

State of Hawaii CONSOLIDATED PLAN ACTION PLAN Fifth Program Year

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

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

May 2014

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PY2014 ACTION PLAN

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Fifth Program Year Action Plan

GENERAL

I. Executive Summary

The Consolidated Plan is a planning document that ensures that jurisdictions receiving federal assistance plan for the housing and related needs of low-income and moderate-income families to improve the availability and affordability of decent, safe, and sanitary housing in suitable living environments. The annual Action Plan identifies the objectives targeted to address priority needs for the Program Year. It is also an application for funds under the U. S. Department of Housing and Urban Development's (HUD) formula grant programs: HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs. The HOME program is administered by the State's Hawaii Housing Finance and Development Corporation (HHFDC) and the ESG and HOPWA programs are administered by the Homeless Programs Office (HPO) of the State's Department of Human Services – Benefits, Employment and Support Services Division (DHS-BESSD).

For Program Year 2014-2015 (PY2014) the State anticipates receiving approximately \$3,017,887 in HOME funds. Of this amount, ten percent (10%) will be reserved for administrative costs; HHFDC will retain half of this amount for administration, and allocate half to the County receiving HOME funds for its administration of the program. Fifteen percent (15%) of the HOME funds will be used for housing that will be developed, sponsored, or owned by Community Housing Development Organizations (CHDO). For PY2014, HHFDC will also retain and administer the CHDO set-aside of \$452,683.

Beginning in PY2012, the State changed the way it allocates HOME funds to the Counties of Hawaii, Kauai and Maui. Instead of dividing each year's HOME funds between the three counties as was done in the past, the State began distributing its annual allocation of HOME funds to one of the three counties on a rotating basis, starting with the County of Hawaii in PY2012 and the County of Kauai in PY2013. The County of Maui, the third county in the rotation, is scheduled to receive the PY2014 HOME allocation. Hawaii County is scheduled to receive the PY2015 allocation.

This change was implemented to improve the State's administration and maximize efficiency 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 result in a more efficient administration of the HOME Program, by reducing the amount of time needed for projects to proceed, and ultimately accelerating the State's disbursement of HOME funds. Additionally, the rotation affords the Counties two years to plan for and work with its partners to establish feasible projects and to secure additional funding to support its projects.

For PY2014, the State will grant the HOME allocation, except for a portion of the administrative funds that will be retained by HHFDC and the PY2014 CHDO set-aside,

to the County of Maui. The County of Maui is expected to commit and expend the regular and administrative funds within the timelines established by HHFDC and HUD.

Annually, HHFDC enters into State Recipient Agreements with the rural counties for their HOME allocations. For PY2014, HHFDC will enter into a State Recipient Agreement with the County of Maui for the "regular" HOME funds, and enter into a grant agreement with CHDO Mutual Housing Association of Hawaii, Inc., for the CHDO funds.

Other HOME funds, such as program income or unused balances from previous allocations, may be available for use in eligible activities/projects for PY2014. The State continues to allow the Counties to retain program income for additional eligible activities and, starting with PY2012, the Counties are permitted to use up to ten percent of program income received for administrative purposes. Funds from program income set aside for administrative purposes must be expended before any regular HOME administrative draws are approved.

The State will permit pre-awards of up to twenty-five percent of a county's current program year's allocation for HOME-eligible activities in order to avoid the interruption of projects and/or services. Pre-awards must be authorized in writing by the State of Hawaii before any costs are incurred. Pre-award costs greater than twenty-five percent will require approval by the local HUD Field Office before the costs are incurred.

For PY2014, the State anticipates receiving approximately \$402,239 in ESG funds and \$205,107 in HOPWA funds. DHS-BESSD anticipates requesting pre-award authority from HUD in order to continue implementation of ESG and HOPWA projects without interruption.

Pursuant to the Homeless Emergency and Rapid Transition to Housing (HEARTH) Act of 2009 (Public Law 111-22), the Emergency Shelter Grant program was re-named to the Emergency Solutions Grant program to correspond with its new focus of assisting homeless individuals and families who are living on the streets or in shelters into permanent housing. In PY2014, the State anticipates using its ESG funds in the Counties of Hawaii, Kauai and Maui to meet the 2010-2015 Consolidated Plan objectives of promoting decent affordable housing and strengthening communities.

DHS-BESSD/HPO and the Continuum of Care (CoC) for the rural counties, Bridging the Gap (BTG), have determined that PY2014 ESG funds for PY2014 will be allocated at approximately one percent for Homeless Management Information System (HMIS) costs and allowable five percent for administrative fees for DHS-BESSD/HPO. The remainder of the grant will be allocated to emergency shelter operations (40%) and homelessness prevention and rapid re-housing activities (60%). This proposed allocation formula reflects the CoC's greater emphasis on rapid re-housing and helping people to quickly regain stability in permanent housing after experiencing a housing crisis or homelessness. Homelessness prevention and rapid re-housing activities include financial assistance for rents, security deposit and utilities, and housing relocation and stabilization services.

