

**Rhode Island Housing Development Corporation**

**Request for Action  
by  
Board of Directors**

**Proactive Development Program Operating Budget FY2025-2027**

**A. SUMMARY OF REQUEST**

This Request for Action is for approval of the Proactive Development Program Budget for fiscal years 2025 through 2027.

**B. DISCUSSION**

The General Assembly appropriated \$1.4 million of American Rescue Plan Act State Fiscal Recovery Funds (SFRRF) in the FY 2024 annual budget in Article 1, Section 1 for the purposes of “Proactive Housing Development.” These funds were appropriated to the Department of Housing for the purpose of establishing a Proactive Development Program (PDP) operating within the Rhode Island Housing Development Corporation (the “Corporation”), a non-profit subsidiary of the Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”).

The Bylaws of the Corporation establish the PDP and call for its Board of Directors to adopt a budget (Attachment B). The majority of the Program Budget is for expenses for program staff and consultants. Other expenses support staff activity and capacity. If additional revenue sources are secured, an amendment to this budget will be prepared for Board action.

The Department of Housing and RIHousing have also established a “Shared Services Agreement” through which RIHousing agrees to provide operational and administrative support for the PDP. The Shared Services Agreement includes costs that are not included in this Program Budget (e.g., office space and administrative support).

The Proactive Development Committee reviewed and recommended the budget, but since its meeting the proposed end date of the budget has been changed from June 30, 2027 to December 31, 2026. This has resulted in reduced salary costs and additional funds made available to consultant activity. To provide greater flexibility, the budget proposed for approval by the Board is broken down between operational and program costs; the additional detailed budget is for information purposes only.

**C. RECOMMENDATION**

The attached resolution approving the Proactive Development Program Operating Budget for FY2025-2027 is recommended for adoption.

**D. ATTACHMENTS**

A. Resolution

- B. Proactive Development Program Operating Budget FY2025-2027 (for approval)
- C. Detailed Budget (for information)

## Attachment A

### Resolution of the Board of Directors of the Rhode Island Housing Development Corporation

- Whereas:** the General Assembly appropriated \$1.4 million of American Rescue Plan Act State Fiscal Recovery Funds (SFRF) in the FY 2024 annual budget in Article 1, Section 1 for the purposes of “Proactive Housing Development”; and
- Whereas:** the Rhode Island Housing Development Corporation (the “Corporation”) is a subsidiary of the Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”); and
- Whereas:** the Board of Directors of the Corporation established Proactive Development Activities; and
- Whereas:** the Department of Housing and RIHousing have entered into a Shared Services Agreement to support the Proactive Development Activities of the Corporation; and
- Whereas:** the Board of Directors of the Corporation is required to establish a budget to allocate available funds.

**NOW, THEREFORE,** upon affirmative vote of the Board of Directors of the Corporation, the Corporation hereby takes the following action:

- Resolved:** That the Corporation does hereby adopt the budget attached hereto as Attachment B for FY 2025-2027 to implement the Proactive Development Activities adopted by the Board of Directors on January 11, 2024.