiries	117	125	Dec 2009
▲	Homebuyer Clubs	6	5	FY10 Q2
▲	Homebuyer Club Attendance	147	60	FY10 Q2
■	Homebuyer Club Certification	72	75	FY10 Q2

Objective Name**Owner(s)**

Multifamily Program-Increase availability of affordable and special needs housing -
Housing Finance

Patricia Braynon Adela Garcia
Amelia Gowdy

Provide financing for the construction of multifamily rental units within Miami-Dade County for low and moderate income families and individuals.

Initiatives Linked To Objective**Owner(s)****GrandParent Objectives**

Provide adequate, quality, and affordable housing equitably throughout Miami-Dade County

Parent Objectives

(HH5.1) Increased availability of affordable and special needs housing (priority outcome)

Measure**Owner(s)**

Annual Compliance Training

Giraldo Canales Adela Garcia

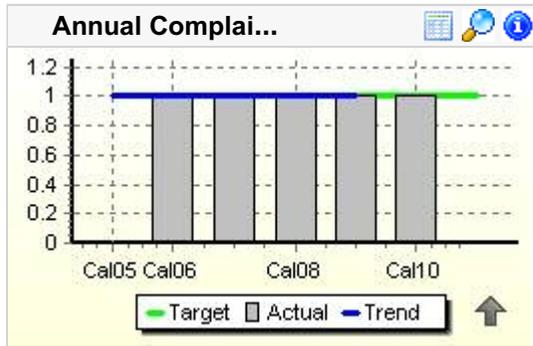
Provide annual training to management companies on monthly bond compliance reporting.

Performance

Ind	Actual	Target	Variance	Date
▲	1	1	0	Cal10

Initiatives Linked To Measure**Owner(s)****Child Measures Linked To Measure**

Ind	Name	Actual	Target	Date
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Measure **Owner(s)**

Compliance Audits performed

Giraldo Canales Adela Garcia

Perform compliance audits of all multifamily rental developments reporting to the HFA. This includes reviewing tenant files on site and preparing reports to management company, developer, trustees and owners. Monitoring submission of corrections to audit findings.

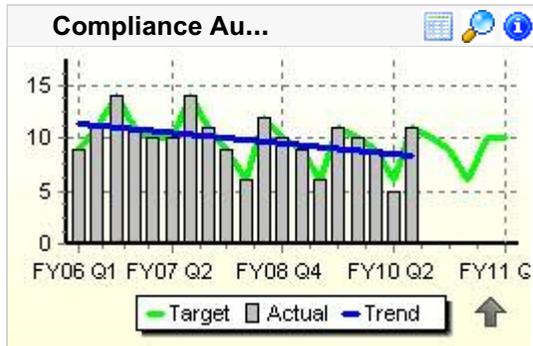
Performance

Ind	Actual	Target	Variance	Date
	11	11	0	FY10 Q3

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure **Owner(s)**

HFA Multi-family Rental Applications

Patricia Braynon Giraldo Canales Jose Pons Adela Garcia
Amelia Gowdy

Number of HFA multifamily rental applications received

Performance

Ind	Actual	Target	Variance	Date
	1	2	(1)	FY10

Initiatives Linked To Measure **Owner(s)**

MF Bond Financing Application Process	Giraldo Canales Amelia Gowdy Jose Pons
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Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure **Owner(s)**

Monthly Reports Reviewed

Giraldo Canales Adela Garcia

Number of reports reviewed each month received from the multifamily rental developments. This includes reviewing and advising management of errors and reviewing corrections submitted by management company for compliance.

