State of Hawaii

DRAFT
CONSOLIDATED PLAN
Consolidated Annual Performance and Evaluation Report
(CAPER)

Fifth Program Year

Program Year 2014
(July 1, 2014 - June 30, 2015)

(Concentrating on the Counties of Hawaii, Kauai, and Maui)

September, 2015

Prepared by:
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EQUAL HOUSING
OPPORTUNITY

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Report Period: **July 1, 2014 to June 30, 2015**	**Name and Address of Grantee:** **State of Hawaii** **Hawaii Housing Finance and Development Corporation** **677 Queen Street, Suite 300** **Honolulu, Hawaii 96813**
Grant: **HOME Investment Partnership Program**	

The grantee's authorized representative certifies that:

To the best of his/her knowledge and belief the data in this report was true and correct as of the date of the report.

The records described in 24 CFR 92.508 are being maintained and will be made available upon request.

Activities have been carried out in compliance with the certifications submitted with the application, and future activities will be carried out in compliance with the certifications.

Name and Title of Authorized Representative (Type/Print) **Craig K. Hirai,** **Executive Director**	**Telephone** **(808) 587-0641**
Signature of Authorized Representative	**September 11, 2015** **Date**

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Report Period: **July 1, 2014 to June 30, 2015**	**Name and Address of Grantee:** **State of Hawaii** **Department of Human Services – Benefits, Employment and Support Services Division, Homeless Programs Office** **820 Mililani Street, Suite 606** **Honolulu, Hawaii 96813**
Grant: **Emergency Solutions Grant and Housing Opportunities for Persons with AIDS**	

The grantee's authorized representative certifies that:

To the best of his/her knowledge and belief the data in this report was true and correct as of the date of the report.

The records described in 24 CFR 576.65 and 24 CFR 574.530 are being maintained and will be made available upon request.

Activities have been carried out in compliance with the certifications submitted with the application, and future activities will be carried out in compliance with the certifications.

Name and Title of Authorized Representative (Type/Print) **Rachael Wong, Dr.PH** **Director** **Department of Human Services**	**Telephone** **(808) 586-4997**
Signature of Authorized Representative	**Date**

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Fifth Program Year CAPER

The CPMP Fifth Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 5 CAPER Executive Summary response:

The Hawaii Housing Finance and Development Corporation (HHFDC) is responsible for the development and implementation of the State's Consolidated Plan. The State's Plan concentrates on the use of HOME Investment Partnerships (HOME), Emergency Shelter Grant/Emergency Solutions Grant and Housing Opportunities for Persons with AIDS (HOPWA) funds in the counties of Hawaii, Kauai and Maui. The City and County of Honolulu receives its own allocation of HOME, ESG, and HOPWA funds. This CAPER is for Program Year 2013 (PY2014) which ran from July 1, 2014 to June 30, 2015.

HOME Investment Partnerships (HOME) Program

For PY2014, the State received $3,017,887 in new HOME program funds. PY2014 was the third year of the State's rotational allocation between the Counties of Hawaii, Kauai, and Maui (State Recipients), representing the completion of one full rotational cycle between the three neighbor island counties. The County of Hawaii was the first in the rotation to receive the PY2012 HOME allocation, the County of Kauai received the PY2013 HOME allocation, and the County of Maui received the allocation.

For PY2014, the County of Kauai proposed using HOME funds for activities that help to meet the U.S. Department of Housing and Urban Development's (HUD) decent housing objective. Pursuant to the PY2014 Action Plan, the State anticipated the achievement of HOME objectives through the following activities:

- The County of Maui will develop fifty-six (56) affordable rental units in its Kulalamlu Affordable Rental project on Cunty-owned land in Pukalani, sixteen of which will be HOME-assisted, for families with incomes at or below 50 percent and 80 percent of Maui's median income;
- HHFDC will use the PY2014 HOME CHDO funds to develop 188 affordable rental units for families in the Ko'oloa'ula Phase II project in Ewa Beach, Oahu. Two of the units will be assisted with ufnds from the HOME CHDO set-asisde, and

targeted to families with incomes at 50 percent and 60 percent of the area medina income.

The County of Maui also anticipated receiving approximately $55,0000 in program income which, if received would be used for its Kulamalu Affordable Rental Project.

Although the County of Hawaii was not scheduled to receive an allocation of PY2014 HOME funds, its activities from prior years generate program income. The County of Hawaii anticipated receiving $25,000 in program income, and proposed to use it either for its Tenant-Based Rental Assistance program or another HOME-eligible acitivity.

The County of Kauai was also not scheduled to receive PY2014 HOME funds. However, as a result of its development of sustainable HOME activities, program income is consistently generated for use in the Couty of Kauai, and has become a reliable source of funding for the County. In PY2014, an estimated $965,000 was anticipated in program income. In addition, the County of Kauai had accumulated approximately $961,000 in uncommitted regular HOME funds and CHDO funds from prior years. The County planned to issue an application to identify eligible activities for these funds.

During PY2014, HOME funds totaling $4,850,444.95 were disbursed for HOME activities and program administration. Additionally:

- ten HOME rental units in the Na Kahua Hale O Ulu Wini (Kaloko Housing Project, Phase IV) in the County of Hawaii were completed;
- ten HOME rental units for seniors were completed in the Rice Camp Senior Housing Project in the County of Kauai;
- twenty new households received tenant-based rental assistance under the HOME program in the County of Hawaii;
- two transitional housing units were completed in the Hanamaulu Transitional Housing project in the County of Kauai;
- using the self-help building method, seven affordable for-sale units were completed in the Moloka'i Mutual Self-Help housing project in the County of Maui;
- sixteen self-help affordable for-sale units were completed in the Kahawai Apartments project in the County of Maui; and
- the County of Kauai closed five loans under its Homebuyer Loan Program.

Emergency Solutions Grant (ESG) Program

In PY2014, the State received $402,239 in Emergency Solutions Grant (ESG) funds. The Homeless Programs Office of the Department of Human Services' Benefits, Employment and Support Services Division (DHS-BESSD), the ESG program administrator, in coordination with the Counties' Continuum of Care, elected to divide the award with approximately 73% allocated to shelter operations and 58% to homelessness prevention/rapid re-housing components. ESG funds of $147,900 were designated for shelter operational activities in the Counties of Hawaii, Kauai and Maui to meet the 2010-2014 Consolidated Plan objectives of promoting decent, affordable housing and strengthening communities. These funds were awarded to Women Helping Women, Family Life Center, Ka Hale A Ke Ola Homeless Resource Centers, YWCA of Kauai, and HOPE Services Hawaii.. To strengthen communities, DHS-BESSD anticipated providing funds for operations to providers of emergency shelters to assist approximately 1,650 homeless persons and 395 victims of domestic abuse. In addition, DHS-BESSD anticipated using funds to provide 508 homeless persons

and/or victims of domestic abuse with housing stability and to help them transition to permanent housing.

The homelessness prevention/rapid re-housing component of ESG was funded $233,688 and awarded to Family Life Center and Ka Hale A Ke Ola Homeless Resource Centers, both in the County of Maui, and to HOPE Services Hawaii in the County of Hawaii. There were no applicants from the County of Kauai in PY2014, resulting in the absence of HPRP funds being awarded in that county. . Providers in the counties of Hawaii and Maui utilized the HPRP funds to assist homeless individuals and families quickly attain permanent housing and housing stability. Additionally, persons at risk of homelessness were provided assistance to retain permanent housing and housing stability. The agencies provided supportive services and financial assistance such as short- and medium-term rental assistance, security deposits, mortgage and utility payments. DHS-BESSD anticipated providing funds to assist 33 persons at-risk of homelessness and 78 chronically homeless individuals. In an effort to focus on rapidly re-housing the homeless, the HPRP funds were allocated as follows: 25% to homelessness prevention and 75% to rapid re-housing.

DHS-BESSD obligated the ESG funding within the timeframe required by HUD, and exceeded most of the goals identified for PY2014, despite the challenging economic environment and increased numbers of homeless persons.

During the program year, DHS-BESSD utilized 97.5% of the ESG funding designated for operations to providers of emergency shelters and outreach services, and 2.5% was used for program administration. The State's goals for PY2014 were to provide 1,650 safe nights of sleep through emergency shelters in the Counties of Kauai, Maui and Hawaii; 1,846 safe nights were provided. The state funded domestic violence emergency shelters in the Counties of Hawaii, Kauai, and Maui with the goal of providing a safe refuge and place to sleep for 395 adults and children; 371 persons obtained a safe refuge and a place to sleep. The state funded agencies to transition homeless persons and/or victims of domestic violence into permanent housing. The annual goal was to transition 508 people, and 585 were transitioned.

Housing Opportunities for Persons with AIDS (HOPWA) Program

For PY2014, the State received $205,107 in HOPWA funds. DHS-BESSD, the HOPWA program administrator, competitively awarded the funds to providers in the Counties of Hawaii, Kauai and Maui to meet the 2010-2014 Consolidated Plan objectives of providing persons with HIV/AIDS with services to achieve housing stability and resources to obtain market rentals. DHS-BESSD proposed using HOPWA funds to provide tenant-based rental assistance (TBRA), short-term rental, mortgage & utility (STRMU) payments; permanent housing placement and supportive services for eligible residents.

The Neighbor Island HIV/AIDS Coalition (NIHAC) is a cooperative effort of the three community-based AIDS Service Organizations (ASOs) serving the islands of Kauai, Molokai, Lanai, Maui and Hawaii. Established in 1998, the cooperating agencies of NIHAC are Malama Pono Health Services (MP) (formerly, Malama Pono & Kauai AIDS project), Maui AIDS Foundation (MAF), and the Hawaii Island HIV/AIDS Foundation (HIHAF). Out of this coalition arose the Neighbor Island Housing Program (NIHP), which is funded by both formula and competitive HOPWA grants. The coalition provides TBRA, STRMU, Housing Placement Assistance services as well as supportive services/case management at the respective island ASOs. It serves three counties in the State of Hawaii which is comprised of the five separate islands.

In PY2014, DHS-BESSD continued its collaborative contract with the MAF as the lead agency for the NIHP. The objective was to accomplish two goals: 1) to provide funds to pay a portion of the market rental unit costs for homeless and homeless-at-risk persons with HIV/AIDS addressing the housing placement and permanent housing strategies, and 2) to provide housing information and rent/deposit assistance services to persons with HIV/AIDS addressing the housing placement strategy. The NIHP achieved its goal to provide tenant-based rental assistance to 27 households, as 31 were assisted. It fell just short of its goal to provide supportive services to 569 persons, as 568 persons, with or without housing activities, received supportive services. The shortage of affordable rental units that are within the fair market rents as required by HUD continues to be an ongoing problem. (See also, "Specific HOPWA Objectives, Barriers and Trends Overview.")

General Questions

The State's Consolidated Plan for the PY2010-2014 period (July 1, 2010 to June 30, 2015) identifies housing and special needs objectives to promote decent and affordable housing, strengthen communities, and increase homeownership opportunities. HOME, ESG and HOPWA program funds are used in the counties of Hawaii, Kauai and Maui. Although some projects and activities may benefit areas of minority concentration, funds are not specifically targeted for that purpose. Maps showing the locations or projects assisted with HOME, ESG and HOPWA are attached in Appendix G.

Charts 1, 2 and 3 in Appendix A provide a snapshot of the State's performance in attaining its five-year objectives. The PY2014 accomplishments in attaining these objectives are described below.

HOME Program

1. *Assessment of the one-year goals and objectives:*
   a. *Describe the accomplishments in attaining the goals and objectives for the reporting period.*

      In PY2012, the HHFDC began a rotational allocation of the State's HOME funds between the counties of Hawaii, Kauai and Maui, starting with the County of Hawaii. During PY2014, the State received $3,017,887 in HOME funds; HHFDC retained $150,894 for administration of the program and $452,683 in CHDO funds for a 188-unit project in Ewa Beach, Oahu, and distributed $2,263,426 to the County of Maui.

      <u>Accomplishments</u>
      The majority of the HOME activities/projects are funded by multiple years of HOME allocations. As such, the outputs and outcomes achieved during this reporting period are predominantly based on the commitment and expenditure of prior HOME allocations to existing project/activities. A majority of HOME funds committed to activities in this reporting period will have outputs and outcomes produced in future program years.

      The following **HOME Program** accomplishments were made during PY2014 towards attaining the decent housing objective.

      <u>Objectives HR-1:</u> To address the shortage of affordable rental units for low-income families, the County of Hawaii made its final disbursement for Phase

IV of its Na Kahua Hale O Ulu Wini project, formerly known as the Kaloko Housing Project) and completed the project during PY2014. The project provides 20 affordable housing units, 10 of which are HOME-assisted. The County of Kauai disbursed $706,000 to its Lihue Court Townhomes Rehabilitation project during PY2014. Rehabilitation activities are in progress for the preservation of 73 affordable rental units in the project, 68 of which will be HOME-assisted. The County of Kauai also disbursed $975,000 to its Kolopua project in PY2014. Construction is in progress, and when completed, the project will provide 44 affordable rental units, 6 of which will be HOME-assisted. To address the shortage of affordable rental units for families, the County of Maui conditionally committed all of its PY2014 funds of $2,263,415 for its Kulamalu Affordable Housing Project, and disbursed $124,467.40 for the project during the year. When completed, the project is expected to produce 56 affordable rental units, fourteen of which will be HOME-assisted.

Objective HR-2: To address the shortage of affordable rental units for low-income families, the County of Hawaii disbursed $293,014.09 in HOME funds to assist 20 new households with tenant-based rental assistance under its Tenant Based Rental Assistance program.

Objective HR-3: The County of Kauai disbursed $377,022.07 in prior years' HOME funds to its Rice Camp Senior Housing project, and completed the project during the program year. The project provides a total of 60 affordable units, eight of which are HOME-assisted, to Kauai's seniors.
The County of Hawaii disbursed $138,414.75 in prior years' HOME funds to the Mohouli Heights Senior project, expected to produce 60 affordable housing rental units when completed, seven of which will be HOME-assisted. The project is near completion.

Objective H-1: In PY2014, the County of Kauai completed its Hanamaulu transitional housing project, which provides two housing units to families transitioning out of homelessness. The County of Kauai disbursed $45,814.88 and continued rehabilitation work on its Kapaa transitional housing units during the program year. The Kapaa project is an acquisition and rehabilitation project to be used as transitional housing units to assist victims of domestic violence or the working homeless.

Objective HO-1: No activities.

Objective HO-2: To address the shortage of affordable for-sale inventory, the County of Maui completed its Kahawai Condominium Apartments project during the program year. The self-help project provides 16 affordable homeownership units to households with incomes of or below 80 percent of Maui's median Income, all HOME-assisted. The County of Maui also completed its Molokai Mutual Self-Help Housing project, providing seven HOME-assisted, affordable homeownership units on the island of Moloka'i to families earning 80 percent or less of Maui's median income. In the County of Kauai, construction is ongoing on Phase 2 of the 'Ele'ele Iluna project; the county disbursed $780,124.73 during the program year, and when completed, will provide 48 affordable self-help housing units, 24 of which will be HOME-assisted.

Objective HO-3: To address the lack of affordable financing costs to purchase existing homes, the County of Kauai disbursed $410,000 in five homebuyer loans during the program year.

b. *Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.*

HOME funds were disbursed for the following activities to attain HUD's **decent housing** objective:

HOME Activity	Hawaii	Kauai	Maui	HHFDC	Total
HR-1	$200.00	$1,681,000.00	$0.00	$0.00	**$1,681,200..00**
HR-2	$293,014.09	$0.00	$0.00	$0.00	**$293,014.09**
HR-3	$256,026.25	$377,022.07	$124,467.40	$0.00	**$757,515.72**
H-1	$0.00	$45,814.88	$0.00	$0.00	**$45,814.88**
HO-2	$0.00	$780,124.73	$432,160.83	$0.00	**$1,212,285.56**
HO-3	$0.00	$410,000.00	$0.00	$0.00	**$410,000.00**
HA-1	$78,880.00	$144,570.04	$38,946.50	$188,218.16	**$450,614.70**
TOTAL	**$628,120.34**	**$3,438,531.72**	**$595,574.73**	**$188,218.16**	**$4,850,444.95**

For details on how HOME funds were spent, please refer to Section 1.a. above.

Program Income / Recaptured Funds:
Of the $4,850,444.95 in HOME funds disbursed in PY2014, $158,637.93 was program income/recaptured funds. The HHFDC continues to allow the Counties of Hawaii, Kauai, and Maui, as State Recipients under the State's HOME Program, to retain all program income/recaptured funds for re-distribution to other HOME Program eligible activities. These funds are utilized prior to drawing from the U.S. Treasury account. In addition, the Counties are allowed to use up to 10% of program income received for administrative purposes.

According to the Action Plan for PY2014, the Counties anticipated receiving a total of $1,045,000.00 in program income/recaptured funds. The following reflects the actual amount of program income/recaptured funds received and disbursed by the Counties during this reporting period.

PY2014 Summary of PI/Recaptured Funds:

	County of Hawaii	County of Kauai	County of Maui	Total
Beginning Balance as of 07/01/2014	$0.00	$1,688.78	$0.00	$1,688.78
PI/Recaptured Funds Received in PY2014	$44,111.00	$93,995.93	$18,842.22	$156,949.15
PI/Recaptured Funds Spent in PY2014	$44,111.00	$95,684.71	$18,842.22	$158,637.93
Ending Balance as of 06/30/2015	$0.00	$0.00	$0.00	$0.00

For additional disbursement details, please refer to Appendix **C**, Exhibit A: Active HOME Activities for the Period of July 1, 2014-June 30, 2015.

c. *If applicable, explain why progress was not made towards meeting the goals and objectives.*

Progress was not made towards carrying out the following **HOME program** activities during PY2014:

Construct affordable rental housing.
Although progress is being made in this objective, progress is slow due to several factors. In general, the construction of affordable rental housing has been slow, in part due to complexities involved in developing affordable rental housing and a sluggish economy. Delays in the processing of entitlements such as building permits and the availability of infrastructure have delayed developments.

The availability of funding sources is another impediment. The high cost of housing in the State of Hawaii requires large amounts of subsidies to make affordable housing feasible.

The cancellation of two rental housing projects in the County of Maui that were anticipated to produce approximately 95 units contributed to the State's lagging production for its affordable rental housing goals. Additionally, the Counties of Hawaii, Kauai and Maui have historically been required to invest HOME funds from several grant years to finance projects. The County of Kauai's Kalepa Village Phases 3 and 4 were developed using multiple years of HOME funds, illustrating this issue. HHFDC's rotating allocation is expected to increase a project's ability to proceed in a more timely manner.
Construct affordable for-sale housing.
As in rental housing, the development of affordable for-sale housing has been slow due to complexities involved in developing affordable for-sale housing. Delays in the processing of entitlements such as building permits and the availability of infrastructure have delayed developments. Additionally, the cancellation of a for-sale housing project in the County of Maui that was anticipated to produce approximately 10 units contributed to the State's delay in reaching its goals for affordable for-sale housing.

The availability of funding sources is another impediment. The high cost of housing in the State of Hawaii requires large amounts of subsidies to make affordable housing feasible.

However, affordable for-sale housing using the self-help building method has found much success in the past few years. During the PY2010-2014 five-year period, 67 units using the self-help building method have been produced, providing affordable homeownership opportunities to families statewide.

2. *Describe the manner in which the recipient would change its program as a result of its experiences.*

Ongoing issues pertaining to the timely commitment and disbursement of regular and CHDO funds lead to HHFDC's decision to convert its HOME allocation from an annual prorated distribution to the three counties to an annual rotation between the three counties, starting in PY2012. The County of Hawaii received the entire

PY2012 HOME allocation, the County of Kauai received it in PY2013, and the County of Maui in PY2014. The receiving county must commit and expend the regular entitlement, CHDO reserve, and administrative funds within the timelines established by HUD.

The intent of this change was to accelerate the State's disbursement of HOME funds, by reducing the amount of time needed to accumulate enough funds for projects to proceed. The annual rotation of the State's HOME allocation was expected to result in a more efficient administration of the HOME Program, with the added benefit tothe Counties of a two-year planning period to work with its partners to establish feasible projects and to secure additional funding to support its projects.

PY2014 completed the firstfull cycle of the rotation. Information on the effect of the rotation on activities and expenditures is forthcoming.

ESG Program

1. *Assessment of the one-year goals and objectives:*
   a. *Describe the accomplishments in attaining the goals and objectives for the reporting period.*

      DHS-BESSD, the ESG program administrator, successfully met its goals identified for PY2014. DHS-BESSD anticipated using ESG funds to provide 508 homeless persons and/or victims of domestic violence with housing stability and to help them transition to permanent housing. This goal was achieved, as 585 were transitioned to stability in permanent housing. PY2014 funding for operations to providers of emergency shelters was expected to assist 1,650 homeless persons but far surpassed that goal by assisting 1,846. Funding was expected to assist 395 victims of domestic violence, but sheltered 391, falling short of the projection.

   b. *Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.*

      In PY2014, the State received $402,239 in ESG funding. The State committed $381,588 to service providers in the counties of Hawaii, Kauai and Maui, and retained $16,601 for DHS-BESSD program administration and $4,050 for HMIS.

      Objective HP-1: To address the need to provide unsheltered homeless persons with a safe place to sleep, ESG funds were used to provide operations funding to providers of emergency shelters on Maui, Hawaii and Kauai. 1,846 homeless persons were provided with safe nights of sleep, exceeding the goal to serve 1,650 homeless persons. All expenditures reported below are as of June 30, 2015 and reflect reimbursements through the third quarter. Fourth quarter reimbursements are still pending.

      - DHS-BESSD committed operations funding and program administrative funding of $62,785 to HOPE Services Hawaii for emergency shelter for the unsheltered at the Kihei Pua Emergency Shelter in Hilo and the West Hawaii Emergency Housing Facility in Kona. In total, the agency provided safe

nights of sleep for 611 homeless persons, exceeding the annual goal of 250. During the program year, $51,468.99 was expended.

- DHS-BESSD committed operations funding of $25,000 to Ka Hale A Ke Ola Resource Centers (KHAKO)) for emergency shelter for the unsheltered. The shelter expended $18,750 and provided safe nights of sleep for 693 people, which did not meet its targeted goal of serving 860 homeless persons.

- DHS-BESSD committed operations funding of $23,474 to Family Life Center for emergency shelter for the unsheltered at is Ho'olanani Emergency Shelter. As of June 30, 2015, $20,912 was expended. The goal was to provide 540 safe nights of sleep for unsheltered persons, and the agency surpassed their goal by serving 542.

Objective HP-2: To address the need to provide persons fleeing from domestic violence with a safe place to sleep, ESG funds were used to provide operations and essential services funding to three emergency shelters for victims of domestic violence. Overall, 371 women and children were provided with a safe refuge and place to sleep during the program year, falling slightly short of DHS-BESSD's goal of 395. All expenditures reported below are as of June 30, 2015.

- DHS-BESSD committed operations funding of $15,500 to Women Helping Women (WHW) in the County of Maui for victims of domestic violence. The agency provided 218 victims of domestic violence with a safe place to sleep, which did not meet their goal of serving 250 people. As of June 30, 2015, $13,264 was disbursed.

- DHS-BESSD committed operations funding of $21,141 to the YWCA of Kauai for victims of domestic violence. As of June 30, 2015, $16,130 was expended. The goal was to protect 145 women and children from harm with a safe refuge and place to sleep; the YWCA exceeded their goal by providing 153 persons with a safe place to sleep.

Objective HP-4: To assist homeless persons to find affordable rental housing, DHS-BESSD required agencies funded with ESG to include transitioning homeless persons and victims of domestic violence into permanent housing as an integral activity. Its goal was to assist 170 victims of domestic violence, and 338 homeless persons into permanent housing, for a total of 508 persons. Agencies effectively assisted 154 victims of domestic violence and 431 homeless persons into permanent housing, for a total of 585 during the program year. Although permanent housing goals have been met, the lack of truly affordable housing, coupled with participants' financial difficulties, continue to hamper efforts for permanent housing placement and the attainment of housing stability over a sustained period of time.

Following is a chart showing the provider agencies' goals for permanent housing and achievements:

ESG Provider Agencies' Goals and Achievements:

Agency	Target Population*	PY2014 Goal	PY2014 Achievement
HOPE Services Hawaii	H	165	303
Ka Hale A Ke Ola	H	73	38
Family Life Center	H	100	90
Women Helping Women	VDV	100	106
YWCA of Kauai	VDV	70	48
TOTAL:		508	585

* H= Homeless; VDV = Victims of Domestic Violence

Objective HP-4a and HP-4b: The assistance provided to the homeless to quickly attain permanent housing and housing stability was accomplished through the rapid re-housing component of the ESG grant. ESG HPRP funds were awarded to one agency in each of the three neighbor island counties to provide financial assistance and housing relocation and stabilization services:

- DHS-BESSD committed funding of $57,536 to Family Life Center in the County of Maui. As of June 30, 2015 $40,312 was expended to provide financial assistance including security deposits, rental assistance and/or utility deposits; and housing relocation and stabilization services. Twenty-six homeless individuals were served, exceeding their goal of 13.

- HOPE Services Hawaii received $75,407 for Hawaii County to serve their goal of 50 homeless persons. As of June 30, 2015, HOPE Services expended $52,121. The agency provided 124 persons with short-term rentals, security and/or utility deposits, as well as case management, outreach, housing search and placements services, and credit repair services. This amount far exceeded their goal of serving 50 homeless persons.

- Ka Hale A Ke Ola (KHAKO) Homeless Resource Centers received $36,547 in rapid re-housing funds. Financial assistance, including security deposits and/or short- to medium-term rental assistance, and housing relocation and stabilization services were provided to 7 persons, falling short of its goal to serve 15 homeless individuals in the County of Maui. As of June 30, 2015, KHAKO had expended $6,554.

Objective HP-4c and HP-4d: Persons and families at risk of homelessness need assistance to retain permanent housing and housing stability. This objective was achieved through the Homelessness Prevention component of the ESG grant with total funding of $30,704 divided between the counties of Maui and Kauai.

- Family Life Center received $7,115 to assist three persons retain their housing through rental assistance and housing stabilization services. FLC surpassed its goal by successfully serving 19 at-risk individuals. As of June 30, 2015, $3,536 of its homelessness prevention funds were expended.

- DHS-BESSD committed $21,000 to Ka Hale A Ke Ola for homelessness prevention. The goal was to provide 15 persons with security deposits, short- to medium-term rental assistance, and/or rent arrears, as well as housing relocation and stabilization services. Financial and stabilization

services were provided to 9 persons. As of June 30, 2015, $3,383 was expended.

- HOPE Services Hawaii was awarded $31,875 for homelessness prevention through rental assistance and housing stabilization services in the County of Hawaii. Its goal was to serve 15 at-risk persons; 43 were served. As of June 30, 2015, $30,877 of its homelessness prevention funds had been expended..

Objective HP-4e: Funding for the Homeless Management Information System (HMIS) totaled $4,050 from the ESG HMIS component for PY2014, in conjunction with funding from other sources. As of June 30, 2015, $655 was utilized to sub-contract C. Peraro Consulting, Ltd. for services including:

- providing training and technical assistance to HMIS users;
- performing ad hoc data analysis; and
- working with the software developer on needed modifications to the HMIS system.

Objective HP-6: To provide effective program administration to ensure an appropriate, efficient and effective use of ESG funds, DHS-BESSD retained $16,601 for administration of this program. Administrative funds of $1,570 were allocated to the agencies for shelter operations, and $4,408 to HPRP. During the program year, $7,051 was expended. The balance remaining from the State's PY2014 allocation will be disbursed in the future for audit fees, monitoring expenses, HPO staff travel and related expenses to attend HUD-approved conferences, and/or travel reimbursements for program planning meetings of the Bridging the Gap board.

c. *If applicable, explain why progress was not made towards meeting the goals and objectives.*

DHS-BESSD has met most of its goals and objectives for PY2014, described above. However, agencies serving the homeless, at-risk homeless and victims of domestic violence report that it continues to be a struggle to find affordable permanent housing for participants with severely limited income. Combined with the high cost of housing, lack of employment providing living wages, and poor emotional/ physical health, participants find themselves unable to obtain and sustain safe and stable living environments. While permanent housing goals were surpassed as a whole, all agencies which received ESG funding overwhelmingly report the lack of subsidized and/or affordable housing in Hawaii to be the major factor hindering further placements in permanent housing. For Women Helping Women, the primary reason for overall lower occupancy was a major renovation of the Hale Lokomaikai Shelter that took place in the 3rd quarter and ended as the 4th quarter started.

DHS-BESSD and its sub-recipients have actively participated in the Hawaii Interagency Council on Homelessness (HICH) to advocate for the creation of additional permanent, affordable housing inventory across the State. Statewide attention and resources are necessary to create more affordable housing units.

2. *Describe the manner in which the recipient would change its program as a result of its experiences.*

   DHS-BESSD is very proud of the accomplishments of the ESG-funded providers. Nearly all goals were surpassed for the program year and are expected to continue in the next program year. The Balance of State CoC, Bridging the Gap, continues to work with the State to implement HEARTH Act requirements and HUD-suggested best practices to achieve an end to homelessness. As a State, Hawaii has formally adopted the VI-SPDAT as our common assessment tool, and has used the tool on a large scale on Oahu. Oahu has also had the benefit of specific HUD/VA technical assistance from the 25 Cities and 0:2016 Initiatives. The State's Coordinated Entry System, called "Hale O Malama" has been operational on Oahu since approximately September of 2014, and is currently being scaled to the neighbor islands largely through the work of the Homeless Programs Office and the Hawaii Interagency Council on Homelessness.

   Data is playing a much more significant role in the CoC's planning and execution policies. The State Homeless Programs Office (HPO) recently became the HMIS Lead agency for both of the State's continua, and as such, has been able to create a more cohesive, unified, and results-driven effort to implement a new HMIS solution for our state. Previously the City and County of Honolulu was the defacto HMIS Lead due to its ability to access more resources for HMIS. When the developer of the State's customized, legacy HMIS experienced administrative challenges with the City and County of Honolulu and announced his unwillingness to continue his service, the State/HPO was asked by the local HUD Field Office to manage the task in October, 2014. Subsequently, HPO procured for a new HMIS solution on behalf of the Continua, a selection was made, and the new vendor is well on its way to implementation of a data compliant system for Hawaii.

   As a system of care, HPO is working to utilize the significant contribution of resources from HUD and other federal agencies including the Department of Veterans Affairs (VA). HPO is actively participating with federal initiatives such as the "Mayors' Challenge", to house veterans and end veterans' homelessness by the end of 2015. HPO is also working to utlize data collection tools to help quantify its goals and achievements, as well as learn what strategies have worked effectively for other more successful jurisdictions.

HOPWA Program

1. *Assessment of the one-year goals and objectives:*
   a. *Describe the accomplishments in attaining the goals and objectives for the reporting period.*

      The most significant achievement during PY2014 was ongoing housing stability and health care accessibility. The majority of NIHP's housing clients are either living on a fixed income or are employed to the highest level their situations will allow. In addition, with the mortgage crisis came foreclosures and short sales which not only put a stress on the homeowners, but also on the renters. HOPWA funding allowed program participants to relocate or remain in a stable housing situation.

The scarcity of HIV primary care support, including medical, dental, nutritional and mental health care, has also raised concerns among persons living with HIV/AIDS (PLWH/A) and supportive care providers. MAF continued to have medical services available on-site, five days a week, through a partnership with Mango Medical. MAF has also been able to assist with participants' nutritional, transportation and housing needs during a single visit.

Over $2.2 million was leveraged throughout the Neighbor Island HIV/AIDS Coalition (NIHAC) from the DHS HOPWA Formula Grant to the Ryan White Care Act, Department of Health of the State of Hawaii, Section 8 Program of the State of Hawaii, Gregory Housing Programs in Honolulu, and other locally raised monies.

b. *Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.*

The following accomplishments were made during PY2014 toward attaining the **HOPWA Program** objective of a suitable living environment. Please also refer to the "HOPWA Performance Outcomes" in Appendix **F**. All expenditures reported below reflect reimbursements made through June 30, 2015.

Objective HP-3: Persons with HIV/AIDS need services to achieve housing stability. To address this need, the Maui AIDS Foundation (MAF) expended $40,263 of its $43,196 in HOPWA funds designated for housing information to assist 50 eligible persons with supportive services in conjunction with housing activities (TBRA, STRMU and permanent housing placement), surpassing its goal of 44. In addition, 518 people received supportive services not in conjunction with housing activities, missing its goal of 569. Of $28,283 designated for short-term rent, mortgage and utilities assistance, $21,838 was expended, to assist 14 households. $1,000 for permanent housing placement assistance was committed and expended to assiste two households. (During PY2014, MAF rfevised its budget for STRMU from $23,283 to $28,283.)

Objective HP-5: Persons with HIV/AIDS lack sufficient resources for market rentals. To address this problem, MAF expended $99,010 of its $117,711 in HOPWA funds to pay a portion of the market rental unit costs for 31 eligible persons to secure and/or maintain permanent housing, surpassing its goal to serve 27 persons. (During PY2014, MAF revised its budget for tenant-based rental assistance from $117,711 to $112,711.)

Objective HP-6: To provide effective program administration to ensure an appropriate, efficient and effective use of HOPWA funds, DHS-BESSD allocated $13,939 to MAF for administration, coordination, evaluation, record-keeping and reporting. As of June 30, 2015, $12,961 was expended. DHS-BESSD also retained $5,978 for administration of the program, of which no funds had been expended, as previous program years' reserves were utilized. DHS-BESSD's PY2014 administrative funds will be used for future audit services, staff training for new staff assigned to administer the HOPWA program, monitoring expenses, HMIS costs, and/or travel reimbursements for program planning meetings of Bridging the Gap expensed during the grant period.

c. *If applicable, explain why progress was not made towards meeting the goals and objectives.*

Hawaii is one of the most expensive states in which to live, especially considering the prohibitive expense of housing, either to purchase or to rent. These costs are out of reach for most middle income wage earners, more so for low-income persons living with HIV/AIDS. Additionally, the movement of people leaving the program, which in turn would create openings for new clients, continues to be protracted. Jobs providing living wages are still severely limited in the Counties of Hawaii, Kauai and Maui.

The rent determination and fair market rents (FMR) also need to better reflect the market rents experienced in the region. In this past program year, two rural counties not only saw the FMR for all units reduced, but simultaneously the utility allowance was raised. The agencies were very hard pressed to find units that qualified for assistance. With the realization that there are complicated calculations in formulating the FMR, it is still not realistic that rents for one bedroom units in Maui are available for under $1,000. Also with the recent abundance of Section 8 vouchers (over 700 issued in the last few months) the competition for anything offered at FMR levels is intense.

2. *Describe the manner in which the recipient would change its program as a result of its experiences.*

Despite the many challenges faced by the Neighbor Island Housing Program (NIHP), they have consistently surpassed the housing stability rate of 80% for the national outcome goal. This is achieved by NIHP's continued effort to increase communication between staff and clients, and between agencies, as a means to improve program efficiency and effectiveness. The NIHP has representatives from each of the counties of Hawaii, Kauai and Maui that attend the respective county's Continuum of Care meetings.

The Executive Directors of the AIDS Service Organizations (ASO) also continue to meet quarterly on Oahu for Network Service Provider meetings and will continue to schedule post-meeting sessions to discuss and review NIHP issues. These face-to-face meetings have been tremendously helpful for defining and resolving issues in the (NIHAC) collaboration. Video conferencing has also been implemented as a less expensive and more convenient option for meetings.

NIHP case managers and housing coordinators worked diligently with clients to help them retain their current housing situation or to find alternative stable housing situations. In PY14, more funds were allocated to STRMU to stabilize additional households whose situations were such that many of them were unable to qualify for tradition tenant based rental assistant programs. With the help of STRMU funds, case managers were able to assist clients through emergency financial events such as the death of a spouse or unexpected health costs. By working with the clients, finding out their needs, helping them solve their problems and easing them through these periods of transition, case managers and housing coordinators were able to stabilize participants' housing situations and lives, and at the same time, were able to keep them healthy.

3. Affirmatively Furthering Fair Housing:

   a. *Provide a summary of impediments to fair housing choice.*

In Program Year 2010, the HHFDC and HPHA collaborated to update the Analysis of Impediments to Fair Housing (AI). The 2010 AI identified three impediments to fair housing choice:

1) Difficulty Understanding Fair Housing Laws, Rights and Resources;
2) Structural Impediments to Fair Housing; and
3) Limited Supply of Reasonable Units for Target Population.

The AI recommended several actions to be undertaken by HHFDC and HPHA to address these impediments:

Impediment	Agency	Recommended Action	Status
Difficulty Understanding Fair Housing Laws, Rights and Resources	HPHA	Provide tenant forms (rent subsidy and public housing applications) in translations of Samoan, Chuukese, Tagalog, Ilocano, Chinese and Korean.	In Progress
		Offer, at no charge, interpreters to non-English speaking applicants and tenants prior to interviews and conferences.	Completed and ongoing
	HHFDC	Monitor owners of rental housing projects assisted by HHFDC to ensure fair housing responsibilities are understood and are being met.	Ongoing. Annual monitoring includes fair housing compliance
		Provide fair housing training for HHFDC staff and private managers of HHFDC-owned rental housing properties.	Ongoing. Annual fair housing training is provided
		Promote fair housing awareness by posting fair housing information on HHFDC's website including direct links to the Hawaii Civil Rights Commission, Legal Aid Society of Hawaii, and U.S. Department of Housing and Urban Development Fair Housing/Equal Opportunity sites.	Completed.
Structural Impediments	HPHA	Commission a comprehensive, statewide assessment of HPHA managed properties for compliance with federal accessibility obligations, preparatory to development of a prioritized remedial agenda.	In Progress
		Update the Fair Housing Analysis of Impediments in 2015.	In Progress.
	HHFDC	Revise agency organizational chart to consolidate fair housing planning and compliance functions.	In progress
		Review and, if needed, amend HHFDC administrative rules to ensure fair housing provisions are met.	In Progress
Limited Supply of Reasonable Units for Targeted Population	HHFDC	Facilitate development and preservation of affordable housing units by providing financing and development tools and resources.	Ongoing
		Ensure that developers/property owners of housing projects assisted by HHFDC effectively market the availability of housing opportunities.	Consolidated Application now requires applicants to provide its affirmative marketing information.

HUD is currently formulating an assessment tool for entitlements and consortia to help with HUD's mandate that recipients of HUD funds affirmatively further fair housing. Additionally, HUD intends to implement a separate tool for states and insular areas in the future. The tool is intended to help entitlements, consortia, states and insular areas to complete an AI independently and at less cost. While awaiting the implementation of the tool for states and local governments, HHFDC in PY2014, along with DHS-BESSD, HPHA, DHHL, and the county housing agencies, collaborated to initiate an update to the Analysis of Impediments to Fair Housing Choice. The Hawaii Civil Rights Commision, in its FY2014 Annual Report, cited that of twenty-seven housing complaints it received, more than 59 percent were related to disabilities. As such, HHFDC's update will focus on impediments to fair housing choice affecting persons with disabilities. It is expected that the update will be completed in PY2015.

b. Identify actions taken to overcome effects of impediments identified.

The 2010 AI identified the provision of information and education as an action to achieve understanding of fair housing laws to further fair housing choice. During PY2014, HHFDC, HPHA and the counties of Hawaii, Kauai and Maui continued to provide fair housing training and education to help the public understand fair housing laws, rights and resources. These agencies provided a total of four fair housing training sessions for landlords, tenants and the general public, attended by more than 430 people. Attendees improved their understanding of fair housing laws by an average of 33% after receiving fair housing training in these sessions. The Counties continue to receive hits to fair housing information on their web pages, and in PY2014 continued to provide assistance to fair housing inquiries.

In addition to its public training sessions, the County of Kauai held twelve informational briefings for new Section 8 participants, which included fair housing education. More than 130 participants received fair housing information from these briefings.

To keep abreast of current fair housing laws and their application, more than 250 staff members, property managers from the Counties, HHFDC and HPHA attended private- and government-sponsored training sessions on the fair housing law and Section 504.

The Counties participated in quarterly fair housing meetings with representatives from state and county housing agencies, to work cooperatively to achieve fair housing objectives. State and county agencies continued efforts to assist with housing discrimination complaints and referrals to HUD and the Hawaii Civil Rights Commission.

As a result of a collaboration between the housing agencies in the Counties of Hawaii, Kauai and Maui, a 13-minute fair housing video entitled, "It's Not Just Fair, It's The Law!" was released in PY2015. The video is used in training sessions to educate the public on fair housing laws..

In addition, the HPHA continued the following fair-housing related activities:

- improved language accessibility for program participants, by offering, at no charge, interpreters to non-English speaking applicants and tenant prior to interviews and conferences;
- provided tenant forms (such as rent subsidy and public housing applications) in translations of Samoan, Chuukese, Tagalog, Ilocano, Chinese and Korean; and

The 2010 AI also identified structural impediments to fair housing, and recommended activities for HPHA and HHFDC to undertake to reduce these structural impediments. Both agencies continue to work on the recommended actions.