Agencies that are awarded funding will be allowed a maximum of 2.5% in administrative fees.

In PY2014, the State anticipates using its HOPWA funds in the Counties of Hawaii, Kauai and Maui to promote decent, affordable housing and suitable living environments for persons with HIV/AIDS. DHS-BESSD/HPO issued a Request for Interest (RFI) and awarded its entire PY2014 HOPWA funds to the Maui AIDS Foundation, which will serve as the lead agency and sponsor, to provide assistance across all three counties. Its focus will be on providing housing information, rent or deposit assistance, and other supportive services to persons with HIV/AIDS who are homeless or at risk of homelessness. Additional information on the distribution and uses of ESG and HOPWA funds are shown in Sections II.B., II.C, and Section IV.B., below.

II. Projects

The State's Consolidated Plan for the period July 1, 2010 - June 30, 2015 identifies housing and special needs objectives to promote decent and affordable housing, strengthen communities, and increase homeownership opportunities.

Please see **Appendix A** for information on specific projects that will utilize HOME, ESG and HOPWA funds in PY2014.

A. HOME Investment Partnerships Program (HOME)

To promote decent, affordable housing, HOME funds may be used for the construction of new or the acquisition/rehabilitation of existing affordable rental housing for families and special needs populations and for tenant-based rental assistance. To strengthen communities, HOME funds may be used to develop, either by new construction or rehabilitation of existing buildings, new transitional housing units to assist victims of domestic violence or the working homeless. To increase homeownership opportunities, HOME funds may be used to construct new or acquire/rehabilitate existing affordable for-sale housing, provide project development funds for affordable for-sale housing that uses a self-help building method, provide down payment or closing cost assistance, gap loans, and loan guarantees for first-time homebuyers, and provide homebuyer education and counseling.

Starting in PY2012, the State began an annual rotation of its entire HOME allocation between the Counties of Hawaii, Kauai and Maui; the County of Hawaii received the PY2012 allocation and the County of Kauai received the PY2013 allocation. The County of Maui will receive the PY2014 allocation, followed by the County of Hawaii in PY2015. The PY2014 HOME funds will be used to attain these objectives:

Promote decent and affordable housing

• The County of Maui will develop 56 affordable rental units for families in the Kulamalu Affordable Rental Project on County-owned land in Pukalani, Maui. Sixteen of these units will be HOME-assisted, and targeted to families with incomes at 50% and 80% of the area median income.

• HHFDC will use the PY2014 CHDO funds to develop 188 affordable rental units for families in the Ko'oloa'ula Phase II project in Ewa Beach, Oahu. Two of these units will be assisted with funds from the HOME CHDO setaside, and targeted to families with incomes at 50% and 60% of the area median income.

The County of Maui also anticipates receiving approximately \$55,000 in program income which, if received, will be used for its Kulamalu Affordable Rental Project.

Although the Counties of Hawaii and Kauai will not receive an allocation of regular HOME funds in PY2014, they anticipate receiving and using program income and undrawn funds from prior HOME allocations. Ten percent of a County's program income may be used for its administrative costs.

The County of Hawaii anticipates receiving approximately \$25,000 in program income in PY2014, which may be used for its Tenant-Based Rental Assistance program, or other HOME-eligible activity.

As a result of the County of Kauai's development of sustainable HOME activities, program income is consistently generated for use in the County of Kauai, and has become a reliable source of funding for the County. In PY2014, an estimated \$965,000 will be generated in program income, which may be used to finance gap and primary mortgage loans made under the County of Kauai's Home Buyer Loan Program, or another HOME-eligible activity selected through a HOME application process. Because the HOME program requires program income to be expended before HOME grant funds, the County of Kauai has also accumulated approximately \$961,000 in uncommitted HOME funds from prior years. The County of Kauai anticipates the issuance of a HOME application in November 2014 to identify eligible activities for the uncommitted regular HOME funds of \$515,000 and uncommitted HOME CHDO funds of \$446,000.

HOME Resources FY 2014 HOME	Hawaii	Kauai	Maui	HHFDC	Total
•Regular Project	\$0	\$0	\$2,263,416	\$0	\$2,263,426
•CHDO Set-Aside	\$0	\$0	\$0	\$452,683	\$452,683
 Administration 	\$0	\$0	\$150,894	\$150,894	\$301,778
Subtotal	\$0	\$0	\$2,414,310	\$603,577	\$3,017,887
Other HOME Funds					
•Prior Years' Uncommitted Funds	\$0	\$961,000	\$0	\$0	\$961,000
•Anticipated Program Income /Recaptured Funds	\$25,000	\$965,000	\$55,000	\$0	\$1,045,000
Subtotal	\$25,000	\$1,926,000	\$55,000	\$0	\$2,006,000
Total Available	\$25,000	\$1,926,000	\$2,469,310	\$603,577	\$5,023,887