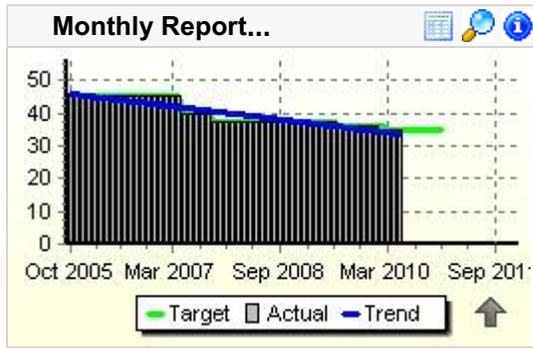
Performance

Ind	Actual	Target	Variance	Date
	35	35	0	May 2010

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure **Owner(s)**

Quarterly Compliance Audit by External Auditors

Giraldo Canales Adela Garcia

Quarterly compliance audit performed by outside housing auditors for compliance with bond documents and reports from management companies.

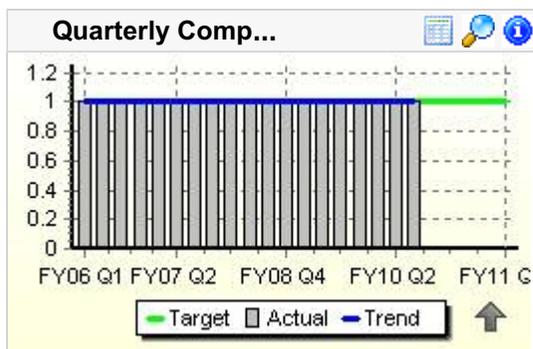
Performance

Ind	Actual	Target	Variance	Date
	1	1	0	FY10 Q3

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure **Owner(s)**

Project Administrative Fees

Giraldo Canales Amelia Gowdy Patricia Braynon

Monthly collections of admin fees from developers/trustees.

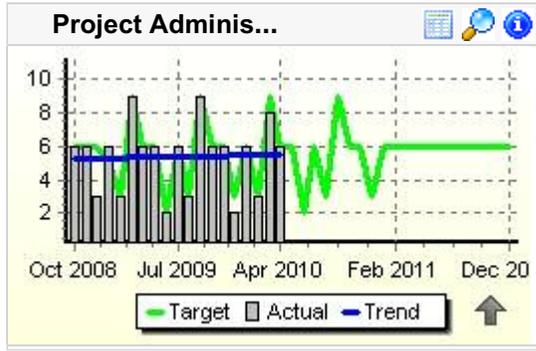
Performance

Ind	Actual	Target	Variance	Date
▲	6	6	0	Apr 2010

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Objective Name

Owner(s)

HFA Foreclosure prevention program

Patricia Braynon Adela Garcia Amelia Gowdy Jose Pons Taquan Williams

Provide education and information referrals to homeowners to enable them to stay in their homes.

Initiatives Linked To Objective

Owner(s)

GrandParent Objectives

Provide adequate, quality, and affordable housing equitably throughout Miami-Dade County

Parent Objectives

(HH5.2) Greater portion of elderly residents able to stay in their homes and maintenance of existing housing units in Miami-Dade County

Measure

Owner(s)

CSR cases open

Jose Pons Taquan Williams Patricia Braynon

The number of HFA clients that are in the process of being assisted in resolving their predatory loan or mortgage foreclosure issue.

Performance

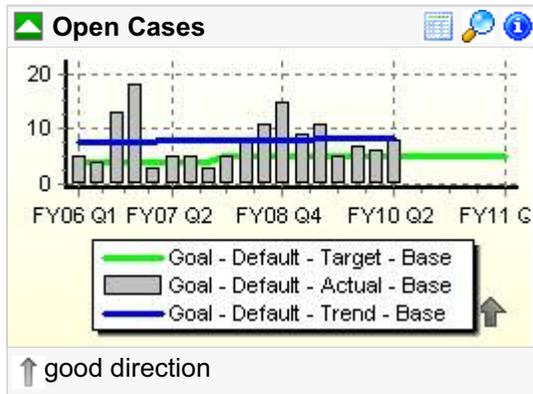
Ind	Actual	Target	Variance	Date
▲	8	5	3	FY10 Q2

Initiatives Linked To Measure

Owner(s)

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure **Owner(s)**

Number of 311 reported Calls Patricia Braynon Jose Pons Taquan Williams

Track number of HFA coded calls received from residents through 311 or other referral agencies.