For HHFDC, the 2010 AI identified an action to further fair housing choice as facilitating the development and preservation of affordable housing units by providing financing and development tools and resources. During PY2014, HOME program funds were committed and disbursed to finance the development of new affordable housing projects statewide in an effort to increase the inventory of affordable housing units. In addition, HHFDC awarded financing in the form of low-income housing tax credits, rental housing trust fund loans, and revenue bonds for the construction or preservation of 638 affordable rental units. The HHFDC continues to promote homeownership in the state of Hawaii by providing financing, tools, and resources for the development of affordable for-sale housing. HHFDC projects that it will have supported the development of nearly 1,700 affordable homeownership units by the year 2016.

4. *Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.*

Major obstacles to meeting underserved needs are the severe shortage of affordable housing in the Counties and the lack of funding. The fifth Program Year Action Plan outlined the following strategies to address these obstacles. Actions taken during PY2014 are provided in *italicized* print.

- Advocate for increases in State funding to support the development of affordable housing and for homeless/shelter services and improvements.

  The HHFDC, DHS-BESSD and HPHA advocated for increased State funding for affordable housing and homeless initiatives at the 2015 State Legislature.

  In 2015, the State Legislature:

  - *Appropriated capital improvement project appropriations to HHFDC for PY2015-2016:*

    - *$40,000,000 infusion for the Rental Housing Trust Fund, Statewide; and*

    - *$1,700,000 for plans and design for a mixed-use affordable rental housing and multi-use juvenile services and shelter center at 902 Alder Street, TMK (1)-2-3-012-019.*

- *Capped the Rental Housing Trust Fund's share of State conveyance tax revenues annually at $38,000,000 or 50 percent, whichever is less.*

- *Appropriated $4,150,000 in capital improvement funding to HPHA in PY2015-2016 for continued improvements to its statewide inventory of public housing properties.*

- *Appropriated $17,290,567 in PY2015-2016, and $15,631,738 to provide for homeless shelters, outreach and grant programs in all four counties.*

- Consolidate Continuum Of Care (COC) SuperNOFA applications for funding to meet underserved needs and provide technical assistance to improve outcomes.

  The State consolidated the CoC SuperNOFA applications for funding to meet underserved needs and provide technical assistance to improve outcomes. Applications included Shelter Plus Care which addresses the needs of the chronically homeless. The State continues to meet with the statewide CoC in an ongoing effort to provide technical assistance.

- Work with the counties to review and improve HOME administration.

  The HHFDC and Counties continue to explore new ways to improve HOME administration. The Counties are required to submit additional information in its Program Description to the HHFDC to ensure, among other things, that the proposed HOME projects will be constructed in a timely manner and that funds will be available to finance the projects (i.e., evidence of site control, letters of interest/commitment, etc.).

  To resolve issues pertaining to the use and timely commitment and disbursement of HOME funds, HHFDC in 2012 changed the way it distributes its annual HOME allocations. HHFDC commenced a rotation of the annual allocations between three neighbor island counties, starting with the County of Hawaii. The intent of the change was to improve timeliness of HOME expenditures and the State's administration of the HOME program. The annual award of the State's HOME allocation to one county (less a portion for HHFDC's program administration) is expected to reduce the amount of time needed for projects to proceed, and ultimately accelerate the State's disbursement of HOME funds. An additional benefit of the change is that the Counties have a two-year planning period to work with its partners to establish feasible projects and to secure additional funding to support its projects.

  The close of PY2014 represented the completion of the first full cycle of the rotation between the three counties. An analysis of the effect of the rotation is forthcoming.

  HHFDC will continue to consider changes to improve its administration of the HOME program.

- The lack of affordable housing continues to be an obstacle to successfully transitioning homeless persons into permanent housing. Hawaii's service industry economy and the demand for housing have driven property values and rents up significantly. Existing units, once affordable to rent, have escalated in value and are out of reach for those on the lowest rung of the economic ladder.

  The State is addressing the problem with funding and programs for escalated affordable housing development. However, affordable housing development will take time and must compete for construction resources with other projects.

  The State has continued the Housing Placement which operates in three counties. Housing placement assistance to families who are eligible under the Temporary Assistance to Needy Families (TANF) program greatly enhances the success for families to secure permanent housing in market units. The immediate focus is on helping those who already have either Welfare to Work or Section 8 vouchers and TANF eligible families transitioning from homeless shelters. Qualified non-profit provider agencies – Catholic Charities Hawaii, Institute for Human Services, Maui Family Life Center, HOPE Services, and Maui Economic Opportunity – have been contracted to assist families to attain and retain housing. The provider agencies cultivate prospective landlords and build relationships that assist in client placement, even for clients that have poor or no credit history. Additionally, the program helps with first month's rent or deposit and provides classes on being a responsible renter. The provider agencies maintain a database of affordable rental housing units to facilitate housing choice in proximity to jobs and services.

  Given HUD's focus on permanent housing and expressed direction to communities to rely less on emergency and transitional shelters as a solution to homelessness, DHS-BESSD has continued discussions with various communities and agencies to strategically convert some of the existing inventory of homeless transitional shelters to permanent housing. This process will be accomplished with appropriate attention to current community needs and with the support of collaborating agencies.

- *The HPHA implemented strategies to maximize the number of public housing units within its current resources through the following activities:*
  - *Continue to employ effective maintenance and amangement policies to minimize the number of public housing units off-line;*
  - *Reduce turnover time for vacated public housing units lost to the inventory through mixed finance development on all islands,including rural areas;*
  - *Seek mixed finance development opportunities on all islands, including rural areas, to replace public housing units lost to the inventory;*
  - *Maintain Section 8 payment standards to enable families to rent throughout the jurisdiction, increasing section 8 lease-up rates;*
  - *Undertake measures to ensure access to affordable housing among families assisted by HPHA, regardless of unit size required;*
  - *Marketed the Section 8 program to owners, particularly those outside of areas of minority and poverty concentration, to increase Section 8 lease up rates;Participate in the Consolidated Plan development process to ensure coordination with broader community strategies;*

- *Continue to serve and increase lease up for veterans through the VASH program; and*
- *Seek additional federal grant funds and state capital improvement project funding.*

- *The HPHA implemented strategies to increase the number of affordable housing units through the following activities:*

  - *Apply for additional Section 8 and VASH units should they become available;*
  - *Leverage affordable housing resources in the community through the creation of mixed-finance housing; and*
  - *Pursue housing resources other than public housing or Section 8 tenant-based assistance.*

HOME Program

5. Leveraging Resources

a. *Identify progress in obtaining "other" public and private resources to address needs.*
*Due to Hawaii's high housing cos***t**s, the Counties must often leverage their limited HOME Program funds with other public and private funding sources. For details on the various funding sources leveraged with HOME funds for projects/activities completed and conditionally committed from July 1, 2014-June 30, 2015, please refer to Appendix **C**, Exhibit C: HOME Program - Funding Sources.

b. *How Federal resources from HUD leveraged other public and private resources.*
Please refer to Appendix **C**, Exhibit C: HOME Program – Funding Sources, which provides a breakdown of the federal, public, and private funding sources leveraged with HOME funds for projects/activities completed and conditionally committed during PY2014.

c. *How matching requirements were satisfied.*
During PY2014, the State expended a total of $4,850,444.95 in HOME funds. Of this amount, $4,253,660.70 was subject to a 25% match requirement; the match liability of $1,063,415.18 was satisfied with excess match banked from prior years and additional new match totaling $15,002,553.45 (includes State Rental Housing Trust Fund and Rental Assistance Revolving Fund loans, sweat equity, State tax credits, exemptions from the State's general excise taxes, and Office of Hawaiian Affairs technical assistance grants as well as private funds).

For details on HOME funds expended and match contributions for PY2014, please refer to Appendix **C**, Exhibit A: HOME Program – Active Activities for the Period of July 1, 2014 - June 30, 2015 and Appendix **C**, the HOME Match Report, form HUD-40107-A.

(NOTE1: The figures provided above differ from the IDIS Report 33 – HOME Matching Liability Report attached since the State's reporting period is from July 1, 2014 through June 30, 2015, while Report 33 provides data from the federal fiscal year of October 1, 2014 through September 30, 2015.)

ESG Program

5. *Leveraging Resources*
   a. *Identify progress in obtaining "other" public and private resources to address needs.*
   Housing and homelessness continue to be priorities for the State Administration and the State Legislature. Additionally, the public sector and private nonprofits in the State strongly advocated for solutions to prevent low- and moderate-income families from being forced out of housing due to the depressed economy yielding job losses and reduced hours of employment.

   - The State Legislature approved $16.7 million in State funds for homeless shelter operations, homeless outreach, emergency grant and other services in May 2015, which is in addition to the nearly $1.5 million allocation of Federal funds from HUD, and $2.4 million in State funds dedicated to TANF use in FY2015 via the Housing Placement Program.

   - The state Legislature appropriated $1.5M for a Housing First (HF) program for the State Fiscal Year 2016. Governor David Ige's Executive budget requested HF funding in the amount of $2 million as part of the base budget (on-going vs. year-to-year), but the State Legislature did not concur. Despite intensive advocacy by a great number of agencies and coalitions, the HF funding remained unchanged. However, the State continued to provide a HF program that is in alignment and fidelity with the evidenced based model. The first full year of this program (June 27, 2014 – June 26, 2015) resulted in placement of 75 chronically homeless persons and their families. Most importantly, the placements in the HF program were all accomplished through the coordinated entry system (CES). This process helped to solidify the CES and proved to our community that a change in how services are done can result in many positive outcomes.

   - With leadership and encouragement from the Governor's Coordinator on Homelessness and Chair of the State's Interagency Council on Homelessness, the State's Department of Health, Alcohol and Drug Abuse Division (ADAD) submitted a proposal in March, 2013, to the U. S. Department of Health and Human Services for Cooperative Agreements to Benefit Homeless Individuals for States (CABHI-States). This collaborative application brought together many government agencies, private homeless service agencies, and the Interagency Council to seek funds to provide more comprehensive services for those chronically homeless individuals who are dually diagnosed with mental health and substance abuse issues. The State was notified that its proposal was funded for a total of approximately $2.3 million over a three-year period. The DOH was awarded a supplemental CABHI grant for approximately $998,259. The Hawaii Pathways Project (HPP) is currently contracted to Helping Hands Hawaii. Evaluation of outcomes is being conducted by the University of Hawaii's Center on the Family. Preliminary results show that the program has achieved a 100% housing retention rate (the national average is 80%), as well as meeting or exceeding performance targets. The success of the HPP is very encouraging. The HPP, while operating only on Oahu, is a critical piece of the State's efforts to create coordinated entry and service prioritization for the highest needs in the homeless service system.

- As part of the sustainability requirement in the DOH's SAMHSA grant, the State is required to develop the mechanisms for creating the service (Assertive Community Treatment) that will outlive the life of the grant scheduled to end in September, 2016. To that end, the Governor's Coordinator on Homelessness has continually requested meetings with the Director of the Department of Human Services (DHS) and the newly hired Medicaid Director to follow up on creating avenues for billing Housing and supportive services (as appropriate) to Medicaid. This strategy is in alignment with federal directives to use mainstream resources to support the homeless.

- In addition to the actual implementation of the Hawaii Pathways Project, the State has entered into an agreement with the UH Center on the Family to analyze data from the State's Housing First Program. Differential interventions as well as demographic data will be analyzed to see if certain interventions prove more effective with certain sub-populations of the chronically homeless. The State is capturing this data in order to make more informed decisions about programming and funding.

- The Hawaii Community Foundation, the State's largest private foundation, began a new $4 million initiative in 2014 called "HousingASAP". This program is designed to convene a network of family homeless shelter providers to address family homelessness. HousingASAP's objective is to move families from homelessness into permanent housing faster, and to ensure stability once they are housed. HCF's program is helping providers build organizational capacity, leadership, and effectiveness especially by utilizing data/analysis. Two member agencies of Bridging the Gap (Family Life Center and HOPE Services) are members of the HCF co-hort.

b. *How Federal resources from HUD leveraged other public and private resources; and*
c. *How matching requirements were satisfied.*

DHS-BESSD is required to match ESG funding provided by HUD on a dollar for dollar basis with funds from other public or private sources. To satisfy the anticipated matching funds requirement, the State of Hawaii provided funds to agencies in the Counties of Hawaii, Maui and Kauai by contracting for services under the State Homeless Shelter and Outreach programs.

DHS-BESSD matched and leveraged the ESG funding of $402,239 with the following resources:

Continuum of Care		$1,570,712
State Funds:	Outreach Program	$2,193,661
	Shelter Program	$13,378,650
State Dept. of Human Services		
	Housing Placement Program	$2,431,724
	TOTAL:	**$19,574,747**

HOPWA Program

5. *Leveraging Resources*

   a. *Identify progress in obtaining "other" public and private resources to address needs.*
   Current funding sources include the HOPWA competitive grant, Ryan White, Hawaii State Department of Health and private and foundation grants, such as the Dennis Dane Emergency Fund and the Maui United Way. The three Executive Directors of the collaborating agencies continue to examine ways to maximize and leverage HOPWA funding.

   b. *How Federal resources from HUD leveraged other public and private resources.*
   In PY2014, an additional $2,574,830 was leveraged for housing assistance and supportive services:

Ryan White Care Act	$ 449,318
Ryan White Housing Assistance	$ 7,487
HOPWA SPNS Grant	$ 533,000
Department of Health	$ 783,246
Housing Choice Voucher Program	$ 43,075
United Way	$ 9,814
Dennis Dane Emergency Fund	$ 3,526
Gregory House	$ 2,156
Ted Stafford	$ 1,500
Poot Memorial Fund	$ 90,000
Catholic Charities	$ 650
Private Grants	$ 4,098
Project Sponsor/Sub-recipient cash	$ 487,000
Resident Rent Payments by Clients Private Landlord	$ 159,960
TOTAL	**$2,574,830**

   c. *How matching requirements were satisfied.*
   HOPWA does not have a match requirement. However, leveraging of HOPWA funds with other sources of funding amplified the impact of HOPWA funding by over ten to one.

Managing the Process

1. *Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.*

   HOME Program
   Pursuant to Section 92.504 of the HOME regulations, the HHFDC, as the Participating Jurisdiction, is responsible for 1) managing the day-to-day operations of the State's HOME Program, 2) ensuring that the HOME funds are used in accordance with program requirements and written agreements, and 3) taking appropriate action when performance problems arise. The role of the Counties, as State Recipients, does not relieve the HHFDC of its responsibilities. To effectively manage the day-to-day operations of the HOME Program, the HHFDC conducted the following during PY2014:

a. Imposed timelines to ensure the timely commitment and expenditure of HOME funds. HHFDC provides a timeline when a fund allocation is offered to the County. The timeline identifies the required dates for the submittal of information, execution of agreements, and the commitment and expenditure of HOME funds.

b. Conducted and participated in HOME meetings with the Counties, as HOME State Recipients, to discuss the administration of the State's HOME Program and to give the Counties the opportunity to share and learn from their counterparts. Discussions involved the status of HOME commitments/ expenditures, procurement, IDIS, eligible activities/projects, environmental requirements, and monitoring.

c. Required the Counties to submit quarterly status reports of their HOME projects/programs to ensure the projects/programs are complying with the respective program year timelines and agreements.

d. Conducted on-site monitoring of three State Recipients. (Please refer to Appendix **D** for the results of the HHFDC's on-site monitoring review.)

e. Conducted HOME Program on-site inspections of rental projects pursuant to 24 CFR Section 92.504(d), and conducted file reviews for the County of Hawaii's Tenant Based Rental Assistance program.

f. Continued to administer the contract with SPECTRUM Enterprises, Inc., for on-site monitoring of HOME-assisted rental properties.

ESG Program

All funded agencies are required to participate in the State Homeless Management Information System (HMIS). DHS-BESSD further requires homeless provider agencies funded by State or Federal resources to participate in the Continuums of Care (CoC) for collaboration and input into the community planning efforts. The State also convenes the Balance of State Continuum of Care every other month, which includes the Chairperson of each County chapter of the CoC and a county government representative. The statewide planning body collaborates on resources, priorities and strategic planning. They have also taken on an expanded role of advising the State on funding priorities and legislative initiatives. DHS-BESSD has been working assertively with Bridging the Gap (BTG), the Hawaii balance-of-state continuum of care (CoC) representing the counties of Hawaii, Kauai and Maui. BTG is a geographically-based group of relevant stakeholder representatives that carries out the planning responsibilities of the CoC program, as set out in 24 CFR Part 578, Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH Act). Local chapters are named as follows: Community Alliance Partners (Hawaii County), Kauai Community Alliance, and the Maui Homeless Alliance.

The purpose of BTG is to end homelessness in the geographic areas. To do so, BTG:

1. operates the CoC;

2. designates a Homeless Management Information System (HMIS) for the CoC;
3. plans for the CoC; and
4. prepares applications for funds.

In accordance with the HEARTH Act, BTG works to use multiple resources to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness. BTG mandates collaboration among providers, promotes access to homeless assistance programs, encourages effective utilization of mainstream programs, and strives to optimize self-sufficiency among individuals and families experiencing homelessness.

On August 6, 2014, a general membership meeting to ratify the BTG governance charter was held via video conference. A quorum of eligible voting members of the each local chapter (Community Alliance Partners-Hawaii County; Kauai Community Alliance and Maui Homeless Alliance) was determined. Those present unanimously approved the ratification of the charter. Since then the BTG charter has been revised once.

The process of developing and adopting governance procedures has been very helpful to the CoC, and it appears that the body is functioning more formally and is much more accountable to its membership. These are surely positive outcomes. Additionally, each chapter has reported that they are working hard to expand their membership and also have greater representation from the business and private sector.

HOPWA Program

The Maui AIDS Foundation (MAF) continued its project sponsor/lead agency role throughout PY2014 and provided administrative management and accountability for the agencies which comprise the Neighbor Island HIV/AIDS Coalition (NIHAC): Maui AIDS Foundation, Malama Pono (MP), Health Services (Kauai), and Hawaii Island HIV/AIDS Foundation (HIHAF). HOPWA funds were distributed equitably throughout the counties based on geographic need, unmet needs and acuity levels of individuals/households. The collaboration between the three agencies allows the provision of housing assistance and case management services to a five island, three county area.

Each of these organizations works with the county Continuum of Care in their area. These meetings are excellent opportunities to network with other housing assistance providers in the respective counties. As active participants of the local chapters, they are able collaborate and strategize on a community level.
Each of these organizations also receive Ryan White Funds that help with other costs of daily living, such as medical services, medication, dental services and nutritional support. They each also receive additional funds to assist with case management for all program participants.

The Executive Directors of the AIDS Services Organization (ASO) met throughout the program year either personally or by video conferencing, for their Network Service Provider meetings and scheduled post-meeting sessions to discuss and review NIHP issues. These meetings have been tremendously helpful for defining and resolving issues in the NIHAC collaboration. The NIHP Housing Director

traveled inter-island on a regular basis and while this has been costly, it has increased the efficiency and effectiveness of the staff as well as streamline the services provided to participants. MAF has absorbed much of that cost.

Citizen Participation

1. *Provide a summary of citizen comments.*
   Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

   On August 12, 2015, a Notice of Public Comment (Notice) was published in newspapers of general circulation in all counties announcing that the draft CAPER was available for review and comment. A copy of the Notice of Public Comment is shown in Appendix I. Comments from the public will be accepted through August 27, 2015. The final CAPER will be presented to HHFDC's Board of Directors at its public meeting of September 10, 2015.

2. *In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.*

   HOME Program
   Please refer to the Exhibits found in Appendix **C**:
   a. Exhibit A: HOME Program - Active HOME Activities for the Period of July 1, 2014-June 30, 2015. This spreadsheet provides the type and amount of HOME funds expended and the status of these activities as of June 30, 2015.
   b. Exhibit B: HOME Program - Completed Units for the Period of July 1, 2010-June 30, 2015. This spreadsheet identifies the specific HOME projects/ activities completed during the reporting period, along with a comparison to the anticipated five-year goals.
   c. Exhibit C: HOME Program - Funding Sources. This spreadsheet identifies all funding sources leveraged with HOME funds for projects/activities completed and conditionally committed from July 1, 2014 to June 30, 2015.
   d. Exhibit D: HOME Program – Grant Balances as of June 30, 2015. This spreadsheet identifies the total amount of HOME funds available (including program income and recaptured funds).

   Appendix **G** provides maps showing the geographic distribution of HOME funds.

   ESG Program
   ESG funding of $402,239 was available for the Counties of Hawaii, Kauai and Maui. No program income was derived from the program. The funds were distributed as follows:

PY2014 ESG Funding:

Hawaii County	$172,818
Kauai County	$ 21,141
Maui County	$187,629
DHS-BESSD Administration	$ 16,601
HMIS	$ 4,050
TOTAL	$402,239

Please also refer to Appendix **E** for additional information on ESG expenditures. Appendix **G** provides a map showing the location of agencies that receive ESG funding.

HOPWA

HOPWA funding of $205,107 was available for the Counties of Hawaii, Kauai and Maui. No program income was derived from the program. The funds were distributed in the following categories and used for eligible people in all three counties:

PY2014 HOPWA Funding:

Rental Assistance	$117,711
Supportive Services	$ 43,196
Permanent Housing Placement	$ 1,000
Short-Term Rental, Mortgage, Utilities	$ 23,283
Maui AIDS Foundation Administration	$ 13,939
DHS-BESSD Administration	$ 5,978
TOTAL	$205,107

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Please also refer to Appendix **F** for additional information on expenditures.

Institutional Structure

1. *Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.*

   a. Various governmental assistance programs have conflicting requirements that constrain the efficient delivery of affordable homes or support services. Efforts to overcome this gap by reviewing procedural and regulatory requirements and recommending amendments that make it easier to layer financing sources continued during PY2014. Pilot programs to cut across functional "silos" for the provision of housing and supportive services were also continued.

   b. To enhance coordination between public and private housing, health, and social service agencies, the County of Hawaii includes Request for Proposals and public notices on the County's weekly newsletter that is distributed by e-mail to 10,000 persons or organizations. The County of Hawaii started and expanded an e-mail list by using the e-mail addresses from the County's weekly newsletter website. The County of Hawaii has the capability for video conferencing in its citizen participation activities, but there has not been a demand by the public for its use.

In the County of Kauai, the CDBG Coordinator serves as a liaison on Kauai's Homeless Committee and attends all meetings to assist this community-based working group in addressing homeless priorities and concerns. The County Housing Agency held three workshops during this reporting period. These workshops give public service providers information about CDBG and HOME applications to assist with project development and applications for grant assistance.

To ensure an integrated approach to addressing its community development and housing needs, the County of Maui's CDBG Program Manager and HOME Program Coordinator participated in state-wide meetings, seminars, and conferences to plan and evaluate the community and housing needs and the performance measures for the CDBG and HOME Programs. The County's Continuum of Care group met monthly to review and coordinate statewide initiatives relative to homelessness; the Inter-agency Council on Homelessness met bi-monthly to coordinate statewide strategies and provide access to current information on homeless programs and services; and the County of Maui's Coordinated Homeless Response Team met monthly to coordinate proactive and immediate solutions to acute homelessness issues affecting public health and safety. The County also participated in the monthly statewide housing administrators meeting to review work in progress, plan and collaborate on housing development initiatives and activities. Furthermore, key County departments met regularly to coordinate efforts, resolve and expedite issues, and facilitate progress in meeting County requirements in order to encourage affordable housing in project developments.

c. The State continued to coordinate and conduct periodic HOME Program meetings with the Counties of Hawaii, Kauai and Maui in a continuing effort to improve lines of communication and provide an opportunity for the HOME program staff from the Counties and the HHFDC to freely discuss topics relating to the administration of the State's HOME Program.

d. Within the homeless and special needs arena, the State continued to pursue the following actions during PY2014 to develop and refine the institutional structure:

- Much of the State's efforts to develop and refine the institutional structure continue to come as a result of the work of the Hawaii Interagency Council on Homelessness, and its working groups. Content areas such as stable and affordable housing, economic self-sufficiency, and health and stability have created new and sometimes better collaborations between large government systems, the social service community, and the homeless themselves. The effort to achieve wide-spread understanding and acceptance of Housing First as a philosophy and model of intervention for the chronically homeless, as well as the implementation of a common assessment tool, has taken hold in our state.

- In November 2014, the Statewide Homeless Conference ("Navigating Change Together") convened for homeless providers, community members and government officials to focus on best practices in ending homelessness as well as discuss progress in Hawaii to ending homelessness. Several training sessions were made available to the attendees, including: HMIS and the

Homeless Service Utilization Report; Motivational Interviewing; Principles and Practices for Working with Homeless Offenders; Navigating the Legislative Process; Domestic Violence and Homelessness; Landlord Liaisons; Harm Reduction and the Housing First Approach; Understanding the Issues of Family Homelessness; an a presentation by the Hawaiian Humane Society. This event provided an opportunity for providers from each island to network in a collaborative, learning environment. In addition to the Homeless Conference, other events were observed in all four counties, including media campaigns highlighting homelessness; job and resource fairs, health fairs and strategic planning sessions on homelessness. The Homeless Awareness Week culminated with a candlelight vigil that was concurrently held in all four counties.

- The Balance of State CoC, which includes the chairperson of each county's chapter and a representative from each of the County governments, held meetings every other month as a forum for collaboration on homeless issues, strategic planning on the best use of resources, and to share challenges and successes. More effort has been made to have neighbor island representatives participate in planning and implementation of the Homeless Awareness Annual Conference. The governance process for both theSTate's continua included the mutual decision to create a Statewide Date Committee (SDC). The SDC is comprised of members from both the Continua, and is responsible for providing direction and governance over the HMIS. The SDC has worked very closely with the State HPO to procure and contract a new vendor the the State's HMIS solution.

  A portion of each Bridging the Gap meeting is set aside for the PIC chair and the City and County of Honolulu representative to give the neighbor islanders a perspective of the legislative, advocacy, policy and data issues being addressed on Oahu, and vice versa. Additionally, many more neighbor island participants have requested placement on the PIC mailing list so that they can keep their agencies and their counties up-to-date, especially on legislative issues during the legislative session. These efforts are building toward a greater sense of community across the state for homeless service providers, and thus, a more cohesive approach to our statewide infrastructure.

- The State's three rural counties have begun to foster a stronger consortium under the balance of State name: Bridging the Gap (BTG). The move for a stronger institutional structure has been triggered in part by the swelling of homeless numbers during Hawaii's recession that has priced the most vulnerable of our population out of the housing and rental market. The homeless trends that have affected even Hawaii's most rural counties have stirred the County Mayors to action, and they look to the CoC chapters to advise and collaborate on solutions. Neighbor islanders are well-represented on the Hawaii Interagency Council on Homelessness (HICH). Although Oahu remains the population center of the State, the rural counties have far less infrastructure (and resources) but still must address homelessness as it occurs in their communities.

- On August 6, 2014, the BTG governance charter was unanimously ratified, as required by HUD. BTG also adopted formal HMIS policies and procedures which include: security policies that detail how data is secured in the HMIS; data sharing policies that detail with whom data is shared and for what

purposes; and access to and use of the HMIS. A data quality plan has also been adopted. It defines what constitutes a record for each program type; and determines timeliness, completeness and accuracy standards.

- A Memorandum of Agreement between the Statewide Data Committee and the DHS/HPO is in place to clarify and define the roles and requirements for each party related to the HMIS.

- BTG has moved to adopt new project scoring criteria for the CoC Programs, which emphasizes performance based accomplishments. The implementation of the new, HUD-compliant HMIS solution will assis t BTG in making funding decisions based on performance and need.

Monitoring

HOME Program

1. *Describe how and the frequency with which you monitored your activities.*

During PY2014, the HHFDC monitored all State Recipients, CHDOs and active HOME projects/activities using the U.S. Department of Housing and Urban Development's Community Planning and Development Monitoring Handbook 6509.2, Rev. 6, Chapter 7 as its key monitoring tool. Monitoring included all applicable HOME Program-wide and project/program specific compliance reviews as described in the Handbook.

The HHFDC conducted on-site monitoring of the HOME Program for the Counties of Kauai, Maui and Hawaii. The HHFDC also conducted on-site HOME Program project and unit inspections and tenant file reviews for the below-listed rental projects in the second quarter of PY2014:

2020 Kinoole Senior Residences
Ainakea Senior Residences
Ewa Villages, Phase I
Hale Mahaolu Ehiku 1A
Hale Mahaolu Ehiku II
Hale Makana O Waiale
Hale O Mana'o Lana Hou, Ph. II
Hualalai Elderly
Hualalai Elderly, Ph. 2
Hualalai Elderly, Ph. 3
Kaho'okamamalu
Kalepa Village, Phase 2B
Kalepa Village, Phase 3
Kalepa Village, Phase 4
Kamuela Senior Housing
Kekuilani Gardens
KEO Transitional Housing
Lihue Court Transitional Housing
Paanau Village
Paanau Village, Phase 2
Sea Wind Apartments
TBRA, Hawaii County
Na Kahua Hale o Ulu Wini
Wailuku Small Business Center
West Maui Resource Center

The final report for all projects inspected contained no findings, with the exception of the Na Kahua Hale o Ulu Wini project in the County of Hawaii. Ulu Wini's final report cited continued noncompliance from previous reviews, violations of Uniform Physical Conditions Standards, and an issue of inaccurate utility allowance. Previous reviews cited Fair Housing Design Act violations and Housing Quality Standards issues. Issues are outstanding and awaiting corrective actions.

County of Hawaii Program Monitoring
HHFDC conducted on-site monitoring of the County of Hawaii's records pursuant to 24 CFR 92.508 of the HOME regulations and examined records focusing on the administration of the County's HOME program. Staff also examined the project/ program records for Hawaiian Paradise Park Phase 2-5, Na Kahua Hale O Ulu Wini (Ulu Wini), Mohouli Heights Senior Neighborhood, Habitat for Humanity Affordable Workforce Housing, the County's Tenant Based Rental Assistance program, and the County's general program administration. As a result of its monitoring, HHFDC noted findings on the County's failure to meet the CHDO commitment deadline, and its uncorrected violations to fair housing design requirements in its Ulu Wini project. HHFDC staff also noted concerns over meeting expenditure deadlines and that the County of Hawaii had fallen behind on its monitoring schedule of HOME activities. Details of HHFDC's monitoring activities and its findings are found in Appendix **D**.

County of Kauai monitoring
HHFDC conducted on-site monitoring of the County of Kauai's records pursuant to 24 CFR 92.508 of the HOME regulations and examined records focusing on the administration of the County's HOME program. Staff also examined the project/ program records for the Ele'ele 'Iluna Phase 2, the County's Homebuyer Loan Program, Kapaa Transitional Housing, Rice Camp Senior Housing, Lihue Court Townhomes Rehabiliation, and the Kolopua projects, and the County of Kaua's general program administration. Overall, the County of Kauai has been efficient in administering its projects and programs. The County's activities consistenty generate program income, which is used for additional projects in the County; an issue relating to program income is HUD's requirement to expend program income before regular HOME or CHDO funds, which results in challenges for the County to meet commitment and expenditure deadlines for the regular HOME and CHDO funds. Details of HHFDC's monitoring activities and its findings are found in Appendix **D**.

County of Maui monitoring
HHFDC conducted on-site monitoring of the County of Maui's records pursuant to 24 CFR 92.508 of the HOME regulations and examined records focusing on the administration of the County's HOME program. Staff also examined the project/ program records for the Kahawai Condominium Project, the Molokai Mutual Self-Help Housing Project Phase I, and the Kulamalu Affordable Rental Project, and reported no findings or concerns. Staff's review of the County's general program administration noted concerns that the County of Maui has not responded to the significant deficiencies cited in the Single Audit Report for the Fiscal Year Ended June 30, 2013 and June 30, 2014. HHFDC approved an extension through August 31, 2015 for the County of Maui to respond. Details of HHFDC's monitoring activities and its findings are found in Appendix **D**.

2. *Describe the results of your monitoring including any improvements.*

   Monitoring findings, concerns and recommendations are shown in Appendix **D**.

3. *Self Evaluation*

   a. *Describe the effect programs have in solving neighborhood and community problems.*

The HOME-funded programs and projects are not specifically aimed at solving neighborhood and community problems. Rather, the primary objective is decent housing for lower income households. Nevertheless, households in safe, decent and affordable housing make better neighbors and contribute to overall community well-being.

b. *Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality; and*

c. *Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.*

The State has made positive progress in meeting its HOME Program objectives to provide decent housing. The narrative and charts included in this CAPER provide details on activities to provide decent housing and an assessment of the HOME accomplishments.

d. *Indicate any activities falling behind schedule.*

INFORMATION FORTCOMING

e. *Describe how activities and strategies made an impact on identified needs.*

The projects/activities completed and conditionally committed during this reporting period helped to address one of the primary purposes of the HOME Program, to expand the supply of decent, safe, affordable and sanitary housing.

The State addressed the need for affordable rental units for low-income households by providing tenant based rental assistance to 20 new households in the County of Hawaii, and through the construction of the Na Kahua Hale O Ulu Wini (fka Kaloko Housing Project IV) (County of Hawaii, 20 affordable rental units, 10 of which are HOME-assisted). In addition, the County of Kauai conditionally committed its PY2013 HOME funds to construct affordable rental units in the Kolopua project and Rice Camp Senior Housing project, and to preserve affordable rental units through the rehabilitation of units in the Lihue Court Townhomes project.

The State addressed the need for affordable for-sale units through the construction of the Hawaiian Paradise Park, Phase 2 (County of Hawaii, 10 HOME-assisted self-help units) and the Kamamalu Condominium acquisition, rehabilitation and resale (County of Kauai, one unit). Additionally, three first-time homebuyers received loans under the County of Kauai's homebuyer loan program.

f. *Identify indicators that would best describe the results.*

Performance indicators are included in Appendix **A**.

g. *Identify barriers that had a negative impact on fulfilling the strategies and overall vision.*

A major barrier that had a negative impact on fulfilling the strategies and overall vision is the high cost of housing. Housing costs, including the cost of materials and labor, continue to escalate. As HOME funds (and other government financing resources) are limited, the development of new housing projects is delayed until such time as adequate financing resources are in place.

Another barrier is the lack of housing inventory which exerts upward pressure on housing prices. Homebuyer loan programs are slow moving because it is difficult for first-time homebuyers to find homes within their price range.

h. Identify whether major goals are on target and discuss reasons for those that are not on target.

During this program year, the State provided 20 new households in the County of Hawaii with tenant-based rental assistance, meeting the target to assist new households with tenant-based rental assistance.

Although the State fell short of its fifth-year objective for the development of affordable rental housing for low-income families, 20 units in the Na Kahua Hale O Ulu Wini project were completed, ten of which are HOME-assisted. In the County of Kauai, the Lihue Court Rehabilitaion project (73 affordable rental units, 68 HOME-assisted) and the Kolopua project (44 affordable rental units, 6 HOME- assisted) will be completed in the next few years. In the County of Maui, the Kolopua Affordable Rental project will provide 56 affrodable rental units, 14 of which will be HOME-assisted.

In the County of Kauai, the Rice Camp Senior Housing project was completed during the program year, producing 60 affordable rental units, eight of which are HOME-assisted. In addition, the Mohouli Heights Neighborhood Senior (60 affordable rental units for seniors, 7 of which will be HOME-assisted) housing project in the County of Hawaii is under construction, and its completion is expected during the next program year.

Ten units of affordable for-sale housing in the Hawaiian Paradise Park Phase 2 Project in the County of Hawaii, constructed using the self-help building method, were completed during the program year. In the Counties of Hawaii, Kauai and Maui, seventy-five additional self-help housing units are scheduled for completion over the next few years.

One reason for the slow pace of the development of homeownership units and affordable rentals is the limited amount of HOME funds allocated to the State of Hawaii. When projects are selected by the counties, it sometimes becomes a multi-year process before sufficient HOME funds are accumulated for the project. To address this issue, HHFDC has begun implementation of awarding an entire year's HOME allocation to one county, on a rotating basis. This will help projects to accumulate a greater amount of HOME funds at once, rather than having to "save up" several years' HOME allocations.

Another contributing factor for not meeting targeted goals was the cancellation of two rental projects and one homeownership project in the County of Maui. The cancelled projects were anticipated to produce approximately 96 rental units and 10 homeownership units. The projects were cancelled, in part, due to concerns over the CHDO's capacity to develop the projects.

To assist in addressing this issue, HHFDC certified two additional CHDO's during PY 2010; one of the new CHDO's was awarded PY2011 HOME funds to proceed with the development of affordable homeownership housing using the self-help building method, and its first project is near completion on the island of Molokai. In PY2012, HHFDC certified an Oahu CHDO to also provide services in the County of Kauai. The CHDO was awarded PY2013 HOME funds for the renovation of nine residential buildings (73 rental units, 58 of which will be HOME-assisted) to preserve long-term affordability in Kauai's Lihue Court Townhomes project.

i. *Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.*

Issues pertaining to the timely commitment and disbursement of HOME funds have continued to be of concern in PY2013. To address these concerns, HHFDC initiated a rotation between the Counties of the annual HOME allocation.

The intent of the rotation is to allow one County to receive a larger amount of HOME funds at once, allowing its projects to proceed quicker than the previous practice of dividing annual HOME allocations that resulted in delays due to the Counties' need to "save up" over time before a project could proceed.

The HHFDC will continue to monitor all State Recipients, CHDOs, and active HOME projects/activities on an annual basis. HUD believes that extensive monitoring will increase the performance of the State's HOME Program, particularly in the disbursement of funds. The HHFDC and the Counties will focus efforts on compliance monitoring.

HHFDC has taken steps to strengthen the administration of the HOME program. HHFDC clearly identifies HOME units in its monitoring reports, and verifies results of on-site inspections performed by HHFDC's contractor. For oversight activities of State Recipients, HHFDC developed and implements policies and procedures for the reviews of State Recipient audit reports and fair share tests, subsidy limit tests, and subsidy layering analyses.

ESG Program

1. *Describe how and the frequency with which you monitored your activities.*

Onsite monitoring for selected agencies is done every year, and desk monitoring is an ongoing monthly activity. On-site monitoring includes review of randomly selected client files at each agency and a physical inspection of the project and property to ensure the agency's compliance with program rules, Federal and State regulations, and health and safety requirements. Additionally, internal

reviews are conducted to ensure that provider agencies are in compliance with contract terms (i.e., adequate and current insurance coverage, timeliness of reports, numbers served, expenditure of funds, etc.) that are not covered by the site visit. Verification of independent financial audits, client eligibility, reported expenditures and persons served, and providing communication/training via telephone, e-mail and facsimile are incorporated in regular desk monitoring.

After an on-site monitoring visit, the program specialist documents any areas of noncompliance or needed improvements and recommends corrective actions through a written Program Compliance Report (PCR). This report is sent to the agency's Executive Director, who is required to submit a detailed Corrective Action Plan (CAP) for any item which received a rating of less than passing, or as otherwise noted. Each CAP must indicate the following:

1. What specific actions will be taken to ensure compliance in the future?
2. Who will be responsible for implementing the corrective action plan?
3. When will the plan be implemented?
4. How will staff be informed of any policy or procedural changes?

Many items rated as "not passing" or "needs improvement" in the PCR may have been due to non-submittal of requested documents for review, and/or insufficient or lack of responses to exit interview questions. These issues may be rectified by the agency's subsequent submittal of documents and satisfactory responses to queries.

2. *Describe the results of your monitoring including any improvements.*

   a. In PY2014, DHS-BESSD allocated a total of $233,688 for Homelessness Prevention and Rapid RE-housing (HPRP) financial assistance and housing relocation/stabilization services, as well as for provider administrative costs. HPO conducted site visits to all three of the sub-recipient agencies which were awarded ESG HPRP funds:

      - On September 19, 2014, HPO conducted an on-site monitoring session for ESG HPRP with Ka Hale A Ke Ola (KHAKO) Homeless Resource Centers. This was the first time KHAKO received funding for HPRP, thus HPO took the proactive measure early in the program year to ensure initial conformity with program standards. A typical site visit would have consisted of questions on Administrative Standards, Service Standards, Case Management, and Fiscal Standards. Additionally, HPO monitors would have conducted a review of numerous randomly selected participant files, resulting in a detailed and comprehensive Program Compliance Report (PCR). However, since KHAKO had only two participants in its program at that date, HPO opted for an abbreviated file review, interview and informational session with the Chief Executive Officer and involved program staff.