In summary, approximately \$5,023,887 in HOME funds are anticipated in PY2014 as follows:

Through their respective review/selection processes, the Counties have identified projects to address the priority needs and objectives identified in the State's Consolidated Plan. The proposed PY2014 HOME uses, activity codes and projects are as follows:

Anticipated HOME Projects	Hawaii	Kauai	Maui	HHFDC	Total
Construct New or Rehabilitate Existing Affordable Rental Housing (HR-1)	\$0	\$0	\$2,318,416 (Project 15a) Kulamalu Affordable Rentals (PY2014 Regular HOME + Program Income)	\$452,683 (Project 25) Ko'oloa'ula (PY2014 CHDO funds)	\$2,771,099
Tenant-Based Rental Assistance (HR-2)	\$25,000 (Project 6) (Program Income)	\$0	\$0	\$0	25,000
County HomeBuyer Loan Program (HO-3)	\$0	\$965,000 (Project 12) Homebuyer Loan Program (Program Income)	\$0	\$0	\$965,000
Activity To Be Determined	\$0	\$515,000 (Prior Years' Uncommitted Regular HOME Funds)	\$0	\$0	\$515,000
CHDO Activity To Be Determined	\$0	\$446,000 (Prior Years' Uncommitted HOME CHDO Funds)	\$ 0	\$0	\$446,000
Administration	\$0	\$0	\$150,894	\$150,894	\$301,788
Total	\$25,000	\$1,926,000	\$2,469,310	\$603,577	\$5,023,887

PY2014 HOME Uses:

* Pending verification from HUD that the project is an eligible use of CHDO funds.

To satisfy the anticipated match requirement for PY2014, the Counties have banked approximately \$12.2M in matching funds from HOME-assisted projects as well as HOME match-eligible housing projects. The banked match includes State and County general excise tax exemptions, sweat equity, and State tax credits. The actual amount of the match credit that will be generated from PY2014 HOME-funded projects is currently unknown.

B. Emergency Solutions Grant (ESG) Program

The Emergency Solutions Grant was authorized by Section 1503 of the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act, signed into law on May 20, 2009 (Pub. L. 111-22). Formerly known as the Emergency Shelter Grant program, the program was re-named to signify a shift to funding homelessness prevention and rapid re-housing activities, in addition to emergency shelters.

In PY2014, the State anticipates receiving approximately \$402,239 in ESG funds, which will be used in the Counties of Hawaii, Kauai and Maui to meet the Consolidated Plan objectives of strengthening communities and promoting decent affordable housing. Collaboration between DHS-BESSD and Bridging the Gap resulted in a decision to allocate 58 percent of PY2014 ESG funds for rapid re-housing activities, and 37 percent for operations to qualified and eligible providers of emergency shelters. Five percent of the PY2014 ESG funds will be used for the maintenance and operations of HMIS, and DHS-BESSD's administrative costs.

One of DHS-BESSD's objectives in expending ESG funds is to strengthen communities through homelessness prevention for those at risk of homelessness, and rapid re-housing activities targeted to individuals and families living on the streets or in homeless shelters. Under an RFI process, DHS-BESSD awarded approximately \$233,688 to entities to provide homelessness prevention and rapid re-housing activities in the neighbor island counties of Hawaii, Kauai and Maui.

The remaining PY2014 ESG funds of approximately \$147,900 will be used for operations of emergency shelters for the unsheltered and victims of domestic violence. To achieve DHS-BESSD's second objective of promoting decent, affordable housing, providers will include transitioning homeless persons to permanent housing as an integral activity.

PY2014 ESG Activity

Description of Activity	Approx. Percentage of Grant	Amount
Homelessness prevention and rapid re-housing activities	58%	\$233,688
Emergency Shelter Operations	37%	\$147,900
HMIS Administration and Operations	1%	\$4,050
DHS-BESSD Administration	4%	\$16,601
TOTAL PY2014 ESG Grant:		\$402,239

To satisfy the anticipated matching funds requirement, the State of Hawaii will provide funds to agencies in the Counties of Hawaii, Kauai and Maui by contracting for services under the State Homeless Shelter Program, Outreach, Emergency Grants Programs, and TANF-funded Housing Placement Program. Additional funds are also expected under the federal Continuum of Care Homeless Assistance programs (formerly known as Shelter Plus Care and Supportive Housing Program). Anticipated matching funds are shown in the below table.

PY2014 - Other Homeless Programs Funding (Match)	Amount
State Outreach	\$2,193,661
State Emergency Grants	\$375,000
State Homeless Shelter Program	\$13,429,775
State TANF-funded Housing Placement Program	\$2,431,724
Federal Supportive Housing Program	\$272,755
Federal Shelter Plus Care	\$2,772,886
TOTAL STATE AND FEDERAL FUNDS	\$21,475,801

In addition, DHS-BESSD/HPO has requested additional funds from the 2014 Legislature in the amount of \$1.5M to continue implementation of Housing First (or Permanent Supportive Housing Program). Current Housing First funding in the amount of \$1M is providing rapid re-housing and support services only to targeted chronically homeless and vulnerable individuals and families in urban Honolulu. The pending request for additional funding would allow the expansion of Housing First to rural Oahu and to the neighbor islands. Also pending before the Legislature is a proposal for the creation of a rental subsidy program to assist the working homeless with a maximum of \$300/month in rent. This funding would allow many people living in transitional shelters to move into permanent, affordable housing. DHS-BESSD and homeless advocates have continued to advocate for the "homeless" designation to remain in this proposal.