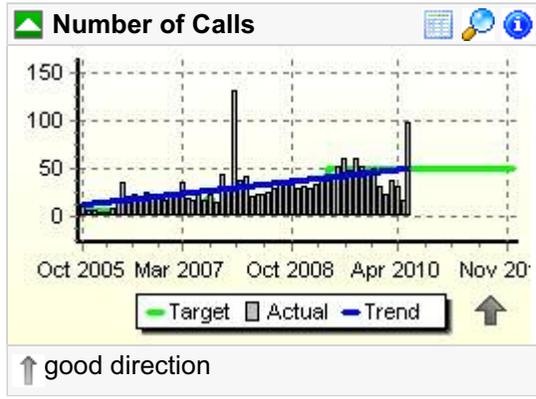
Performance

Ind	Actual	Target	Variance	Date
	98	50	48	Jun 2010

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure **Owner(s)**

Number of in-house cases Taquan Williams Patricia Braynon

Intake is provided by HFA staff from various agencies/word of mouth/advertisements. Based on intake, client is referred to appropriate agencies.

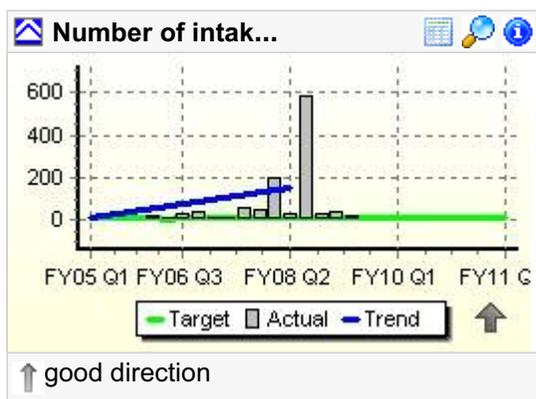
Performance

Ind	Actual	Target	Variance	Date
	25	15	10	FY09 Q2

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure **Owner(s)**

CSR cases completed/closed

Amelia Gowdy Jose Pons Taquan Williams

HFA CSRs which have been resulted in referrals to counseling agencies, legal aid, lender mitigation, and or owner occupied resolution of the issue.

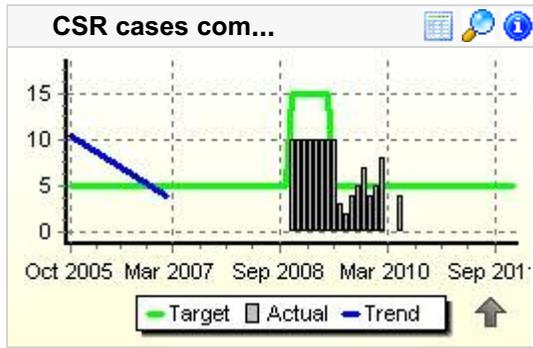
Performance

Ind	Actual	Target	Variance	Date
	4	5	n/a	May 2010

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure **Owner(s)**

HFA/Foundation 11th District Court foreclosure CHAMPS initiative

Mary Aguiar Adela Garcia Amelia Gowdy Cathi Raimondi Taquan Williams

HFA and its Not-for-profit Miami-Dade Affordable Housing Foundation, Inc. process court assigned foreclosure cases to prepare homeowners for the mediation process. Cases are assigned by the Collins Center to all program participants. Program start up mid-June 2009 incremental increase in case load anticipated.

Performance

Ind	Actual	Target	Variance	Date
	121	30	91	Apr 2010

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Objective Name**Owner(s)**

(HH5:1) HFA Home Buyer Education and Outreach

Amelia Gowdy Taquan Williams

HFA industry-specific training, education, and information activities for potential homebuyers in Miami-Dade County.