        KHAKO was sent a summary compliance report identifying the following concerns:

        1. The participant files assessed confirmed that many required documents were missing, including:

a. Rent reasonableness checks
b. Sufficient documentation concerning homeless status; no duplication of assistance; no other support system; and ability to sustain housing once ESG assistance ends
c. Verification of 30% AMI threshold and confirmation of need for financial assistance
d. Rent calculation document
e. Updated HMIS authorization form
f. Habitability standards checklist
g. Lead based paint inspection and/or waiver
h. Social services plan and follow-up case management

2. KHAKO's Grievance Procedures did not identify the State Department of Human Services as the contact for final review of the appeals decision.
3. KHAKO's ESG Policies and Procedures Manual was not specific to the agency as the administrator of the program.
4. Agency Emergency Procedures was not included in the participant's program packet.
5. All forms needed to be specific to the program. Reviewed files indicated an assortment of forms from other programs utilized for ESG HPRP.
6. Signature and date lines were not included in applicable forms to confirm participant's understanding of the rules and procedures; what he/she is authorizing; case management sessions; and any affidavits required by the agency.
7. Program scope of services must adhere to requirements in accordance with 24 Code of Federal Regulations Part 576 (24 CFR 576) and the State contract #DHS-15-HPO-2085.
8. Agency must pay particular attention to the organizational conflicts of interest section 24 CFR 576.404.

On October 29, 2014, KHAKO submitted a letter to HPO detailing the corrective measures taken to address the concerns identified during the on-site monitoring. Additionally, updated documents were submitted for review and approval. HPO approved the agency's corrective action plan on November 15, 2014.

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b. In PY2014, DHS-BESSD allocated a total of $147,900 of ESG funds for Shelter Operations and provider administrative costs. HPO conducted site visits to the following providers:

- Ka Hale A Ke Ola Homeless Resource Centers was visited by HPO monitors on November 7, 2014. The program compliance report identified several areas of concern, which resulted in four "needs improvement" ratings. The issues were due to missing documentation in some participant files, including homeless verification; internal forms such as maintenance requests; and shelter bathrooms in need of regular inspection for cleanliness and necessary repairs. HMIS data accuracy in the areas of prior entry, exit destinations and homeless status also required a corrective action plan.

- The YWCA of Kauai was monitored on November 3, 2014. The shelter manager was diligent in preparing for the site visit although several documents needed updating or were missing. The agency was responsive to HPO's follow-up requests and subsequently submitted most of the required documents. However, there remained three areas concerns and two findings at the final writing of the PCR, which were primarily due to the agency's confidentiality policy, staff evaluation, staff turnover rate, and timeliness of payment requests.

- HPO conducted a site visit on November 24, 2014 to Kauai Economic Opportunity (KEO). Because KEO failed to apply for PY14 ESG funds, the agency was not awarded an ESG Shelter allocation. However, KEO did receive $19,292 of re-programmed PY11 funds. HPO expressed immediate concerns that the monitoring process was prolonged due to difficulty in finding documents and information in participant files. The lack of consistency and organization in each client file resulted in undue complications with the file review and was partially to blame for the subsequent twenty "not passing" ratings. Findings included issues with grievance procedures, staffing/capacity, confidentiality, unit inspections, safety procedures, HMIS data timeliness, and social services plans and follow-up after exit. KEO and HPO continue to work on finalizing the corrective action plan.

3. *Self Evaluation*

   a. *Describe the effect programs have in solving neighborhood and community problems.*

   The participants served through the Emergency Solutions Grant program were provided with a safe refuge and a place to sleep as well as information and education to increase their independent living skills, child development and care, referrals for mental health and medical services, etc. The services help create opportunities to rebuild lives and provide a safe and nurturing environment.

   The state's shelter program requires that the shelters, for each homeless individual or family, address the immediate basic necessities, health and social needs, and ultimately, the successful transition into permanent housing. As the first step, all shelters provide access to basic needs, such as a safe and decent place to sleep, prepared meals and/or food/kitchen facilities, hygiene essentials, and clothing.

   Each shelter performs an intake and assessment on each client that identifies the individual's areas of need (i.e., health, education, substance abuse problems, employment skills, etc.). These are then incorporated into a social service plan that focuses on the participant's individual goals, achievement activities, and a timeline for completion. The shelters also provide referrals and on-site classes or services to further assist clients in realizing their goals.

   The homeless in rural communities were provided these shelter services which take them out of living in public spaces and creating public health issues within the community.

Domestic violence agencies funded by ESG provided shelter, food, clothing and support services to help victims and their families heal from the damages of abuse. Families were given opportunities to change their attitudes and regain belief in the future for a healthier sense of self and community. Support services, including childcare, education, physical and mental health, employment, and legal aid were, and still are, very much in demand throughout all DV-focused agencies. The programs continue to offer access to a hotline which conducts an initial phone screening to determine eligibility for services. Eligible individuals goes through an intake process which identifies the referral agency or initial contact (DV hotline or phone); reason for seeking shelter including the description of abuse/injuries; history of perpetrator and violence; substance abuse history of perpetrator and victim; medical information; child abuse history and batterer information.These services have helped make the community safer by assisting DV victims remove themselves from the abusive situations, thus reducing abuse and danger to lives.

The ESG HPRP program provided at-risk individuals and families with financial assistance and supportive services critical to circumventing current crisis and to remain housed. The funds also assisted homeless persons get back on their feet by giving them the opportunity to obtain and sustain housing, and providing them with supportive services to learn employment and life skills.

b. *Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.*

Many individuals and families served by ESG-funded shelters are affected by mental illness and/or are those who self-medicate with alcohol, marijuana and other drugs to cope with the stresses of everyday life. Many are recovering from domestic violence abuse, addiction to drugs and/or alcohol, and poverty. Left unsheltered, homeless persons are more likely to have increased rates of emergency room visits and extended hospital stays and arrests, thereby draining valuable community resources. ESG funding positively impacts the community by providing each agency the resources which enable them to assist these homeless individuals with a safe place to sleep, food, clothing, hygiene products, and supportive services. Oftentimes the relationships developed between shelter provider and participant are critical in paving the way to more permanent housing.

Bridging the Gap's allocation formula for ESG HPRP (60% rapid re-housing/40% prevention) reflects its greater emphasis on assisting homeless individuals and families quickly regain stability in permanent housing after experiencing a housing crisis and homelessness. Preference was given to rapid re-housing activities to those living on the street or in shelters. Homelessness prevention and rapid re-housing activities included financial assistance for rents, security deposit and utilities, and housing relocation and stabilization services.

The State continues to make exceptional progress in meeting its ESG Program objectives. The State is thus far meeting or exceeding the goals set forth in the program year. The narratives and charts included in this CAPER provide details and an assessment of the ESG accomplishments during this reporting period.

c. *Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.*

Agencies funded through ESG are providing services through emergency shelters and domestic violence shelters. Participants are referred to or provided with life skills classes including budgeting and saving; job skills training; mental/physical health care; housing search and placement assistance; and many other supportive services integral to obtaining and maintaining independent living. Participants who have left situations of domestic violence are usually ill-equipped to live independently or maintain a single parent household. The participants that enter the programs are provided with a safe and nurturing environment, as well as assisted to develop individual goals to increase their ability to become self-sufficient and maintain long-term housing stability. Domestic violence shelters are located in peaceful, secure areas, where access is strictly regulated for safety purposes.

All other non-domestic violence ESG-funded agencies provide clean, comfortable living areas for the homeless, situated on the islands of Kauai, Maui, and Hawaii. Many are located in areas convenient to schools, libraries, employment, stores, and medical offices. Each have programs to address a variety of needs such as employment, financial and life skills. The primary objective is to provide a clean and safe environment for the homeless to seek refuge and recovery from homelessness.

Agencies funded by ESG often work closely with the county offices which manage the Section 8 programs. These partnerships provide the housing staff with the knowledge and resources to ensure that all housing units meet HUD's housing quality and rent reasonableness standards. Those served are afforded access to safe, sanitary and decent units, and the realization of attaining permanent housing. ESG providers also maintain, and continue to generate, relationships with willing landlords for mainstream rental units.

d. *Indicate any activities falling behind schedule.*
Not applicable.

e. *Describe how activities and strategies made an impact on identified needs.*

The State's goals for PY2014 were to provide 1,430 safe nights of sleep through emergency shelters on Maui and Hawaii; 1,846 safe nights were provided. The state funded domestic violence emergency shelters in the Counties of Kauai, and Maui with the goal of providing a safe refuge and place to sleep for 395 adults and children; 371 were served.

f. *Identify indicators that would best describe the results.*

Please review the Performance Measures Models on Chart 3, Appendix **A**.

g. *Identify barriers that had a negative impact on fulfilling the strategies and overall vision.*

Barriers to program improvement include the following:

- Hawaii continues to have one of the highest cost of living rates in the nation, especially in relation to the housing market, resulting in a severe lack of affordable housing.
- Many more people from outside the State are seeking assistance through emergency shelters in recent years, especially immigrants that come to Hawaii through the Compact of Free Association.
- Many out-of-state homeless individuals come to Hawaii with no plan for housing and are unfamiliar with the high costs of rent, food, transportation and other needs.
- Shortage of jobs providing liveable wages.
- Negative community attitudes and biases toward homeless individuals.
- Participants lack marketable job skills.
- Participants lack support network (family/friends).
- Participants often have severe mental health and substance abuse issues.
- Substantial decreases in other funding sources resulted in budgetary constraints.
- Challenges to communication across the islands.
- Staffing cutbacks and turnover.
- Transient nature of the homeless. Cannot set up social services plan and work consistently with many of them.
- Poor history (criminal, rental and financial) prevents housing applications from being successful.
- Many homeless who have drug and/or alcohol dependency and mental health issues experience great difficulty finding and maintaining safe and affordable housing.
- Closed or long waitlists for subsidized housing impact opportunities for shelter participants to transition into affordable housing.
- Lack of safe, affordable childcare.
- Severely limited public transportation options in the rural counties.
- Most homeless participants with limited or no income and ongoing financial problems have no one to co-sign rental agreements required by most housing providers.

h. *Identify whether major goals are on target and discuss reasons for those that are not on target.*

Major goals are on target.

i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

With the current spreadsheet format for capturing performance and financial statistics, agencies are able to enter data each quarter after which year-to-date totals are automatically calculated. With the fourth quarter data entered, the annual total is calculated without any additional input. This format has provided a more efficient tool for reporting by the agencies, as well as for the State to utilize the information for the CAPER. The spreadsheet data is compared to data captured in HMIS to ensure accuracy. The spreadsheet has also recently been updated to capture data in line with the requirements of the Integrated Disbursement and Information System (IDIS). During PY14, DHS/HPO became the HMIS lead agency for the Continua of Care, Partners in Care (Oahu) and Bridging the Gap (Maui, Kauai and Hawaii). DHS/HPO

successfully procured a new Homeless Management Information System and is currently working with the Statewide Data Committee and the HMIS provider to implement the system.

Over the past year, HPO has made progress in educating the public about best practices in the field of homelessness. Housing First as a model for housing and serving the chronically homeless is better understood by the Legislature and by the general public. In November, 2014, the City and County of Honolulu implemented another housing program geared toward the chronically homeless, though without fidelity to the HF model. This has created greater access to permanent supportive housing for the state's most needy.

Our community has continued to benefit greatly from technical assistance provided by the Department of Veterans Affairs and HUD. Honolulu has the second highest rate of chronic homelessness per capita of cities across the country. As such, Honolulu was invited to participate in a HUD/VA joint effort called the "25 Cities Initiative." This initiative, coupled with Rapid Results Boot Camp, has brought significant technical and practical assistance to our state. Driven mainly by the Continuum of Care for Oahu, Partners in Care, our system has chosen a common assessment tool (VI-SPDAT) and is prioritizing the homeless individuals with the highest need for placement in permanent supportive housing. Nationally developed tools such as the PMCP (Performance Management Communication Platform) are being loaded with information that will help match the homeless individuals to the resources they need. Coordinated entry into the homeless system and matching with appropriate resources will soon be the norm. And while these advances in practice are being piloted on Oahu, the neighbor island providers, through Bridging the Gap, have been kept informed and have purposefully watched the process unfold with the knowledge that a coordinated entry system for their CoC must also be implemented.

Data-driven performance standards are being updated and refined. Further, HPO is developing a means to transform State funding to more closely reflect performance standards and performance based funding as does HUD. While these systemic changes will take time to fully implement, the mechanisms to achieve and maintain progress have been executed.

HOPWA Program

1. *Describe how and the frequency with which you monitored your activities.*

   Onsite monitoring is done every other year, and desk monitoring is an ongoing monthly activity. The monitoring includes a review of independent financial audits, client eligibility documentation, review of monthly expenses for tenant-based rental assistance and supportive service, and verification of reported expenditures and persons served. The desk monitoring includes a review of each of the payment requests and documentation to justify payment. The DHS-BESSD program specialist documents any areas of noncompliance and details corrective action needed through written correspondence, telephone interviews, and by e-mail.

2. *Describe the results of your monitoring including any improvements.*

DHS-BESSD conducted an on-site monitoring of Maui AIDS Foundation (MAF) on November 7, 2014. MAF is the lead agency for the Neighbor Island Housing Program (NIHP), including Malama Pono (Kauai) and Hawaii Island HIV/AIDS Foundation (HIHAF) MAF keeps copies of all client files at its office, as central location, so that reviews and coordination can be done without the need to travel.

Ten participant files were reviewed, as well as internal documents and forms. An exit interview with the Executive Director and Housing Director was performed at the end of the monitoring session.

A Program Compliance Review (PCR) was sent to MAF on December 8, 2014 to give the agency an opportunity to submit many of the required documents (i.e., grievance procedures, denial/termination letter templates, etc.) which were not provided on the date of the site visit or were in need of revisions. Due to the follow-up and subsequent provision of required documents by MAF, the Homeless Programs Office (HPO) determined that all PCR standards were passing. MAF has also made revisions to internal policies and procedures to satisfy Federal/State regulations and contractual obligations. HPO closed the monitoring with no further action required by MAF.

3. *Self Evaluation*

   a. *Describe the effect programs have in solving neighborhood and community problems.*
   NIHP has successfully assisted persons with AIDS to maintain stable, decent housing within the community at large. NIHP continues to be successful in having individuals and families maintain contact with their case manager and with a primary health provider, and develop a housing plan to maintain or establish stable on-going residency. The program preempts homelessness, which is a major community problem and ensures better health outcomes for homeless persons with HIV/AIDS.

   b. *Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.*
   Most HOPWA beneficiaries have limited incomes derived from welfare (State Financial Assistance), SSI and/or SDI. Given the high cost of housing in Hawaii, the majority of the participants served would not be able to find or maintain decent housing and a suitable living environment without HOPWA assistance. Access to collaborative services through the case management provided by the NIHP is critical to addressing the ongoing health, medical and housing needs of the participants. Healthy communities with access to healthcare and housing are a current and future community vision.

   The most significant achievement for PY2014 was the ongoing housing stability and health care accessibility. The majority of NIHP's housing clients are either living on a fixed income or are employed to the highest level their situation will allow. In addition, with the mortgage crisis came foreclosures and short sales which not only put a stress on the homeowners, but also on the renters. HOPWA funding allowed program participants to relocate to or remain in a stable housing situation. NIHP's housing coordinators and case managers assisted them with seeking available units, either on-line or

through regular property management companies. Once housed, the coordinators and case managers assisted clients with landlord/tenant issues.

The scarcity of HIV primary care support on the neighbor islands, including medical, dental, nutritional and mental health care, has also raised concerns among persons living with HIV/AIDS (PLWH/A) and supportive care providers. To contend with this predicament, MAF continued to have medical services available on-site, 5 days a week, through a partnership with Mango Medical. In addition to providing health servies, MAF continued to provide participants with one-stop access to address transportation, nutritional and housing needs. Three RN case managers and one LPN were also available to help manage clients that have more complicated medical needs.

Gas prices in the County of Maui are some of the highest in the nation. To combat this dilemma, monthly bus passes or gas cards were issued to help keep program participants mobile and employed.

The availability of funding and services provided through the grants as well as the dedication, commitment and hard work of the staff (including case managers and housing coordinators) contributed to the achievement and maintenance of the high stability rate. NIHP has continued to assist households to establish or better maintain a stable living environment in housing that is safe, decent and sanitary, reduced the risks of homelessness, and improved access to HIV treatment and other health care and support.

c. *Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.*
Through the HOPWA funding, the NIHP continued to provide individuals and families living with AIDS with rental assistance, housing information, supportive services and short term rental and utility assistance. These critical services have supported those living with AIDS to maintain permanent housing and increase access to health care, thereby increasing their ability to live independently. Case managers and housing coordinators worked with clients to help them retain their current housing or to find alternative stable housing situations. PY14 Short Term Rent Mortgage and Utility (STRMU) funds were available to help stabilize additional households who were unable to qualify for traditional tenant based rental assistance programs. With the help of these funds, NIHP was able to assist clients through such emergency financial events such as the death of a spouse or unexpected health costs. Case managers and housing coordinators stabilized clients' housing and health situations by working closely with the clients, finding out their needs, helping them solve their problems and easing them through periods of transition.

d. *Indicate any activities falling behind schedule.*
Not applicable. All activities are meeting or exceeding expectations of the 5-year plan. Tenant based rental assistance has been a challenge due to the shortage of affordable housing in Hawaii, especially in the counties of Maui, Kauai and Hawaii; however, is on track to attain the 5-year output goal.

e. *Describe how activities and strategies made an impact on identified needs.*

During PY2014, 50 persons received HOPWA housing subsidy assistance, in the forms of tenant-based rental assistance, short-term rent, mortgage and utility assistance, and permanent housing placement services. For those with HIV/AIDS, housing stability is a vital component to health maintenance and survival. For these clients, housing stability was made a reality through this program.

An additional 518 individuals and their families received supportive services without HOPWA housing assistance. These people received assistance in accessing services to increase their ability for self-sufficiency.

f. *Identify indicators that would best describe the results.*
Please review the Performance Measures Models on Chart 3, Appendix **A**.

g. *Identify barriers that had a negative impact on fulfilling the strategies and overall vision.*

- Diminished resources and rising costs: While the population of people living with HIV/AIDS has grown, funding has not kept up with the demand.
- Challenges to communication across the islands.
- High cost of travel between the neighbor islands of Maui, Kauai and Hawaii.
- The fast-changing HIV/AIDS environment that includes unmet needs for mental health assistance, nutrition and socialization opportunities.
- Lack of community awareness of the immense challenges of HIV/AIDS.
- Lack of some medical services in the targeted communities which requires clients to travel to Honolulu for treatment and sometimes remain there for one month or more.
- High rents in the counties of Hawaii, Kauai and Maui continue to exceed Fair Market Rents: the rent determination and fair market rents need to better reflect the true market rents experienced in the region. There have been considerable fluctuations of market rents in certain areas of each island. As a tourist economy, Hawaii rents can vary by the season and the number of visitors. It is challenging to adequately house clients in modest facilities.
- Abundance of Section 8 vouchers intensified competition for rental offered at FMR.
- Co-morbidities, including substance abuse, mental illness, and domestic violence continue to complicate and aggravate housing stability and access to health care for persons living with HIV/AIDS.
- Shortage of available HIV primary care in the counties of Hawaii, Kauai and Maui.
- Low availability of public transportation and the high costs of existing means of transportation.
- HIV stigmatization in the general population.
- Decreased sense of urgency among those at high and highest risk for HIV infection.
- Disparity of expectations for levels of service between clients and providers.
- Unfavorable credit or rent history of many clients.

h. *Identify whether major goals are on target and discuss reasons for those that are not on target.*

Major goals are on target.

i. *Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.*
Recommendations are as follows:
- Increase the level of communication between staff and clients and between agencies. Increase the travel of the Housing Director and the meetings of the collaborating agency Executive Directors to discuss issues of concern. Clear communication between collaborating agencies will help alleviate problems during program implementation.
- Clarify the needs that NIHP can and cannot meet for clients. Set boundaries, and give staff a firm foundation from which to make decisions about appropriate service delivery.
- The Executive Directors and Housing Coordinators throughout the rural counties will continue to address the high cost of housing and the nonexistent public transportation issues with other island providers. The Rent Determination and Fair Market Rents need to better reflect the market rents experienced in this region.
- Explore low cost technological solutions to providing services across the islands, and set benchmarks to incorporate into routine use.
- Seek ways to make the HIV/AIDS service systems easier to navigate for the clients, and put more responsibility on those clients who are able.
- Increase the level of education that HIV/AIDS can still be fatal. NIHP has found that many youths feel that HIV/AIDS is no longer a problem, and believe there is a "cure."

Lead-based Paint

1. *Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.*

During PY2014, the HPHA completed lead-based paint and lead-containing paint testing and abatement or encapsulation on 449 public housing units building exteriors and 131 public housing units interiors. Completion of abatement on the balance of units currently in progress or in design is schedule for PY2015. Additionally trash chutes at four project sites have been designed and will be abated in PYY2015 as testing results indicate. HPHA is also in the process of demolishing 31 obsolete duplex buildings at Lanakila in Hilo, Hawai`i. The Hazmat report indicated high levels of lead which is also in the soil. Before these units can be demolished and new homes built, these conditions must be mitigated. HPHA is working with a consultant and the Department of Health on a mitigation plan for the site and buildings. This work is planned for PY2015. A total of $934,591 was spent on design and construction work in PY2014 to mitigate lead-based and lead-containing paint in the HPHA's public housing inventory statewide.

HPHA approaches all modernization work with precautions to treat the existing paint as containing lead, unless lead-based paint testing is conducted. Lead-based paint testing is included in all design contracts awarded for repairs and renovations at all public housing developments, and the associated mitigation measures are included as reports indicate they are necessary in all construction contracts.

The County of Hawaii, through its Residential Emergency Repair Program, continues to conduct lead-based paint risk assessments on homes throughout the program year. Distribution of lead-based paint pamphlets to its RERP applicants is ongoing, and the County of Hawaii continued its efforts in implementing the State's lead-based paint regulations.

The County of Maui continues to assist in educating the public on the hazards of lead-based paint by providing informational material to Section 8 applicants, tenants and landlords.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. *Describe Actions taken during the last year to foster and maintain affordable housing.*

Program Year 5 CAPER Housing Needs response:

The State continued to make available incentives for non-profit and for-profit entities to develop affordable housing. Incentives include low-interest loans, low income housing tax credits, and exemptions from the state's general excise taxes. HHFDC ensured that the organizations are aware of the benefits of the various state programs and of how equity may be obtained for affordable rentals.

Specific Housing Objectives

1. *Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.*

2. *Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.*

   The State is making progress in meeting its decent housing objectives. The majority of the HOME activities/projects are multi-year funded. As such, the outputs and outcomes achieved during this reporting period are largely based on the commitment and expenditure of prior HOME fund allocations for existing project/activities. Please refer to Appendix **A**, Chart 1, for details on activities during PY2014.

   Rental Housing
   For Objective HR-1, the promotion of decent, affordable housing through the construction of affordable rentals, the State anticipated the completion of 10 units, and completed 20 units in the Na Kahua Hale O Ulu Wini project in the County of Hawaii, 10 units of which are HOME-assisted. The County of Maui is progressing on its Kulamalu Affordable Rental Housing project, which will provide 56 affordable rental housing units, 14 of which will be HOME-assisted. In the

County of Kauai, work on the Kolopua project (44 uints, 6 HOME units) and the Lihue Court Townhomes Rehabilitation project (73 units, 68 HOME units) are progressing.

For Objective HR-2, tenant-based rental assistance, the State anticipated that approximately 20 households would be assisted, and the County of Hawaii's Tenant-Based Rental Assistance Program served a total of 20 households.

For Objective HR-3, constructing affordable rental housing for special needs populations, the State anticipated the completion of 30 units during the program year, and completed 60 in the Rice Camp Senior Housing project in the County of Kauai, 8 units of which are HOME assisted. In addition, the Mohouli Heights Phase I senior project is progressing, which, when completed, is expected to produce a total of 60 affordable rental units for seniors in the County of Hawaii.

For Objective H-1, development (new construction or acquisition/rehab of existing buildings) of new transitional housing units to assist victims of domestic violence or the working homeless, the State anticipated the completion of ninee units during the program year, but completed two in the Hanamaulu Transitional Housing project in the County of Kauai The Kapaa Transitional Housing Project is also progressing, which will produce one unit for the working homeless.

Homeownership

For Objective HO-1, the State had anticipated noaffordable for-sale housing units during the program year, and had no activities in this category..

For Objective HO-2, providing project development funds to carry out projects that produce affordable for-sale housing using a self-help building method, twenty units were anticipated for completion during this program year; however, 23 units in the Molokai Mutual Self-Help Housing project (7 units) and the Kahawai Apartments project (16 units), both in the County of Maui, were completed in this program year.

For Objective HO-3, providing downpayment/closing cost assistance, loan guarantees and gap loans through various county programs, five first-time homebuyers received loans under the County of Kauai's homebuyer loan program during PY2014.

For Objective HO-4, providing homebuyer education and counseling sessions to increase homeownership opportunities, the State had estimated 4 sessions to be conducted annually. During PY2014, the counties referred interested clients to approved housing counseling agencies for homeownership education and counseling sessions. Although the County of Kauai conducted some homeownership educational sessions, other sources of funding (not HOME) were used to cover related expenses. Homeownership education continues to be an important factor for increasing homeownership opportunities; however, to focus limited HOME funds on the production of affordable housing units, educational sessions provided by the counties are supported with other sources of funding.

Households in the following income groups and racial and ethnic groups benefited from these rental housing and homeownership activities:

Assistance by Income Group:

Objective	<30%	>30% and <50%	>50% and <60%	>60% and <80%	Totals
HR-1	10	0	0	0	10
HR-2	6	0	0	0	6
HR-3	0	0	0	0	0
H-1	0	2	0	0	2
HO-1	0	2	6	8	16
HO-2	2	7	4	3	7
HO-3	0	0	0	2	2
HO-4	0	0	0	0	0
Total	**16**	**4**	**10**	**13**	**43**

Assistance by Racial and Ethnic Group	Renter		Owners		Totals
	H/L	NH/NL	H/L	NH/NL	
•White	0	10	2	6	18
•Black/African American	0	0	0	0	0
•Asian	0	5	0	2	7
•American Indian/Alaska Native	0	0	0	0	0
•Native Hawaiian/Other Pacific Islander	0	2	0	11	13
•American Indian/Alaska Native & White	0	0	0	1	1
•Black/African American & White	0	0	0	0	0
•Asian/White	0	0	0	1	1
•American Indian/Alaska Native & Black/African American	0	0	0	0	0
•Other Multi Racial	0	1	1	1	3
Totals	**0**	**18**	**3**	**22**	**43**

H/L = Hispanic or Latino, NH/NL = Not Hispanic or Latino

Please refer to Appendix **C**, Exhibit B: HOME Program - Completed Units for the Period of July 1, 2010 to June 30, 2015, which further identifies the specific HOME projects/activities completed during the reporting period, along with a comparison to the anticipated five-year goals.

3. *Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.*

Program Year 5 CAPER Specific Housing Objectives response:

Efforts have been made to address the "worst-case" housing needs and housing needs of persons with disabilities through the construction of affordable rental housing for special needs populations. Although no senior projects were completed during the year, the Mohouli Heights Senior Neighborhood project and the Rice Camp Senior Housing project are expected in the coming years, and will help to address the need for low-income elderly households.

As a means of addressing the shortage of rental units available to support homeless with transitional housing needs, the County of Kauai has acquired two housing units for transitional housing, one of which was subdivided into two units and completed during PY2014 to serve the working homeless. One other unit is being rehabilitated and completion is expected soon.

Public Housing Strategy

1. *Describe actions taken during the last year to improve public housing and resident initiatives.*

   During PY2014, the HPHA collaborated with resident associations, service providers, legislators, businesses, and various community members to improve the quantity and quality of the HPHA housing inventory.

   Milestones achieved during this period include:

   - improved statewide average occupancy in public housing to 98%;
   - improved the statewide Real Estate Assessment Center (REAC) scores from HUD;
   - completed renovation and repair of vacant units by HPHA's "Special Team" to make hundreds of units available to needy families, while reducing vacant unit turnaround time from triple digit days to 7 days;
   - on the homeless front, although the HPHA does not administer homeless programs, it has provided housing and assistance to over 4,000 adults and children that were homeless, veterans, the involuntarily displaced, and victims of domestic violence during the past few years;
   - identified and is embarking on an aggressive increase of inventory within the transit-oriented development zones of the proposed rail system that will provide an additional 10,000 affordable units.
   - continued plans to make the Mayor Wright Homes redevelopment effort HPHA's 2nd public-private partnership initiative to create low-income rental housing using a mixed use/mixed income model;
   - continued plans to make the North School Street redevelopment effort HPHA'S 3rd public-private partnership initiative to create low-income rental housing using a mixed use/mixed income model;
   - began negotiations for the 2nd phase of the Kuhio Park Terrace redevelopment.

Barriers to Affordable Housing

1. *Describe actions taken during the last year to eliminate barriers to affordable housing.*

   Program Year 5 CAPER Barriers to Affordable Housing response:
   The Action Plan for PY2014 proposed to take the following actions to address barriers to affordable housing. Actions taken during the program year are provided in *italicized* print.

   <u>Barrier: Lack of resources to develop affordable housing.</u>

The State HHFDC, HPHA and DHS-BESSD advocated for increased state funding for affordable housing and homeless shelter / services and improvements. In 2015 the state legislature:

- *Appropriated capital improvement project appropriations to HHFDC for PY2015-2016:*

  - *$40,000,000 infusion for the Rental Housing Trust Fund, Statewide;*
  - *$1,700,000 for plans and design for a mixed-use affordable rental housing and multi-use juvenile services and shelter center at 902 Alder Street, TMK (1)-2-3-012-019.*

- *Capped the Rental Housing Trust Fund's share of State conveyance tax revenues annually at $38,000,000 or 50 percent, whichever is less.*

- *Appropriated $4,150,000 in capital improvement funding to HPHA in PY2015-2016 for continued improvements to its statewide inventory of public housing properties.*

- *Appropriated $17,290,567 in PY2015-2016, and $15,631,738 to provide for homeless shelters, outreach and grant programs in all four counties.*

The HPHA is currently working with its redevelopment partner, Michaels Development Company, to start the second phase in redeveloping the Kuhio Park Terrace Low-Rise and Kuhio Homes properties by demolishing the existing 174 units, and building approximately 400 new units. HPHA's public/private partnership model with the Michaels Development Company is part of the future in redeveloping public housing properties across the nation.

HPHA is looking to add to the State's low-income rental housing stock by redeveloping its Mayor Wright Homes property in a manner that catalyzes public/private investment in and around the site and with the upcoming City and County of Honolulu's (City's) Iwilei elevated rail station. The future Mayor Wright Homes property will include mixed-income, mixed-finance and mixed uses consistent with the City's Downtown Transit Oriented Development (TOD) objectives, with a focus on input from current residents and the surrounding neighborhood. HPHA selected the Master Development Team of Hunt Companies, McCormack Baron Salazar, and the Vitus Group, and is currently in negotiations to produce a Master Development Agreement. This public/private partnership is looking to redevelop this property with an estimated 1,500 units.

HPHA is also looking to add to the State's low-income rental housing stock by redeveloping its North School Street property to include a mixed-income, mixed use development that will include new administrative offices, innovative public housing units, and possible commercial uses, with a focus on input from the surrounding neighborhood. HPHA selected the Master Development Team of Retirement Housing Foundation and their team of consultants. HPHA is currently in negotiations to produce a Master Development Agreement. The redevelopment will produce creative housing

units that will include but not be limited to micro units, modular, and pre-fabrication units.

HPHA undertook the following innovative actions towards the elimation of barriers to affordable housing:

- *Initiated upgrades to its website and phone system with the hopes of automating more functions to better assist the agency's current residents and prospective applicants. These upgrades will provide increased quality of service through web-based applications, access to information capabilities, and interactive voice response systems.*

- *Contined work toward more Public Private Partnerships to increase low-income rental housing units.*

- *Increased the payment standard for Section 8 Vouchers to 110% Fair Market Rent (FMR).*

-

DHS-BESSD also consolidated the CoC SuperNOFA applications for the rural counties for funding to meet underserved needs and provide technical assistance to improve outcomes. Applications included CoC Homeless Assitance Programs which addresses the needs of the chronically homeless. DHS-BESSD's application was successful with $1,570,712 being awarded to provider applicants in the three rural counties. This award included two new projects a supportive housing program in the County of Hawaii and a CoC Planning grant. The State continues to meet with the Statewide CoC in an ongoing effort to provide technical assistance.

The State's Interagency Council on Homelessness has devoted one of their work groups to address the State's need for stable and affordable housing. Developers, service providers, the State and others interested and committed to affordable housing continued their work toward this objective.

In order to increase the availability of permanent affordable housing as a core solution to homelessness, the State continued the process of planned conversion of transitional shelter units from its inventory into permanent housing (transition in place) for homeless individuals and families.

The transition in place strategy has been employed over the past year at one of the state-owned properties on the Leeward coast of Oahu. HPO teamed with HHFDC, the owner of the property, to engage a provider to planfully convert 48 units of transitional housing into permanent affordable housing stoci. The community has benefited from the conversion because more individuals/ families are able to remain in Waianae in permant housing. During the conversion year, families received case management and other support to allow a transition in place. HPO continues to explore the potential for additional transitional housing to be converted to permanent housing.

Advocated from both the State's continua of care have worked very hard over the past Legislativ session to ensure that truly affordable housing (affordable for people earning 30% of AMI) is on the forefront the public will. While funding was appropriated for the Rental Housing Trust Fund (RHTF) for the creation of more affordable housing, we as a community understand that more needs to be done. Various efforts to focus on the development of affordable housing must continue.

Barrier: Land use controls and local governmental policies, such as zoning and subdivision ordinance, and impact fees, are enacted to protect and further the general welfare of the public. However, a complex regulatory environment also serves as a barrier to affordable housing by delaying development and increasing the cost of housing.

To address this obstacle, the Governor in September 2007 established the Affordable Housing Regulatory Barriers Task Force. The Task Force completed its review of state and county regulatory requirements and provided recommendations for solutions to achieve regulatory reform needed to help reduce the costs of affordable housing. A copy of the Report of the Governor's Affordable Housing Regulatory Barriers Task Force may be viewed electronically at:
http://hawaii.gov/gov/leg/session-2009/reports/AffordableHousingRegulatoryBarriersReport.pdf.

The Task Force introduced a package of legislative proposals for regulatory reform in the 2009 Session of the Hawaii State Legislature. One proposal was enacted by the legislature; Act 142, Session Laws of Hawaii 2009, provides the counties 90 days to accept or reject a request for public infrastructure dedication for affordable housing, or the infrastructure is deemed dedicated. Discussions on other task force proposals will continue in the next legislative session.

In addition, the County of Kauai's Housing Task force continues to meet monthly to "fast track" affordable housing projects that must undergo government approvals and permitting in order to develop new affordable housing units. During the reporting period no permitting occurred for any of the Housing Task Force projects.

HOME

1. *Assessment of Relationship of HOME Funds to Goals and Objectives*

   a. *Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.*

      The HHFDC allows the Counties, as HOME program State Recipients, to utilize their share of HOME funds to address their respective housing needs. The funds must be used to address the housing priorities set forth in the State's Consolidated Plan, and the HOME project/program must be in compliance with HOME regulations. Progress was made during PY2014 toward meeting goals for providing affordable housing using HOME funds.

      The following categories of persons were assisted with housing:

Number and Type of Families Served			
Assistance by Income Group	**Renters**	**Owners**	**Totals**
•0-30 Percent of Area Median	16	0	16
•30-50 Percent of Area Median	0	2	2
•50-60 Percent of Area Median	2	10	12
•60-80 Percent of Area Median	0	13	13
Totals	**18**	**25**	**43**

Assistance by Racial and Ethnic Group	**Renter**		**Owners**		**Totals**
	H/L	**NH/NL**	**H/L**	**NH/NL**	
•White	0	10	2	6	18
•Black/African American	0	0	0	0	0
•Asian	0	5	0	2	7
•American Indian/Alaska Native	0	0	0	0	0
•Native Hawaiian/Other Pacific Islander	0	2	0	11	13
•American Indian/Alaska Native & White	0	0	0	1	1
•Asian & White	0	0	0	1	1
•Black/African American & White	0	0	0	0	0
•American Indian/Alaska Native & Black/African American	0	0	0	0	0
•Other Multi Racial	0	1	1	1	3
Totals	**0**	**18**	**3**	**22**	**43**

H/L = Hispanic or Latino, NH/NL = Not Hispanic or Latino

2. *HOME Match Report*
   a. *Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.*

      Please refer to Appendix **C**, the HOME Match Report HUD-40107-A.

3. *HOME MBE and WBE Report*
   a. *Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).*
      The number and dollar value of contracts with Minority and Women's Business Enterprises for HOME projects completed during this reporting period are reflected in HUD Form 40107 in Appendix **C**.

4. *Assessments*
   a. *Detail results of on-site inspections of rental housing.*
      The HHFDC contracted with SPECTRUM Enterprises, Inc. to conduct on-site inspections of HOME assisted rental housing. Please see Appendix **D** for detailed results.

   b. *Describe the HOME jurisdiction's affirmative marketing actions.*
      The HHFDC has evaluated the affirmative marketing actions of the Counties of Hawaii, Kauai and Maui as State Recipients under the State's HOME Program. The HHFDC has determined that the Counties have adequately complied with the applicable affirmative marketing procedures through the use of commercial media, community contacts, the Equal Housing Opportunity logo/slogan, and display of the Fair Housing poster.

c. *Describe outreach to minority and women owned businesses.*
The Counties of Hawaii, Kauai and Maui as State Recipients under the State's HOME Program have each acknowledged their acceptance and utilization of the State's current MBEs/WBEs Outreach Program as follows:

- Solicitations for the procurement of services and property by the state recipients, subrecipients or other entities receiving funding under the HOME Program includes outreach efforts to the MBEs and WBEs (such as utilization of the State of Hawaii's Department of Transportation's Disadvantaged Business Enterprise Directory).

- Public notices of bids solicitation and requests for proposals include a statement that encourages participation by MBEs and WBEs.

- State recipients, subrecipients and other entities receiving funding under the HOME Program report annually on the type and number of contracts awarded, the names and addresses of the firms awarded bids, the dollar value of all contracts awarded, the dollar value of contracts awarded to MBEs and WBEs, names and addresses of MBEs/WBEs who submitted bids but were not awarded contracts, and the method of implementing the outreach requirements.

  HOME data compiled during this reporting period reflects that fourteen subcontracts totaling $2,806,962.00 were generated during PY2014, six of which were awarded to MBEs for 59 percent of the total.. The state remains confident that WBEs and MBEs will continue to be given opportunities to participate in the State's HOME Program.

  The number and dollar value of contracts with Minority and Women's Business Enterprises for HOME projects completed during this reporting period are reflected in HUD Form 40107 attached in Appendix C.

HOMELESS

Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

- *Identify actions taken to address needs of homeless persons.*

The Hawaii Interagency Council on Homelessness (HICH) is comprised of state department directors, federal agency representatives, and community leaders whose mission is to adopt and implement a unified plan to end homelessness in Hawaii.

There are four goals in the HICH Plan that reflect alignment with the United States Interagency Council on Homelessness Plan. These goals (and a discussion of progress made) are:

1. Retool the Homeless Crisis Response System;
2. Increase Access to Stable and Affordable Housing;
3. Improve Health and Stability; and
4. Increase Economic Stability and Self-Sufficiency.

Goal 1: Retool the Homeless Crisis Response System

- From July 1, 2014 to June 30, 2015, the HICH continued to implement its Coordinated Access and Housing Placement System known as Hale O Malama, which forms the basis of HICH's plan to Retool the Homeless Crisis Response System. Hale O Malama has been adopted by the HICH as well as by Partners In Care, the Continuum of Care for the Island of Oahu, comprised of all of the homeless service and housing providers on Oahu funded by HUD.

- National experts and facilitators traveled to Hawaii to support HICH in the continuing design and implementation of the Coordinated Access and Housing Placement system, including:

  - September 8-12, 2014 - Suzanne Wagner and Andrea White of Housing Innovations facilitated a Housing First training.
  - October 29-30, 2014 and April 28-29, 2015 - Leslie Wise and Nate French of Community Solutions facilitated the national "25 Cities" Initiative and the "Zero:2016" Initiative training.
  - October 29-31, 2014 - Matthew Doherty, Executive Director of the USICH came to facilitate HICH's work with the national "25 Cities" Initiative.
  - January 7-8, 2015 - Jennifer Ho, US Department of Housing and Urban Development (HUD), Senior Advisor to Secretary Castro for Housing and Services and former Deputy Director at USICH, provided guidance to the Continuum of Care on the Federal Goals and Objectives outlined in Opening Doors.

- As of June 30, 2015, approximately 3,500 individual assessments of homeless individuals were performed (such as the Hawaii Pacific Health System which provides emergency room and hospital services to an increasing number of uninsured and medically vulnerable unsheltered homeless individuals) using the common assessment tool (VI-SPDAT).