DHS-BESSD issued an RFI seeking qualified entities to provide ESG activities and services, and awarded providers in all three neighbor island counties:

Homelessness Prevention and Rapid Re-Housing Activities: In PY2014, agencies in the Counties of Hawaii and Maui will receive approximately \$233,688 in ESG funds to provide assistance with activities relating to homelessness prevention and rapid re-housing activities. Preference will be given to rapid re-housing activities targeted to individuals and families living on the street or in shelters. The following chart shows the anticipated number of people who will receive homelessness prevention or rapid re-housing assistance to achieve permanent housing and housing stability:

Project ID	HP-RR Agency	County	Homeless- ness Prevention	Rapid Re- Housing Activities	ESG Award for	Est. # of People to Receive Assistance	
			Activities	Activities	HP-RR	HP*	RR*
32HP-RR	Family Life Center	Maui	\$10,380	\$55,928	\$66,308	3	13
33HP-RR	Ka Hale A Ke Ola	Maui	\$21,000	\$36,347	\$57,347	15	15
36HP-RR	HOPE Services	Hawaii	\$30,511	\$79,522	\$110,033	15	50
	TOTAL:		\$61,891	\$171,797	\$233,688	33	78
IP = Homele	IP = Homelessness Prevention Activities; RR = Rapid Re-Housing Activities						

Emergency Shelter Operations: The remaining PY2014 ESG funds of \$147,900 will be committed for operations to the following emergency shelters in the neighbor island counties:

Project ID	Emergency Shelters	Туре*	County	ESG Award	Estimated No. of homeless to be sheltered	Estimated No. of homeless to be placed in permanent housing
31	Women Helping Women (Hale Lokomaikai)	VDV	Maui	\$15,500	250	100
32	Family Life Center (Ho'olanani)	Н	Maui	\$23,474	540	100
33	Ka Hale A Ke Ola	Н	Maui	\$25,000	860	73
34	YWCA of Kauai	VDV	Kauai	\$21,141	145	70
36	HOPE Services	Н	Hawaii	\$62,785	250	165
	TOTAL			\$147,900	2,045	508

* H = Homeless Shelter; VDV = Shelter for Victims of Domestic Violence

The emergency shelters will include services to help its residents attain housing stability and transition them to permanent housing.

C. Housing Opportunities for Persons with AIDS (HOPWA) Program

The State anticipates receiving approximately \$205,107 in HOPWA funds for PY2014. HOPWA funds will both strengthen communities and promote decent affordable housing by providing housing information, rent or deposit assistance, and other supportive services to persons with HIV/AIDS who are homeless or at risk of homelessness.

In collaboration with the Counties' CoC, DHS-BESSD issued an RFI for one provider to serve as a centralized administrative agency to provide HOPWA-funded activities, such as tenant-based rental assistance, short-term rental, mortgage and utility payments, permanent housing placement, and supportive services, for persons living with HIV/AIDS in the Counties of Hawaii, Kauai and Maui.

DHS-BESSD awarded its PY2014 HOPWA funds to the Maui AIDS Foundation, which will work collaboratively with agencies in all three of the neighbor island counties to attain the 2010-2015 Consolidated Plan objectives:

Promote decent and affordable housing

• Provide funds to pay a portion of the market rental unit costs for 27 homeless and homeless-at-risk persons with HIV/AIDS.

Strengthen communities

 Assist 569 persons with HIV/AIDS with housing information and rent/ deposit assistance services to achieve housing stability, with or without housing activities: 565 persons with HIV/AIDS will receive housing information and supportive services; two households will be provided with security deposit assistance for housing placement; and two households will be provided with assistance for short-term rent, mortgage, and utilities.

Project ID	HOPWA Activity HOPWA Funds		Estimated # of Persons to be Served	
40	DHS-BESSD Administration	\$5,978	n/a	
	HOPWA PROVIDER AGENO	Y		
41	Admin – Maui AIDS Foundation	\$13,939	n/a	
42	Provide funds to pay a portion of the market rental unit costs for homeless & homeless-at- risk persons with HIV/AIDS	\$117,711	27	
43	Provide housing information & rent/deposit assistance services and other supportive services to persons with HIV/AIDS	\$67,479	569	
	TOTAL	\$205,107	596	

III. SF 424 and Certifications

The SF424 and Certifications are attached as **Appendix B**.

IV. Strategic Plan Goals – Logic Models

For a snapshot of activities anticipated for PY2014, please see the logic models in **Appendix C**.