Initiatives Linked To Objective**Owner(s)****GrandParent Objectives****Parent Objectives****Measure****Owner(s)**

Number of HFA inquiries

Patricia Braynon Amelia Gowdy Jose Pons Taquan Williams

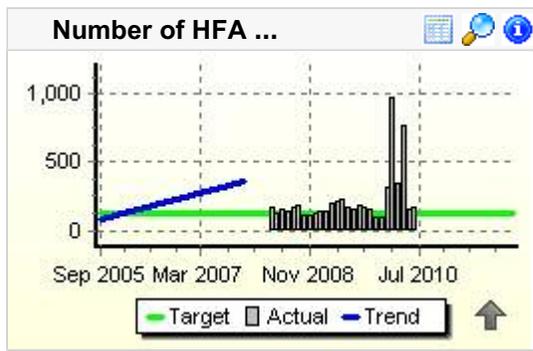
Calls or contacts to obtain information on programs, events and homeownership in general.

Performance

Ind	Actual	Target	Variance	Date
	165	125	40	Jun 2010

Initiatives Linked To Measure**Owner(s)****Child Measures Linked To Measure**

Ind	Name	Actual	Target	Date
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Measure **Owner(s)**

Homebuyer Clubs

Patricia Braynon Amelia Gowdy

Number of club meetings

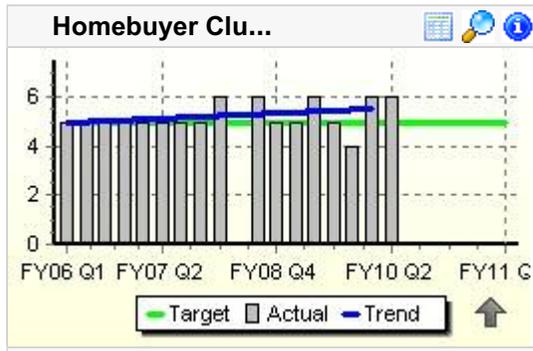
Performance

Ind	Actual	Target	Variance	Date
	6	5	1	FY10 Q2

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure **Owner(s)**

Homebuyer Club Attendance

Patricia Braynon Amelia Gowdy

Number of attendees

Performance

Ind	Actual	Target	Variance	Date
	147	60	87	FY10 Q2

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure

Owner(s)

Homebuyer Club Certification

Patricia Braynon Amelia Gowdy

Number of homebuyers receiving vouchers after completion of classes

Performance

Ind	Actual	Target	Variance	Date
■	72	75	(3)	FY10 Q2

Initiatives Linked To Measure

Owner(s)

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure

Owner(s)

Individual Development Accounts (IDA)

Amelia Gowdy

HFA sponsored matching savings accounts to designed to help homebuyers develop a habit of saving. The homebuyer's savings are matched dollar to dollar up to \$5,000. No withdrawals are allowed until the home closing process and there is a penalty for early withdrawal.

Performance

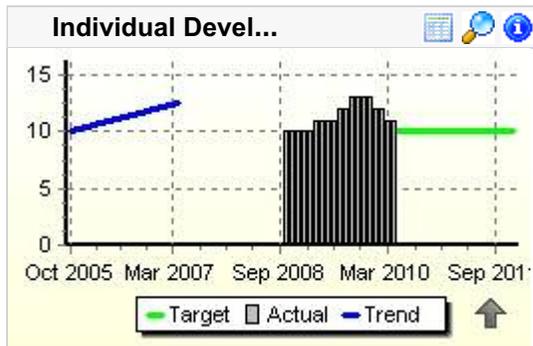
Ind	Actual	Target	Variance	Date
▲	11	10	1	Apr 2010

Initiatives Linked To Measure

Owner(s)

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Objective Name

Owner(s)

(HH5.1) HFA Community Outreach for homeownership & foreclosure prevention

Amelia Gowdy Taquan Williams

HFA staff speaking engagements, participation in fairs, workshops, and and coordination of events as requested by elected officials.