- Data collected by the use of this common assessment tool have enabled service providers to prioritize scarce housing resources to those homeless individuals and families who are chronically homeless with high levels of mental or physical vulnerability and who may also suffer from a chemical or substance dependency. These data have also enabled the HICH to better understand and summarize the aggregate needs of homeless individuals and families within various communities and to be able to advocate for the housing and services required to end their homelessness.

- Hale O Malama and the Coordinated Access and Housing Placement System were adopted and utilized by both the City and County of Honolulu, and the State of Hawaii in their Housing First demonstration projects and were established as a gateway requirement for homeless individuals and families to be prioritized and served by both of these City and State Housing First programs.

- Additionally, Hale O Malama and the Coordinated Access and Housing Placement System were adopted and utilized as the screening and prioritization tool for entry of homeless individuals into the Housing First Pathways Grant from the US Department of Health and Human Services to

the Alcohol and Drug Abuse Division (ADAD) of the State of Hawaii Department of Health. Over the course of the year, 63 chronically homeless individuals have been admitted into this federal grant program administered by the State Department of Health.

Goal 2: Increase Access to Stable and Affordable Housing

- The HICH's work is aligned with national initiatives that focus on permanent supportive housing for those homeless individuals with high levels of acuity, rapid rehousing for those homeless individuals with mid-range levels of acuity, and mainstream and market resources for those homeless individuals with lower levels of acuity. The HICH is using the Coordinated Access and Housing Placement System to understand the needs of the homeless and to triage them into the right fit of housing and services to end their homelessness and to best meet their needs.

- The HICH has supported initiatives to build more affordable housing by increasing funding to the state of Hawaii rental housing trust fund which funds the development of affordable housing in Hawaii for those individuals and families with incomes at or below 60% of Area Medium Income. Over the last legislative cycle, an increase of $50 million dollars was appropriated by the legislature to the rental housing trust fund in order to expand the number of affordable units which will be able to be constructed with State public funding.

- The HICH has encouraged increased involvement by the Hawaii Public Housing Authority in creating and implementing programs to expand the availability of Hawaii Public Housing to the homeless.

- The HICH has participated in the Department of Veterans Affairs 25 Cities Initiative to End Veteran Homelessness; the First Lady Michelle Obama Mayor's Challenge Initiative to End Veteran Homelessness; and Zero:2016 Initiative to End Veteran and Chronic Homelessness. These programs are designed to utilize evidence based practices to permanently house veterans and chronically homeless individuals and their families.

Goal 3: Increase Health and Stability

- The state's Department of Health applied for and was granted funds, through a primary and supplemental grant (approximately $3 million over three years) from the federal Substance Abuse Mental Health Services Administration (SAMHSA) to implement the Hawaii Pathways Project (HPP). This project will operationalize the Pathways Housing First Model (S. Tsemberis) with fidelity in Hawaii. This grant provides funding for Assertive Community Treatment and Intensive Case Management to keep chronically homeless individuals with substance abuse and/or co-occurring disorders stably housed. The HICH is assisting in hosting a working group to inform the work of the Alcohol and Drug Abuse Division of the State Department of Health.

- The HICH has created an alliance with the Hawaii Pacific Health Care System to assist in implementing the assessment and referral portion of the Coordinated Access and Housing Placement System and Hale O Malama to homeless individuals who cycle through their emergency and hospital wards

on a frequent basis. The intention is to assess these homeless individuals using the Coordinated Access and Housing Placement System and to prioritize them for housing if they meet the Housing First criteria.

- The HICH has created a working relationship with the Medicaid Office of the State Department of Health and Human Services and the State Department of Health to pursue access to mainstream health resources for those chronically homeless individuals who qualify for Medicaid support services. The national evidence is that building a bridge between housing and mainstream health programs increases the health and well-being of homeless individuals and enables a leveraging of mainstream health programs to assist in the support services required to assure that formerly homeless individuals presently housed do not recidivate back into homelessness.

Goal 4: Increase Economic Stability and Self Sufficiency

- State Legislature passed, and Governor signed into law an increase of minimum wage in Hawaii.

- Use data from HMIS to create a profile of the homeless and their needs relating to employment, training, education, and housing affordability.

- Increase collaborations with Department of Human Services, Department of Labor and Industrial Relations, and City and County of Honolulu to increase access to employment and related services. For example, the Hawaii Community Development Authority (HCDA) has partnered with the Next Step Shelter to create a job training program and offer of housing deposits for those who successfully complete training.

- The membership of the HICH has included mayors of the three rural counties. Additionally, the HICH has also had significant contributions from other neighbor island representatives, including various members of Bridging the Gap on housing-specific work groups.

2. *Identify actions to help homeless persons make the transition to permanent housing and independent living.*

All agencies that are contracted to provide shelter and services must also work with the clients toward permanent housing and independent living. As such, a client assessment and program plan must be completed within the first two weeks of contact to set goals and objectives to achieve permanent housing. Agencies facilitate clients in achieving access to jobs, job training, basic educational goals, access to mainstream resources, application to subsidized housing, budgeting/life skills, drug rehabilitation, etc.

Furthermore, the State has continued the Housing Placement Program to assist in transitioning homeless families into permanent housing. The service provides housing counseling, deposit/first month's rent assistance, landlord cultivation, rental unit damage insurance, and landlord-tenant intervention. The program is funded through the TANF program and is available in three counties.

The State has implemented and successfully sustained HUD's ESG Homelessness Prevention and Rapid Re-Housing program in the three rural counties. The program has prevented many who were hovering on the brink of homelessness to stay housed. It has also assisted the newly homeless to quickly get back into permanent housing.

The State continues to effectively administer HUD's CoC Homeless Assistance Programs which provide rental assistance and supportive services to those with serious mental illness, or co-occurring serious mental illness and substance abuse or other disabling conditions.

3. *Identify new Federal resources obtained from Homeless SuperNOFA.*

The State of Hawaii received renewed and new program funding totaling $1,570,712 for the PY2014 Continuum of Care Homeless Assistance programs (formerly known as Shelter Plus Care and Supportive Housing Program).

Specific Homeless Prevention Elements

1. *Identify actions taken to prevent homelessness.*

The State completed its ninth year of housing placement activities. Initially, the Housing Placement Program was funded with TANF funding. However, in PY2012, State general funds were utilized for this program, though it continues to be referenced as a "TANF" program, so that the restrictive use by TANF-eligible families is made clear. The service provides housing counseling, deposit/first month's rent assistance, landlord cultivation, rental unit damage insurance, and landlord-tenant intervention. The program helps holders of Section-8 vouchers to find appropriate rental units and maintain the unit for the long term. The program is especially helpful in getting landlords to accept clients who do not have good credit histories and attain and retain permanent housing. Due to its success, Housing Placement was expanded to three counties.

The State Homeless Emergency Grants Program (SHEG) provides funds to those who have an emergency bill or other financial need that threatens their ability to pay rent and has been a mainstay of the prevention program. The State Legislature continued to support funding for this program for PY2014. Currently, the administrative format allows agencies to provide aid up to twice per year and also broadens eligibility for items that encourage employment (such as specialized program equipment for work).

Emergency Solutions Grants (ESG)

1. *Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).*

The following actions support the priority needs identified in the gap analysis table wherein emergency shelter, transitional shelter and permanent housing are all high priority need areas as well as victims of domestic violence.
HP-1: Provide operations funding to four providers of emergency shelter for the unsheltered (Kauai, Maui and Hawaii).

HP-2: Provide operations funding for three emergency shelters for victims of domestic violence (Hawaii, Maui).
HP-4: Agencies funded by ESG will include transitioning homeless persons into permanent housing as an integral activity (Hawaii, Kauai, Maui).

2. *Assessment of Relationship of ESG Funds to Goals and Objectives*

a. *Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.*

The use of ESG funds to address homeless and homeless prevention needs and goals are on target with regard to the specific objectives identified in the Consolidated Plan.

b. *Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.*

ESG funds provide the immediate first-response that is vital to any jurisdiction's comprehensive planning strategy to end homelessness. ESG funds were used to help tqo emergency shelters for victims of domestic violence, for whom a shelter provides a life-saving haven to escape abuse and a place to stabilize and transition to safe housing accommodation. ESG funds were also used for operations of three emergency shelters, all of which address the very basic life and health preservation needs of people who experience homelessness. Services are delivered to deter life threatening situations and facilitate transition into more stable housing.

On the Island of Hawai'i:
HOPE Services Hawaii far exceeded their objectives with the Kihei Pua Emergency Shelter in Hilo and the West Hawai'i Emergency Housing Facility in Kona. The combined effort resulted in sheltering 611 persons in total (goal: 250) and transitioning 303 persons to permanent housing (goal: 165). HOPE Services was able to maximize its resources by leveraging other funding sources to provide emergency shelter and linkages to essential services for unsheltered homeless individuals and families. Of the 71 referrals to employment training, 41 gained employment; 119 were linked to mental health services; and 47 enrolled in substance abuse treatment.

HOPE Services continued to iIncrease community partners to maximize resources. These include the following services:

- Hawaii Community College;
- Mental health case management, providing support to individuals and families living with severe and persistent mental illness;
- Work Force Development Divisions' ICan, providing employment readiness training;
- Hawaii's First Credit Union Financial Literacy Education;
- Local churches; and
- Hawaii County's Office of Housing and Community Development.

While major goals have been met, HOPE Services reports continued difficulties the participants' lack of sustainable income to afford mainstream rentals. They often rely on public benefits to survive, but are not enough to support fair market rents. Those who are fortunate enough to be on the waitlist for rent-controlled units are unable to obtain the rent subsidies within the six-week program period.

HOPE Services utilized their ESG HPRP funding to rapidly re-house 124 homeless persons in permanent housing, exceeding their goal of 50. Additionally, the agency assisted 43 at-risk individuals and families to prevent homelessness, exceeding their goal of 15. The agency reported that many households were able to contribute more towards their housing costs, thus allowing the agency to assist more than projected.

The ESG HPRP funding allowed HOPE Services to significantly impact the community by reducing the number of nights that the homeless spend on the streets, decreasing the number of bed nights in emergency shelters, increasing landlord network by providing housing stabilization, and reducing the number of households becoming homeless through prevention strategies. The most significant barriers HOPE Services regularly encounters are the lack of access to subsidized housing and educational/employment skill-building opportunities. Without access to affordable housing and the ability to obtain higher education or meaningful employment training, the agency finds it challenging for their population to obtain and maintain living wage employment. Additionally, the lack of funding for adequate staffing created difficulties in providing ongoing case management to households after they are placed in permanent housing.

Starting in PY2014, HOPE Services utilized the Vulnerability Index-Service Priority Decision Assessment Tool (VI-SPDAT) to assist staff in determining chronicity and medical vulnerability of homeless individuals, and as an intake and case management tool.

Child and Family Services (CFS) missed the opportunity to apply for PY2014 ESG funds, however, was awarded re-programmed funds of $15,331 for a 6-month period. CFS used this supplemental amount to assist 66 persons at the West Hawaii Domestic Abuse Facility and 47 persons at its Hale Ohana Domestic Violence Shelter by providing a safe place to sleep and support services.

<u>On the Island of Kauai</u>:
The YWCA of Kauai provided 153 persons affected by domestic violence a safe environment in which to heal and improve their living situations. A number of policy changes went into effect July 1, 2014 to reflect best practices of minimal rules Shelters and trauma-informed care. The Shelter began to accept all adult survivors of domestic violence (who met admission criteria) and their minor children. Rules were condensed, keeping and/or modifying only those pertaining to health and safety issues. Trauma Informed Care became a core principle. This meant ensuring that all survivors of domestic violence have access to advocacy services in an environment that is inclusive, welcoming, de-stigmatizing, and not re-traumatizing. Key principles include Collaboration, Mutuality, Peer support, Empowerment, Voice, Choice, and Increasing Safety for survivors and their children.

24/7 Crisis Lines continued to create a safety net and provide a way to share information and provide referrals to those impacted by domestic violence and sexual assault. Callers included victims, their family or friends, co-workers, service providers from other agencies, etc. Supporting and validating the caller's experience and providing information to dispel myths / get the truth out about these issues are important aspects of a call. Support was offered in creating a safety plan and obtaining a Temporary Restraining Order to reduce the incidence of further abuse. The YWCA of Kauai offered a wide range of services including Sex Assault Crisis Counselors; Individual and Family Therapy; Treatment for Batterers and Sex Offenders; Prevention Education in public and private schools; programs for youth to strengthen their sense of self and leadership qualities; support services to the LGBTQ community; and training on LGBTQ, Domestic Violence, and Sexual Assault issues for the community at large.

Kauai Economic Opportunity's (KEO) Mana'olana Emergency Shelter missed the application deadline and was not awarded PY2014 ESG funds. However, the agency did receive $19,292 in re-programmed shelter operation funds which were utilized to repair the main shelter building and the training center/kitchen. Exterior panels were replaced, and painted; the windows in the training center/kitchen were repaired; the main hallway, ADA ramp, and back porch stairs along with railings were repaired. The hallway, ramp, and stairs were painted with a rough textured paint to prevent slippage when wet. Steel brackets replaced the rusty and missing railing clips. The weeds and overgrown trees on the entire property were removed, and the grass areas were cleaned and mowed. The funds also supplemented the costs for security, utilities, and meals provided to shelter clients.

In addition, KEO received re-programmed HPRP funds of $11,613 for rapid re-housing and $3,561 for homeless prevention. Three households were assisted with security deposits, rents, case management, and housing search and placement services. All three households were able to maintain housing after 6 months of assistance.

<u>On the Island of Maui</u>:
Ka Hale A Ke Ola Homeless Resource Center (KHAKO) provided shelter to 693 persons, less than their goal of 860 persons. 333 persons were served at KHAKO's central location in Wailuku, and 360 persons were served on the west side of Maui in Lahaina. Of the total number of participants, 38 were transitioned to permanent housing, leaving KHAKO unable to attain their projection of 73.

The goals and objectives set out by KHAKO were not met for a variety of reasons, including an increase in the participation of single individuals which resulted in fewer families entering KHAKO. Additionally, KHAKO underwent a significant transition this year with a new Chief Executive Officer who overhauled KHAKO's living agreements and safety policies. Participants are now remaining in the program longer, whereas in the past many individuals and families were exited for minor and insubstantial reasons, which increased the number of overall participants, but did not lead to greater successes. Like many other agencies providing services in Hawaii, KHAKO continued to experience difficulty in finding and placing families in permanent housing. The

lack of available affordable rental housing in Maui County contributed to the problem significantly.

Going forward, KHAKO intends to submit grant applications with proposed numbers it believes it can meet and exceed. KHAKO will focus more on individual success and progress than higher numbers. KHAKO also anticipates more collaboration with other partner agencies and supportive services available on Maui; lowering barriers for individuals to access programs available; and implementing evidence-based strategies proven to work nationwide.

Family Life Center (FLC) Ho'olanani Emergency Shelter exceeded its goal of serving 540 persons, by assisting 542. FLC transitioned 90 persons into permanent housing, just short of their goal of 100 FLC continued to utilize all of its resources including permanent supportive housing and rental assistance programs. Housing inspections were conducted for all housing that utilizes program supports in order to ensure that clients are transitioned into permanent housing that is clean, safe, and meets standards for habitability.

FLC has been successful in improving collaboration with other agencies in order to provide solutions to problems mutually shared. This collaborative effort has proved successful in allowing the community to be better served with coordinated and meaningful services. However, the subpopulation served (chronically homeless, severely mentally ill, chronic substance abuse, other disability, victims of domestic violence and elderly) far exceeded the anticipated numbers. FLC recognizes that additional support (case management) needs to be added in order to adequately serve these individuals.

Through the ESG HPRP funds, FLC was able to provide 26 homeless persons with rapid re-housing assistance, doubling its goal of 13. The agency also provided three at-risk individuals with homelessness prevention assistance, reaching its goal of 3. Although there were many barriers to contend with, including the lack of affordable housing and clients with limited or no financial resources and poor credit history, FLC continued to work closely with landlords and other housing providers in their community.

The ESG HPRP funds were instrumental in preventing homelessness and rapidly re-housing the homeless through financial support, including security and utility deposits, and short- and medium-term rental assistance. With this support, FLC was successful in assisting individuals access housing, thereby alleviating some of the stress on hospitals, public health and emergency services. However, FLC has found that additional support and time is needed to assit the unsheltered who have no income and are disabled. In order to sustain permanent housing, they require more assistance in acquiring benefits from mainstream resources.

Women Helping Women (WHW) provided emergency shelter and support services for 218 women and children fleeing actual or potential domestic violence, missing their objective to serve 250 persons. WHW transitioned 106 persons to permanent housing, exceeding their goal of 100 persons.

With 30% fewer (unduplicated) individuals at the shelter this year compared to last year, there was a corresponding effect on each measured objective. In most cases, the goals were still achieved. The primary reason for overall lower occupancy was a major renovation of the Hale Lokomaikai Shelter that took place in 3rd quarter and ended as the 4th quarter started. There were no interruptions in service delivery but a number of existing shelter residents benefited from a very special and unusual collaboration with KHAKO that provided immediate housing support. This greatly reduced the need for beds at the temporary shelter location and also brought the bed-night count down, along with other every other measurement.

The overwhelming majority of residents at the shelter have low and very low incomes. Just 7% of residents reported earning more than $20,000 per year. Over 30% reported having no income at all. Lack of financial resources is a major factor in why victims of domestic violence choose to stay with their abuser. The shelter directly addresses this problem in the short term by providing a safe place to stay. In the longer term, staff at the shelter work with residents to formulate personal goals and objectives such as signing up for government assistance programs, getting jobs, enrolling for classes, finding housing, and more. WHW has a dedicated in-house Transitions Program that assists residents and former residents with these services.

3. Matching Resources

a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.

DHS-BESSD received the following funds to address homeless needs and to prevent homelessness:

- $13.4 million for the State Homeless Shelter Program (shelter and supportive services),
- $1.8 million in additional TANF funds to supplement funding for shelter and support services for the state Homeless Shelter Program,
- $2.2 million for the State Homeless Outreach Program (service to the unsheltered homeless including case management and the provision of medical care, food, living supplies, and referrals),
- $500,000 for the State Homeless Grant and Loan Program (rental housing deposit and utility payment assistance),
- $1.5 million for the Housing First Progam,
- $402,239 for the Emergency Solutions Grant Program,
- $105,107 for Housing Opportunities for Persons with AIDS,
- $2,431,724 for the state's Housing Placement Program (state TANF funds providing a wide range of supportive services to enable housing placement in affordable market rentals),
- $1,570,712 for CoC Homeless Assistance Programs.

To satisfy the anticipated matching funds requirement, the State of Hawaii provided funds to agencies in the Counties of Hawaii, Maui and Kauai by contracting for services under the State Homeless Shelter Program and Outreach Program.

4. State Method of Distribution

a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.

1. DHS-BESSD publishes a Request for Information (RFI)) in the first quarter of the calendar year on the State Procurement Office (SPO) website. The RFI requires work plan forms to identify clear goals, objectives and outcomes for two distinct programs: ESG Shelter Operations and ESG Homelessness Prevention and Rapid Re-housing. An RFI for the Housing Opportunities for Persons with AIDS (HOPWA) program is simultaneously posted.

2. Eligible applicants (provider agencies) submit their project information in strict accordance to the RFI requirements within the specified deadline.

3. HPO reviews the applications and may request additional information from the applicants, if necessary.

4. Applications are competitive and evaluated by a team consisting of individuals with no conflict of interest, representing each of the three county CoC chapters and the State. In general, applications are scored according to completeness of the application; agency's qualifications and experience; financial feasibility; and agency's participation in CoC activities.

5. The evaluation committee selects the awardees (usually agencies scoring 80% or higher).

6. HPO verifies that the awardee agencies and its principals are not suspended or disbarred or otherwise excluded from participating in the transaction per 2 CFR section 180.995. This verification is accomplished by running a report for each agency through the System for Award Management (SAM) website.

7. Awardees are notified through written notices.

8. HPO submits a combined proposal on behalf of the ESG/HOPWA awardees through the related sections of the Annual Action Plan to the Hawaii Housing Finance and Development Corporation (HHFDC).

9. HHFDC consolidates the HOME, ESG and HOPWA information and publishes a draft Annual Action Plan for a 30-day comment period.

10. After the 30-day comment period, HHFDC seeks consideration and approval from the HHFDC Board.

11. When approved, HHFDC submits the plan to HUD by the established deadline.

12. After review by HUD, HHFDC is notified of the award and a grant agreement is executed.

13. The grant agreement names the Department of Human Services as the department designated to administer the grant. (DHS and HHFDC maintain a memorandum of agreement for the administration of the ESG and HOPWA programs.)

14. DHS executes contracts with the selected provider agencies.

15. Award list is posted on the SPO website as contracts are executed.

The State received a formula allocation from HUD for ESG funds. DHS-BESSD's HPO requested and received pre-award authority from HUD in order to continue implementation of ESG projects without interruption.

5. *Activity and Beneficiary Data*

a. *Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.*

Please refer to Appendix **E**, Grantee Expenditure Table.

b. *Homeless Discharge Coordination*

As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.

ESG funds were not used for homeless at risk who were being released from publicly funded institutions.

c. *Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.*

The State's goal is that all public institutions will have discharge policies in place and that the discharge policy does not allow anyone to be discharged into homelessness. Through collaboration with the Hawaii Interagency Council on Homelessness (HICH), the state Department of Health's Adult Mental Health Division has a zero tolerance policy for homelessness for their consumers. Hence the Adult Mental Health Division (AMHD) has a Housing Office, which addresses housing needs of their consumers. Through the work of the Interagency Council, AMHD has been more involved in the homeless service arena and thus its work is better coordinated. Unlike in years past, AMHD's contracted homeless outreach providers across the state are currently required to administer the common assessment tool (VI-SPDAT). With the "buy-in" from the Department of Health, their vendors are attending case

confrerences for purposes of coordinated entry, and also participating in coordinated outreach efforts. This is a significant programmatic achievement. Contributions to data collection via HMIS are also being arranged. The Department of Health has shown a deep commitment to participating and collaborating with the homeless service system because they see the benefit to their clients in doing so.

Additionally, housing is a high priority for the state Department of Public Safety in efforts to reduce recidivism. The Department of Public Safety recently created and filled the position of Re-entry Coordinator. Public Safety has recently executed two contracts with HOPE Services on the island of Hawaii to provide support services for re-entry of discharged prisoners on the east and west side of the island. These contracts total over $200,000.

Discharge planning has remained a major focus for the HICH, and specifically includes the transition of young adults from the state foster care system and the discharge of patients from public and private hospitals. It is anticipated that additional progress will be made in these areas over the next year.

Hospital discharge planning is another area that continues to be of great concern. Through the work of the HICH, health systems such as Hawaii Pacific Health (HPH) have recently signed a Memorandum of Agreement with the HICH to contribute to data collection about the emergency room and other resources spent on the care of homeless individuals. Additionally, plans are in place for HPH provider hospitals to integrate the VI-SPDAT in their emergency rooms or in their discharge planning process so that linkages to the homeless service system are made and discharges to the streets can be avoided.

Note: Activity and beneficiary data and information on the State's PY2014 ESG program was entered in IDIS on the ESG-only portion of the CAPER template. Screen shots of the ESG information are included in Appendix **E**.

COMMUNITY DEVELOPMENT

Community Development

(Not Applicable. The State does not administer CDBG.)

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. *Assessment of Relationship of CDBG Funds to Goals and Objectives*
   a. *Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.*
   b. *Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.*
   c. *Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.*

2. *Changes in Program Objectives*
   a. *Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.*

3. *Assessment of Efforts in Carrying Out Planned Actions*
   a. *Indicate how grantee pursued all resources indicated in the Consolidated Plan.*
   b. *Indicate how grantee provided certifications of consistency in a fair and impartial manner.*
   c. *Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.*

4. *For Funds Not Used for National Objectives*
   a. *Indicate how use of CDBG funds did not meet national objectives.*
   b. *Indicate how did not comply with overall benefit certification.*

5. *Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property*
   a. *Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.*
   b. *Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.*
   c. *Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.*

6. *Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons*
   a. *Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.*
   b. *List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.*
   c. *If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.*

7. *Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit*
   a. *Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.*

8. *Program income received*
   a. *Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.*
   b. *Detail the amount repaid on each float-funded activity.*
   c. *Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.*
   d. *Detail the amount of income received from the sale of property by parcel.*

9. *Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:*
   a. *The activity name and number as shown in IDIS;*

b. *The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;*
c. *The amount returned to line-of-credit or program account; and*
d. *Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.*

10. *Loans and other receivables*
    a. *List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.*
    b. *List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.*
    c. *List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.*
    d. *Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.*
    e. *Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.*

11. *Lump sum agreements*
    a. *Provide the name of the financial institution.*
    b. *Provide the date the funds were deposited.*
    c. *Provide the date the use of funds commenced.*
    d. *Provide the percentage of funds disbursed within 180 days of deposit in the institution.*

12. *Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year*
    a. *Identify the type of program and number of projects/units completed for each program.*
    b. *Provide the total CDBG funds involved in the program.*
    c. *Detail other public and private funds involved in the project.*

13. *Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies*

    a. *Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.*

The State does not administer Community Development Block Grants.

Antipoverty Strategy

1. *Describe actions taken during the last year to reduce the number of persons living below the poverty level.*

The State's strategy to reduce the number of poverty level families was to (a) meet basic subsistence requirements for those in need, (b) strengthen and preserve families, and (c) support self-empowerment.

The Department of Human Services continues to implement its policy that requires adults who are receiving financial assistance under the Temporary Assistance to Needy Families (TANF) or Temporary Assistance to Other Needy Families (TAONF) to participate in work programs. Non-compliance with the work program results in a full-household termination of assistance. Also, every work mandatory adult who has received assistance for at least 24 months must participate in a work activity. The adult must participate in an activity for each month he or she receives financial assistance after month twenty-four. Failure to do so will make the entire household ineligible.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. *Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).*

   During this reporting period, one project for special needs populations was completed. The Rice Camp project for seniors in the County of Kauai produced 60 units, eight of which are HOME-assisted. In addition, the completion of the Mohouli Heights Senior Neighborhood project in the County of Hawaii is expected soon, and will help to address this need.

Specific HOPWA Objectives

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. *Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding.*

   Grantees should demonstrate:

   a. *That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;*

      As a part of the community planning effort, HOPWA has provided affordable housing for 31 persons and resources to access supportive services to an additional 518 persons. NIHP actively participates in the COC of each county (Hawaii, Kauai and Maui), which are locally-based community planning organizations focusing on affordable housing and services for the homeless and at-risk homeless. Additionally, NIHP is a member of the Statewide Coordinating Council which is tasked with strategic planning for housing and services for persons with HIV/AIDS.

b. *That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;*

The NIHP is a unique model of providing housing and services to the homeless and at-risk homeless in Hawaii. The NIHP began as the Neighbor Island HIV/AIDS Coalition (NIHAC) comprised of the primary AIDS service organization on the rural counties of Maui, Hawaii and Kauai seeking to provide a collective voice to address the regional inequities that impact persons living with HIV/AIDS on these counties. The NIHP provided an avenue to build upon the NIHAC collaborative model. Through the NIHP, Maui AIDS Foundation, Malama Pono, Kauai, and the Hawaii Island HIV/AIDS Foundation share resources, experiences and strategies in order to respond to the housing needs across the three counties. The collaboration of the three counties maximizes the efficient delivery of housing and services, and moves resources where the need exists.

The commitment of the agencies in the NIHP to attend each of their respective county's CoC increases community awareness to address the service gaps in the continuum for those with HIV/AIDS. Along with the NIHP presence in the CoC, there is a collaborated effort with the State and County to aggressively develop affordable housing and increase the inventory for all, including units for those with special needs.

c. *That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;*

The State has required the project sponsor administering the HOPWA funds in the rural counties to attend and participate in the Continuum of Care on each of the respective counties. Through this participation, community based non-profits have been able to network with one another to provide comprehensive services such as: medical, housing, financial and other supportive services to encourage self-sufficiency.

d. *That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;*

Through community-wide strategic planning efforts, resources have been provided by leveraging matches such as the Ryan White Care Act ($449,318) and the Department of Health ($783,246). The leveraged funds provide assistance for tenant-based rental assistance, supportive services in conjunction with housing assistance, supportive services not in conjunction with housing assistance, grantee administration (other than DHS-BESSD) and project sponsor administration.

e. *That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,*

The participating agencies in the NIHP meet regularly to identify the funding sources available to support and sustain the affordable housing units in each of the rural counties. Through this collaborative effort, they are able to effectively plan and support the requests for funding for each of the agencies. The success of their efforts is apparent in the ongoing support for 21 units of housing for persons with HIV/AIDS and the services that are provided to the residents and families.

f. *That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.*

Each of the participants in the NIHP (Maui AIDS Foundation, Malama Pono, and Hawaii Island HIV/AIDS Foundation) work collaboratively with other non-profit agencies on each of their respective rural counties, to provide the continuum of services for those with HIV/AIDS. Supportive services are integral to the long-term housing stability for client struggling with medical, social and economic issues.

2. *This should be accomplished by providing an executive summary (1-5 pages) that includes:*
   a. *Grantee Narrative*
      i. *Grantee and Community Overview*
         (1) *A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services.*

DHS-BESSD administers state and federal funds for programs that target the homeless and at-risk-homeless persons. The overall goal is to offer homeless or at-risk-homeless persons an opportunity to stabilize health, housing and social issues for transition to permanent housing while maintaining long term economic independence and self-sufficiency.

The HOPWA project sponsor is the Maui AIDS Foundation (MAF), which administers The Neighbor Island Housing Program (NIHP), a collaborative housing program model that includes the Counties of Hawaii, Kauai and Maui. DHS-BESSD contracts with the MAF, which works in conjunction with the Hawaii Island HIV/AIDS Foundation and Malama Pono (Kauai) to provide affordable housing using HOPWA funds for low-income persons living with HIV/AIDS and their families in all of the rural counties of the State of Hawaii.

HOPWA funds are used to provide tenant-based rental assistance; rental deposit; supportive services in and not in conjunction with housing activities; and housing information and placement services to persons with HIV/AIDS. The collaboration of the three counties maximizes the efficient delivery of housing and services and moves resources where the need exists.

         (2) *How grant management oversight of project sponsor activities is conducted and how project sponsors are selected.*

DHS-BESSD conducted a Request for Information to select project sponsors for expenditure of HOPWA funds in the Counties of Hawaii, Kauai, and Maui for PY2014. A committee of one government employee and representatives from each of the three rural County CoCs reviewed the proposals that were submitted. As a result of the proposal review, DHS-BESSD selected MAF, which partnered with Hawaii Island HIV/AIDS Foundation and Malama Pono (Kauai), to be the collaboration of project sponsorship.

Onsite monitoring is done every other year and desk monitoring is performed continuously. The monitoring includes a review of independent financial audits, client eligibility, review of expenses for tenant-based rental assistance and supportive service, verification of reported expenditures and persons served, and communication/ training provided via telephone, e-mail and by facsimile. The program specialist documents any areas of noncompliance and details corrective action needed through written correspondence, telephone interviews, and by e-mail.

The MAF Housing Director travels to the counties to assess and assist Housing Coordinators on Kauai and the Big Island of Hawaii. The MAF will continue to build inter-agency/inter-island relationships, deepen client interaction, and offer supervision and assistance to Project Sponsor Partners, Housing Coordinators and other agency staff. Each of the Housing Coordinators must meet the qualifications as set by the respective agencies.

(3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS.

Hawaii's total population is estimated at 1.4 million. While Hawaii's poverty and unemployment rates are slightly lower than the U.S. average, Hawaii has some of the highest median monthly housing costs in the nation.

The State Department of Health's (DoH) HIV/AIDS Surveillance Program maintains active HIV and AIDS statistical data for the State of Hawaii. According to the DoH's most recent data report as of the end of 2013, there were 4,454 HIV infection cases diagnosed and reported in Hawaii, including 1,062 HIV (not AIDS) and 3,392 AIDS cases. Although not included in the NIHP, Honolulu County is the most densely populated of the island counties and reported approximately 72.7% of the state's total HIV/AIDS cases. The County of Hawaii reported 12.7%, followed by the County of Maui at 9.9% and the County of Kauai at 4.7% of people living with HIV/AIDS.

The following table illustrates the number of diagnosed HIV and AIDS cases reported to the Department of Health through December 31, 2013, and in 2013 alone, in the counties of Hawaii, Maui and Kauai. (These numbers do not include those cases diagnosed in other states.)

HIV Infection reported through December 31,	**Total HIV (not AIDS)**	**Total AIDS**

2013		
Hawaii County	150	416
Maui County *(includes the islands of Maui, Lanai, Molokai and Kahoolawe)*	96	346
Kauai County *(includes the islands of Kauai and Niihau)*	61	147

(4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body.

Planning and public consultation for the use of HOPWA funds occurs through the Consolidated Plan process and through the County Continuum of Care meetings. One area for growth was communication between staff and agencies. This challenge is being addressed through the efforts of the three Executive Directors of the primary AIDS service organizations who meet regularly to discuss matters of mutual concern and the particulars of NIHP. To assist in these matters, NIHP staff consults with the technical assistance provider, HUD Honolulu Field Office Representative, and DHS Program Specialist.

(5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations.

In PY2014, an additional $2,574,830 was leveraged for housing assistance and supportive services:

Ryan White Care Act	$449,318
Ryan White Housing Assistance	$7,487
HOPWA SPNS Grant	$533,000
Department of Health	$783,246
Housing Choice Voucher Program	$43,075
Gregory House	$2,156
Dennis Dane Emergency Fund	$3,526
United Way	$9,814
Ted Stafford	$1,500
Poot Memorial Fund	$90,000
Catholic Charities	$650
Private Grants	$4,098
Project Sponsor/Subrecipient Cash Resources	$487,000
Resident Rent Payments by Clients Private Landlord	$159,960
TOTAL	**$2,574,830**

(6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning

bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.

The participating agencies within the NIHP have been working with the State of Hawaii Department of Health. Leveraged funds are received from the Ryan White Care Act. The NHIP coordinates services for their clients with the AIDS Drug Assistance programs, DHS-BESSD, and the county Continuums of Care (CoC) for collaboration and input into the community planning efforts. Additionally, all funded agencies are required to participate in the State Homeless Management Information System.

ii. Project Accomplishment Overview

(1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences.

During the program year, the NIHP expended $121,848 in HOPWA funds for tenant-based rental assistance, STRMU and permanent housing placement services, and $21,838 for supportive services in conjunction with and without housing assistance. (Pending expenditures not processed in IDIS by June 30, 2015.) No funds were expended for facility based housing.

Nineteen households will continue with housing assistance into the next operating year.

Individuals and their families had contact with a case manager at least once in the last three months. The participants remained consistent with the schedule specified in their individualized service plan to be in contact with a primary health provider and have a housing plan for maintaining or establishing stable on-going residency. The NIHP is accomplishing access to care and support using the measure identified by HOPWA. Participants and others are connected to a range of resources through Maui AIDS Foundation, Hawaii Island HIV/AIDS Foundation and Malama Pono. Resources include assistance with utilities, medical assistance and care, food and other services.

(2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds.

Not applicable. The State has no HOPWA-funded activity committed to creating housing units through acquisition, rehabilitation, or new construction since 1993.

(3) A brief description of any unique supportive service or other service delivery models or efforts.

The Neighbor Island Housing Program (NIHP) is a unique model of providing housing and services to the homeless and at-risk homeless

in Hawaii. The NIHP began as the Neighbor Island HIV/AIDS Coalition (NIHAC) comprised of the primary AIDS service organization on the rural counties of Maui, Hawaii and Kauai seeking to provide a collective voice to address the regional inequities that impact persons living with HIV/AIDS on these counties. In response the NIHP provided the avenue to build upon the NIHAC collaborative model. Through the NIHP, with the lead agency Maui AIDS Foundation, Malama Pono, Kauai, Hawaii Island HIV/AIDS Foundation share resources, experiences and strategies in order to respond to the housing needs across the three counties. The collaboration of the three counties maximizes the efficient delivery of housing and services and moves resources where the need exists.

The commitment from the agencies which comprise the NIHP to attend each of their respective county's CoC, increases the awareness of the service gaps in the continuum for those with HIV/AIDS. Along with the NIHP presence in the CoC, there is a collaborated effort with the State and County to aggressively develop affordable housing and increase the inventory for all, including units for those with special needs.

(4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
Not applicable.

iii. Barriers or Trends Overview
(1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
(2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
(3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years.

One of the challenges to program management is the continued difficulties in communication between clients, staff and collaborating agencies across the three islands. This is currently being addressed by increased interaction among the three executive directors of the partnering agencies, increased site visits by the MAF Housing Director, and the increased use of video conferencing.

The Executive Directors of the ASOs also meet throughout the year for Network Service Provider meetings and have post-meeting meetings to discuss and review NIHP issues. These face-to-face meetings have been tremendously helpful for defining and resolving issues in the NIHAC collaboration. NIHAC's Housing Program Housing Director and/or the Executive Director traveled inter-island on a regular basis and while this has been costly, it has increased the effectiveness of the staff as well as streamline the services provided to participants. Housing Coordinators and the Housing Director have a monthly conference call meeting, as well as ongoing support during the month. MAF keeps copies of all client files at a central location so that reviews and coordination can be done without the need to travel.

Many clients have to travel a far distance from their homes to their places of employment. Hawaii gas prices are among the highest in the nation which makes it difficult for HOPWA participants to afford. To combat this dilemma, monthly bus passes or gas cards are issued to help keep clients employed and stably housed. For those with transportation and/or mobility issues, MAF provides the added benefit of one-stop assistance for housing, medical, food bank and other support services, in-house.

The scarcity of HIV primary care support on the islands, including medical, dental, nutritional and mental health care, has also raised concerns among persons living with HIV/AIDS (PLWH/A) and supportive care providers. In response to this issue, MAF provides HIV primary care support for medical, dental, nutritional and mental health care needs by retaining an HIV/AIDS specialist doctor five days a week (increased from one day a week last year) and is endeavoring to expand servies to include other physicians. Three RN case managers and one LPN are also available to help manage clients that have more complicated medical needs.

The high cost of housing in Hawaii and clients' low incomes persist in being significant barriers. NIHP housing coordinators and case managers continuously assist clients with identifying available, qualified units through on-line or direct contact with mainstream property management companies. Once housed, housing coordinators and case managers support clients with tenant/landlord issues.

Despite the many barriers, NIHP has consistently maintained a high housing stability rate. The availability of funding and services provided through the grants as well as the dedication, commitment and hard work of the staff contributed to the achievement and maintenance of the high stability rate.

b. *Accomplishment Data*
   i. *Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).*
   ii. *Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).*

<u>Objective: HP-3</u>
Problem/Need: Persons with HIV/AIDS need services to achieve housing stability.
Activity: Provide housing information and rent/deposit assistance services to persons with HIV/AIDS (Hawaii, Kauai, and Maui). Expenses were reported as of June 30, 2015.

- Provided $43,916 to MAF to assist eligible persons with supportive services in conjunction with or without housing activities. MAF expended $40,263 for this purpose while assisting 50 persons with supportive services in conjunction with housing activities, and 518 persons with supportive services not in conjunction with housing activities.

- Provided $1,000 to MAF to assist households with permanent housing placement. MAF expended $1,000 and assisted two eligible households.
- MAF expended $21,838 of the $28,283 funded and assisted 14 eligible households with short-term rent, mortgage and utilities.

Objective: HP-5
Problem/Need: Persons with HIV/AIDS lack sufficient resources for market rentals.
Activity: Provide funds to pay a portion of the market rental unit costs for homeless and homeless-at-risk persons with HIV/AIDS (Hawaii, Kauai, Maui).

- Provided $112,711 to MAF to pay a portion of the market rental units costs for persons with HIV/AIDS who were homeless or homeless-at-risk. As of June 30, 2015, MAF expended $499,010 for this purpose, enabling 31 eligible persons to secure and/or maintain housing.

Objective: HP-6
Problem/Need: Appropriate, efficient and effective use of funds
Activity: Provide effective program administration

- Provided $13,939 to MAF for administration, coordination, evaluation, record-keeping and reporting; as of June 30, 2015, MAF expended $12,961 for this purpose.
- DHS-BESSD retained $5,978 for administration of this program. No funds were expended as the remaining administrative funds from the previous program year were used. The remaining balance will be utilized for audit services, other administrative costs including CoC-related travel, and monitoring expenditures.

Please see the HOPWA CAPER Performance Chart 3 provided in Appendix **F**.

OTHER NARRATIVE

Include any CAPER information that was not covered in any other section.

Neighborhood Stabilization Program, Round 1

INFORMATION FORTHCOMING.

Neighborhood Stabilization Program, Round 3

INFORMATION FORTHCOMING.

Section 3 Summary Reports

INFOMRATON FORTHCOMING.