A. Annual Affordable Housing Goals

PY2014 HOME funds will be utilized to attain the objective of promoting decent and affordable housing, through the following activities:

- Development of 56 affordable rental units in the Kulamalu Affordable Rental Project in Pukalani, Maui. Of the 56 units, 16 will be HOMEassisted for families with incomes at or below 50 percent of Maui's median family income (4 units), and for families with incomes at or below 80 percent of Maui's median family income (12 units).
- Development of 188 affordable rental units for families in the Ko'oloa'ula Phase II project in Ewa Beach, Oahu. Two of these units will be assisted with funds from the HOME CHDO set-aside, and targeted to families with incomes at 50% and 60% of the area median income.

Annually, HHFDC enters into a State Recipient Agreement with the rural counties for the annual allocation of HOME funds, and the State Recipients administer their HOME funds, including the CHDO set-aide. For PY2014, HHFDC will enter into a State Recipient Agreement with the County of Maui for the "regular" HOME funds, and enter into a grant agreement with CHDO Mutual Housing Association of Hawaii, Inc., for the PY2014 CHDO funds.

Resale/Recapture Provisions

HHFDC's State Recipient Agreement with each County requires all housing assisted with HOME Program funds to meet the affordability requirements of 24 CFR §92.252 (affordable rental housing) or 24 CFR §92.254 (affordable homeownership housing) of the HOME Program regulations, and requires the repayment of HOME Program funds to the HHFDC if the housing does not meet the affordability requirements for the specified time period. Each County shall require the maintenance of all affordability requirements by executing deed restrictions and lien recordations or through the filing of restrictive covenants running with the land.

When HOME funds are used for homebuyer assistance or the development of homeownership housing, the HHFDC requires State Recipients (the Counties of Hawaii, Kauai and Maui) to establish and impose resale or recapture provisions in accordance with 24 CFR §92.254(a)(5) to ensure affordability in the event of a subsequent sale of a property during the period of affordability.

The County of Maui will continue to facilitate forward progress on previouslyapproved homeownership projects, such as the Kahawai Condominiums and the Molokai Mutual Self-Help housing projects, to ensure timely completion and expenditures. Homeownership projects are subject to the County of Maui's recapture provision: If a HOME-assisted unit is sold, conveyed or transferred during the affordability period, the County of Maui requires a recapture of the total amount of the HOME investment for the unit, less the HOME investment amount prorated for the length of time the home-owner owned and occupied the unit. The County's recapture provision allows for the assumption of recapture obligations by a subsequent homebuyer, provided the subsequent homebuyer is HOME eligible and no additional HOME assistance is provided to the subsequent homebuyer. If the subsequent homebuyer does not assume the HOME recapture obligations, the homeowner must repay the prorated HOME investment from any net proceeds. The County of Hawaii is not scheduled to receive HOME funds in PY2014, but has homeownership development projects underway, such as the Hawaiian Paradise Park Mutual Self-Help housing project and the Habitat for Humanity's Affordable Workforce Housing project. The County of Hawaii will recapture the total amount of HOME funds expended for a project when the recipient fails to comply with the terms of its agreement with the County, or refuses to accept conditions imposed by the County, HHFDC, or HUD; when the recipient sells or otherwise transfers any real or personal property purchased or constructed with the HOME funds within the applicable period of affordability; and when the recipient ceases to use the property constructed, rehabilitated and/or renovated with HOME funds for the applicable period of affordability, following the issuance of final payment for the project by the County.

The County of Kaua'i will use either the resale or recapture provision, depending on land tenure. With fee-simple sales, the County will utilize a recapture provision. If a borrower elects to transfer or sell the HOME-assisted property prior to the end of the affordability period, the total amount of HOME funds provided shall be due to the County from available net proceeds. With leasehold sales, the County will utilize a resale provision. If a borrower elects to transfer or sell the HOME-assisted property prior to the end of the affordability period, the property must be sold to another HOME eligible purchaser. The fair rate of return for resale will be set by an objective standard, using appraised value performed by a duly licensed appraiser at initial purchase (the "base price") and appraised value at time of resale. The homeowner's share will be equal to twenty-five percent (25%) of the increase in appraised value. To ensure that housing under the resale provision remains affordable, the County has defined the reasonable range of low-income homebuyers targeted for subsequent purchase as those with incomes between 70 and 80 percent of area median income.

B. Homeless and Other Special Populations

1. State's One-Year Goals and Action Steps

In PY2014, the State anticipates receiving approximately \$402,239 in ESG funds and \$205,107 in HOPWA funds to meet the Consolidated Plan objectives of strengthening communities and promoting decent affordable housing. In addition, state funding is also anticipated to support a myriad of programs designed to address homelessness in Hawaii. Please see **Appendix D** for more information on the State's one-year goals and actions steps to assist persons who are homeless, and the housing and supportive needs of persons with special needs.