Initiatives Linked To Objective

Owner(s)

GrandParent Objectives

Parent Objectives

Measure

Owner(s)

HFA workshops, fairs, presentations, speaker's bureau

Mary Aguiar Amelia Gowdy Taquan Williams

HFA staff participation in homeownership, Green building and other related workshops throughout the community.

Performance

Ind	Actual	Target	Variance	Date
	9	5	4	FY10 Q3

Initiatives Linked To Measure

Owner(s)

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Measure	Owner(s)
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Sustainable Building, Alternative housing

Mary Aguiar Amelia Gowdy Taquan Williams

Research, training, presentations and other activities undertaken to discover, develop, and learn about building techniques that contribute to the affordability and sustainability of quality housing.

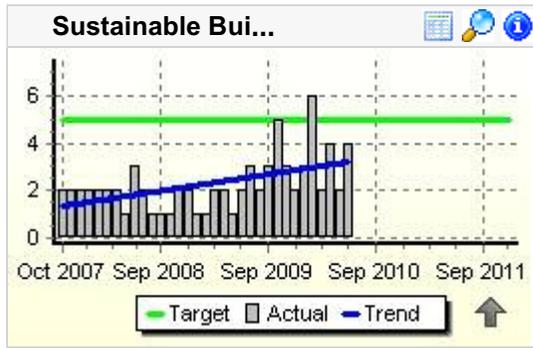
Performance				
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Ind	Actual	Target	Variance	Date
■	4	5	(1)	Jun 2010

Initiatives Linked To Measure	Owner(s)
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Child Measures Linked To Measure				
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Ind	Name	Actual	Target	Date
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Financial Perspective

Objective Name	Owner(s)
Meet Budget Targets (Housing Finance Authority)	Patricia Braynon Adela Garcia Amelia Gowdy

Initiatives Linked To Objective

Owner(s)

GrandParent Objectives

Planned necessary resources to meet current and future operating and capital needs (priority outcome)

Parent Objectives

(ES8.2.1) Meet Budget Targets

Measure	Owner(s)
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Revenue: Total (Housing Finance Authority)	Adela Garcia Cathi Raimondi Patricia Braynon Amelia Gowdy
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Total revenue in \$1,000s (from FAMIS)

Performance

Ind	Actual	Target	Variance	Date
<input checked="" type="checkbox"/>	\$429 K	\$1,082 K	\$(653) K	FY10 Q3



Initiatives Linked To Measure

Owner(s)

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
<input checked="" type="checkbox"/>	Revenue: Carryover (HFA)	\$0 K	\$922 K	FY10 Q3
<input checked="" type="checkbox"/>	Revenue: General Fund (HFA)	\$0 K	\$0 K	FY10 Q3
<input checked="" type="checkbox"/>	Revenue: Proprietary (HFA)	\$429 K	\$531 K	FY10 Q3
<input checked="" type="checkbox"/>	Revenue: Federal (HFA)	\$0 K	\$0 K	FY10 Q3
<input checked="" type="checkbox"/>	Revenue: State (HFA)	\$0 K	\$0 K	FY10 Q3
<input checked="" type="checkbox"/>	Revenue: Interagency/Intradepartmental (HFA)	\$0 K	\$0 K	FY10 Q3

Measure **Owner(s)**

Expen: Total (Housing Finance Authority)

Adela Garcia Cathi Raimondi Patricia Braynon Amelia Gowdy

Total expenditures in \$1,000s (from roll-up of Personnel, Other Operating, and Capital)

Performance

Ind	Actual	Target	Variance	Date
▲	\$309 K	\$1,453 K	\$1,144 K	FY10 Q3



Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
▲	Expen: Personnel (HFA)	\$285	\$291	FY10 Q3
▲	Expen: Other Operating (HFA)	\$24	\$248	FY10 Q3
▲	Expen: Capital (HFA)	\$0	\$0	FY10 Q3
▲	Expen: Non-Operating (HFA)	\$0 K	\$914 K	FY10 Q3