Section 3 of the Housing and Urban Development Act of 1968 ensures that

CAPER IDIS Reports

The following CAPER IDIS Reports are required to be submitted to HUD as part of the CAPER process. These documents are available for review upon request and are as follows:

PR02 – List of Activities by Program Year and Project
PR06 – Summary of ConPlan Projects for Report Year
PR22 – Status of HOME Activities
PR23 – Summary of Accomplishments
PR25 – Status of CHDO Funds by Fiscal Year
PR27 – Status of HOME Grants
PR33 – HOME Match Liability Report
PR91 – 2011 ESG Financial Summary
PR91 – 2012 ESG Financial Summary

To request a specific report, please complete the form in Appendix K.

APPENDIX A

Charts
Performance Measurement Models

PERFORMANCE MEASUREMENT MODELS
CHART 1 – Housing and Special Needs Housing Goals (State of Hawaii)

OBJ#	PROBLEM/ NEED	INPUTS/ RESOURCES	ACTIVITIES	OUTPUT YEAR	5-YR OUTPUT GOALS	ANNUAL OUTPUT GOALS	ACTUAL OUTPUT	COMMUNITY INDICATORS*	YEARLY ACTUAL COMMUNITY INDICATORS	HUD OBJECTIVE	HUD OUTCOME
HR-1	Shortage of affordable rental units for low-income families	HOME	Construct new or rehabilitate existing affordable rental housing	2010	20 units	96 units	0 units	*4,040 unit years of affordability in rental projects	0 unit years	Decent, affordable housing	Affordability
				2011	72 units	0 units	0 units		0 unit years		
				2012	50 units	6 units	16 units		320 unit years		
				2013	10 units	72 units	2 units		40 unit years		
				2014	**50 units**	**18 units**	**10 units**		200 unit years		
				TOTAL	202 units	192 units	28 units		560 unit years		
HR-2	Shortage of affordable rental units for low-income families	HOME	Provide tenant-based rental assistance	2010	20 HH	20 HH	22 HH	100 low-income households pay more affordable rents	22 households	Decent, affordable housing	Affordability
				2011	20 HH	20 HH	14 HH		14 households		
				2012	20 HH	20 HH	14 HH		14 households		
				2013	20 HH	0 HH	24 HH		24 households		
				2014	**20 HH**	**20 HH**	**20 HH**		**20 households**		
				TOTAL	100 HH	80 HH	94 HH		94 households		
HR-3	Shortage of affordable rental units for special needs populations	HOME	Construct affordable rental housing for special needs populations	2010	0 units	29 units	15 units	*2,880 unit years of affordability in rental projects	300 unit years	Decent, affordable housing	Affordability
				2011	0 units	60 units	5 units		100 unit years		
				2012	60 units	0 units	0 units		0 unit years		
				2013	54 units	4 units	0 units		0 units		
				2014	**30 units**	**0 units**	**8 units**		**160 unit years**		
				TOTAL	144 units	93 units	28 units		560 unit years		

* The minimum HOME affordability period for rental projects is 20 years. Multiply the number of units by 20 years to get the unit years of affordability for rental projects.

PERFORMANCE MEASUREMENT MODELS
CHART 1 – Housing and Special Needs Housing Goals (State of Hawaii)

OBJ#	PROBLEM/ NEED	INPUTS/ RESOURCES	ACTIVITIES	OUTPUT YEAR	5-YR OUTPUT GOALS	ANNUAL OUTPUT GOALS	ACTUAL OUTPUT	COMMUNITY INDICATORS*	YEARLY ACTUAL COMMUNITY INDICATORS	HUD OBJECTIVE	HUD OUTCOME
H-1	Shortage of rental units available to support homeless with transitional housing needs	HOME	Develop (new construction or rehab of existing bldgs.) new transitional housing units to assist victims of domestic violence or the working homeless.	2010	0 units	1 unit	0 units	*360 unit years of transitional housing	0 units	Strengthen communities; Promote / provide decent, affordable housing	Affordability
				2011	0 units	1 unit	0 units		0 units		
				2012	4 units	0 units	0 units		0 units		
				2013	5 units	0 units	0 units		0 units		
				2014	**9 units**	**0 units**	**2 units**		**2 units**		
				TOTAL	18 units	2 units	2 units		2 units		
HO-1	Shortage of affordable for-sale inventory	HOME	Construct new or acquire/rehabilitate existing affordable for-sale housing	2010	7 HH	16 HH	0 HH	33 low-income households become homeowners	0 HH	Promote / provide decent affordable housing	Affordability
				2011	16 HH	3 HH	0 HH		0 HH		
				2012	0 HH	1 HH	8 HH		8 HH		
				2013	10 HH	0 HH	1 HH		1 HH		
				2014	**0 HH**	**0 HH**	**0 HH**		**0 HH**		
				TOTAL	33 HH	20 HH	9 HH		9 HH		
HO-2	Shortage of affordable for-sale inventory	HOME	Provide project development funds to carry out projects that produce affordable housing using a self-help building method	2010	0 HH	0 HH	10 HH	40 low-income first-time home-owners	10 HH	Promote / provide decent affordable housing	Affordability
				2011	0 HH	25 HH	8 HH		8 HH		
				2012	20 HH	92 HH	16 HH		16 HH		
				2013	0 HH	0 HH	10 HH		10 HH		
				2014	**20 HH**	**0 HH**	**23 HH**		**23 HH**		
				TOTAL	40 HH	117 HH	67 HH		67 HH		

* The minimum HOME affordability period for rental projects is 20 years. Multiply the number of units by 20 years to get the unit years of affordability for rental projects.

PERFORMANCE MEASUREMENT MODELS
CHART 1 – Housing and Special Needs Housing Goals (State of Hawaii)

OBJ#	PROBLEM/ NEED	INPUTS/ RESOURCES	ACTIVITIES	OUTPUT YEAR	5-YR OUTPUT GOALS	ANNUAL OUTPUT GOALS	ACTUAL OUTPUT	COMMUNITY INDICATORS*	YEARLY ACTUAL COMMUNITY INDICATORS	HUD OBJECTIVE	HUD OUTCOME
HO-3	Lack of affordable financing costs to purchase existing homes	HOME	Provide down payment/closing cost assistance, loan guarantees & gap loans thru various county home buyer loan programs	2010	8 HH	10 HH	2 HH	30 first-time low-income homeowners	2 HH	Promote / provide decent affordable housing	Affordability
				2011	7 HH	3 HH	2 HH		2 HH		
				2012	5 HH	5 HH	0 HH		0 HH		
				2013	5 HH	0 HH	3 HH		3 HH		
				2014	**5 HH**	**0 HH**	**5 HH**		**5 HH**		
				TOTAL	30 HH	18 HH	12 HH		12 HH		
HO-4	Lack of education and counseling for potential homebuyers	HOME	Provide homebuyer education and counseling sessions	2010	4 sessions	4 sessions	88 sessions	20 sessions; 50% of participants become home owners; 25% improve purchasing ability, 25% decline to purchase.	88 sessions	Promote / provide decent affordable housing	Availability, Accessibility
				2011	4 sessions	4 sessions	21 sessions		21 sessions		
				2012	4 sessions	4 sessions	0 sessions		0 sessions		
				2013	4 sessions	4 sessions	0 sessions		0 sessions		
				2014	**4 sessions**	**4 sessoins**	**0 sessions**		**0 sessions**		
				TOTAL	20 sessions	20 sessions	109 sessions		109 sessions		
HA-1	Appropriate, efficient, and effective use of funds	HOME	Carry out high standards of ethics, management and accountability	2010				Program timeliness in committing and expending funds		Promote / provide effective program administration	
				2011							
				2012							
				2013							
				2014							
				TOTAL	N/A	N/A	N/A				
HA-2	Appropriate, efficient, and effective use of funds	HOME	Conduct housing study to measure progress and needs of the housing market	2010	1 study	0 study	0 study	Better service to community thru program enhancement made possible by current data from study			
				2011	0 study	1 study	1 study				
				2012	0 study	0 study	0 study				
				2013	0 study	0 study	0 study				
				2014	**0 study**	**1 study**	**1 study**				
				TOTAL	1 study	2 studies	2 studies				

PERFORMANCE MEASUREMENT MODELS
CHART 2 – Fair Housing Goals (State of Hawaii)

OBJ#	PROBLEM/ NEED	INPUTS/ RESOURCES	ACTIVITIES	OUTPUT YEAR	5-YR OUTPUT GOALS	ANNUAL OUTPUT GOALS	ACTUAL OUTPUT	COMMUNITY INDICATORS*	YEARLY ACTUAL COMMUNITY INDICATORS	HUD OBJECTIVE	HUD OUTCOME
FH-1	Lack of education and outreach	$2,000	Provide annual trng. in Kauai, Maui, Honolulu, Hilo & Kona to landlords, tenants & the general public on state & fed'l. fair hsg laws.	2010	5 sessions	5 sessions	33 sessions	Increase the trainees' understanding of federal and state fair housing laws by 50%.	50% increase	Decent affordable housing	Availability, Accessibility
		$2,000		2011	5 sessions	5 sessions	32 sessions		50% increase		
		$2,000		2012	5 sessions	5 sessions	7 sessions		50% increase		
		$2,000		2013	5 sessions	5 sessions	4 sessions		38% increase		
		$2,000		**2014**	**5 sessions**	**5 sessions**	**16 sessions**		**33% increase**		
		$10,000		TOTAL	25 sessions	25 sessions	92 sessions		44% increase		
FH-2	Lack of education and outreach	$2,500	Provide annual trng. in Kauai, Maui, Honolulu, Hilo & Kona to non English speaking or Limited English speaking groups (interpreter available).	2010	5 sessions	5 sessions	1 session	Increase the trainees' understanding of federal and state fair housing laws by 50%.	50% increase	Decent affordable housing	Availability, Accessibility
		$2,500		2011	5 sessions	5 sessions	1 session		50% increase		
		$2,500		2012	5 sessions	5 sessions	2 sessions		50% increase		
		$2,500		2013	5 sessions	5 sessions	0 sessions		0% increase		
		$2,500		**2014**	**5 sessions**	**5 sessions**	**0 sessions**		**0% increase**		
		$12,500		TOTAL	25 sessions	25 sessions	4 sessions		30% increase		
FH-3	Lack of education and outreach	$1,000	Provide annual training to County, HHFDC and HPHA staff, both new and current employees.	2010	1 sessions	1 session	1 session	Increase the trainees' understanding of federal and state fair housing laws by 50%.	50% increase	Decent affordable housing	Availability, Accessibility
		$1,000		2011	1 sessions	1 session	12 sessions		50% increase		
		$1,000		2012	1 sessions	1 session	10 sessions		50% increase		
		$1,000		2013	1 sessions	1 session	10 sessions		50% increase		
		$1,000		**2014**	**1 sessions**	**1 session**	**4 sessions**		**50% increase**		
		$5,000		TOTAL	5 sessions	5 sessions	37 sessions		50% increase		

PERFORMANCE MEASUREMENT MODELS
CHART 2 – Fair Housing Goals (State of Hawaii)

OBJ#	PROBLEM/ NEED	INPUTS/ RESOURCES	ACTIVITIES	OUTPUT YEAR	5-YR OUTPUT GOALS	ANNUAL OUTPUT GOALS	ACTUAL OUTPUT	COMMUNITY INDICATORS*	YEARLY ACTUAL COMMUNITY INDICATORS	HUD OBJECTIVE	HUD OUTCOME
FH-4	Lack of coordination between the State and counties	$5,000	Produce a local fair housing video.	2010	1 FH video	0 FH video	0 FH video	1 fair housing video produced for use in fair housing trainings.	0 FH video	Decent affordable housing	Availability, Accessibility
				2011	0 FH video	0 FH video	0 FH video		0 FH video		
				2012	0 FH video	0 FH video	0 FH video		0 FH video		
				2013	0 FH video	0 FH video	1 FH video		1 FH video		
				2014	**0 FH video**	**0 FV Video**	**1 FH video**		**0 FH video**		
				TOTAL	1 FH video	0 FH Video	1 FH video		1 FH video		
FH-5		$25,000	Update Analysis of Impediments to fair housing choice	2010		0 AI update	1 update	Identify and remove impediments to fair housing choice.	1 update	Decent affordable housing	Availability, Accessibility
				2011	1 AI update	1 AI update	0 updates		0 updates		
				2012		0 AI update	0 updates		0 updates		
				2013		0 AI update	0 update		0 updates		
				2014	**1 AI update**	**1 AI update**	**1 AI update**		**1 update**		
				TOTAL	2 AI updates	2 AI updates	2 AI updates		2 updates		
FH-6			Attend Fair Housing meetings with the State and all counties.	2010	Attend 4 times a year.		1 meeting	Increase coordinated efforts between the State and counties.	1 meeting	Decent affordable housing	Availability, Accessibility
				2011			4 meetings		4 meetings		
				2012			3 meetings		3 meetings		
				2013			3 meetings		3 meetings		
				2014			**4 meetings**		**4 meetings**		
				TOTAL			11 meetings		15 meetings		

PERFORMANCE MEASUREMENT MODELS
CHART 3 – Homeless Goals – Logic Model (State of Hawaii)

OBJ#	PROBLEM/ NEED	INPUTS/ RESOURCES	ACTIVITIES	OUTPUT YEAR	5-YR OUTPUT GOALS	ANNUAL OUTPUT GOALS	ACTUAL OUTPUT	COMMUNITY INDICATORS*	YEARLY ACTUAL COMMUNITY INDICATORS		HUD OBJECTIVE	HUD OUTCOME
									SHORT	LONG		
HP-1	Unsheltered homeless need a safe place to sleep	ESG	Provide operations and essential services funding to 4 providers of emergency shelter for the unsheltered (Hawaii, Kauai and Maui)	2010	1,200	1,495	1,436	Short term: 6,000 homeless persons will have safe nights of sleep. Long term: 650 persons will transition into permanent housing.	1,436	305	Decent affordable housing	Availability, Accessibility
				2011	1,200	1,495	1,547		1,547	418		
				2012	1,200	1,138	2,090		2,090	506		
				2013	1,200	1,430	2,204		2,204	359		
				2014	**1,200**	**1,650**	**1,846**		**1,846**	**431**		
				Total:	6,000	7,208	9,123		9,123	2,019		
HP-2	Persons fleeing from domestic violence need a safe place to sleep	ESG	Provide operations and essential services funding to four emergency shelters for victims of domestic violence (Hawaii, Kauai and Maui)	2010	700	706	788	Short term: 3,500 women & children will be protected from harm when provided a safe refuge & place to sleep. Long term: 1,200 will move to permanent hsg. secure from harm.	788	511	Decent affordable housing	Availability, Accessibility
				2011	700	706	807		807	306		
				2012	700	730	770		770	258		
				2013	700	750	797		797	258		
				2014	**700**	**395**	**371**		**371**	**154**		
				Total:	3,500	3,287	3,533		3,533	1,487		
HP-3	Persons with HIV/AIDS need services to achieve housing stability	HOPWA	Provide housing information and rent/deposit assistance services and other supportive services to persons with HIV/AIDS (Hawaii, Kauai, Maui)	2010	350	413	426	1,850 persons with HIV/AIDS will receive supportive services, such as health care accessibility, either with or without housing activities.		426	Decent affordable housing	Availability, Accessibility
				2011	350	413	428			428		
				2012	350	447	362			362		
				2013	400	450	467			467		
				2014	**400**	**569**	**584**			**568**		
				Total:	1,850	2,379	2,267			2,267		
HP-4	The homeless are not able to find affordable rentals	ESG	Agencies funded by ESG will include transitioning homeless persons to permanent housing as an integral activity. (Hawaii, Kauai and Maui)	2010	350	768	816	1,850 persons will achieve housing stability with placement in permanent housing.		816	Decent affordable housing	Availability, Accessibility
				2011	350	768	724			724		
				2012	350	773	764			764		
				2013	400	548	617			617		
				2014	**400**	**508**	**585**			**585**		
				Total:	1,850	3,134	3,506			3,506		

PERFORMANCE MEASUREMENT MODELS
CHART 3 – Homeless Goals – Logic Model (State of Hawaii)

OBJ#	PROBLEM/ NEED	INPUTS/ RESOURCES	ACTIVITIES	OUTPUT YEAR	5-YR OUTPUT GOALS	ANNUAL OUTPUT GOALS	ACTUAL OUTPUT	COMMUNITY INDICATORS*	YEARLY ACTUAL COMMUNITY INDICATORS	HUD OBJECTIVE	HUD OUTCOME
HP-4a	The homeless need assistance to quickly attain permanent housing and housing stability.	ESG	Provide financial assistance to individuals and families living on the streets and in emergency shelters to achieve hsg stability in permanent housing.	2010	N/A	N/A	N/A	120 persons/ families will achieve housing stability by receiving financial assistance to get off the streets or out of emergency shelters.	N/A	Decent affordable housing	Availability, Accessibility
				2011	30	30	50		50		
				2012	30	48	82		82		
				2013	30	84	116		116		
				2014	**30**	**78**	**157**		**157**		
				Total:	120	240	405		405		
HP-4b		ESG	Provide housing relocation & stabilization svcs (case mgt, housing search & placement, legal svcs, mediation, etc.) to achieve hsg stability in permanent housing.	2010	N/A	N/A	N/A	120 persons/families get off the streets or out of emergency shelters & achieve housing stability thru housing relocation and stabilization services.	N/A	Decent affordable housing	Availability, Accessibility
				2011	30	30	50		50		
				2012	30	48	82		82		
				2013	30	84	116		116		
				2014	**30**	**78**	**157**		**157**		
				Total:	120	240	405		405		
HP-4c	Persons and families at risk of homelessness need assistance to retain perma-nent housing and housing stability.	ESG	Prevent homeless-ness by providing financial assistance to persons and families at risk of homelessness.	2010	N/A	N/A	N/A	30 persons/families will receive financial assistance to remain in their homes.	N/A	Decent affordable housing	Availability, Accessibility
				2011	N/A	N/A	N/A		N/A		
				2012	10	64	69		69		
				2013	10	11	74		74		
				2014	**10**	**33**	**71**		**71**		
				Total:	30	108	214		214		
HP-4d		ESG	Prevent homelessness by providing housing relocation/stabilizatio n services (case management, housing search & placement, legal svcs, mediation, etc.)	2010	N/A	N/A	N/A	30 persons/ families will receive housing relocation and stabilization services to help them to remain in their homes.	N/A	Decent affordable housing	Availability, Accessibility
				2011	N/A	N/A	N/A		N/A		
				2012	10	64	69		69		
				2013	10	11	74		74		
				2014	**10**	**33**	**71**		**71**		
				Total:	30	108	214		214		

PERFORMANCE MEASUREMENT MODELS
CHART 3 – Homeless Goals – Logic Model (State of Hawaii)

OBJ#	PROBLEM/ NEED	INPUTS/ RESOURCES	ACTIVITIES	OUTPUT YEAR	5-YR OUTPUT GOALS	ANNUAL OUTPUT GOALS	ACTUAL OUTPUT	COMMUNITY INDICATORS*	YEARLY ACTUAL COMMUNITY INDICATORS	HUD OBJECTIVE	HUD OUTCOME
HP-4e	Funding is needed for the administration and operation of HMIS	ESG	Provide funding for HMIS administration and operations.	2010	N/A	N/A	N/A	All persons receiving ESG assistance will be included in the HMIS database.	N/A	Decent affordable housing	Availability, Accessibility
				2011	60	60	50		50		
				2012	80	112	151		151		
				2013	80	95	190		190		
				2014	**80**	**111**	**228**		**228**		
				Total:	300	378	619		618		
HP-5	Persons with HIV/AIDS lack sufficient resources for market rentals.	HOPWA	Provide funds to pay a portion of the market rental unit costs for homeless & homeless-at-risk persons with HIV/AIDS (Hawaii, Kauai, Maui)	2010	25	28	28	125 households of persons with HIV/ AIDS will secure and maintain permanent affordable housing.	28	Decent affordable housing	Affordability, Availability, Accessibility
				2011	25	28	26		26		
				2012	25	37	19		19		
				2013	25	16	18		18		
				2014	**25**	**27**	**31**		**31**		
				Total:	125	136	122		122		
HP-6	Appropriate, efficient and effective use of funds	ESG and HOPWA	Provide effective program administration	2010				Program timeliness in committing and expended funds.			
				2011							
				2012							
				2013							
				2014							
				Total:	N/A	N/A	N/A		N/A		

APPENDIX B

Projects

KEY TO CPMP Tool – Project Sheets
(July 1, 2014 to June 30, 2015)

This key and the following CPMP Project Sheets represent HOME, ESG or HOPWA projects and programs reflecting activity in Program Year 2014-2015.

HOME	**DESCRIPTION**
Project 1	State of Hawaii - HHFDC – Administration
Project 2	County of Hawaii - Administration
Project 3	County of Kauai – Administration
Project 4	County of Maui – Administration
Project 5	County of Hawaii – Na Kahua Hale O Ulu Wini, fka Kaloko Housing Project
Project 6	County of Hawaii – Tenant-Based Rental Assistance
Project 7	County of Hawaii – Mohouli Heights Senior Neighborhood
Project 11	County of Kauai – Hanamaulu Transitional Housing
Project 11a	County of Kauai – Kapaa Transitional Housing
Project 12	County of Kauai – Homebuyer Loan Program
Project 12a	County of Kauai - Kolopua
Project 12b	County of Kauai – Rice Camp Senior Housing
Project 12c	County of Kauai – Lihue Court Transitional Rehabilitation
Project 14a	County of Kauai - Ele'ele Iluna, Phase 2, Increment A
Project 15a	County of Maui – Kulamalu Affordable Rental Housing Project
Project 17	County of Maui – Kahawai Apartments
Project 19	County of Maui – Molokai Mutual Self Help Housing Phase I

ESG	**DESCRIPTION**
Project 30	DHS – BESSD/Homeless Programs – Administration
Project 30a	DHS – BESSD/Homeless Programs – HMIS
Project 31	Emergency Shelter Operations - Women Helping Women (Maui)
Project 32	Emergency Shelter Operations - Family Life Center (Maui – Ho'olanani))
Project 33	Emergency Shelter Operations – Ka Hale A Ke Ola (Maui)
Project 34	Emergency Shelter Operations - YWCA of Kauai (Kauai)
Project 36	Emergency Shelter Operations - HOPE Services (Hawaii)
Project 32HP-RR	Homelessness Prevention & Rapid Re-Housing - Family Life Center (Maui)
Project 33HP-RR	Homelessness Prevention & Rapid Re-Housing – Ka Hale A Ke Ola (Maui)
Project 36HP-RR	Homelessness Prevention & Rapid Re-Housing - HOPE Services (Hawaii)

HOPWA	**DESCRIPTION**
Project 40	DHS – BESSD/Homeless Programs – Administration
Project 41	Maui AIDS Foundation (MAF) – Administration
Project 42	MAF - Rental Assistance
Project 43	MAF - Housing Information & Supportive Services

APPENDIX B

INFORMATION FORTHCOMING

APPENDIX B

APPENDIX C

HOME Reports

Annual Performance Report
HOME Program

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB Approval No. 2506-0171
(exp. 8/31/2009)

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/MI) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

Submit this form on or before December 31. Send one copy to the appropriate HUD Field Office and one copy to: **HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410**	This report is for period (mm/dd/yyyy) Starting	Ending	Date Submitted (mm/dd/yyyy)
	07/01/14	06/30/15	09/15/2015

Part I Participant Identification

1. Participant Number	2. Participant Name
SG150100	State of Hawaii - Hawaii Housing Finance and Development Corporation

3. Name of Person completing this report	4. Phone Number (Include Area Code)
Glori Inafuku	808-587-0538

5. Address	6. City	7. State	8. Zip Code
677 Queen Street, Suite 200	Honolulu	HI	96813

Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

1. Balance on hand at Beginning of Reporting Period	2. Amount received during Reporting Period	3. Total amount expended during Reporting Period	4. Amount expended for Tenant-Based Rental Assistance	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5
$1,688.78	$156,949.15	$158,637.93	$42,731.00	0

Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	a. Total	Minority Business Enterprises (MBE) b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	f. White Non-Hispanic
A. Contracts 1. Number	0	0	0	0	0	0
2. Dollar Amount	$0	$0	$0	$0	$0	$0
B. Sub-Contracts 1. Number	14	0	6	0	0	8
2. Dollar Amount	$2,806,962.00	$0.0	$1,658,248.00	$0.0	$0	$1,148,714.00

	a. Total	b. Women Business Enterprises (WBE)	c. Male
C. Contracts 1. Number	0	0	0
2. Dollar Amount	0	0	0
D. Sub-Contracts 1. Number	14	0	14
2. Dollar Amounts	$2,806,962.00	0	$2,806,962.00

form **HUD-40107** (11/92)

Part IV Minority Owners of Rental Property

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number	0	0	0	0	0	0
2. Dollar Amount	0	0	0	0	0	0

Part V Relocation and Real Property Acquisition

Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

	a. Number	b. Cost
1. Parcels Acquired	0	0
2. Businesses Displaced	0	0
3. Nonprofit Organizations Displaced	0	0
4. Households Temporarily Relocated, not Displaced	0	0

Households Displaced	a. Total	Minority Business Enterprises (MBE)				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
5. Households Displaced - Number	0	0	0	0	0	0
6. Households Displaced - Cost	0	0	0	0	0	0

HOME Match Report

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB Approval No. 2506-0171
(exp. 12/31/2012)

Match Contributions for
Federal Fiscal Year (yyyy) 7/14 - 6/15

Part I **Participant Identification**

1. Participant No. (assigned by HUD)	2. Name of the Participating Jurisdiction	3. Name of Contact (person completing this report)
SG-15-0100	Hawaii Housing Finance and Development Corporation	Glori Inafuku

5. Street Address of the Participating Jurisdiction	4. Contact's Phone Number (include area code)
677 Queen Street, Suite 300	808-587-0538

6. City	7. State	8. Zip Code
Honolulu	Hawaii	96813

Part II **Fiscal Year Summary**

1. Excess match from prior Federal fiscal year	$ 13,105,579.93	
2. Match contributed during current Federal fiscal year (see Part III.9.)	$ 1,896,973.52	
3. Total match available for current Federal fiscal year (line 1 + line 2)		$ 15,002,553.45
4. Match liability for current Federal fiscal year		$ 1,063,415.18
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)		$ 13,939,138.27

Part III **Match Contribution for the Federal Fiscal Year**

1. Project No. or Other ID	2. Date of Contribution (mm/dd/yyyy)	3. Cash (non-Federal sources)	4. Foregone Taxes, Fees, Charges	5. Appraised Land / Real Property	6. Required Infrastructure	7. Site Preparation, Construction Materials, Donated labor	8. Bond Financing	9. Total Match
County of Hawaii								
Ulu Wini (Kaloko Ph4)	10/24/14		19,408.65					19,408.65
Mohouli Heights Ph 1	08/05/14		632.40					632.40
HI Paradise Park Ph 4	6/18/15		51,530.12					51,530.12
Kumakua 2B	06/18/15		233.30					233.30
Kumakua 3	1/30/15		919.61					919.61
County of Kauai								
Kalepa Village Ph 2B	06/30/15		88,744.50					88,744.50
Kalepa Village Ph 3	06/30/15		332,500.00					332,500.00

form **HUD-40107-A** (12/94)

Name of the Participating Jurisdiction	Federal Fiscal Year (yyyy)

1. Project No. or Other ID	2. Date of Contribution (mm/dd/yyyy)	3. Cash (non-Federal sources)	4. Foregone Taxes, Fees, Charges	5. Appraised Land / Real Property	6. Required Infrastructure	7. Site Preparation, Construction Materials, Donated labor	8. Bond Financing	9. Total Match
County of Maui								
Kahawai	7/31/14	3,004.94						3,004.94
Kahawai	6/22/15	$1,400,000.00						1,400,000.00

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

Instructions for the HOME Match Report

Applicability:

The HOME Match Report is part of the HOME APR and must be filled out by every participating jurisdiction that incurred a match liability. Match liability occurs when FY 1993 funds (or subsequent year funds) are drawn down from the U.S. Treasury for HOME projects. A Participating Jurisdiction (PJ) may start counting match contributions as of the beginning of Federal Fiscal Year 1993 (October 1, 1992). A jurisdiction not required to submit this report, either because it did not incur any match or because it had a full match reduction, may submit a HOME Match Report if it wishes. The match would count as excess match that is carried over to subsequent years. The match reported on this form must have been contributed during the reporting period (between October 1 and September 30).

Timing:

This form is to be submitted as part of the HOME APR on or before December 31. The original is sent to the HUD Field Office. One copy is sent to the

Office of Affordable Housing Programs, CGHF
Room 7176, HUD, 451 7th Street, S.W.
Washington, D.C. 20410.

The participating jurisdiction also keeps a copy.

Instructions for Part II:

1. **Excess match from prior Federal fiscal year:** Excess match carried over from prior Federal fiscal year.
2. **Match contributed during current Federal fiscal year:** The total amount of match contributions for all projects listed under Part III in column 9 for the Federal fiscal year.
3. **Total match available for current Federal fiscal year:** The sum of excess match carried over from the prior Federal fiscal year (Part II. line 1) and the total match contribution for the current Federal fiscal year (Part II. line 2). This sum is the total match available for the Federal fiscal year.
4. **Match liability for current Federal fiscal year:** The amount of match liability is available from HUD and is provided periodically to PJs. The match must be provided in the current year. The amount of match that must be provided is based on the amount of HOME funds drawn from the U.S. Treasury for HOME projects. The amount of match required equals 25% of the amount drawn down for HOME projects during the Federal fiscal year. Excess match may be carried over and used to meet match liability for subsequent years (see Part II line 5). Funds drawn down for administrative costs, CHDO operating expenses, and CHDO capacity building do not have to be matched. Funds drawn down for CHDO seed money and/or technical assistance loans do not have to be matched if the project does not go forward. A jurisdiction is allowed to get a partial reduction (50%) of match if it meets one of two statutory distress criteria, indicating "fiscal distress," or else a full reduction (100%) of match if it meets both criteria, indicating "severe fiscal distress." The two criteria are poverty rate (must be equal to or greater than 125% of the average national family poverty rate to qualify for a reduction) and per capita income (must be less than 75% of the national average per capita income to qualify for a reduction). In addition, a jurisdiction can get a full reduction if it is declared a disaster area under the Robert T. Stafford Disaster Relief and Emergency Act.
5. **Excess match carried over to next Federal fiscal year:** The total match available for the current Federal fiscal year (Part II. line 3) minus the match liability for the current Federal fiscal year (Part II. line 4). Excess match may be carried over and applied to future HOME project match liability.

Instructions for Part III:

1. **Project No. or Other ID:** "Project number" is assigned by the C/MI System when the PJ makes a project setup call. These projects involve at least some Treasury funds. If the HOME project does not involve Treasury funds, it must be identified with "other ID" as follows: the fiscal year (last two digits only), followed by a number (starting from "01" for the first non-Treasury-funded project of the fiscal year), and then at least one of the following abbreviations: "SF" for project using shortfall funds, "PI" for projects using program income, and "NON" for non-HOME-assisted affordable housing. Example: 93.01.SF, 93.02.PI, 93.03.NON, etc.

   Shortfall funds are non-HOME funds used to make up the difference between the participation threshold and the amount of HOME funds allocated to the PJ; the participation threshold requirement applies only in the PJ's first year of eligibility. [§92.102]

   Program income (also called "repayment income") is any return on the investment of HOME funds. This income must be deposited in the jurisdiction's HOME account to be used for HOME projects. [§92.503(b)]

Non-HOME-assisted affordable housing is investment in housing not assisted by HOME funds that would qualify as "affordable housing" under the HOME Program definitions. "NON" funds must be contributed to a specific project; it is not sufficient to make a contribution to an entity engaged in developing affordable housing. [§92.219(b)]

2. **Date of Contribution:** Enter the date of contribution. Multiple entries may be made on a single line as long as the contributions were made during the current fiscal year. In such cases, if the contributions were made at different dates during the year, enter the date of the last contribution.

3. **Cash:** Cash contributions from non-Federal resources. This means the funds are contributed permanently to the HOME Program regardless of the form of investment the jurisdiction provides to a project. Therefore all repayment, interest, or other return on investment of the contribution must be deposited in the PJ's HOME account to be used for HOME projects. The PJ, non-Federal public entities (State/local governments), private entities, and individuals can make contributions. The grant equivalent of a below-market interest rate loan to the project is eligible when the loan is not repayable to the PJ's HOME account. [§92.220(a)(1)] In addition, a cash contribution can count as match if it is used for eligible costs defined under §92.206 (except administrative costs and CHDO operating expenses) or under §92.209, or for the following non-eligible costs: the value of non-Federal funds used to remove and relocate ECHO units to accommodate eligible tenants, a project reserve account for replacements, a project reserve account for unanticipated increases in operating costs, operating subsidies, or costs relating to the portion of a mixed-income or mixed-use project not related to the affordable housing units. [§92.219(c)]

4. **Foregone Taxes, Fees, Charges:** Taxes, fees, and charges that are normally and customarily charged but have been waived, foregone, or deferred in a manner that achieves affordability of the HOME-assisted housing. This includes State tax credits for low-income housing development. The amount of real estate taxes may be based on the post-improvement property value. For those taxes, fees, or charges given for future years, the value is the present discounted cash value. [§92.220(a)(2)]

5. **Appraised Land/Real Property:** The appraised value, before the HOME assistance is provided and minus any debt burden, lien, or other encumbrance, of land or other real property, not acquired with Federal resources. The appraisal must be made by an independent, certified appraiser. [§92.220(a)(3)]

6. **Required Infrastructure:** The cost of investment, not made with Federal resources, in on-site and off-site infrastructure directly required for HOME-assisted affordable housing. The infrastructure must have been completed no earlier than 12 months before HOME funds were committed. [§92.220(a)(4)]

7. **Site preparation, Construction materials, Donated labor:** The reasonable value of any site-preparation and construction materials, not acquired with Federal resources, and any donated or voluntary labor (see §92.354(b)) in connection with the site-preparation for, or construction or rehabilitation of, affordable housing. The value of site-preparation and construction materials is determined in accordance with the PJ's cost estimate procedures. The value of donated or voluntary labor is determined by a single rate ("labor rate") to be published annually in the Notice Of Funding Availability (NOFA) for the HOME Program. [§92.220(6)]

8. **Bond Financing:** Multifamily and single-family project bond financing must be validly issued by a State or local government (or an agency, instrumentality, or political subdivision thereof). 50% of a loan from bond proceeds made to a multifamily affordable housing project owner can count as match. 25% of a loan from bond proceeds made to a single-family affordable housing project owner can count as match. Loans from all bond proceeds, including excess bond match from prior years, may not exceed 25% of a PJ's total annual match contribution. [§92.220(a)(5)] The amount in excess of the 25% cap for bonds may carry over, and the excess will count as part of the statutory limit of up to 25% per year. Requirements regarding bond financing as an eligible source of match will be available upon publication of the implementing regulation early in FY 1994.

9. **Total Match:** Total of items 3 through 8. This is the total match contribution for each project identified in item 1.

Ineligible forms of match include:

1. Contributions made with or derived from Federal resources e.g. CDBG funds [§92.220(b)(1)]
2. Interest rate subsidy attributable to the Federal tax-exemption on financing or the value attributable to Federal tax credits [§92.220(b)(2)]
3. Contributions from builders, contractors or investors, including owner equity, involved with HOME-assisted projects. [§92.220(b)(3)]
4. Sweat equity [§92.220(b)(4)]
5. Contributions from applicants/recipients of HOME assistance [§92.220(b)(5)]
6. Fees/charges that are associated with the HOME Program only, rather than normally and customarily charged on all transactions or projects [§92.220(a)(2)]
7. Administrative costs

Exhibit A: HOME Program - Active Activities
For the Period of July 1, 2014 - June 30, 2015

Obj #	Activity Type	Active HOME Activities	Proposed Total Units	Proposed HOME Units	Total Commitment to Date	Total Prior Draws	Draws During Reporting Year SU	CR	AD	PI/PA	Total Disbursed	Available Balance To Date	Activity Status As of June 30, 2015
HR-1	Construct Affordable Rental Housing	**County of Hawaii**											
		Na Kahua Hale O Ulu Wini (Kaloko IV)	20	10	1,964,279.00	1,964,079.00	200.00				200.00	0.00	Completed
		County of Kauai											
		Lihue Court Townhomes Rehab	73	68	711,000.00	0.00		683,156.89		22,843.11	706,000.00	5,000.00	Construction in Progress
		Kolopua	44	6	1,000,000.00	0.00	975,000.00				975,000.00	25,000.00	Construction in Progress
		County of Maui											
		Kulamalu Affordable Rentals	56	14	2,387,882.40	0.00	124,467.40				124,467.40	2,263,415.00	Construction Bid Process Underway
HR-2	Provide tenant-based rental assistance	**County of Hawaii**											
		Tenant Based Rental Assistance	20	20	1,713,637.34	672,087.15	250,283.09			42,731.00	293,014.09	748,536.10	On-going
HR-3	Construct Affordable Rental Housing for Special Needs Populations	**County of Hawaii**											
		Mohouli Heights Senior, Ph. I	60	7	994,441.00	600,000.00		256,026.25			256,026.25	138,414.75	Rental Units Completed; PV & Railings Work in Progress.
		County of Kauai											
		Rice Camp	60	8	1,250,000.00	872,977.93	377,022.07				377,022.07	0.00	Completed
H-1	Develop (new construction or rehab of existing bldgs.) new transitional housing units to	**County of Kauai**											
		Hanamaulu Transitional Housing	2	2	300,000.00	300,000.00					0.00	0.00	Completed
		Kapaa Transitional Housing	1	1	232,080.00	186,265.12		45,814.88			45,814.88	0.00	Rehab work in progress.
HO-1	Affordable for-sale Housing	No Activities											
HO-2	Provide Project Development Funds for Affordable For-Sale Housing, Using Self-Help Building Method	**County of Kauai**											
		Eleele Iluna Phase 2	48	24	1,920,000.00	579,164.43	737,729.21			42,395.52	780,124.73	560,710.84	Construction in progress
		County of Maui											
		Molokai Mutual Self-Help Housing I	7	7	458,551.92	452,532.11	6,019.81				6,019.81	0.00	Completed
		Kahawai Apartments	16	16	2,322,757.00	1,896,615.98	407,298.80			18,842.22	426,141.02	0.00	Completed
HO-3	Provide	**County of Kauai**											
		Homebuyer Loan Program	5	5	1,068,000.00	658,000.00	390,642.30			19,357.70	410,000.00	0.00	Completed
HO-4	Provide Homebuyer Ed. & Counseling	No Activities											
HA-1	Provide effective Program Administration	**County of Hawaii**											
		Administration			228,963.02	75,000.00			77,500.00	1,380.00	78,880.00	75,083.02	On-going
		County of Kauai											
		Administration			196,113.05	0.00			133,481.66	11,088.38	144,570.04	51,543.01	On-going
		County of Maui											
		Administration			245,028.00	154,169.72			38,946.50		38,946.50	51,911.78	On-going
		HHFDC											
		Administration			300,894.60	110,545.19			188,218.16		188,218.16	2,131.25	On-going
HA-2	Conduct Housing Study												
		Total	**412**	**188**	**17,293,627.33**	**8,521,436.63**	**3,268,662.68**	**984,998.02**	**438,146.32**	**158,637.93**	**4,850,444.95**	**3,921,745.75**	

Exhibit B: HOME Program - Completed Units
For the Period of July 1, 2010- June 30, 2015

Objective #	Activity Type	Project Name	Location	Total Units	Total HOME Units	Completed HOME units by Objective (2013 -14)	5th Year Goals (2014 - 2015)	Differential in Meeting 5th Year Goals (2014-15)	Five Year Goals (2010-15)	Total (2010-15)	Differential in Meeting Five Year Goals
HR-1	**Construct Affordable Rental Housing**	**County of Hawaii**									
		Na Kahua Hale O Ulu Wini Ph 3 (fka Kaloko Housing Project)	Kona, Hawaii	36	2						
		Na Kahua Hale O Ulu Wini Ph 4 (fka Kaloko Housing Project)	Kona, Hawaii	20	10	10					
		County of Kauai									
		Paanau Village Phase 2		50	16						
					28	**10**	50	-40	202	28	-174
HR-2	**Provide Tenant-Based Rental Assistance**	**County of Hawaii**									
		Tenant Based Rental Assistance	County-wide								
		Program Year 2010		22	22						
		Program Year 2011		14	14						
		Program Year 2012		14	14						
		Program Year 2013		24	24						
		Program Year 2014		6	6	**6**					
					80	**6**	20	-14	100	80	-20
HR-3	**Construct Affordable Rental Housing For Special Needs Populations**	**County of Maui**									
		Program Year 2010									
		Hale Mahaolu Ehiku 1B	Kihei, Maui	20	15						
		Program Year 2011									
		Hale Mahaolu Ehiku Phase II	Kihei, Maui	59	5						
		County of Kauai									
		Rice Camp Senior Housing	Lihue, Kauai	60	8	**8**					
					28	**8**	30	-22	144	28	-116
H-1	**Develop New Transitional Housing Untis**	**County of Kauai**									
		Hanamaulu Transitional Housing Project	Hanamaulu, Kauai	2	2	2					
						2	9	-7	18	2	-16
HO-1	**Affordable for-sale housing**	**County of Maui**									
		Kenolio Leilani	Kihei, Maui	6	6						
		Kahawai Condominiums Project	Wailuku, Maui	16	16	**16**					
		County of Kauai									
		Kamamalu Condominium	Lihue, Kauai	3	3						
					25	**16**	0	16	33	25	-8
HO-2	**Provide project development funds to carry out projects that produce affordable housing**	**County of Hawaii**									
		Program Year 2010									
		Kumakua Self-Help Increment 2A	North Kohala, Hawaii	10	10						
		Program Year 2011									
		Pacific Paradise Gardens Mutual Self- Help Phase 8	Mt. View, Hawaii	8	8						
		Program Year 2012									
		Kumakua Self-Help 2B	North Kohala, Hawaii	7	7						
		Hawaiian Paradise Park Phase I	Keaau, Hawaii	9	9						
		Program Year 2013									
		Hawaiian Paradise Park Phase 2	Keaau, Hawaii	10	10						
		County of Maui									
		Molokai Mutual Self-Help Housing 1	Kaunakakai, Molokai	7	7	**7**					
					51	**7**	20	-13	40	51	11
HO-3	**Downpayment / Closing costs & gap Loans via County Home-buyer loan Programs**	**County of Hawaii**									
		County Homebuyer Loan Program	County-Wide								
		Program Year 2010		1	1						
		Program Year 2011		1	1						
		County of Maui									
		County Homebuyer Loan Program	County-wide								
		Program Year 2010		1	1						
		Program Year 2011		1	1						
		County of Kauai									
		County Homebuyer Loan Program									
		Program Year 2013	County-wide	3	3						
		Program Year 2014		2	2	**2**					
					9	**2**	5	-3	30	9	-21
HO-4	**Homebuyer Ed. & Counseling**	No Activities									
		Total Completed Units		**376**	**221**	**51**	**134**	**-83**	**567**	**223**	**-344**

Exhibit C: Funding Sources

Completed HOME Projects/Activities in Program Year 2014-2015

Program Administrator	Project/Program	HOME Program Funds: 2014 HOME Funds	HOME Program Funds: Prior Allocations of HOME Funds	Public Funds: Other Federal Funds	Public Funds: State/Local Funds	Public Funds: Tax-Exempt Bond Proceeds	Private Funds: Private Loans	Private Funds: Owner Cash Contributions	Private Funds: Private Grants	Low Income Housing Tax Credit Proceeds	Totals
Hawaii	Na Kahua Hale O Ulu Wini (formerly Kaloko Housing Project)	0.00	1,964,279.00	0.00	840,405.00 HI County CIP	0.00	0.00	0.00	0.00	0.00	2,804,684.00
Kauai	Homebuyer Loan Program	0.00	1,068,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,068,000.00
Kauai	Rice Camp Senior Housing	0.00	1,250,000.00	0.00	0.00	0.00	0.00	0.00	0.00	13,163,000.00	14,413,000.00
Kauai	Hanamaulu Transitional Housing Project	0.00	300,000.00	153,303.00 CDBG	0.00	0.00	0.00	0.00	0.00	0.00	453,303.00
Maui	Moloka`I Mutual Self-Help Housing 1	0.00	458,551.92	915,002.00 USDA -RD	0.00	0.00	0.00	21,130.00	0.00	0.00	1,394,683.92
Maui	Kahawai Condominium Project	0.00	2,322,757.00	0.00	2,593,000.00 County AHF	0.00	0.00	0.00	630,265.00 Habitat	0.00	5,546,022.00
	Totals	0.00	7,363,587.92	1,068,305.00	3,433,405.00	0.00	0.00	21,130.00	630,265.00	13,163,000.00	25,679,692.92

Conditionally Committed HOME Projects/Activities in Program Year 2014-2015

Program Administrator	Project/Program	HOME Program Funds: 2014 HOME Funds	HOME Program Funds: Prior Allocations of HOME Funds	Public Funds: Other Federal Funds	Public Funds: State/Local Funds	Public Funds: Tax-Exempt Bond Proceeds	Private Funds: Private Loans	Private Funds: Owner Cash Contributions	Private Funds: Private Grants	Low Income Housing Tax Credit Proceeds	Totals
Maui	Kulamalu Affordable Housing Project	2,263,415.00	124,467.40	0.00	11,010,000.00 County AHF	0.00	0.00	0.00	0.00	0.00	13,397,882.40
	Totals	2,263,415.00	124,467.40	0.00	11,010,000.00	0.00	0.00	0.00	0.00	0.00	13,397,882.40

Federal Funding Sources
CDBG Community Development Block Grant
USDA-RD USDA Rural Development Financing Program

State/Local Funding Sources
County CIP County of HI CIP/County Revolving
County AHF County of Maui Affordable Housing Fund
Habitat Habitat for Humanity Maui, Inc.