2. Program Specific Requirements for ESG

DHS-BESSD continues to collaborate and work closely with its CoC partners to meet requirements of the ESG program. A description of its progress on the various requirements is shown in **Appendix E**.

V. Current Year Monitoring Plan

A. HOME Program Monitoring Plan for PY2014

To ensure the continued efficient and effective management of the HOME Program, the HHFDC will conduct on-site monitoring reviews of its active State Recipients, CHDOs, and projects/activities during PY2014.

The HHFDC will utilize HUD's Community Planning and Development Monitoring Handbook 6509.2, Rev. 6, as its key monitoring tool for its HOME Program on-site reviews. Monitoring will include all applicable HOME programwide and project/program specific compliance reviews as described in the Handbook. In addition, the HHFDC will evaluate the overall grant management by all State Recipients, which shall include, but not be limited to a review of written agreements, allowable costs, oversight and financial management. The HHFDC will schedule its monitoring of active HOME State Recipients, CHDOs and projects/activities in the 3rd quarter of PY2014.

It is anticipated that all HOME Program rental inspections for PY2014 will be conducted in the second quarter, between October and December, 2014. Specific projects will be selected for on-site monitoring pursuant to the required timeframes contained in 24 CFR §92.504(d).

In addition to the on-site reviews described above, the HHFDC will continue to regularly monitor the activities of the Counties to ensure compliance with the HOME regulations. Such monitoring includes, but is not limited to, the following:

- 1. Monitor the Counties' compliance with HOME Program timelines to ensure the timely commitment and expenditure of HOME funds;
- 2. Review the Counties' proposed HOME activities to ensure eligibility under the HOME Program (i.e., rent and subsidy limits, eligible costs, etc.);
- 3. Review the Counties' project/program invoices to ensure HOME eligibility prior to approving their IDIS drawdown request;
- 4. Review and consolidate information reported by the Counties' for the Consolidated Plan, Action Plan and Consolidated Annual Performance and Evaluation Report;
- Monitor status reports of the Counties' active and completed HOME projects/programs;
- 6. Monitor program income/recaptured funds generated by the Counties and reflect/adjust IDIS accordingly; and
- 7. Maintain a match log for the State's HOME Program to ensure overall compliance by the Counties.

B. ESG Program Monitoring Plan for PY2014 All monitoring activities are conducted in accordance with HUD regulations and include the following:

- utilization of a sub-recipient risk assessment tool that assesses a variety of sub-recipient factors (such as experience with federal contracts, staffing and other capacity issues) and assists the State in monitoring subrecipients in accordance with these risk factors;
- 2. explanation of grant contract requirements and deadlines to all subrecipients through an annual orientation meeting;
- 3. desk reviews and/or field visits as appropriate to monitor current and completed projects;
- 4. remote monitoring of compliance to cost eligibility parameters through review of payment requests and associated supporting documents;
- 5. offer of telephone, field visit, or office conference assistance to subrecipients as needed;
- summary review and assistance to improve grant administration procedures if a sub-recipient is not meeting contract requirements, approval for modification of program components, and other HUD-related activities; and
- 7. on-site visits.

For PY2014, it is anticipated that the State's Homeless Programs Office will conduct on-site visits to the agencies chosen to implement the ESG programs. Site visits to the applicable agencies will be determined and prioritized by risk assessment elements, including:

- a. agency is new to administering federal grants;
- b. agency is new to prevention/re-housing activities
- c. key staff turnover;
- d. previous compliance or performance concerns;
- e. registered/multiple complaints by clients, other agencies, and/or media;
- f. problems with accuracy or timeliness of invoicing;
- g. problems with accuracy or timeliness of reporting; and
- h. administering grants from multiple grantees.

On-site visits will include an in-depth review of multiple, randomly selected client files at each site, and a physical inspection of the project and property to ensure compliance with program rules, health and safety regulations and compliance with the Americans with Disabilities Act (ADA). After a site visit is conducted, the State's Homeless Program staff will complete a Program Compliance Review (PCR), which shows any deficiencies found during the site visit. The PCR will be sent to the affected provider agency, which will be required to develop a Correction Action Plan (CAP) to address any deficiencies. The State's Homeless Program staff will review the CAP and, if acceptable, will notify the provider agency of the approval of the CAP. Agencies will be advised that implementation of the CAP should be immediate when possible, and in a timely manner for more comprehensive plans. HPO will continue to monitor compliance with the corrective actions plans once

implemented. Failure to submit and/or comply with the CAP will include, without limitation, the following consequences:

- a. delayed or non-payment of invoices until CAP is fulfilled;
- b. re-allocation of remaining funds; and
- c. documentation of non-compliance for subsequent evaluation of grant applications.

Accomplishments and numbers served under the ESG program will be reported in a Quarterly Progress Report. These statistics and demographics will be compared against HMIS data to ensure accuracy. The information from the Quarterly Progress Report will also be used to complete the Consolidted Annual Performance and Evaluation Report (CAPER) at the end of the program year.