Measure **Owner(s)**

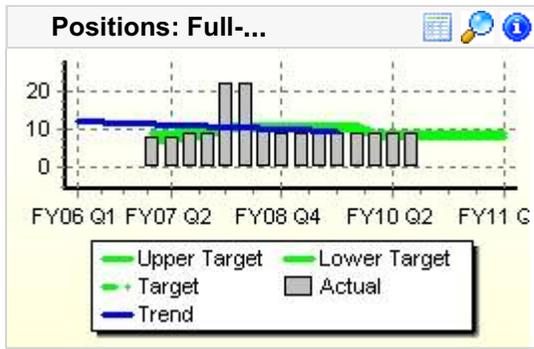
Positions: Full-Time Filled (HFA)

Patricia Braynon

The "actual" reflects the number of full-time positions that are filled; the "goal" reflects the number of full-time budgeted positions.

Performance

Ind	Actual	Target	Variance	Date
▲	9	9	0	FY10 Q3



Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Objective Name**Owner(s)**

Budget Implementation FY 09-10 (HFA)

Patricia Braynon Housing Finance Authority

Initiatives Linked To Objective**Owner(s)**Eliminate 2 positions in Housing
Finance Authority (HFA-1)

Patricia Braynon

GrandParent Objectives**Parent Objectives**

Learning and Growth Perspective

Objective Name	Owner(s)
Provide training to staff and board members on a regular basis in order to maintain current with issues affecting the housing industry.	Adela Garcia Ayin Maryoung Housing Finance Authority

HFAEXPEND1 SUBOBJ 31210: To pay for general travel and related expenses including those incurred by Authority Board members and staff to attend educational seminars and business trips relevant to the purpose of chapter 159, part IV, Florida statutes, creating the authority and board members duties in furtherance of those purposes, provided each expenditure is approved the the Authority.

Initiatives Linked To Objective	Owner(s)	GrandParent Objectives	Parent Objectives

Measure	Owner(s)
Board member training	Adela Garcia Amelia Gowdy
Provide training on industry trends and standards to current board members to facilitate their function within the department. State and National housing organizations hold semiannual conferences to provide updated information and networking opportunities.	

Performance	Initiatives Linked To Measure	Owner(s)										
<table border="1"> <thead> <tr> <th>Ind</th> <th>Actual</th> <th>Target</th> <th>Variance</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td></td> <td>4</td> <td>2</td> <td>2</td> <td>FY10-Semi-1</td> </tr> </tbody> </table>	Ind	Actual	Target	Variance	Date		4	2	2	FY10-Semi-1		
Ind	Actual	Target	Variance	Date								
	4	2	2	FY10-Semi-1								
	Child Measures Linked To Measure											
	<table border="1"> <thead> <tr> <th>Ind</th> <th>Name</th> <th>Actual</th> <th>Target</th> <th>Date</th> </tr> </thead> <tbody> </tbody> </table>	Ind	Name	Actual	Target	Date						
Ind	Name	Actual	Target	Date								



Measure

Owner(s)

Staff Training

Adela Garcia Amelia Gowdy

To provide training to staff on a regular basis in order to maintain current with issues affecting the housing industry. This is the number of sessions that HFA employees have attended during the quarter.

Performance

Ind	Actual	Target	Variance	Date
▲	2	2	0	FY10 Q2

Initiatives Linked To Measure

Owner(s)

Child Measures Linked To Measure

Ind	Name	Actual	Target	Date
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Initiatives Linked To Scorecard

	Type	As Of	\$	🕒	✓	!	🎯	%	Status	Owners
HFA: Develop and implement recommendations for improving the loan origination process		03/20/2009						n/a	Complete	Ruiz, Michael W. Morales, Mayra Braynon, Patricia

Open Action Items For Scorecard

Due Date	Action	Status	Owner(s)
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