Exhibit D: HOME Program - Grant Balances
As of June 30, 2015
Reconciliation with Report PR35 & PR27

	2011	2012	2013	2014	TOTALS
HHFDC (UOG 150001-00001)					
(IDIS 141967871)					
Entitlement (EN)	$3,001,118.00	$3,000,000.00	$3,000,000.00	$3,017,887.00	
Administration (AD)	$0.00	$0.00	$0.00	$2,131.25	$2,131.25
CHDO Reserve (CR)	$0.00	$0.00	$0.00	$452,684.00	$452,684.00
Subrecipient (SU)	$0.00	$0.00	$0.00	$0.00	$0.00
Program Income (PI)	$0.00	$0.00	$0.00	$0.00	$0.00
Recaptured (RE)	$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00	$0.00	$0.00	$454,815.25	$454,815.25
Hawaii (UOG 159001-00001)					
(IDIS 996000567)					
AD Uncommitted	$0.00	$0.00	$0.00	$0.00	$0.00
AD Available To Be Drawn	$0.00	$75,083.02	$0.00	$0.00	$75,083.02
CR Uncommitted	$0.00	$388,000.00	$0.00	$0.00	$388,000.00
CR Available To Be Drawn	$138,414.75	$0.00	$0.00	$0.00	$138,414.75
SU Uncommitted	$0.00	$333,536.00	$0.00	$0.00	$333,536.00
SU Available To Be Drawn	$0.00	$748,536.10	$0.00	$0.00	$748,536.10
PI/RE Available To Be Drawr	$0.00	$0.00	$0.00	$0.00	$0.00
	$138,414.75	$1,545,155.12	$0.00	$0.00	$1,683,569.87
Kauai (UOG 159007-00001)					
(IDIS 996000658)					
AD Uncommitted	$0.00	$0.00	$0.00	$0.00	$0.00
AD Available To Be Drawn	$0.00	$0.00	$51,543.01	$0.00	$51,543.01
CR Uncommitted	$19,764.23	$0.00	$450,000.00	$0.00	$469,764.23
CR Available To Be Drawn	$5,000.00	$0.00	$0.00	$0.00	$5,000.00
SU Uncommitted	$0.00	$0.00	$789,708.96	$0.00	$789,708.96
SU Available To Be Drawn	$0.00	$0.00	$585,710.84	$0.00	$585,710.84
PI/RE Available To Be Drawr	$0.00	$0.00	$0.00	$0.00	$0.00
	$24,764.23	$0.00	$1,876,962.81	$0.00	$1,901,727.04
Maui (UOG 159009-00001)					
(IDIS 996000618)					
AD Uncommitted	$0.00	$0.00	$0.00	$0.00	$0.00
AD Available To Be Drawn	$51,911.78	$0.00	$0.00	$150,894.00	$202,805.78
CR Uncommitted	$0.00	$0.00	$0.00	$0.00	$0.00
CR Available To Be Drawn	$0.00	$0.00	$0.00	$0.00	$0.00
SU Uncommitted	$0.00	$0.00	$0.00	$0.00	$0.00
SU Available To Be Drawn	$0.00	$0.00	$0.00	$2,263,415.00	$2,263,415.00
PI/RE Available To Be Drawr	$0.00	$0.00	$0.00	$0.00	$0.00
	$51,911.78	$0.00	$0.00	$2,414,309.00	$2,466,220.78
TOTALS	**$215,090.76**	**$1,545,155.12**	**$1,876,962.81**	**$2,869,124.25**	**$6,506,332.94**

APPENDIX D

HOME Monitoring and Inspection Reports

INFORMATION FORTHCOMING.

APPENDIX E

Grantee ESG Expenditures

State and Local Government ESG Expenditures Form

Grantee Government: State of Hawaii, Department of Human Services

Official: Rachael Wong, Director

	FY2012		FY2013		FY2014	
	PLANNED	ACTUAL	PLANNED	ACTUAL	PLANNED	ACTUAL
Major Rehabiliation/ Renovation/Conversion	$0	$0	$0	$0	$0	$0
Homeless Prevention	$64,662	$34,758	$30,704	$15,178	$59,991	$37,796
Rapid Re-housing	$128,568	$81,120	$127,389	$90,290	$169,290	$98,987
Essential Services	$0	$0	$0	$0	$0	$0
Operations	$194,399	$164,309	$156,267	$127,462	$146,330	$120,526
Administration	$28,841	$0	$22,570	$0	$22,578	$7,051
Data Collection (HMIS)	$5,000	$0	$4,050	$0	$4,050	$665
TOTAL	$421,470	$280,187	$340,980	$232,930	$402,239	$265,025

NOTES:

INSTRUCTIONS: This sheet is a supplement for reporting the uses of ESG funds for annual reporting purposes in IDIS and the CAPER.

PLANNED: Proposed ESG activity amounts from the governmental grantee's Consolidated Plan.

ACTUAL: Final ESG activity amount as reported by the governmental grantee in its annual report.

APPENDIX F

HOPWA CAPER
Measuring Performance Outcomes

Housing Opportunities for Persons with AIDS (HOPWA) Program

DRAFT
Consolidated Annual Performance and Evaluation Report (CAPER)
Measuring Performance Outcomes

Revised 7/22/15

OMB Number 2506-0133 (Expiration Date: 12/31/2017)

The CAPER report for HOPWA formula grantees provides annual information on program accomplishments that supports program evaluation and the ability to measure program beneficiary outcomes as related to: maintain housing stability; prevent homelessness; and improve access to care and support. This information is also covered under the Consolidated Plan Management Process (CPMP) report and includes Narrative Responses and Performance Charts required under the Consolidated Planning regulations. The public reporting burden for the collection of information is estimated to average 42 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 60 hours for record keeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Grantees are required to report on the activities undertaken only, thus there may be components of these reporting requirements that may not be applicable. This agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless that collection displays a valid OMB control number.

Overview. The Consolidated Annual Performance and Evaluation Report (CAPER) provides annual performance reporting on client outputs and outcomes that enables an assessment of grantee performance in achieving the housing stability outcome measure. The CAPER, in conjunction with the Integrated Disbursement Information System (IDIS), fulfills statutory and regulatory program reporting requirements and provides the grantee and HUD with the necessary information to assess the overall program performance and accomplishments against planned goals and objectives.

HOPWA formula grantees are required to submit a CAPER, and complete annual performance information for all activities undertaken during each program year in the IDIS, demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER and IDIS data to obtain essential information on grant activities, project sponsors, Subrecipient organizations, housing sites, units and households, and beneficiaries (which includes racial and ethnic data on program participants). The Consolidated Plan Management Process tool (CPMP) provides an optional tool to integrate the reporting of HOPWA specific activities with other planning and reporting on Consolidated Plan activities.

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Continued Use Periods. Grantees that received HOPWA funding for new construction, acquisition, or substantial rehabilitations are required to operate their facilities for HOPWA-eligible beneficiaries for a ten (10) years period. If no further HOPWA funds are used to support the facility, in place of completing Section 7B of the CAPER, the grantee must submit an Annual Certification of Continued Project Operation throughout the required use periods. This certification is included in Part 6 in CAPER. The required use period is three (3) years if the rehabilitation is non-substantial.

In connection with the development of the Department's standards for Homeless Management Information Systems (HMIS), universal data elements are being collected for clients of HOPWA-funded homeless assistance projects. These project sponsor/subrecipient records would include: Name, Social Security Number, Date of Birth, Ethnicity and Race, Gender, Veteran Status, Disabling Conditions, Residence Prior to Program Entry, Zip Code of Last Permanent Address, Housing Status, Program Entry Date, Program Exit Date, Personal Identification Number, and Household Identification Number. These are intended to match the elements under HMIS. The HOPWA program-level data elements include: Income and Sources, Non-Cash Benefits, HIV/AIDS Status, Services Provided, and Housing Status or Destination at the end of the operating year. Other suggested but optional elements are: Physical Disability, Developmental Disability, Chronic Health Condition, Mental Health, Substance Abuse, Domestic Violence, Date of Contact, Date of Engagement, Financial Assistance, Housing Relocation & Stabilization Services, Employment, Education, General Health Status, , Pregnancy Status, Reasons for Leaving, Veteran's Information, and Children's Education. Other HOPWA projects sponsors may also benefit from collecting these data elements.

Final Assembly of Report. After the entire report is assembled, please number each page sequentially.

Filing Requirements. Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in the grantee's State or Local HUD Field Office, and to the HOPWA Program Office: at HOPWA@hud.gov. Electronic submission to HOPWA Program office is preferred; however, if electronic submission is not possible, hard copies can be mailed to: Office of HIV/AIDS Housing, Room 7212, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C.

Record Keeping. Names and other individual information must be kept confidential, as required by 24 CFR 574.440. However, HUD reserves the right to review the information used to complete this report for grants management oversight purposes, except for recording any names and other identifying information. **In the case that HUD must review client level data, no client names or identifying information will be retained or recorded. Information is reported in aggregate to HUD without personal identification. Do not submit client or personal information in data systems to HUD.**

Definitions

Adjustment for Duplication: Enables the calculation of unduplicated output totals by accounting for the total number of households or units that received more than one type of HOPWA assistance in a given service category such as HOPWA Subsidy Assistance or Supportive Services. For example, if a client household received both TBRA and STRMU during the operating year, report that household in the category of HOPWA Housing Subsidy Assistance in Part 3, Chart 1, Column [1b] in the following manner:

HOPWA Housing Subsidy Assistance		[1] Outputs: Number of Households
1.	Tenant-Based Rental Assistance	1
2a.	**Permanent Housing Facilities:** Received Operating Subsidies/Leased units	
2b.	**Transitional/Short-term Facilities:** Received Operating Subsidies	
3a.	**Permanent Housing Facilities:** Capital Development Projects placed in service during the operating year	
3b.	**Transitional/Short-term Facilities:** Capital Development Projects placed in service during the operating year	
4.	Short-term Rent, Mortgage, and Utility Assistance	1
5.	**Adjustment for duplication (subtract)**	1
6.	**TOTAL Housing Subsidy Assistance (Sum of Rows 1-4 minus Row 5)**	1

Administrative Costs: Costs for general management, oversight, coordination, evaluation, and reporting. By statute, grantee administrative costs are limited to 3% of total grant award, to be expended over the life of the grant. Project sponsor administrative costs are limited to 7% of the portion of the grant amount they receive.

Beneficiary(ies): All members of a household who received HOPWA assistance during the operating year including the one individual who qualified the household for HOPWA assistance as well as any other members of the household (with or without HIV) who benefitted from the assistance.

Central Contractor Registration (CCR): The primary registrant database for the U.S. Federal Government. CCR collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards. Both current and potential federal government registrants (**grantees)** are required to register in CCR in order to be awarded contracts by the federal government. Registrants must update or renew their registration at least once per year to maintain an active status. Although recipients of direct federal contracts and grant awards have been required to be registered with CCR since 2003, this requirement is now being extended to indirect recipients of federal funds with the passage of ARRA (American Recovery and Reinvestment Act). Per ARRA and FFATA (Federal Funding Accountability and Transparency Act) federal regulations, all **grantees** and sub-grantees or subcontractors receiving federal grant awards or contracts must have a DUNS (Data Universal Numbering System) Number.

Chronically Homeless Person: An individual or family who : (i) is homeless and lives or resides individual or family who: (i) Is homeless and lives or resides in a place not meant for human habitation, a safe haven, or in an emergency shelter; (ii) has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least 4 separate occasions in the last 3 years; and (iii) has an adult head of household (or a minor head of household if no adult is present in the household) with a diagnosable substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002)), post traumatic stress disorder, cognitive impairments resulting from a brain injury, or chronic physical illness or disability, including the co-occurrence of 2 or more of those conditions. Additionally, the statutory definition includes as chronically homeless a person who currently lives or resides in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital or other similar facility, and has resided there for fewer than 90 days if such person met the other criteria for homeless prior to entering that facility. (See 42 U.S.C. 11360(2))This does not include doubled-up or overcrowding situations.

Disabling Condition: Evidencing a diagnosable substance use disorder, serious mental illness, developmental disability, chronic physical illness, or disability, including the co-occurrence of two or more of these conditions. In addition, a disabling condition may limit an individual's ability to work or perform one or more activities of daily living. An HIV/AIDS diagnosis is considered a disabling condition.

Facility-Based Housing Assistance: All eligible HOPWA Housing expenditures for or associated with supporting facilities including community residences, SRO dwellings, short-term facilities, project-based rental units, master leased units, and other housing facilities approved by HUD.

Faith-Based Organization: Religious organizations of three types: (1) congregations; (2) national networks, which include national denominations, their social service arms (for example, Catholic Charities, Lutheran Social Services), and networks of related organizations (such as YMCA and YWCA); and (3) freestanding religious organizations, which are incorporated separately from congregations and national networks.

Grassroots Organization: An organization headquartered in the local community where it provides services; has a social services budget of $300,000 or less annually, and six or fewer full-time equivalent employees. Local affiliates of national organizations are not considered "grassroots."

HOPWA Eligible Individual: The one (1) low-income person with HIV/AIDS who qualifies a household for HOPWA assistance. This person may be considered "Head of Household." When the CAPER asks for information on eligible individuals, report on this individual person only. Where there is more than one person with HIV/AIDS in the household, the additional PWH/A(s), would be considered a beneficiary(s).

HOPWA Housing Information Services: Services dedicated to helping persons living with HIV/AIDS and their families to identify, locate, and acquire housing. This may also include fair housing counseling for eligible persons who may encounter discrimination based on race, color, religion, sex, age, national origin, familial status, or handicap/disability. .

HOPWA Housing Subsidy Assistance Total: The unduplicated number of households receiving housing subsidies (TBRA, STRMU, Permanent Housing Placement services and Master Leasing) and/or residing in units of facilities dedicated to persons living with HIV/AIDS and their families and supported with HOPWA funds during the operating year.

Household: A single individual or a family composed of two or more persons for which household incomes are used to determine eligibility and for calculation of the resident rent payment. The term is used for collecting data on changes in income, changes in access to services, receipt of housing information services, and outcomes on achieving housing stability. Live-In Aides (see definition for Live-In Aide) and non-beneficiaries (e.g. a shared housing arrangement with a roommate) who resided in the unit are not reported on in the CAPER.

Housing Stability: The degree to which the HOPWA project assisted beneficiaries to remain in stable housing during the operating year. See *Part 5: Determining Housing Stability Outcomes* for definitions of stable and unstable housing situations.

In-kind Leveraged Resources: These involve additional types of support provided to assist HOPWA beneficiaries such as volunteer services, materials, use of equipment and building space. The actual value of the support can be the contribution of professional services, based on customary rates for this specialized support, or actual costs contributed from other leveraged resources. In determining a rate for the contribution of volunteer time and services, use the rate established in HUD notices, such as the rate of ten dollars per hour. The value of any donated material, equipment, building, or lease should be based on the fair market value at time of donation. Related documentation can be from recent bills of sales, advertised prices, appraisals, or other information for comparable property similarly situated.

Leveraged Funds: The amount of funds expended during the operating year from non-HOPWA federal, state, local, and private sources by grantees or sponsors in dedicating assistance to this client population. Leveraged funds or other assistance are used directly in or in support of HOPWA program delivery.

Live-In Aide: A person who resides with the HOPWA Eligible Individual and who meets the following criteria: (1) is essential to the care and well-being of the person; (2) is not obligated for the support of the person; and (3) would not be living in the unit except to provide the necessary supportive services. *See the Code of Federal Regulations Title 24, Part 5.403 and the HOPWA Grantee Oversight Resource Guide for additional reference.*

Master Leasing: Applies to a nonprofit or public agency that leases units of housing (scattered-sites or entire buildings) from a landlord, and subleases the units to homeless or low-income tenants. By assuming the tenancy burden, the agency facilitates housing of clients who may not be able to maintain a lease on their own due to poor credit, evictions, or lack of sufficient income.

Operating Costs: Applies to facility-based housing only, for facilities that are currently open. Operating costs can include day-to-day housing

function and operation costs like utilities, maintenance, equipment, insurance, security, furnishings, supplies and salary for staff costs directly related to the housing project but not staff costs for delivering services.

Outcome: The degree to which the HOPWA assisted household has been enabled to establish or maintain a stable living environment in housing that is safe, decent, and sanitary, (per the regulations at 24 CFR 574.310(b)) and to reduce the risks of homelessness, and improve access to HIV treatment and other health care and support.

Output: The number of units of housing or households that receive HOPWA assistance during the operating year.

Permanent Housing Placement: A supportive housing service that helps establish the household in the housing unit, including but not limited to reasonable costs for security deposits not to exceed two months of rent costs.

Program Income: Gross income directly generated from the use of HOPWA funds, including repayments. See grant administration requirements on program income for state and local governments at 24 CFR 85.25, or for non-profits at 24 CFR 84.24.

Project-Based Rental Assistance (PBRA): A rental subsidy program that is tied to specific facilities or units owned or controlled by a project sponsor or Subrecipient. Assistance is tied directly to the properties and is not portable or transferable**.**

Project Sponsor Organizations: Any nonprofit organization or governmental housing agency that receives funds under a contract with the grantee to provide eligible housing and other support services or administrative services as defined in 24 CFR 574.300. Project Sponsor organizations are required to provide performance data on households served and funds expended. Funding flows to a project sponsor as follows:

HUD Funding → Grantee → Project Sponsor

Short-Term Rent, Mortgage, and Utility (STRMU) Assistance: A time-limited, housing subsidy assistance designed to prevent homelessness and increase housing stability. Grantees may provide assistance for up to 21 weeks in any 52 week period. The amount of assistance varies per client depending on funds available, tenant need and program guidelines.

Stewardship Units: Units developed with HOPWA, where HOPWA funds were used for acquisition, new construction and rehabilitation that no longer receive operating subsidies from HOPWA. Report information for the units is subject to the three-year use agreement if rehabilitation is non-substantial and to the ten-year use agreement if rehabilitation is substantial.

Subrecipient Organization: Any organization that receives funds from a project sponsor to provide eligible housing and other support services and/or administrative services as defined in 24 CFR 574.300. If a subrecipient organization provides housing and/or other supportive services directly to clients, the subrecipient organization must provide performance data on household served and funds expended. Funding flows to subrecipients as follows:

HUD Funding → Grantee → Project Sponsor → Subrecipient

Tenant-Based Rental Assistance (TBRA): TBRA is a rental subsidy program similar to the Housing Choice Voucher program that grantees can provide to help low-income households access affordable housing. The TBRA voucher is not tied to a specific unit, so tenants may move to a different unit without losing their assistance, subject to individual program rules. The subsidy amount is determined in part based on household income and rental costs associated with the tenant's lease.

Transgender: Transgender is defined as a person who identifies with, or presents as, a gender that is different from his/her gender at birth.

Veteran: A veteran is someone who has served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

Housing Opportunities for Person with AIDS (HOPWA)
Consolidated Annual Performance and Evaluation Report (CAPER)
Measuring Performance Outputs and Outcomes

OMB Number 2506-0133 (Expiration Date: 10/31/2017)

Part 1: Grantee Executive Summary

As applicable, complete the charts below to provide more detailed information about the agencies and organizations responsible for the administration and implementation of the HOPWA program. Chart 1 requests general Grantee Information and Chart 2 is to be completed for each organization selected or designated as a project sponsor, as defined by CFR 574.3. In Chart 3, indicate each subrecipient organization with a contract/agreement of $25,000 or greater that assists grantees or project sponsors carrying out their administrative or evaluation activities. In Chart 4, indicate each subrecipient organization with a contract/agreement to provide HOPWA-funded services to client households. These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

***Note**: Please see the definition section for distinctions between project sponsor and subrecipient.*

***Note**: If any information does not apply to your organization, please enter N/A. Do not leave any section blank.*

1. Grantee Information

HUD Grant Number HI-H14-F999		**Operating Year for this report** ***From (mm/dd/yy)*** 07/01/14 ***To (mm/dd/yy)*** 06/30/15		
Grantee Name State of Hawaii				
Business Address	677 Queen Street, Suite 300			
City, County, State, Zip	Honolulu	Oahu	HI	96813
Employer Identification Number (EIN) or Tax Identification Number (TIN)	141967871			
DUN & Bradstreet Number (DUNs):	80-441-2661	**Central Contractor Registration (CCR):** **Is the grantee's CCR status currently active?** ☒ **Yes** ☐ **No** **If yes, provide CCR Number:**		
Congressional District of Grantee's Business Address	1			
***Congressional District of Primary Service Area(s)**	1 2			
***City(ies) and County(ies) of Primary Service Area(s)**	**Cities:**	**Counties:** Maui Kauai Hawaii Oahu		
Organization's Website Address www.hawaii.gov/dbedt/hhfdc		**Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area?** ☐ Yes ☒ No **If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.**		

*** Service delivery area information only needed for program activities being directly carried out by the grantee.**

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: *Please see the definitions for distinctions between project sponsor and subrecipient.*

Note: *If any information does not apply to your organization, please enter N/A.*

Project Sponsor Agency Name Maui AIDS Foundation (Neighbor Island Housing Program)		**Parent Company Name, *if applicable*** N/A	
Name and Title of Contact at Project Sponsor Agency	Scott Dixon NIHP Housing Director, Steve Hire Executive Director		
Email Address	scott@mauiaids.org / steve@mauiaids.org		
Business Address	1935 Main Street, Suite 101/PO Box 858		
City, County, State, Zip,	Wailuku, Maui, HI 96793		
Phone Number *(with area code)*	808-242-4900		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	99-0256929	**Fax Number (with area code)** 808-242-1968	
DUN & Bradstreet Number (DUNs):	62-370-3071		
Congressional District of Project Sponsor's Business Address	2		
Congressional District(s) of Primary Service Area(s)	2		
City(ies) <u>and</u> County(ies) of Primary Service Area(s)	**Cities:** Ualapue, Haiku, Haliimaile, Hana,Honokowai, Kaanapali, Kaanapali Landing, Kahului, Kapalua, Kaunakakai, Keokea, Kihei, Kualapuu, Lahaina, Lanai City, Launiupoko, Maalaea, Makawao, Makena, Maunaloa, Napili, Olowalu, Pauwela, Paia, Pukalani, Waiehu, Waihee, Waikapu, Wailea, Wailuku, **:** Anahola, Eleele, Haena, Hanalei, Hanamaulu, Hanapepe, Kalaheo, Kalihiwa, Kapaa, Kaumakani, Kekaha, Kilauea, Koloa, Lawai, Lihue, Omao, Pakala Village, Poipu, Princeville, Puhi, Wailu, Wailua Homesteads, Waimea, Wainiha, **:** Ainaloa, Captain Cook, Discovery Harbour, Eden Roc, Fern Acres, Fern Forest, Halaula, Hawaiian Acres, Hawaiian Beaches, Hawaiian Ocean View, Hawaiian Paradise Park, Hawi, Hilo, Holualoa, Honalo, Honaunau, Honokaa, Honomu, Kahaluu, Kailua, Kalaoa, Kapaau, Keaau, Kealakekua, Keauhou, Kukuihaele, Kurtistown, Laupahoehoe, Leilani Estates, Mountain View, Naalehu, Nanawale Estates, Napaopoo, Orchidlands Estates, Paauilo, Pahala, Pahoa, Papaikou, Paukaa, Pepeekeo, Puako, Volcano, Waikoloa Village, Waimea, Wainaku	**Counties:** Maui Kauai Hawaii	
Total HOPWA contract amount for this Organization for the operating year	**101,368**		
Organization's Website Address			
Is the sponsor a nonprofit organization? ☒ **Yes** ☐ **No** *Please check if yes and a faith-based organization.* ☐ *Please check if yes and a grassroots organization.* ☐		**Does your organization maintain a waiting list?** ☐ Yes ☒ No **If yes, explain in the narrative section how this list is administered.**	

3. Administrative Subrecipient Information
Use Chart 3 to provide the following information for each subrecipient with a contract/agreement of $25,000 or greater that assists project sponsors to carry out their administrative services but no services directly to client households. Agreements include: grants, subgrants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders. (Organizations listed may have contracts with project sponsors) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).
Note: *Please see the definitions for distinctions between project sponsor and subrecipient.*
Note: *If any information does not apply to your organization, please enter N/A.*

None

4. Program Subrecipient Information
Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.
Note*: Please see the definition of a subrecipient for more information.*
Note: *Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.*
Note*: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.*

Sub-recipient Name	Malama Pono Health Services		**Parent Company Name, *if applicable*** N/A	
Name and Title of Contact at Contractor/ Sub-contractor Agency	Mistee Bailey-Myrick, Executive Director			
Email Address	mistee@malama-pono.org			
Business Address	4357 Rice Street/PO Box 1950			
City, County, State, Zip	Lihue	Kauai	HI	96766
Phone Number (included area code)	808-246-9577		**Fax Number (include area code)** 808-246-9588	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	99-0260914			
DUN & Bradstreet Number (DUNs)	10-795-8873			
North American Industry Classification System (NAICS) Code	62412			
Congressional District of the Sub-recipient's Business Address	2			
Congressional District(s) of Primary Service Area	2			
City(ies) and County(ies) of Primary Service Area	**Cities:** Anahola, Eleele, Haena, Hanalei, Hanamaulu, Hanapepe, Kalaheo, Kalihiwa, Kapaa, Kaumakani, Kekaha, Kilauea, Koloa, Lawai, Lihue, Omao, Pakala Village, Poipu, Princeville, Puhi, Wailu, Wailua Homesteads, Waimea, Wainiha		**Counties**: Kauai	
Total HOPWA Subcontract Amount of this Organization for the operating year	21,808			

Sub-recipient Name	Hawaii Island HIV/AIDS Foundation	**Parent Company Name, *if applicable*** N/A		
Name and Title of Contact at Contractor/ Sub-contractor Agency	Bruce Merrell, Executive Director			
Email Address	bmerrell@hihaf.org			
Business Address	74-5620 Palani Road, Ste 101			
City, County, State, Zip	Kailua-Kona	Hawaii	HI	96740
Phone Number (included area code)	808-331-8177	**Fax Number (include area code)** 808-331-0762		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	99-0305807			
DUN & Bradstreet Number (DUNs)	83-182-8967			
North American Industry Classification System (NAICS) Code	62412			
Congressional District of the Sub-recipient's Business Address	2			
Congressional District(s) of Primary Service Area	2			
City(ies) and County(ies) of Primary Service Area	**Cities:** Ainaloa, Captain Cook, Discovery Harbour, Eden Roc, Fern Acres, Fern Forest, Halaula, Hawaiian Acres, Hawaiian Beaches, Hawaiian Ocean View, Hawaiian Paradise Park, Hawi, Hilo, Holualoa, Honalo,Honaunau, Honokaa, Honomu, Kahaluu, Kailua, Kalaoa, Kapaau, Keaau, Kealakekua, Keauhou, Kukuihaele, Kurtistown, Laupahoehoe, Leilani Estates, Mountain View, Naalehu, Nanawale Estates, Napaopoo, Orchidlands Estates, Paauilo, Pahala, Pahoa, Papaikou, Paukaa, Pepeekeo, Puako, Volcano, Waikoloa Village, Waimea, Wainaku	**Counties**: Hawaii		
Total HOPWA Subcontract Amount of this Organization for the operating year	77,062			

5. Grantee Narrative and Performance Assessment

a. Grantee and Community Overview

Provide a one to three page narrative summarizing major achievements and highlights that were proposed and completed during the program year. Include a brief description of the grant organization, area of service, the name(s) of the program contact(s), and an overview of the range/type of housing activities provided. This overview may be used for public information, including posting on HUD's website. ***Note**: Text fields are expandable.*

The Neighbor Island HIV/AIDS Coalition (NIHAC) is a cooperative effort of the three community-based AIDS Service Organizations (ASOs) serving the islands of Kauai, Molokai, Lanai, Maui and Hawaii. Established in 1998, the cooperating agencies of NIHAC are Malama Pono Health Services (MP), Maui AIDS Foundation (MAF) and the Hawaii Island HIV/AIDS Foundation (HIHAF). Out of this coalition arose the Neighbor Island Housing Program which is funded by both formula and competitive HOPWA grants. The coalition provides TBRA (Tenant Based Rental Assistance), STRMU (Short-term Rent, Mortgage, Utilities), Housing Placement Assistance services as well as supportive services/case management at the respective island ASOs. It serves three counties in the State of Hawaii which is comprised of 5 separate islands.

The Maui AIDS Foundation continued its project sponsor/lead agency role throughout PY2014 and provided administrative management and accountability for the agencies which comprise the Neighbor Island HIV/AIDS Coalition. Mr. Steve Hire, former Housing Director and Administrative Director, is now the Executive Director. Mr. Scott Dixon serves as the Housing Director.
Funds were distributed equitably throughout the Neighbor Islands and monitored by the three ASO Executive Directors of NIHAC. The distribution was based on geographic need, unmet housing needs and acuity levels of

individuals/households.

The primary focus of this HOPWA program is to increase the housing stability of people living with HIV/AIDS. More stable housing leads to better compliance with medication, better engagement with healthcare providers, lower community viral load and better healthcare outcomes. Housing stability helps to lower long term health cost for people living with HIV/AIDS and helps to lower transmission rates.

b. Annual Performance under the Action Plan

Provide a narrative addressing each of the following four items:

1. Outputs Reported. Describe significant accomplishments or challenges in achieving the number of housing units supported and the number households assisted with HOPWA funds during this operating year compared to plans for this assistance, as approved in the Consolidated Plan/Action Plan. Describe how HOPWA funds were distributed during your program year among different categories of housing and geographic areas to address needs throughout the grant service area, consistent with approved plans.

HOPWA funds were utilized to provide tenant based rental assistance (TBRA) to 21 households, totaling 31 individuals. Additionally, short-term rent, mortgage, utility (STRMU) funds assisted 14 households, totaling 20 individuals, to remain in their current housing situations. Two persons were assisted with permanent housing placement services (one of whom is counted in the STRMU total).

Supportive Services delivering HOPWA housing assistance were provided to a total of 50 individuals, which was more than were budgeted to help. Funds were re-budgeted from TBRA to STRMU resulting in a shorter time of assistance for a larger group of people. Supportive Services serving those who have other housing arrangements were provided to 418 households, totaling 518 persons.

Over $2,200,000.00 was leveraged throughout NIHAC from the DHS HOPWA Formula Grant to the Ryan White Care Act, Department of Health of the State of Hawaii, Section 8 Program of the State of Hawaii, Gregory House Programs in Honolulu, Hawaii and other locally raised monies. Leveraged dollars were also expended toward Supportive Services and other non-direct housing costs including Maui AIDS Foundation's Dennis Dane Fund which provides supplemental housing payments, security deposits and utilities.

Currently, 21 eligible households have unmet housing needs and are not currently served by HOPWA mostly due to the unavailability of affordable housing that meet HUD standards. More program participants were accepted onto the Section 8 program, but the lack of qualifying units has made it difficult to fill these open slots. The large number of illegal rentals in Hawaii also contribute to some households having unmet subsidy needs. Funds have been re-budgeted to STRMU to provide immediate assistance to some of these participants in the short-term. Unmet housing needs are monitored by the Housing Director at Maui AIDS Foundation for all 5 of the islands. Clients are processed in order of date and needs. The final determination is made with synchronization of the housing coordinators and case managers in all three counties.

2. Outcomes Assessed. Assess your program's success in enabling HOPWA beneficiaries to establish and/or better maintain a stable living environment in housing that is safe, decent, and sanitary, and improve access to care. Compare current year results to baseline results for clients. Describe how program activities/projects contributed to meeting stated goals. If program did not achieve expected targets, please describe how your program plans to address challenges in program implementation and the steps currently being taken to achieve goals in next operating year. If your program exceeded program targets, please describe strategies the program utilized and how those contributed to program successes.

The most significant achievement during PY14 was ongoing housing stability and health care accessibility. The majority of NIHP's housing clients are either living on a fixed income or are employed to the highest level their situation will allow. In addition, with the mortgage crisis came foreclosures and short sales which not only put a stress on the homeowners, but also on the renters. HOPWA funding allowed program participants to relocate or remain in a stable housing situation.

The costs for rental units have gone up due to increased demand. During the last year there has been an exponential upsurge in the number of Section 8 vouchers made available in Maui County. The competition for new program participants to find the very limited number of qualifying units has intensified. However, even with this turmoil in the housing market NIHP has been able to accommodate its clients. NIHP's housing coordinators and case managers assisted them with seeking available units, either on-line or through regular property management companies. Once housed, the coordinators and case managers assisted clients with landlord/tenant issues.

Overall, the Neighbor Island Housing Program consistently achieves a high stability rate. NIHP case managers and housing coordinators continued to work diligently with clients to help them retain their current housing situation or to find alternative stable housing situations. In PY14, more funds were allocated to STRMU to stabilize additional households whose situations were such that many of them were unable to qualify for traditional tenant based rental assistant programs. With the help of STRMU funds, case managers were able to assist clients through emergency financial events such as the death of a spouse or unexpected health costs. By working with the clients, finding out their needs, helping them solve their problems and easing them through these periods of transition, case managers and housing coordinators were able to stabilize client's housing situation and lives, and at the same time, were able to keep them healthy.

The scarcity of HIV primary care support on the neighbor islands, including medical, dental, nutritional and mental health care, has also raised concerns among persons living with HIV/AIDS (PLWH/A) and supportive care providers. To contend with this predicament, MAF continued to have medical services available on-site, 5 days a week, through a partnership with Mango Medical. In addition to providing health services, MAF continued to provide participants with one-stop access to address transportation, nutritional and housing needs. Three RN case managers and one LPN were also available to help manage clients that have more complicated medical needs.

The Executive Directors of the ASOs meet throughout the year for Network Service Provider meetings and always scheduled post-meeting meetings to discuss and review NIHP issues. These face-to-face meetings have been tremendously helpful for defining and resolving issues in the NIHAC collaboration. NIHAC's Housing Program Housing Director and/or the Executive Director traveled inter-island on a regular basis and while this has been costly, it has increased the effectiveness of the staff as well as streamline the services provided to participants. Housing Coordinators and the Housing Director have a monthly conference call meeting, as well as ongoing support during the month. Funding was also refocused on providing some short term assistance to participants unable to obtain FMR qualified housing and with mortgage issues.

3. Coordination. Report on program coordination with other mainstream housing and supportive services resources, including the use of committed leveraging from other public and private sources that helped to address needs for eligible persons identified in the Consolidated Plan/Strategic Plan.

Maui AIDS Foundation coordinates first with its subrecipients Malama Pono and Hawaii Island HIV/AIDS Foundation. This allows for the provision of housing assistance and case management services to a five island, three county area. Each of these organizations works with their local Continuum of Care (CoC) chapter. The CoC meetings are vital to networking with other housing assistance providers in the respective counties, and acquiring updated local, state and federal information.

Each NIHP agency also receives Ryan White Funds that help with other costs of daily living for program participants, such as medical services, medication, dental services and nutritional support; and local funds to assist with case management for all clients. The case managers at each organization assist clients not only with housing related services but also help them to access a full range of financial and emotional support.

All three organizations work with other members in the community to secure security deposits, only a portion of which are available through the HOPWA program. Agencies including Catholic Charities, Family Life Center and Gregory House provide resources for these services. MAF, Malama Pono and HIHAF also work with its local HUD Section 8 office to transition HOPWA program participants onto this more stable funding source. Section 8 allows the participants to take the benefit with them if they leave the 5 island area.

4. Technical Assistance. Describe any program technical assistance needs and how they would benefit program beneficiaries.