C. HOPWA Monitoring Plan for PY2014

To ensure the continued efficient and effective management of the HOPWA program, the State's Homeless Program will monitor the agency receiving HOPWA funds allocated to DHS-BESSD. Desk monitoring will be conducted to evaluate compliance with program rules and State regulations and requirements. Desk monitoring may include, but is not limited to, the evaluation of HOPWA Program policies and procedures, a current financial audit, and the agency's's ablility to coordinate services with other AIDS service organizations in the County of Hawaii and the County of Kauai.

DHS-BESSD/HPO anticipates on-site and/or remote monitoring of the three agencies which comprise the Neighbor Island HIV/AIDS Coalition (NIHAC): Maui AIDS Foundation (sponsor and lead agency), Hawaii Island HIV/AIDS Foundation, and Malama Pono (Kauai). HOPWA on-site monitoring will be conducted in a process consistent with ESG monitoring described above.

Accomplishments and numbers served will be reported in the Consolidated Annual Performance and Evaluation Report (CAPER).

VI. Public Notification, Comments, and Grantee Response

In developing the PY2014 Action Plan, a series of public hearings were held in October and November 2013 in each of the counties by the County housing offices, the HHFDC and DHS-BESSD/HPO to solicit input on housing needs and priorities. DHS-BESSD/HPO anticipated using its PY2014 ESG funds for shelter operations, homelessness prevention, and rapid re-housing activities, and is working with Bridging the Gap members to develop recommendations and encouraged participation in each of the counties' Continuum of Care. In preparation for the fiveyear Consolidated Plan covering Program Years 2015 through 2019, the State and County agencies also solicited community input on housing needs and priorities over the next five years.

Citizens attending the public hearings testified on a variety of programs and projects needing funds.

Representatives from the State Council on Developmental Disabilities and advocates for persons with intellectual and developmental disabilities attended hearings in each of the counties to support affordable housing for this population. Attendees stated that persons with intellectual and development disabilities need more opportunities to live self-determined lives, independently within their communities, with supportive services. They also testified that there is a long wait list of clients needing affordable housing, and that a needs assessment is currently being compiled by the Department of Health (DoH). DoH's report should be available in January 2014. One advocate stated that the County of Hawaii should receive the majority of funding since it is the largest of the three neighbor island counties, and such funding should be targeted to East Hawaii, since the population in East Hawaii is more financially disadvantaged than West Hawaii.

Community representatives also testified for continued and increased funding to support the chronically homeless. Affordable housing, along with supportive services, is needed for a chronically homeless person to succeed in the community. A community member testified that funding support is needed in South Kona, for a homeless shelter, a shelter for veterans with dependency issues, and a police station.

Others testified that affordable homeownership opportunities such as self-help housing is needed, and can help families from public housing, homelessness, or the hidden homeless, transition into affordable homeownership.

Testimony was also received in support of creating sustainable communities in distressed areas where housing is needed and economic opportunities can occur.

A CHDO representative from the County of Hawaii recommended support for rental housing for low-income seniors, self-help housing and facilities for seniors such as adult day care facilities, in the County of Hawaii. He commented that HHFDC's rotation between three neighbor island counties is inefficient because each county receives funds just once in three years, resulting in missed or delayed opportunities during the two years that a county does not receive HOME funds. He stated that the effect of the rotation is magnified when considering the State's Low-Income Housing Tax Credit priorities that will give a county's HOME-funded projects an advantage over projects without HOME funding. The CHDO representative recommended that the state return to an evenly-divided annual allocation of HOME funds between all three counties, with intermediate deadlines to ensure the timely expenditure of funds.

Staff from the County of Maui stated that its PY2014 allocation of regular HOME funds would be used for the County's Kulamalu project, an affordable rental project for families on County-owned land; the County issued an RFP seeking a developer for the project. The County also issued an RFP for the use of the PY2014 HOME CHDO funds.

Staff from the County of Hawaii testified that funding is needed for its Family Self-Sufficiency program and Homeownership Option program, tenant-based rental assistance program, for constructing affordable rental and homeownership housing, for rehabilitation of homes owned by low- and moderate-income homeowners, for homebuyer education workshop and counseling sessions, and for down-payment and closing cost assistance. County staff stated these programs continue to warrant high priority in the County of Hawaii, and that it currently has a waitlist of 6,000 applicants for Section 8. Community members echoed staff's statements that TBRA is critical for individuals and families to maintain their rents, along with programs that support increasing employment opportunities.

The HHFDC drafted the PY2014 Annual Action Plan, and published a Notice of Public Comment to accept comments on the draft. The deadline for public comments was April 24, 2014, and no comments were received during this period.

However, in public testimony submitted to HHFDC on May 8, 2014, the state's Department of Hawaiian Home Lands (DHHL) conveyed its request to HUD seeking a waiver from the new HOME rule that requires CHDOs to own lands in fee simple absolute when developing a homeowner project. Such a waiver would maximize the use of CHDO funds on DHHL properties and assist DHHL's low-income beneficiaries to achieve homeownership. While a HUD waiver of its new HOME rule could assist DHHL's beneficiaries, the possibility of obtaining a waiver and within a reasonable timeframe is unknown at this time.