NIHP reports that they do not have any additional technical assistance needs at this time. The organization currently uses the integrated Hawaii case management system "E2 Hawaii" to track service provisions for all clients. Mariah Ybarra from ONE CPD has been an invaluable resource for all inquiries, including any policy questions related to HOPWA. Heather Rhoda from Cloudburst will be providing assistance with the Annual Performance Reports this year, and Lisa Steinhauer and Ben Ayers have been helping with the IDIS set up.

c. Barriers and Trends Overview

Provide a narrative addressing items 1 through 3. Explain how barriers and trends affected your program's ability to achieve the objectives and outcomes discussed in the previous section.

1. Describe any barriers (including regulatory and non-regulatory) encountered in the administration or implementation of the HOPWA program, how they affected your program's ability to achieve the objectives and outcomes discussed, and, actions taken in response to barriers, and recommendations for program improvement. Provide an explanation for each barrier selected.

☒ HOPWA/HUD Regulations	☐ Planning	☒ Housing Availability	☒ Rent Determination and Fair Market Rents
☐ Discrimination/Confidentiality	☐ Multiple Diagnoses	☐ Eligibility	☐ Technical Assistance or Training
☐ Supportive Services	☒ Credit History	☒ Rental History	☐ Criminal Justice History
☒ Housing Affordability	☒ Geography/Rural Access	☐ Other, please explain further	

<u>Geography/Rural Access:</u>

One of the challenges to program management has been, and continues to be, the separation of each county by the ocean. This geographic hindrance profoundly affects the communication between clients, staff and collaborating agencies. HOPWA stakeholders are currently addressing communication issues with increased interaction among the three executive directors of the partnering agencies and increased site visits by the MAF Housing Director. Video or phone conferencing has also been implemented as a less expensive and more convenient option for meetings.

Another geographic barrier is the lack of affordable transportation between islands. The cost for travel and availability of interisland flights limits face to face interactions. MAF keeps copies of all client files at a central location so that reviews and coordination can be done without the need to travel.

<u>Housing Affordability and Availability:</u>

Major barriers in Hawaii include unemployment, low wages, and the high cost of living, especially for housing. Hawaii is one of the most expensive states in which to live and housing costs, for purchase or rent, are not affordable for most middle-income wage earners, much less low-income persons living with HIV/AIDS. The lack of public transportation in the rural counties makes client access to services more challenging. Executive Directors and housing coordinators throughout the rural counties will continue to collaborate with other service providers to address the issues of high cost of housing and the limited public transportation.

Many of NIHP clients have very low incomes (SSI or SSDI) which limit their housing choices. Additionally, clients often have problems with substance abuse and mental health in addition to being diagnosed with HIV/AIDS. With Hawaii being a tourist economy, many of the houses are only available for rent during certain times of the year or available for a certain length of time. Landlords are able to require a higher rental rate depending on the tourist season. To aggravate the problem, the clients who are employed usually work in the tourist industry and have to travel a further distance from affordable housing to their place of work. In order relieve the commuting dilemma, some of the ASO's issue monthly bus passes or gas cards to help clients get to their place of work. Some participants with unmet housing needs have been turned down because the unit they occupy is not "legal" and the landlord refuses to provide a W-9.

<u>Rent Determination and Fair Market Rents:</u>

The rent determination and fair market rents (FMR) also need to better reflect the market rents experienced in the region. In this past program year, two rural counties not only saw the FMR for all units reduced, but simultaneously the utility allowance was raised. The agencies were very hard pressed to find units that qualified for assistance. With the acknowledgement that there are complicated calculations in formulating the FMR, it is still not realistic that rents for one bedroom units in Maui are available for under $1,000. Also with the recent abundance of Section 8 vouchers (over 700 issued in the last few months) the competition for anything offered at FMR levels is intense.

<u>Credit History/Rental History/Eligibility:</u>

Many program participants have unfavorable credit or rental history which means they are much less desirable to landlords than mainstream applicants in this highly competitive market.

The preservation of HOPWA funding is essential in order to assure and maintain adequate housing for individuals and their families living with HIV/AIDS. The fast-changing HIV/AIDS environment means that clients now are living longer but are having more long term needs, including mental health services, nutrition and socialization opportunities. Many in the wider community are not aware of the immense challenges of HIV/AIDS in today's environment. Education to the community is essential

2. Describe any trends in the community that may affect the way in which the needs of persons living with HIV/AIDS are being addressed, and provide any other information important to the future provision of services to this population.

Now more than ever before, housing is being viewed as an integral part of healthcare. Having stable housing increases a client's ability to access and maintain compliance with their medication. This leads to lower viral levels and better health outcomes. NIHP has added assistance with transportation to supportive services as another avenue to expand access to health services.

3. Identify any evaluations, studies, or other assessments of the HOPWA program that are available to the public.

The Annual Performance Report for the HOPWA Special Projects of National Significance (SPNS) competitive grant.

d. Unmet Housing Needs: An Assessment of Unmet Housing Needs

In Chart 1, provide an assessment of the number of HOPWA-eligible households that require HOPWA housing subsidy assistance but are not currently served by any HOPWA-funded housing subsidy assistance in this service area.

In Row 1, report the total unmet need of the geographical service area, as reported in *Unmet Needs for Persons with HIV/AIDS*, Chart 1B of the Consolidated or Annual Plan(s), or as reported under HOPWA worksheet in the Needs Workbook of the Consolidated Planning Management Process (CPMP) tool.
Note: *Report most current data available, through Consolidated or Annual Plan(s), and account for local housing issues, or changes in HIV/AIDS cases, by using combination of one or more of the sources in Chart 2.*

If data is collected on the type of housing that is needed in Rows a. through c., enter the number of HOPWA-eligible households by type of housing subsidy assistance needed. For an approximate breakdown of overall unmet need by type of housing subsidy assistance refer to the Consolidated or Annual Plan (s), CPMP tool or local distribution of funds. Do not include clients who are already receiving HOPWA-funded housing subsidy assistance.

Refer to Chart 2, and check all sources consulted to calculate unmet need. Reference any data from neighboring states' or municipalities' Consolidated Plan or other planning efforts that informed the assessment of Unmet Need in your service area.
Note: *In order to ensure that the unmet need assessment for the region is comprehensive, HOPWA formula grantees should include those unmet needs assessed by HOPWA competitive grantees operating within the service area.*

1. Planning Estimate of Area's Unmet Needs for HOPWA-Eligible Households

1. Total number of households that have unmet housing subsidy assistance need.	21

2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance: a. Tenant-Based Rental Assistance (TBRA) b. Short-Term Rent, Mortgage and Utility payments (STRMU) • Assistance with rental costs • Assistance with mortgage payments • Assistance with utility costs. c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	21

2. Recommended Data Sources for Assessing Unmet Need (check all sources used)

X = Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives
X = Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
= Data from client information provided in Homeless Management Information Systems (HMIS)
X = Data from project sponsors or housing providers, including waiting lists for assistance or other assessments on need including those completed by HOPWA competitive grantees operating in the region.
= Data from prisons or jails on persons being discharged with HIV/AIDS, if mandatory testing is conducted
X = Data from local Ryan White Planning Councils or reported in CARE Act Data Reports, e.g. number of clients with permanent housing
= Data collected for HIV/AIDS surveillance reporting or other health assessments, e.g. local health department or CDC surveillance data

End of PART 1

PART 2: Sources of Leveraging and Program Income

1. Sources of Leveraging

Report the source(s) of cash or in-kind leveraged federal, state, local or private resources identified in the Consolidated or Annual Plan and used in the delivery of the HOPWA program and the amount of leveraged dollars. In Column [1], identify the type of leveraging. Some common sources of leveraged funds have been provided as a reference point. You may add Rows as necessary to report all sources of leveraged funds. Include Resident Rent payments paid by clients directly to private landlords. Do NOT include rents paid directly to a HOPWA program as this will be reported in the next section. In Column [2] report the amount of leveraged funds expended during the operating year. Use Column [3] to provide some detail about the type of leveraged contribution (e.g., case management services or clothing donations). In Column [4], check the appropriate box to indicate whether the leveraged contribution was a housing subsidy assistance or another form of support.
***Note**: Be sure to report on the number of households supported with these leveraged funds in Part 3, Chart 1, Column d.*

A. Source of Leveraging Chart

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
Public Funding			
Ryan White-Housing Assistance	7,487	Rental Assistance	☒Housing Subsidy Assistance ☐Other Support
Ryan White-Other	449,318	Case Management/Financial Assistance	☐Housing Subsidy Assistance ☒Other Support
Housing Choice Voucher Program	43,075	TBRA	☒Housing Subsidy Assistance ☐Other Support
HPWA (SPNS)	432,000	TBRA,STRMU	☒Housing Subsidy Assistance ☐Other Support
HPWA (SPNS)	101,000	Case Management	☐Housing Subsidy Assistance ☒Other Support
Hawaii Department of Health	783,246	Case Management	☐Housing Subsidy Assistance ☒Other Support
Emergency Solutions Grant			☐Housing Subsidy Assistance ☐Other Support
Other Public:			☐Housing Subsidy Assistance ☐Other Support
Private Funding			
Dennis Dane (MAF)	3,526	Financial Assistance	☐Housing Subsidy Assistance ☒Other Support
Ted Stafford (MP)	1,500	Financial Assistance	☐Housing Subsidy Assistance ☒Other Support
United Way	9,814	Financial Assistance	☐Housing Subsidy Assistance ☒Other Support
Gregory House	2,156	Rental Assistance	☒Housing Subsidy Assistance ☐Other Support
Catholic Charities	650	Security Deposits	☒Housing Subsidy Assistance ☐Other Support
Other Private:	4,098	Financial Assistance	☐Housing Subsidy Assistance ☒Other Support
Poot Fund (HIHAF)	90,000	Restricted Fund	☐Housing Subsidy Assistance ☒Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash	487,000		☐Housing Subsidy Assistance ☒Other Support
Resident Rent Payments by Client to Private Landlord	159,960		
TOTAL (Sum of all Rows)	**2,574,830**		

2. Program Income and Resident Rent Payments

In Section 2, Chart A., report the total amount of program income and resident rent payments directly generated from the use of HOPWA funds, including repayments. Include resident rent payments collected or paid directly to the HOPWA program. Do NOT include payments made directly from a client household to a private landlord.

Note: *Please see report directions section for definition of program income. (Additional information on program income is available in the HOPWA Grantee Oversight Resource Guide).*

A. Total Amount Program Income and Resident Rent Payment Collected During the Operating Year

	Program Income and Resident Rent Payments Collected	Total Amount of Program Income (for this operating year)
1.	Program income (e.g. repayments)	
2.	Resident Rent Payments made directly to HOPWA Program	
3.	**Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)**	

B. Program Income and Resident Rent Payments Expended To Assist HOPWA Households

In Chart B, report on the total program income and resident rent payments (as reported above in Chart A) expended during the operating year. Use Row 1 to report Program Income and Resident Rent Payments expended on Housing Subsidy Assistance Programs (i.e., TBRA, STRMU, PHP, Master Leased Units, and Facility-Based Housing). Use Row 2 to report on the Program Income and Resident Rent Payment expended on Supportive Services and other non-direct Housing Costs.

	Program Income and Resident Rent Payment Expended on HOPWA programs	Total Amount of Program Income Expended (for this operating year)
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	
3.	**Total Program Income Expended (Sum of Rows 1 and 2)**	

End of PART 2

PART 3: Accomplishment Data Planned Goal and Actual Outputs

In Chart 1, enter performance information (goals and actual outputs) for all activities undertaken during the operating year supported with HOPWA funds. Performance is measured by the number of households and units of housing that were supported with HOPWA or other federal, state, local, or private funds for the purposes of providing housing assistance and support to persons living with HIV/AIDS and their families.

Note: *The total households assisted with HOPWA funds and reported in PART 3 of the CAPER should be the same as reported in the annual year-end IDIS data, and goals reported should be consistent with the Annual Plan information. Any discrepancies or deviations should be explained in the narrative section of PART 1.*

1. HOPWA Performance Planned Goal and Actual Outputs

	HOPWA Performance Planned Goal and Actual	[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
	HOPWA Housing Subsidy Assistance	**[1] Output: Households**				**[2] Output: Funding**	
1.	Tenant-Based Rental Assistance	18	21			112,711.00	112,711.00
2a.	**Permanent Housing Facilities:** Received Operating Subsidies/Leased units (Households Served)						
2b.	**Transitional/Short-term Facilities:** Received Operating Subsidies/Leased units (Households Served) (Households Served)						
3a.	**Permanent Housing Facilities**: Capital Development Projects placed in service during the operating year (Households Served)						
3b.	**Transitional/Short-term Facilities:** Capital Development Projects placed in service during the operating year (Households Served)						
4.	Short-Term Rent, Mortgage and Utility Assistance	9	14			28,283.00	28,283.00
5.	Permanent Housing Placement Services	2	2			1,000.00	1,000.00
6.	Adjustments for duplication (subtract)	1	1				
7.	**Total HOPWA Housing Subsidy Assistance (Columns a. – d. equal the sum of Rows 1-5 minus Row 6; Columns e. and f. equal the sum of Rows 1-5)**	28	36				
	Housing Development (Construction and Stewardship of facility based housing)	**[1] Output: Housing Units**				**[2] Output: Funding**	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3 or 10 year use agreements						
10.	**Total Housing Developed (Sum of Rows 8 & 9)**						
	Supportive Services	**[1] Output Households**				**[2] Output: Funding**	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	458	454			43,196.00	43,196.00
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.	0	0				
12.	Adjustment for duplication (subtract)						
13.	**Total Supportive Services (Columns a. – d. equal the sum of Rows 11 a. & b. minus Row 12; Columns e. and f. equal the sum of Rows 11a. & 11b.)**	458	454			43,196.00	43,196.00
	Housing Information Services	**[1] Output Households**				**[2] Output: Funding**	
14.	Housing Information Services						
15.	**Total Housing Information Services**						

	Grant Administration and Other Activities	[1] Output Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources						
17.	Technical Assistance (if approved in grant agreement)						
18.	Grantee Administration (maximum 3% of total HOPWA grant)						
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					13,939.00	13,939.00
20.	**Total Grant Administration and Other Activities (Sum of Rows 16 – 19)**					13,939.00	13,939.00

	Total Expended					[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	**Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)**					199,129.00	199,129.00

2. Listing of Supportive Services

Report on the households served and use of HOPWA funds for all supportive services. Do NOT report on supportive services leveraged with non-HOPWA funds.

Data check: *Total unduplicated households and expenditures reported in Row 17 equal totals reported in Part 3, Chart 1, Row 13.*

	Supportive Services	[1] Output: Number of Households	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
3.	Case management	454	35,196.00
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services		
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). **Specify**: Bus Passes	24	8,000.00
15.	**Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)**	454	
16.	**Adjustment for Duplication (subtract)**	24	
17.	**TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)**	454	43,196.00

3. Short-Term Rent, Mortgage and Utility Assistance (STRMU) Summary

In Row a., enter the total number of households served and the amount of HOPWA funds expended on Short-Term Rent, Mortgage and Utility (STRMU) Assistance. In Row b., enter the total number of STRMU-assisted households that received assistance with mortgage costs only (no utility costs) and the amount expended assisting these households. In Row c., enter the total number of STRMU-assisted households that received assistance with both mortgage and utility costs and the amount expended assisting these households. In Row d., enter the total number of STRMU-assisted households that received assistance with rental costs only (no utility costs) and the amount expended assisting these households. In Row e., enter the total number of STRMU-assisted households that received assistance with both rental and utility costs and the amount expended assisting these households. In Row f., enter the total number of STRMU-assisted households that received assistance with utility costs only (not including rent or mortgage costs) and the amount expended assisting these households. In row g., report the amount of STRMU funds expended to support direct program costs such as program operation staff.

Data Check: *The total households reported as served with STRMU in Row a., column [1] and the total amount of HOPWA funds reported as expended in Row a., column [2] equals the household and expenditure total reported for STRMU in Part 3, Chart 1, Row 4, Columns b. and f., respectively.*

Data Check: *The total number of households reported in Column [1], Rows b., c., d., e., and f. equal the total number of STRMU households reported in Column [1], Row a. The total amount reported as expended in Column [2], Rows b., c., d., e., f., and g. equal the total amount of STRMU expenditures reported in Column [2], Row a.*

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of Households Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	**Total Short-term mortgage, rent and/or utility (STRMU) assistance**	14	28,283
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	3	5,460.58
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	1	4097.41
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	8	16,405.56
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	0	0
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	2	405.45
g.	Direct program delivery costs (e.g., program operations staff time)		1,914.00

End of PART 3

Part 4: Summary of Performance Outcomes

In Column [1], report the total number of eligible households that received HOPWA housing subsidy assistance, by type. In Column [2], enter the number of households that continued to access each type of housing subsidy assistance into next operating year. In Column [3], report the housing status of all households that exited the program.

***Data Check**: The sum of Columns [2] (Number of Households Continuing) and [3] (Exited Households) equals the total reported in Column[1].*
***Note**: Refer to the housing stability codes that appear in Part 5: Worksheet - Determining Housing Stability Outcomes.*

Section 1. Housing Stability: Assessment of Client Outcomes on Maintaining Housing Stability (Permanent Housing and Related Facilities)

A. Permanent Housing Subsidy Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Tenant-Based Rental Assistance	21	19	1 Emergency Shelter/Streets		*Unstable Arrangements*
			2 Temporary Housing		*Temporarily Stable, with Reduced Risk of Homelessness*
			3 Private Housing		*Stable/Permanent Housing (PH)*
			4 Other HOPWA		
			5 Other Subsidy	1	
			6 Institution		
			7 Jail/Prison		*Unstable Arrangements*
			8 Disconnected/Unknown		
			9 Death	1	*Life Event*
Permanent Supportive Housing Facilities/ Units			1 Emergency Shelter/Streets		*Unstable Arrangements*
			2 Temporary Housing		*Temporarily Stable, with Reduced Risk of Homelessness*
			3 Private Housing		*Stable/Permanent Housing (PH)*
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison		*Unstable Arrangements*
			8 Disconnected/Unknown		
			9 Death		*Life Event*

B. Transitional Housing Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Transitional/ Short-Term Housing Facilities/ Units			1 Emergency Shelter/Streets		*Unstable Arrangements*
			2 Temporary Housing		*Temporarily Stable with Reduced Risk of Homelessness*
			3 Private Housing		*Stable/Permanent Housing (PH)*
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison		*Unstable Arrangements*
			8 Disconnected/unknown		
			9 Death		*Life Event*

B1:Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months	

Section 2. Prevention of Homelessness: Assessment of Client Outcomes on Reduced Risks of Homelessness (Short-Term Housing Subsidy Assistance)

Report the total number of households that received STRMU assistance in Column [1].
In Column [2], identify the outcomes of the households reported in Column [1] either at the time that they were known to have left the STRMU program or through the project sponsor or subrecipient's best assessment for stability at the end of the operating year.
Information in Column [3] provides a description of housing outcomes; therefore, data is not required.
At the bottom of the chart:

- In Row 1a., report those households that received STRMU assistance during the operating year of this report, and the prior operating year.
- In Row 1b., report those households that received STRMU assistance during the operating year of this report, and the two prior operating years.

Data Check: *The total households reported as served with STRMU in Column [1] equals the total reported in Part 3, Chart 1, Row 4, Column b.*
Data Check*: The sum of Column [2] should equal the number of households reported in Column [1].*

Assessment of Households that Received STRMU Assistance

[1] Output: Total number of households	[2] Assessment of Housing Status		[3] HOPWA Client Outcomes
14	**Maintain Private Housing <u>without</u> subsidy** (*e.g. Assistance provided/completed and client is stable, not likely to seek additional support*)	9	*Stable/Permanent Housing (PH)*
	Other Private Housing without subsidy (e.g. client switched housing units and is now stable, not likely to seek additional support)		
	Other HOPWA Housing Subsidy Assistance		
	Other Housing Subsidy (PH)	2	
	Institution (*e.g. residential and long-term care*)		
	Likely that additional STRMU is needed to maintain current housing arrangements	3	*Temporarily Stable, with Reduced Risk of Homelessness*
	Transitional Facilities/Short-term (e.g. *temporary or transitional arrangement*)		
	Temporary/Non-Permanent Housing arrangement (*e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days*)		
	Emergency Shelter/street		*Unstable Arrangements*
	Jail/Prison		
	Disconnected		
	Death		*Life Event*
1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).			1
1b. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the two prior operating years (e.g. households that received STRMU assistance in three consecutive operating years).			0

Section 3. HOPWA Outcomes on Access to Care and Support

1a. Total Number of Households

Line [1]: For project sponsors/subrecipients that provided HOPWA housing subsidy assistance during the operating year identify in the appropriate row the number of households that received HOPWA housing subsidy assistance (TBRA, STRMU, Facility-Based, PHP and Master Leasing) and HOPWA funded case management services. Use Row c. to adjust for duplication among the service categories and Row d. to provide an unduplicated household total.

Line [2]: For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance identify in the appropriate row the number of households that received HOPWA funded case management services.

Note: *These numbers will help you to determine which clients to report Access to Care and Support Outcomes for and will be used by HUD as a basis for analyzing the percentage of households who demonstrated or maintained connections to care and support as identified in Chart 1b. below.*

Total Number of Households	
1. **For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance:** Identify the total number of households that received the following HOPWA-funded services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	36
b. Case Management	454
c. Adjustment for duplication (subtraction)	36
d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)	454
2. **For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance:** Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	
b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance	

1b. Status of Households Accessing Care and Support

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report the number of households that demonstrated access or maintained connections to care and support within the program year.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report the number of households that demonstrated improved access or maintained connections to care and support within the program year.

Note: *For information on types and sources of income and medical insurance/assistance, refer to Charts below.*

Categories of Services Accessed	**[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:**	**[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:**	**Outcome Indicator**
1. Has a housing plan for maintaining or establishing stable on-going housing	454	0	*Support for Stable Housing*
2. Had contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan (may include leveraged services such as Ryan White Medical Case Management)	454	0	*Access to Support*
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	454	0	*Access to Health Care*
4. Accessed and maintained medical insurance/assistance	454	0	*Access to Health Care*
5. Successfully accessed or maintained qualification for sources of income	454	0	*Sources of Income*

Chart 1b., Line 4: Sources of Medical Insurance and Assistance include, but are not limited to the following (Reference only)

• MEDICAID Health Insurance Program, or use local program name • MEDICARE Health Insurance Program, or use local program name	• Veterans Affairs Medical Services • AIDS Drug Assistance Program (ADAP) • State Children's Health Insurance Program (SCHIP), or use local program name	• Ryan White-funded Medical or Dental Assistance

Chart 1b., Row 5: Sources of Income include, but are not limited to the following (Reference only)

• Earned Income • Veteran's Pension • Unemployment Insurance • Pension from Former Job • Supplemental Security Income (SSI)	• Child Support • Social Security Disability Income (SSDI) • Alimony or other Spousal Support • Veteran's Disability Payment • Retirement Income from Social Security • Worker's Compensation	• General Assistance (GA), or use local program name • Private Disability Insurance • Temporary Assistance for Needy Families (TANF) • Other Income Sources

1c. Households that Obtained Employment

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or related case management/counseling services.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or case management/counseling services.
Note: *This includes jobs created by this project sponsor/subrecipients or obtained outside this agency.*
Note: *Do not include jobs that resulted from leveraged job training, employment assistance, education or case management/counseling services.*

Categories of Services Accessed	[1 For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:
Total number of households that obtained an income-producing job	1	

End of PART 4

PART 5: Worksheet - Determining Housing Stability Outcomes (optional)

1. This chart is designed to assess program results based on the information reported in Part 4 and to help Grantees determine overall program performance. Completion of this worksheet is optional.

Permanent Housing Subsidy Assistance	**Stable Housing** (# of households remaining in program plus 3+4+5+6)	**Temporary Housing** (2)	**Unstable Arrangements** (1+7+8)	**Life Event** (9)
Tenant-Based Rental Assistance (TBRA)				
Permanent Facility-based Housing Assistance/Units				
Transitional/Short-Term Facility-based Housing Assistance/Units				
Total Permanent HOPWA Housing Subsidy Assistance				
Reduced Risk of Homelessness: Short-Term Assistance	**Stable/Permanent Housing**	**Temporarily Stable, with Reduced Risk of Homelessness**	**Unstable Arrangements**	**Life Events**
Short-Term Rent, Mortgage, and Utility Assistance (STRMU)				
Total HOPWA Housing Subsidy Assistance				

Background on HOPWA Housing Stability Codes
Stable Permanent Housing/Ongoing Participation
3 = Private Housing in the private rental or home ownership market (without known subsidy, including permanent placement with families or other self-sufficient arrangements) with reasonable expectation that additional support is not needed.
4 = Other HOPWA-funded housing subsidy assistance (not STRMU), e.g. TBRA or Facility-Based Assistance.
5 = Other subsidized house or apartment (non-HOPWA sources, e.g., Section 8, HOME, public housing).
6 = Institutional setting with greater support and continued residence expected (e.g., residential or long-term care facility).

Temporary Housing
2 = Temporary housing - moved in with family/friends or other short-term arrangement, such as Ryan White subsidy, transitional housing for homeless, or temporary placement in institution (e.g., hospital, psychiatric hospital or other psychiatric facility, substance abuse treatment facility or detox center).

Unstable Arrangements
1 = Emergency shelter or no housing destination such as places not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station, or anywhere outside).
7 = Jail /prison.
8 = Disconnected or disappeared from project support, unknown destination or no assessments of housing needs were undertaken.

Life Event
9 = Death, i.e., remained in housing until death. This characteristic is not factored into the housing stability equation.

Tenant-based Rental Assistance: Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as reported under: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item: 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Permanent Facility-Based Housing Assistance: Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Transitional/Short-Term Facility-Based Housing Assistance: Stable Housing is the sum of the number of households that (i) continue in the residences (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Other Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Tenure Assessment. A baseline of households in transitional/short-term facilities for assessment purposes, indicate the number of households whose tenure exceeded 24 months.

STRMU Assistance: Stable Housing is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period and there is reasonable expectation that additional support is not needed in order to maintain permanent housing living situation (as this is a time-limited form of housing support) as reported under housing status: Maintain Private Housing with subsidy; Other Private with Subsidy; Other HOPWA support; Other Housing Subsidy; and Institution. Temporarily Stable, with Reduced Risk of Homelessness is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period or left their current housing arrangement for a transitional facility or other temporary/non-permanent housing arrangement and there is reasonable expectation additional support will be needed to maintain housing arrangements in the next year, as reported under housing status: Likely to maintain current housing arrangements, with additional STRMU assistance; Transitional Facilities/Short-term; and Temporary/Non-Permanent Housing arrangements Unstable Situation is the sum of number of households reported under housing status: Emergency Shelter; Jail/Prison; and Disconnected.

End of PART 5

PART 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY)

The Annual Certification of Usage for HOPWA Facility-Based Stewardship Units is to be used in place of Part 7B of the CAPER if the facility was originally acquired, rehabilitated or constructed/developed in part with HOPWA funds but no HOPWA funds were expended during the operating year. Scattered site units may be grouped together on one page.

Grantees that used HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten (10) years. If non-substantial rehabilitation funds were used they are required to operate for at least three (3) years. Stewardship begins once the facility is put into operation.
Note: *See definition of Stewardship Units.*

1. General information

HUD Grant Number(s)	Operating Year for this report *From (mm/dd/yy) To (mm/dd/yy)* ☐ Final Yr ☐ Yr 1; ☐ Yr 2; ☐ Yr 3; ☐ Yr 4; ☐ Yr 5; ☐ Yr 6; ☐ Yr 7; ☐ Yr 8; ☐ Yr 9; ☐ Yr 10;
Grantee Name	Date Facility Began Operations *(mm/dd/yy)*

2. Number of Units and Non-HOPWA Expenditures

Facility Name:	**Number of Stewardship Units Developed with HOPWA funds**	**Amount of Non-HOPWA Funds Expended in Support of the Stewardship Units during the Operating Year**
Total Stewardship Units (subject to 3- or 10- year use periods)		

3. Details of Project Site

Project Sites: Name of HOPWA-funded project	
Site Information: Project Zip Code(s)	
Site Information: Congressional District(s)	
Is the address of the project site confidential?	☐ *Yes, protect information; do not list* ☐ *Not confidential; information can be made available to the public*
If the site is not confidential: Please provide the contact information, phone, email address/location, if business address is different from facility address	

I certify that the facility that received assistance for acquisition, rehabilitation, or new construction from the Housing Opportunities for Persons with AIDS Program has operated as a facility to assist HOPWA-eligible persons from the date shown above. I also certify that the grant is still serving the planned number of HOPWA-eligible households at this facility through leveraged resources and all other requirements of the grant agreement are being satisfied.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.	
Name & Title of Authorized Official of the organization that continues to operate the facility:	**Signature & Date (mm/dd/yy)**
Name & Title of Contact at Grantee Agency *(person who can answer questions about the report and program)*	**Contact Phone (with area code)**

End of PART 6

Part 7: Summary Overview of Grant Activities
A. Information on Individuals, Beneficiaries, and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, Facility-Based Units, Permanent Housing Placement and Master Leased Units ONLY)

Note: *Reporting for this section should include ONLY those individuals, beneficiaries, or households that received and/or resided in a household that received HOPWA Housing Subsidy Assistance as reported in Part 3, Chart 1, Row 7, Column b. (e.g., do not include households that received HOPWA supportive services ONLY).*

Section 1. HOPWA-Eligible Individuals who Received HOPWA Housing Subsidy Assistance

a. Total HOPWA Eligible Individuals Living with HIV/AIDS

In Chart a., provide the total number of eligible (and unduplicated) low-income individuals living with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance during the operating year. This total should include only the individual who qualified the household for HOPWA assistance, NOT all HIV positive individuals in the household.

Individuals Served with Housing Subsidy Assistance	Total
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	36

Chart b. Prior Living Situation

In Chart b., report the prior living situations for all Eligible Individuals reported in Chart a. In Row 1, report the total number of individuals who continued to receive HOPWA housing subsidy assistance from the prior operating year into this operating year. In Rows 2 through 17, indicate the prior living arrangements for all new HOPWA housing subsidy assistance recipients during the operating year.

Data Check: *The total number of eligible individuals served in Row 18 equals the total number of individuals served through housing subsidy assistance reported in Chart a. above.*

	Category	Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1.	Continuing to receive HOPWA support from the prior operating year	14
New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	0
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	0
4.	Transitional housing for homeless persons	0
5.	**Total number of new Eligible Individuals who received HOPWA Housing Subsidy Assistance with a Prior Living Situation that meets HUD definition of homelessness (Sum of Rows 2 – 4)**	0
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	0
7.	Psychiatric hospital or other psychiatric facility	0
8.	Substance abuse treatment facility or detox center	0
9.	Hospital (non-psychiatric facility)	0
10.	Foster care home or foster care group home	0
11.	Jail, prison or juvenile detention facility	0
12.	Rented room, apartment, or house	18
13.	House you own	4
14.	Staying or living in someone else's (family and friends) room, apartment, or house	0
15.	Hotel or motel paid for without emergency shelter voucher	0
16.	Other	0
17.	Don't Know or Refused	0
18.	**TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)**	36

c. Homeless Individual Summary

In Chart c., indicate the number of eligible individuals reported in Chart b., Row 5 as homeless who also are homeless Veterans and/or meet the definition for Chronically Homeless (See Definition section of CAPER). The totals in Chart c. do not need to equal the total in Chart b., Row 5.

Category	Number of Homeless Veteran(s)	Number of Chronically Homeless
HOPWA eligible individuals served with HOPWA Housing Subsidy Assistance	0	1

Section 2. Beneficiaries

In Chart a., report the total number of HOPWA eligible individuals living with HIV/AIDS who received HOPWA housing subsidy assistance (*as reported in Part 7A, Section 1, Chart a.*), and all associated members of their household who benefitted from receiving HOPWA housing subsidy assistance (resided with HOPWA eligible individuals).

Note: *See definition of HOPWA Eligible Individual*

Note: *See definition of Transgender.*

Note: *See definition of Beneficiaries.*

Data Check: *The sum of each of the Charts b. & c. on the following two pages equals the total number of beneficiaries served with HOPWA housing subsidy assistance as determined in Chart a., Row 4 below.*

a. Total Number of Beneficiaries Served with HOPWA Housing Subsidy Assistance

Individuals and Families Served with HOPWA Housing Subsidy Assistance	Total Number
1. Number of individuals with HIV/AIDS who qualified the household to receive HOPWA housing subsidy assistance (equals the number of HOPWA Eligible Individuals reported in Part 7A, Section 1, Chart a.)	36
2. Number of ALL other persons **diagnosed** as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	4
3. Number of ALL other persons **NOT diagnosed** as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefited from the HOPWA housing subsidy	10
4. TOTAL number of ALL beneficiaries served with Housing Subsidy Assistance (Sum of Rows 1,2, & 3)	50

b. Age and Gender

In Chart b., indicate the Age and Gender of all beneficiaries as reported in Chart a. directly above. Report the Age and Gender of all HOPWA Eligible Individuals (those reported in Chart a., Row 1) using Rows 1-5 below and the Age and Gender of all other beneficiaries (those reported in Chart a., Rows 2 and 3) using Rows 6-10 below. The number of individuals reported in Row 11, Column E. equals the total number of beneficiaries reported in Part 7, Section 2, Chart a., Row 4.

HOPWA Eligible Individuals (Chart a, Row 1)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
1.	Under 18	0	0	0	0	0
2.	18 to 30 years	0	0	0	0	0
3.	31 to 50 years	13	3	0	0	16
4.	51 years and Older	18	2	0	0	20
5.	**Subtotal (Sum of Rows 1-4)**	31	5	0	0	36
All Other Beneficiaries (Chart a, Rows 2 and 3)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
6.	Under 18	2	4	0	0	6
7.	18 to 30 years	1	0	0	0	1
8.	31 to 50 years	2	1	0	0	3
9.	51 years and Older	3	1	0	0	4
10.	**Subtotal (Sum of Rows 6-9)**	8	6	0	0	14
Total Beneficiaries (Chart a, Row 4)						
11.	**TOTAL (Sum of Rows 5 & 10)**	39	11	0	0	50

c. Race and Ethnicity*

In Chart c., indicate the Race and Ethnicity of all beneficiaries receiving HOPWA Housing Subsidy Assistance as reported in Section 2, Chart a., Row 4. Report the race of all HOPWA eligible individuals in Column [A]. Report the ethnicity of all HOPWA eligible individuals in column [B]. Report the race of all other individuals who benefitted from the HOPWA housing subsidy assistance in column [C]. Report the ethnicity of all other individuals who benefitted from the HOPWA housing subsidy assistance in column [D]. The summed total of columns [A] and [C] equals the total number of beneficiaries reported above in Section 2, Chart a., Row 4.

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a., Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a., Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native	0	0	0	0
2.	Asian	2	0	4	0
3.	Black/African American	2	0	0	0
4.	Native Hawaiian/Other Pacific Islander	3	0	2	0
5.	White	21	0	8	0
6.	American Indian/Alaskan Native & White	0	0	0	0
7.	Asian & White	1	0	0	0
8.	Black/African American & White	0	0	0	0
9.	American Indian/Alaskan Native & Black/African American	0	0	0	0
10.	Other Multi-Racial	7	2	0	0
11.	Column Totals (Sum of Rows 1-10)	36	2	14	0
Data Check: *Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.*					

**Reference (data requested consistent with Form HUD-27061 Race and Ethnic Data Reporting Form)*

Section 3. Households

Household Area Median Income

Report the area median income(s) for all households served with HOPWA housing subsidy assistance.

Data Check*: The total number of households served with HOPWA housing subsidy assistance should equal Part 3C, Row 7, Column b and Part 7A, Section 1, Chart a. (Total HOPWA Eligible Individuals Served with HOPWA Housing Subsidy Assistance).*

Note: *Refer to http://www.huduser.org/portal/datasets/il/il2010/select_Geography_mfi.odn for information on area median income in your community.*

Percentage of Area Median Income		Households Served with HOPWA Housing Subsidy Assistance
1.	0-30% of area median income (extremely low)	19
2.	31-50% of area median income (very low)	7
3.	51-80% of area median income (low)	0
4.	**Total (Sum of Rows 1-3)**	36

Part 7: Summary Overview of Grant Activities
B. Facility-Based Housing Assistance

Complete one Part 7B for each facility developed or supported through HOPWA funds.

Do not complete this Section for programs originally developed with HOPWA funds but no longer supported with HOPWA funds. If a facility was developed with HOPWA funds (subject to ten years of operation for acquisition, new construction and substantial rehabilitation costs of stewardship units, or three years for non-substantial rehabilitation costs), but HOPWA funds are no longer used to support the facility, the project sponsor or subrecipient should complete Part 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY).

Complete Charts 2a., Project Site Information, and 2b., Type of HOPWA Capital Development Project Units, for all Development Projects, including facilities that were past development projects, but continued to receive HOPWA operating dollars this reporting year.

1. Project Sponsor/Subrecipient Agency Name (Required)

2. Capital Development

2a. Project Site Information for HOPWA Capital Development of Projects (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this reporting year)

Note: *If units are scattered-sites, report on them as a group and under type of Facility write "Scattered Sites."*

Type of Development this operating year	HOPWA Funds Expended this operating year *(if applicable)*	Non-HOPWA funds Expended *(if applicable)*	Name of Facility:
☐ New construction	$	$	**Type of Facility [Check only one box.]** ☐ Permanent housing ☐ Short-term Shelter or Transitional housing ☐ Supportive services only facility
☐ Rehabilitation	$	$	
☐ Acquisition	$	$	
☐ Operating	$	$	

a.	Purchase/lease of property:	Date (mm/dd/yy):
b.	Rehabilitation/Construction Dates:	Date started: Date Completed:
c.	Operation dates:	Date residents began to occupy: ☐ Not yet occupied
d.	Date supportive services began:	Date started: ☐ Not yet providing services
e.	Number of units in the facility:	HOPWA-funded units = Total Units =
f.	Is a waiting list maintained for the facility?	☐ Yes ☐ No *If yes, number of participants on the list at the end of operating year*
g.	What is the address of the facility (if different from business address)?	
h.	Is the address of the project site confidential?	☐ *Yes, protect information; do not publish list* ☐ *No, can be made available to the public*

2b. Number and Type of HOPWA Capital Development Project Units (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this Reporting Year)

For units entered above in 2a. please list the number of HOPWA units that fulfill the following criteria:

	Number Designated for the Chronically Homeless	Number Designated to Assist the Homeless	Number Energy-Star Compliant	Number 504 Accessible
Rental units constructed (new) and/or acquired with or without rehab				
Rental units rehabbed				
Homeownership units constructed (if approved)				

3. Units Assisted in Types of Housing Facility/Units Leased by Project Sponsor or Subrecipient

Charts 3a., 3b. and 4 are required for each facility. In Charts 3a. and 3b., indicate the type and number of housing units in the facility, including master leased units, project-based or other scattered site units leased by the organization, categorized by the number of bedrooms per unit.

Note: *The number units may not equal the total number of households served.*

Please complete separate charts for each housing facility assisted. Scattered site units may be grouped together.

3a. Check one only

☐ Permanent Supportive Housing Facility/Units

☐ Short-term Shelter or Transitional Supportive Housing Facility/Units

3b. Type of Facility

Complete the following Chart for all facilities leased, master leased, project-based, or operated with HOPWA funds during the reporting year.

Name of Project Sponsor/Agency Operating the Facility/Leased Units:

Type of housing facility operated by the project sponsor/subrecipient		Total Number of Units in use during the Operating Year Categorized by the Number of Bedrooms per Units					
		SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm	5+bdrm
a.	Single room occupancy dwelling						
b.	Community residence						
c.	Project-based rental assistance units or leased units						
d.	Other housing facility **Specify:**						

4. Households and Housing Expenditures

Enter the total number of households served and the amount of HOPWA funds expended by the project sponsor/subrecipient on subsidies for housing involving the use of facilities, master leased units, project based or other scattered site units leased by the organization.

Housing Assistance Category: Facility Based Housing		Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a.	Leasing Costs		
b.	Operating Costs		
c.	Project-Based Rental Assistance (PBRA) or other leased units		
d.	Other Activity (if approved in grant agreement) **Specify:**		
e.	**Adjustment to eliminate duplication (subtract)**		
f.	**TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)**		

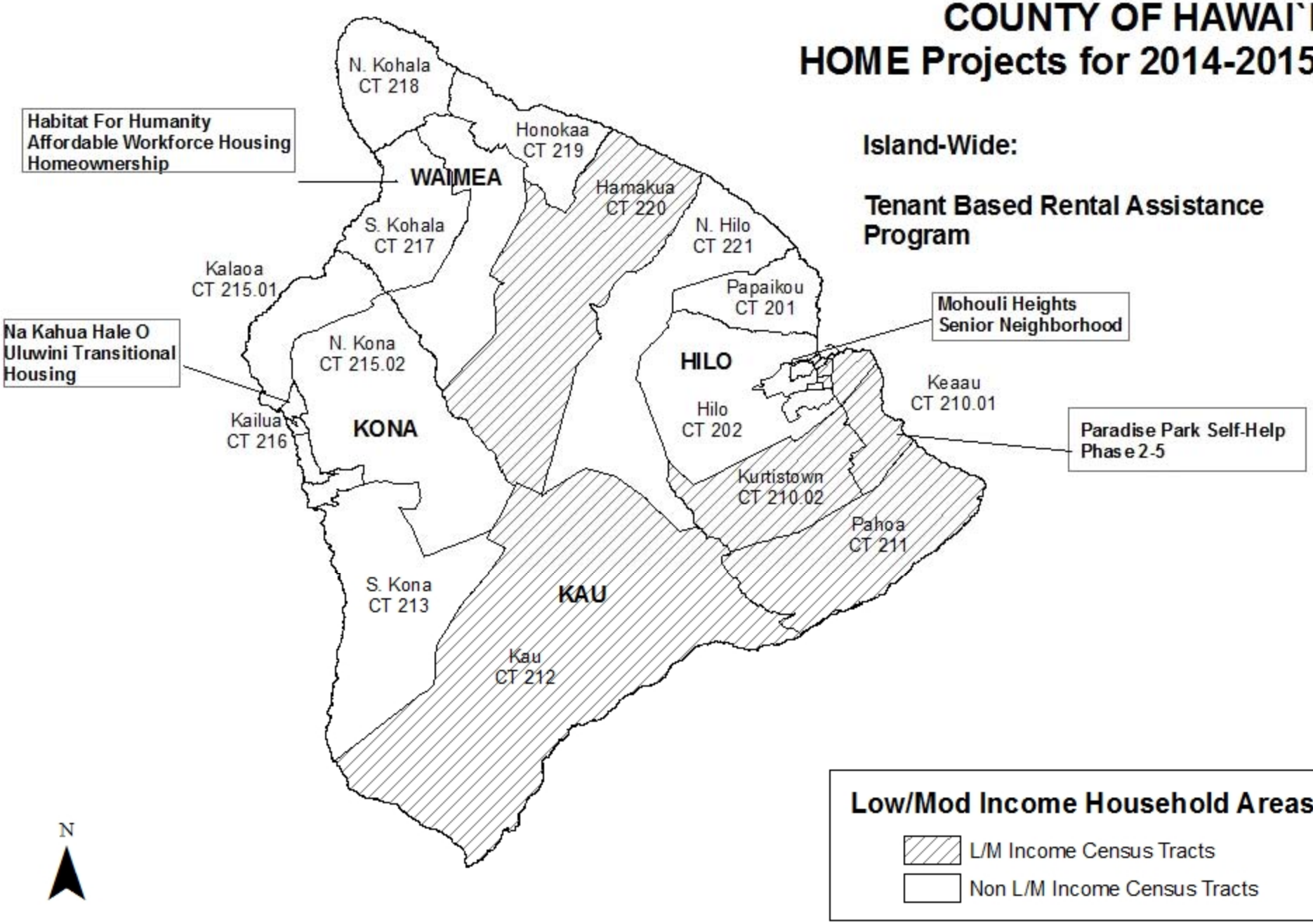
APPENDIX G

Maps

COUNTY OF HAWAI`I
HOME Projects for 2014-2015

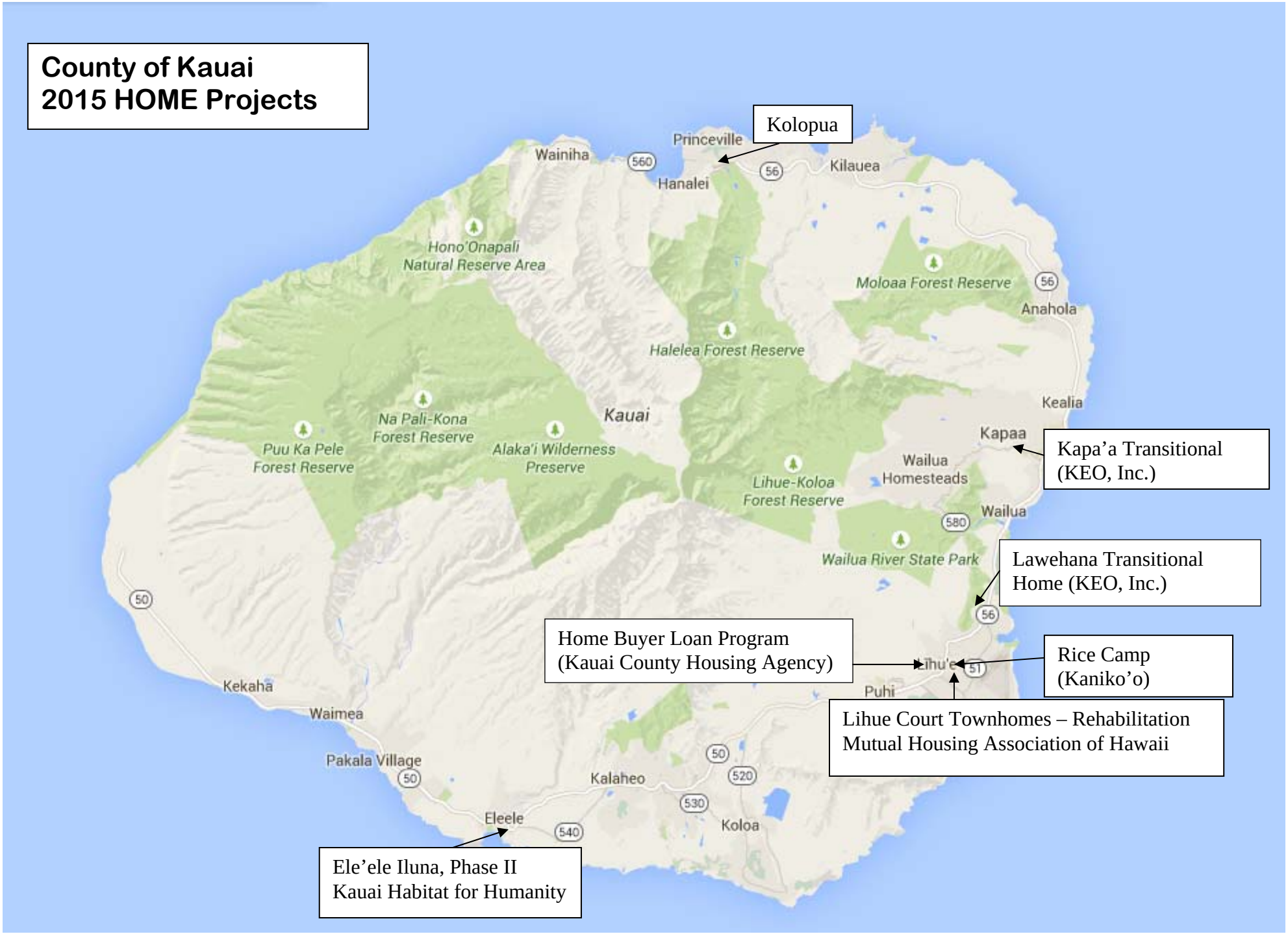
Island-Wide:

Tenant Based Rental Assistance Program

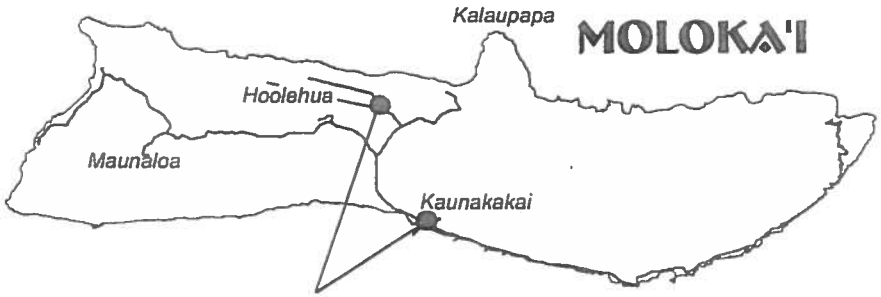


Information is based on the 2000 U.S. Census.

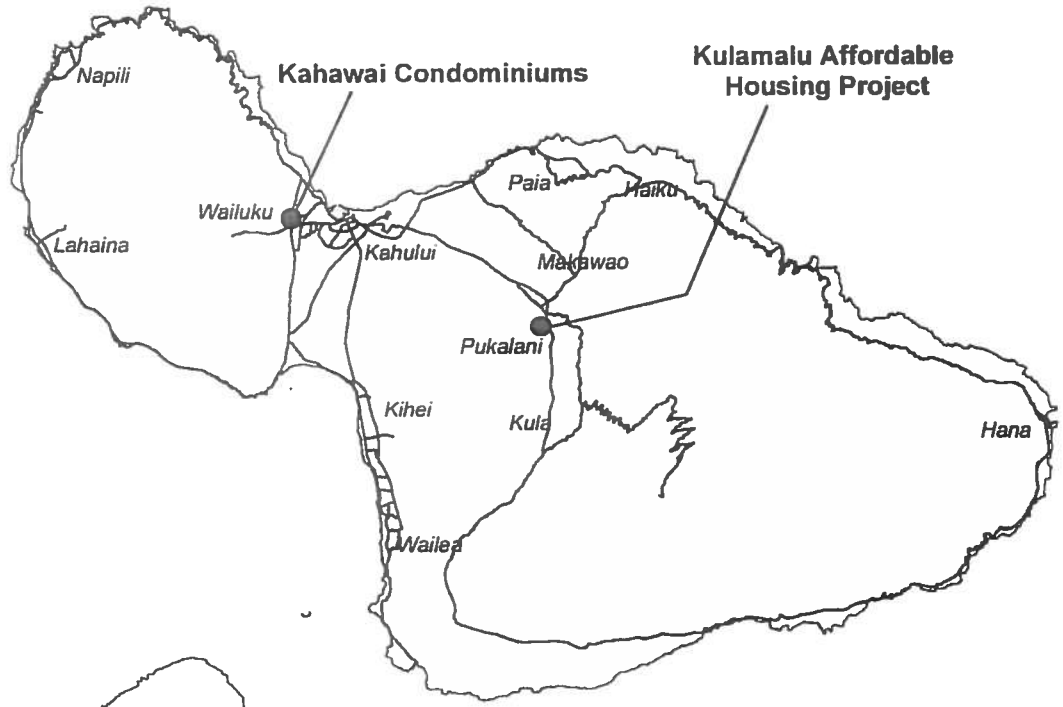
County of Kauai
2015 HOME Projects



HOME Program Projects for the County of Maui



Moloka'i Mutual Self-Help Housing 1



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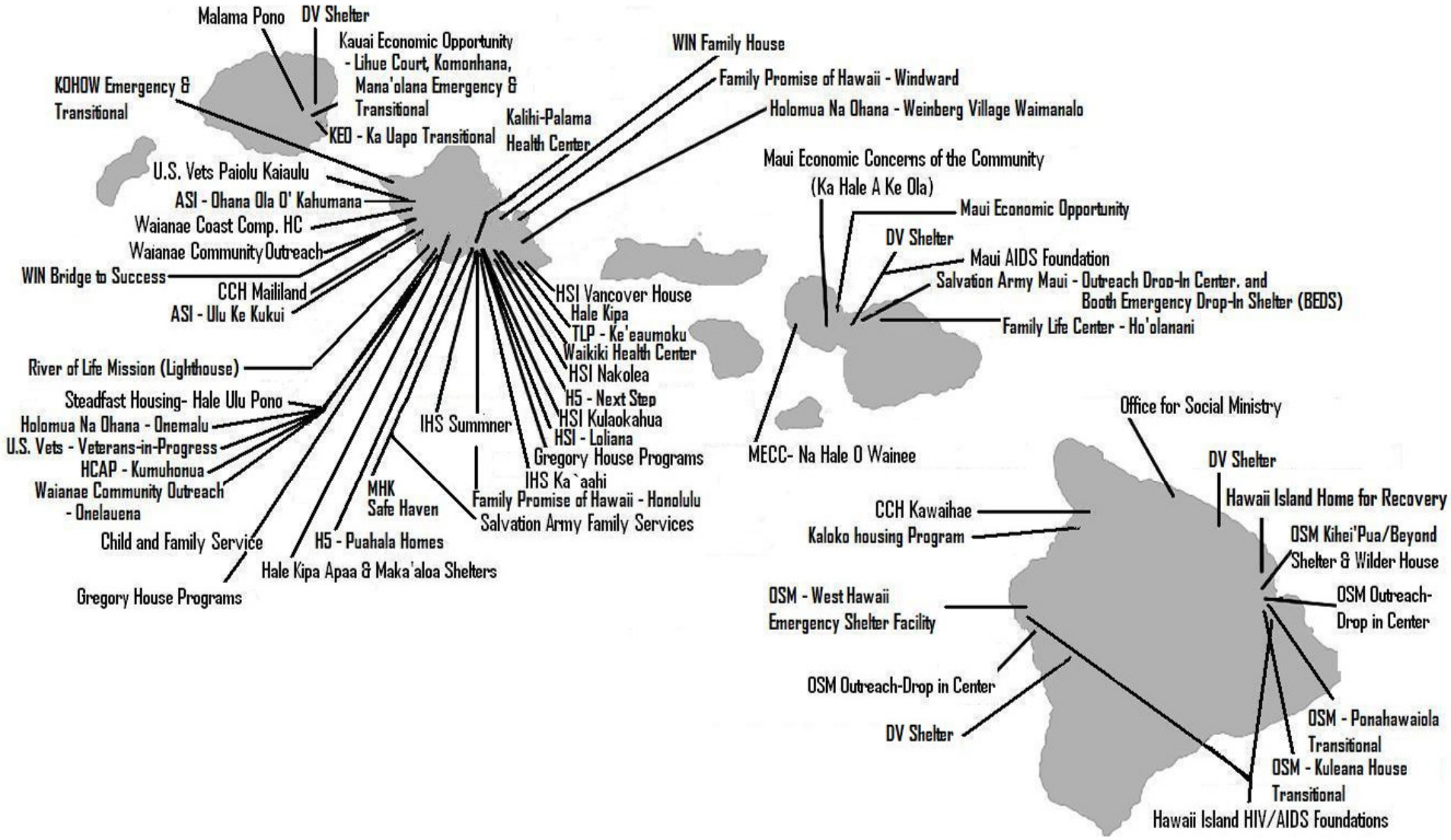
Homeless Programs Branch: Map of Statewide Homeless Services Agencies & Shelters



APPENDIX H

HUD's Annual Community Assessment for 2013-2014

U.S. Department of Housing and Urban Development

Honolulu Field Office – Region IX
1132 Bishop Street, Suite 1400
Honolulu, Hawaii 96813-4918
www.hud.gov
espanol.hud.gov

NOV 10 2014

RECEIVED
HAWAII HOUSING FINANCE
DEVELOPMENT CORP
2014 NOV 12 P 12: 45

Honorable Neil Abercrombie
Governor of the State of Hawaii
State Capitol
Honolulu, HI 96813

Dear Governor Abercrombie:

SUBJECT: Annual Community Assessment Report
Program Year 2013

This letter is being sent to convey HUD's assessment of the State of Hawaii's (State's) performance in Program Year 2013, from July 1, 2013 to June 30, 2014, for its Community Planning and Development (CPD) programs. The report reflects the State's efforts to ensure compliance with HUD's HOME Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs.

The administration of these programs is divided between the Hawaii Housing Finance and Development Corporation (HHFDC) for the HOME program, and the Department of Human Services (DHS) for the ESG and HOPWA programs.

The largest CPD-funded program the State manages is the HOME program; therefore, our assessment has a greater focus on the State's HOME program management. Overall, the State has successfully implemented the HOME program and has met the commitments and expenditure deadlines in a timely manner. During the program year, the State provided tenant-based rental assistance, acquired affordable for-sale housing which it sold to qualified homebuyers, provided project development funds for self-help housing, and provided downpayment/closing costs and gap loans. The State also conducted monitoring of all state recipients and all active HOME projects/activities.

In closing, the enclosed Annual Community Assessment Report reflects HUD's assessment on the State's implementation of its CPD programs. The State will have 30 days from the date of this letter to comment on the report. Should the State not wish to comment or fails to

comment within the above time period, please consider the report final and make it available to the public. It is recommended that you make the report available in the same way you handle your regular program reports: by providing a notice in the newspaper, identifying the report contents and where it is available for review.

HUD looks forward to our continued partnership with the State in serving the needs of its citizens. Should you have questions regarding our comments, please call me at (808) 457-4678.

Sincerely,

Mark A. Chandler, Director
Office of Community Planning
and Development

Enclosure

cc:
Mr. Craig K. Hirai (w/enclosure)
Executive Director
Hawaii Housing Finance and Development Corporation
677 Queen Street, Suite 300
Honolulu, HI 96813

Ms. Patricia McManaman (w/enclosure)
Director
Department of Human Services
P.O. Box 339
Honolulu, Hawaii 96809

ANNUAL COMMUNITY ASSESSMENT REPORT

State of Hawaii

2013 Program Year: July 1, 2013 to June 30, 2014

HUD Point of Contact:

Marsha Ito
Community Planning and
Development Representative
HUD Honolulu Field Office
1132 Bishop Street, Suite 1400
Honolulu, HI 96813
(808) 457-4679

State Point of Contact:

Mr. Craig K. Hirai
Executive Director
Hawaii Housing Finance and
Development Corporation
677 Queen Street, Suite 300
Honolulu, HI 96813
(808) 587-0680

Introduction

The Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, require federal grant recipients receiving federal assistance to submit an annual performance report disclosing the status of grant activities. The Department of Housing and Urban Development (HUD) is required at 24 CFR 91.525 to determine whether the grant recipient is in compliance with the statutes and has the continuing capacity to implement and administer the programs for which assistance is received. In accordance with 24 CFR 91.525, the comments below incorporate HUD's assessment of the State of Hawaii's (State's) Program Year 2013 (PY2013) performance.

In assessing the State's performance, HUD relied primarily upon the State's 2013 Consolidated Annual Performance and Evaluation Report (CAPER), technical assistance provided, remote monitoring, and communications with the State's federal programs staff. During this period, HUD has determined that the State generally met the intent of the Community Planning and Development (CPD) programs. Based on the State's accomplishments through the HOME Investment Partnerships Program (HOME), the Emergency Solutions Grant (ESG) program, and the Housing Opportunities for Persons with AIDS (HOPWA) program, the State has demonstrated its ability to carry out various housing programs. HUD congratulates the State on its many accomplishments and its achievement of CPD program objectives.

Significant Performance Conclusions

The administration of the CPD programs is divided between the Hawaii Housing Finance and Development Corporation (HHFDC) for the HOME program, and the Department of Human Services' Benefits, Employment and Support Services Division (DHS-BESSD) for the ESG, HOPWA, and the Continuum of Care (CoC) programs. The largest CPD-funded program the State manages is the HOME program. As a result, our assessment has a greater focus on the State's HOME program management.

CPD Programs

HOME

The State received $3,000,000 in HOME funds. Based on the State's rotational allocation between the Counties of Hawaii, Kauai, and Maui, in PY2013 the County of Kauai received a HOME allocation of $2,850,000. The State retained $150,000 for the general administration of the HOME program.

We regret that the State did not support and pursue the issue to allow the use of CHDO set-aside funds on Department of Hawaiian Home Lands (DHHL) properties without a transfer of ownership of land. HUD was willing to pursue an exception to the new HOME regulations which would have allowed CHDO set-aside funds be used on DHHL property. However, as our Office did not receive a response from the State to pursue this issue, no exception was presented to HUD's Office of General Counsel to revise the regulation and the State missed this opportunity to allow DHHL access to HOME CHDO funding.

HOME funds are required to be committed within 24 months and expended within 60 months of the grant award. Failure to commit and expend funds within the required time period will result in the deobligation of the funds. During this period, the State met the commitment and expenditure requirements within the required time periods.

HUD is concerned with the State's performance as reflected on HUD's HOME performance SNAPSHOT report, as of June 30, 2014. This report is an important tool in helping to evaluate the performance of participating jurisdictions by providing a context for accomplishments. The State did not meet the threshold standards for three out of the five factors on the SNAPSHOT report. Specifically, the State's performance is satisfactory in its percentage of renters below 50% of area median income and percentage of occupied rental units to all rental units. However, the State did not meet the HUD's threshold standards for the percentage of completed rental disbursements to all rental commitments, percentage of completed CHDO disbursements to all CHDO reservations, and for allocation years not disbursed, which is an indicator of program progress. HUD encourages the State to take affirmative steps to improve its performance in these areas.

The State's PY2013 CAPER reported $1,045,120 of program income/ recaptured funds for the HOME program, which was utilized by its state recipients for other eligible HOME activities. The State did not meet all its annual goals for constructing affordable rental housing and constructing affordable rental housing for special needs populations. The availability of funding sources, the high cost of housing in the state of Hawaii, delays in processing of building permits, inadequate infrastructure, and the sluggish economy are the impediments cited by the State. The State did, however, either meet or exceed its goals, including the following:

- providing tenant-based rental assistance;
- completion of the construction and sale of homeowner housing;

- providing funding to produce affordable housing using a self-help building method;

- providing down payment/closing costs assistance, loan guarantees and gap loans to various homebuyer loan programs.

During the PY2013 the State conducted on-site monitoring of all its state recipients and the HOME activities undertaken. For the County of Hawaii, the on-site monitoring revealed that it has not been consistent in conducting on-site monitoring of its HOME activities to ensure compliance with the HOME requirements. The State noted the County of Kauai has been proactive in ensuring that activities comply with the HOME requirements. Issues with the County of Maui include its failure to enforce the HOME recapture provisions for its first-time homebuyer program.

Emergency Solutions Grant

The State received an allocation of $340,980 in PY2013 for the Emergency Solutions Grant (ESG) program. The funds were allocated to activities located in the counties of Hawaii, Kauai, and Maui, as described in the Annual Action Plan. The State exceeded most of its projected goals, including:

- providing shelter for the unsheltered (goal: provide 1,430 persons with a safe place to sleep; actual accomplishment: provided 2,204 persons with a safe refuge and place to sleep);

- providing shelter for victims of domestic violence by providing operations funding for emergency shelters (goal: provide 750 persons with a safe place to sleep; actual accomplishment: provided 797 persons with a safe refuge and place to sleep);

- providing financial assistance to individuals and families to achieve stability in permanent housing (goal: provide 84 persons/families to achieve housing stability; actual accomplishment: provided 116 persons/families with financial assistance);

- transitioning homeless persons to permanent housing (goal: place 548 person in permanent housing; actual accomplishment: placed 617 persons in permanent housing).

HUD commends the State for its efforts to assist homeless persons. During PY2013, the State successfully leveraged other resources to address its homeless issues, exceeded its ESG match requirement, and conducted remote and on-site monitoring reviews of its project sponsors. The Hawaii Interagency Council on Homelessness (HICH) has a mission to implement a unified plan to end homelessness in Hawaii. During PY2013, the HICH has made progress in addressing its goals for homelessness, which include: retooling the homeless crisis response system, increasing access to stable and affordable housing, improving health and stability, and increasing economic stability and self-sufficiency.

HUD notes, however, that the State has a grant balance remaining for its PY2011 ESG grant award. The regulation at 24 CFR 576.203(b) requires grantees to expend ESG funds within 24 months of grant award. HUD encourages the State to expend the remaining balance of its PY2011 allocation as soon as possible to comply with the expenditure requirement.

HOPWA

The State received $168,042 in PY2013 for the HOPWA program. HOPWA funds continued to assist persons with rental assistance, supportive services, and short-term rental, mortgage, utilities (STRMU) activities. The program is administered by the Maui AIDS Foundation (MAF), the lead agency, and supported by the Neighbor Island HIV/AIDS Coalition (NIHAC), which is collaboration between MAF, the Hawaii Island HIV/AIDS Foundation, and Malama Pono Health Services on Kauai. For PY2013, the NIHAC exceeded its goal of providing funds to secure and maintain permanent affordable housing for homeless or homeless-at-risk persons with HIV/AIDS. The NIHAC also continues its goal of providing housing information, rent/deposit assistance, and supportive services to persons with HIV/AIDS.

Continuum of Care

The State continues to develop its Continuum of Care (CoC) program and is the lead entity in the CoC planning groups for the Counties of Hawaii, Kauai, and Maui. The State collaborated with each County to address the complete spectrum of housing and services for outreach, emergency shelter, and transitional shelter for the homeless. All the agencies contracted by the State work with clients toward permanent housing and independent living by assisting clients in achieving access to jobs, basic educational goals, access to mainstream resources, etc.. The State and County CoCs continue to address homeless prevention. Some of the actions undertaken in PY2013 include providing operating and essential services funding for the unsheltered and for victims of domestic violence; transitioning persons to affordable permanent housing; and providing stabilization services (case management, housing search and placement, legal services, etc.) to achieve housing stability in permanent housing. Also, during PY2013, the State competed and was awarded $1,749,479 of new or renewal program funding from HUD's Continuum of Care (CoC) program.

Community Empowerment

The State provided opportunities for citizen participation during the development of the CAPER. The CAPER was made available in libraries statewide and at the County Housing Offices on Hawaii, Kauai, and Maui. Despite the opportunities available for public participation, no comments were received. HUD encourages the State to continue its efforts to foster public participation and explore additional opportunities to involve the public in its planning process.

Management of Funds

Overall, the State's management of its HOME, ESG, or HOPWA funds is adequate. HUD notes that the State staff responsible for the CPD programs works diligently to ensure

HUD funding is spent in accordance with program requirements. HUD encourages the State to continue its efforts to ensure future CPD funding will not be compromised.

Areas for Improvement and Recommendations

The State needs to continue to monitor its ongoing HOME, ESG, and HOPWA programs to ensure timely implementation and expenditures. HUD recommends that the State continue to identify project obstacles and develop plans to address these obstacles in order to strengthen its CPD programs.

Fair Housing & Equal Opportunity

During PY2013, the State and Counties worked on actions to overcome the effects of impediments identified in the AI, including:

- annual trainings to landlords, tenants and the general public on federal and state fair housing laws;
- participating in meetings with state and county staff to achieve fair housing objectives;
- reducing the structural impediments identified in the AI;
- producing a fair housing video, which will be released upon completion of its final editing;
- annual training to State staff, both new and current employees.

HUD encourages the State to continue its efforts to further fair housing. The CAPER was made available to Mr. Jelani Madaraka, Lead Civil Rights Analyst, HUD Honolulu Field Office, for compliance with Fair Housing and Equal Opportunity (FHEO) requirements. He will forward any comments or questions he may have under separate cover.

Conclusion

Overall, the State is meeting its communities' needs by planning and executing a Consolidated Plan with a vision for the future, and by implementing this Plan through its Annual Action Plan. As a result, the State has assisted many communities by successfully implementing the CPD programs. The staffs at the HHFDC and the DHS-BESSD are a pleasure to work with and are a credit to the State and its CPD programs.

HUD looks forward to the State's continued success in implementing its housing programs.

EXECUTIVE CHAMBERS

NEIL ABERCROMBIE
GOVERNOR

HONOLULU

November 28, 2014

Mr. Mark A. Chandler, Director
Office of Community Planning and Development
U.S. Department of Housing and Urban Development
1132 Bishop Street, Suite 1400
Honolulu, Hawaii 96813

Dear Mr. Chandler:

This responds to your Annual Community Assessment Report dated November 10, 2014, which shows that the state is in compliance with and continues to have the capacity to implement and administer federal Community Planning and Development programs. I am pleased that the State has effectively leveraged federal funds to assist low- and moderate-income households with housing under the HOME program and provide housing assistance and support services to persons who are homeless or with HIV/AIDS under the ESG and HOPWA programs.

The concerns noted on the HOME performance SNAPSHOT report dated June 30, 2014 regarding the completed rental and CHDO disbursements may be attributed to the number of significant projects that are currently under construction. The State currently has eleven rental and homeownership projects underway, expected to produce a total of 238 affordable rental units (90 HOME units), and 110 affordable homeownership units (86 HOME units). Five of these projects are CHDO projects. The disbursements have been increasing due to the progress on the development of these projects and most are scheduled to be completed within the next six months.

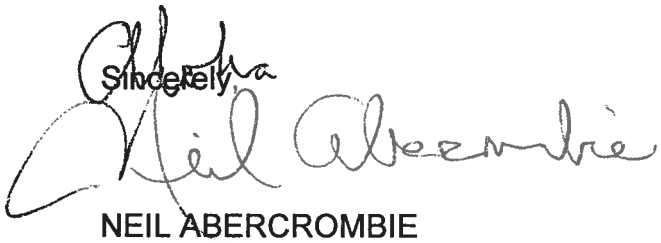
A contributing factor in the State's "Allocation Years Not Disbursed" is the amount of HOME program income received, which must be expended before the HOME funds. The HOME program has successfully generated over $1.6 million in program income within the last 3 years and expended the funds towards increasing the affordable housing inventory. The State will continue to strive to more effectively

the affordable housing inventory. The State will continue to strive to more effectively utilize the relatively modest level of annual HOME fund allocations to increase the supply of affordable rental and for-sale housing.

Finally, you noted that the State has a grant balance remaining for its PY2011 ESG grant award. The Homeless Programs Office of the Department of Human Services has informed me that it has already expended much of its reprogrammed PY2011 funds in compliance with the expenditure requirement. To date, a small balance remains, which will be soon expended.

I look forward to the continued partnership between the State and HUD to produce more affordable housing and to help Hawaii's homeless and special needs populations.

Sincerely,



NEIL ABERCROMBIE
Governor, State of Hawaii

c: Craig K. Hirai, Hawaii Housing Finance and Development Corporation
Patricia McManaman, Department of Human Services, Benefits, Employment and Support Services Division, Homeless Programs Office

U.S. Department of Housing and Urban Development

Honolulu Field Office – Region IX
1132 Bishop Street, Suite 1400A
Honolulu, Hawaii 96813
www.hud.gov
espanol.hud.gov

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2014 DEC 15 ⊃ 1:23

DEC 12 2014

Honorable David Y. Ige
Governor of the State of Hawaii
State Capitol
Honolulu, HI 96813

Dear Governor Ige:

SUBJECT: Final Annual Community Assessment Report
Program Year 2013

This letter is in response to the State of Hawaii's (State's) letter of November 28, 2014, regarding its Annual Community Assessment (ACA) report. Thank you for providing comments to HUD's assessment. HUD is pleased that the State is taking steps to more effectively utilize its Community Planning and Development (CPD) grant allocations.

The State may consider the report final and make it available to the public using your standard notification process. Should you have further questions regarding our comments, please call me at 547-4678.

Sincerely,

Mark A. Chandler, Director
Office of Community Planning
and Development

cc:
Mr. Craig K. Hirai
Executive Director
Hawaii Housing Finance and Development Corporation
677 Queen Street, Suite 300
Honolulu, HI 96813

Ms. Barbara Yamashita
Interim Director
Department of Human Services
P.O. Box 339
Honolulu, Hawaii 96809

APPENDIX I

Public Notice and Comment

NOTICE OF PUBLIC COMMENT

Pursuant to 24 CFR Part 91, notice is given that a draft Consolidated Annual Performance and Evaluation Report (CAPER) for program year 2014-2015 is available for review and comment. The CAPER is an annual review of the progress made in carrying out the Strategic and Action Plan components of the State of Hawaii Consolidated Plan, which concentrates on the Counties of Hawaii, Kauai and Maui. It includes an assessment of the State's performance in meeting its affordable and supportive housing objectives under the HOME Investment Partnerships, Emergency Solutions Grant, and Housing Opportunities for Persons with AIDS programs.

Copies of the draft CAPER are available at regional libraries and on the Hawaii Housing Finance and Development Corporation's (HHFDC) website at http://hawaii.gov/dbedt/hhfdc. Copies may also be picked up at the agencies listed below between the hours of 7:45 a.m. and 4:30 p.m. To be mailed copies, interested parties may call Medy at 587-0634; Neighbor Island residents may call the toll free numbers below, ext. 70634:

From Kauai, 274-3141 From Hawaii, 974-4000
From Maui, 984-2400 From Molokai and Lanai, 1-800-468-4644.

AGENCIES:

Office of Housing & Community Development
50 Wailuku Drive, Hilo, Hawaii

Kauai County Housing Agency
4444 Rice Street, Suite 330, Lihue, Kauai

Hawaii Housing Finance & Development Corporation
677 Queen Street, Suite 300, Honolulu, Oahu

Department of Housing & Human Concerns
35 Lunalilo Street, Suite 102, Wailuku, Maui

Department of Human Services, Homeless Programs
Benefits, Employment & Support Services Division
820 Mililani Street, Suite 606, Honolulu, Oahu

Written comments on the draft CAPER may be submitted to HHFDC at the above address or faxed to (808) 587-0600 no later than 4:30 p.m. on August 27, 2015. All comments will be considered in preparing the final CAPER.

Persons with special needs (e.g., large print, taped materials, sign language interpreter, or translator) shall make all requests for assistance by contacting HHFDC's Personnel Office at 587-0501, by written request, or by email to celeste.r.tran@hawaii.gov. Prompt requests help to ensure the availability of appropriate accommodations. Persons on the Neighbor Islands may call the toll free numbers listed above, ext. 70501.

HHFDC does not discriminate against any person because of race, color, religion, sex, including gender identity or expression, sexual orientation, disability, familial status, ancestry, age, marital status, or HIV infection.

Craig K. Hirai, HHFDC Executive Director
Department of Business, Economic Development & Tourism
State of Hawaii

EQUAL HOUSING OPPORTUNITY

August 12, 2015

Honolulu Star-Advertiser
Hawaii Tribune-Herald
West Hawaii Today
The Garden Island
The Maui News

PUBLIC COMMENT TO FOLLOW

APPENDIX J

Section 3 Summary Reports

Section 3 Summary Report

Economic Opportunities for
Low – and Very Low-Income Persons

U.S. Department of Housing
and Urban Development
Office of Fair Housing
And Equal Opportunity

OMB Approval No: 2529-0043
(exp. 11/30/2010)

HUD Field Office: Honolulu, HI

Section back of page for Public Reporting Burden statement

1. Recipient Name & Address: (street, city, state, zip)	2. Federal Identification (grant no.) M-14-SG-15-0100	3. Total Amount of Award $3,017,887.00
HHFDC 677 Queen St., Suite 300 Honolulu, HI 96813	4. Contact Person Glori Inafuku	5. Phone (Include area code) 808-587-0538
	6. Length of Grant 12 months	7. Reporting Period 7/1/14 - 6/30/15
8. Date Report Submitted 9/15/15	9. Program Code 5 (Use separate sheet for each program code)	10. Program Name HOME

Part I: Employment and Training (** Columns B, C and F are mandatory fields. Include New Hires in E &F)

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	E % of Total Staff Hours for Section 3 Employees and Trainees	F Number of Section 3 Trainees
Professionals	0	0			0
Technicians	0	0			0
Office/Clerical	0	0			0
Construction by Trade (List) Trade	0	0			0
Trade Plasterers	2	0			0
Trade Laborer	6	2			2
Trade					
Trade					
Other (List)					
Total	8	2	0	0	2

* Program Codes
1 = Flexible Subsidy
2 = Section 202/811
3 = Public/Indian Housing
A = Development,
B = Operation
C = Modernization
4 = Homeless Assistance
5 = HOME
6 = HOME State Administered
7 = CDBG Entitlement
8 = CDBG State Administered
9 = Other CD Programs
10 = Other Housing Programs

form HUD 60002 (6/2001)
Ref 24 CFR 135

Part II: Contracts Awarded

1. Construction Contracts

A. Total dollar amount of all contracts awarded on the project	$ 3,451,196.00
B. Total dollar amount of contracts awarded to Section 3 businesses	$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving contracts	0

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	$ 0
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

X Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.

____ Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.

____ Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.

____ Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.

X Other; describe below.

Efforts to increase awareness of Section 3 opportunities have been and are continuing to be implemented by including discussion at the preconstruction meetings. Information on Section has also been discussed with the following:

State of Hawaii Work Force Developments Going Home Program
First to Work
Goodwill "SEE" Program
Drug Court
Job Corp
AmeriCorp

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Section 3 Summary Report

Economic Opportunities for
Low – and Very Low-Income Persons

U.S. Department of Housing
and Urban Development
Office of Fair Housing
And Equal Opportunity

OMB Approval No: 2529-0043
(exp. 11/30/2010)

HUD Field Office: Honolulu, HI

Section back of page for Public Reporting Burden statement

1. Recipient Name & Address (street, city, state, zip)	2. Federal Identification (grant no.)	3. Total Amount of Award
HHFDC 677 Queen St., Suite 300 Honolulu, HI 96813	B-08-DN-15-0001	$19,600,000
	4. Contact Person: Glori Inafuku	5. Phone (Include area code): 808-587-0538
	6. Length of Grant: 12 months	7. Reporting Period: 7/1/14 - 6/30/15
8. Date Report Submitted: 9/15/15	9. Program Code: 10 (Use separate sheet for each program code)	10. Program Name: NSP 1

Part I: Employment and Training (** Columns B, C and F are mandatory fields. Include New Hires in E &F)

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	E % of Total Staff Hours for Section 3 Employees and Trainees	F Number of Section 3 Trainees
Professionals	0	0	0	0	0
Technicians	0	0	0	0	0
Office/Clerical	0	0	0	0	0
Construction by Trade (List) Trade	0	0	0	0	0
Trade					
Trade					
Trade					
Trade					
Other (List)					
Total	0	0	0	0	0

* Program Codes
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5 = HOME
6 = HOME State Administered
7 = CDBG Entitlement
8 = CDBG State Administered
9 = Other CD Programs
10 = Other Housing Programs

form HUD 60002 (6/2001)
Ref 24 CFR 135

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	$ 0
B. Total dollar amount of contracts awarded to Section 3 businesses	$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving contracts	0

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	$ 0
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

_____ Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.

_____ Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.

_____ Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.

_____ Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.

_____ Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Section 3 Summary Report

Economic Opportunities for
Low – and Very Low-Income Persons

U.S. Department of Housing
and Urban Development
Office of Fair Housing
And Equal Opportunity

OMB Approval No: 2529-0043
(exp. 11/30/2010)

HUD Field Office: Honolulu, HI

Section back of page for Public Reporting Burden statement

1. Recipient Name & Address (street, city, state, zip)	2. Federal Identification: (grant no.)	3. Total Amount of Award
HHFDC 677 Queen St., Suite 300 Honolulu, HI 96813	B-11-DN-15-0001	$5,000,000
	4. Contact Person Glori Inafuku	5. Phone (Include area code) 808-587-0538
	6. Length of Grant 12 months	7. Reporting Period 7/1/14 - 6/30/15
8. Date Report Submitted 9/15/15	9. Program Code (Use separate sheet for each program code) 10	10. Program Name NSP 3

Part I: Employment and Training (** Columns B, C and F are mandatory fields. Include New Hires in E &F)

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	E % of Total Staff Hours for Section 3 Employees and Trainees	F Number of Section 3 Trainees
Professionals	0	0	0	0	0
Technicians	0	0	0	0	0
Office/Clerical	0	0	0	0	0
Construction by Trade (List) Trade	0	0	0	0	0
Trade					
Trade					
Trade					
Trade					
Other (List)					
Total	0	0	0	0	0

* Program Codes
1 = Flexible Subsidy
2 = Section 202/811
3 = Public/Indian Housing
A = Development
B = Operation
C = Modernization
4 = Homeless Assistance
5 = HOME
6 = HOME State Administered
7 = CDBG Entitlement
8 = CDBG State Administered
9 = Other CD Programs
10 = Other Housing Programs

form HUD 60002 (6/2001)
Ref 24 CFR 135

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	$ 0
B. Total dollar amount of contracts awarded to Section 3 businesses	$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving contracts	0

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	$ 0
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

_____ Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.

_____ Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.

_____ Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.

_____ Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.

_____ Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

SECTION 3

INFORMATION FORTHCOMING

FOR

ESG & HOPWA PROGRAMS

APPENDIX K

IDIS Report(s) Request Form

CAPER PY2014-2015
IDIS REPORTS
TABLE OF CONTENTS

The following CAPER IDIS Reports are submitted to HUD as part of the CAPER process. To satisfy annual performance report requirements for Consolidated Plan purposes under 24 CFR 91.520, the following reports are available for public review. If interested, please indicate which reports you wish to review and submit your request to the Hawaii Housing Finance and Development Corporation, 677 Queen Street, Suite 300, Honolulu, Hawaii, 96813.

	Report No.	**Description**
_____	PR 02	List of Activities by Program Year and Project
_____	PR 06	Summary of Consolidated Plan Projects for Report Year
_____	PR 22	Status of HOME Activities
_____	PR 23	HOME Summary of Accomplishments
_____	PR 25	HOME Subgranted and Not Subgranted
_____	PR 27	Status of HOME Grants
_____	PR 33	HOME Matching Liability Report
_____	PR 91	ESG Financial Summary

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