Copies of the public hearing notices, a summary of the public meetings, notice of public comment, public comments and HHFDC's response are included in **Appendix F**.

APPENDIX A

CPMP Tool for PY2014 Projects

PY2014 Action Plan

KEY TO PROJECTS (Annual Action Plan for July 1, 2014 to June 30, 2015)

This key and the following Project Sheets provide detail on HOME, ESG or HOPWA projects, programs and activities in Program Year 2014-2015.

HOME	DESCRIPTION	AMOUNT]
Project 1	State of Hawaii – Administrative	\$150,894	
Project 4	County of Maui – Administrative	\$150,894	
Project 6	County of Hawaii – Tenant-Based Rental Assistance	\$25,000	,
Project 12	County of Kauai – Home-Buyer Loan Program (or other eligible HOME project)	\$965,000	,
Project 15a	County of Maui – Kulamalu Affordable Rental Housing Project	\$2,318,416	
Project 25	HHFDC – Ko'oloa'ula Phase II Project (CHDO)	\$452,683	1
Project TBD	County of Kauai – TBD (uncommitted prior years' HOME funds)	\$515,000	:
Project TBD	County of Kauai – TBD (uncommitted prior years' HOME CHDO funds)	\$446,000	1
	TOTAL PY2014 HOME FUNDS	\$5,023,887	1

* Includes other HOME funds, such as program income, recaptured funds, or uncommitted HOME funds from prior allocations.

 $\sqrt{}$ The County of Kauai may use this program income for another HOME-eligible activity selected under its application process.

The County of Kauai has accumulated prior years' uncommitted HOME funds, as a result of having to first use program income generated by the County's HOME activities. The prior years' uncommitted HOME funds will be awarded to eligible HOME activities selected under the County of Kauai's application process.

ESG	DESCRIPTION	AMOUNT
Project 30	DHS-BESSD/Homeless Programs – Administration	\$16,601
Project 30a	HMIS Operations and Administration	\$4,050
Project 31	Emergency Shelter Operations – Women Helping Women (Maui–Hale Lokomaikai)	\$15,500
Project 32	Emergency Shelter Operations – Family Life Center (Maui – Ho'olanani)	\$23,474
Project 33	Emergency Shelter Operations – Ka Hale A Ke Ola (Maui)	\$25,000
Project 34	Emergency Shelter Operations – YWCA of Kauai (Kauai)	\$21,141
Project 36	Emergency Shelter Operations – HOPE Services (Hawaii)	\$62,785
Project 32HP-RR	Homelessness Prevention & Rapid Re-Housing – Family Life Center (Maui)	\$66,308
Project 33HP-RR	Homelessness Prevention & Rapid Re-Housing – Ka Hale A Ke Ola (Maui)	\$57,347
Project 36HP-RR	Homelessness Prevention & Rapid Re-Housing – HOPE Services (Hawaii)	\$110,033
	TOTAL PY2014 ESG FUNDS	\$402,239

HOPWA	DESCRIPTION	AMOUNT
Project 40	DHS-BESSD/Homeless Programs – Administration	\$5,978
Project 41	Maui AIDS Foundation – Administration	\$13,939
Project 42	Maui AIDS Foundation – Rental Assistance	\$117,711
Project 43	Maui AIDS Foundation – Housing Information & Supportive Services	\$67,479
	TOTAL PY2014 HOPWA FUNDS	\$205,107

PY2014 – Annual Action Plan

APPENDIX A

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Grantee Name: State of Hawaii

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ea'	HOME	Proposed Amt.	\$22,500.00	Fund Source:	•	Proposed Amt.	
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Program Year	04 Households	Proposed Units	75	Accompl. Type:	-	Proposed Units	
gr		Actual Units		1 51		Actual Units	
Pro	Accompl. Type:	Proposed Units		Accompl. Type:	•	Proposed Units	
_		Actual Units				Actual Units	
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4	HOME	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
ar 4	HOME	Proposed Amt. Actual Amount		Fund Source:	•	Proposed Amt. Actual Amount	
-	HOME Fund Source:			Fund Source: Fund Source:	•	· · · ·	
Year	-	Actual Amount			•	Actual Amount	
Year	-	Actual Amount Proposed Amt.			▼ ▼	Actual Amount Proposed Amt.	
Year	Fund Source:	Actual Amount Proposed Amt. Actual Amount		Fund Source:	▼▼	Actual Amount Proposed Amt. Actual Amount	
-	Fund Source:	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units		Fund Source:	 <	Actual Amount Proposed Amt. Actual Amount Proposed Units	
Year	Fund Source:	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units		Fund Source: Accompl. Type:	• • •	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units	
Program Year	Fund Source:	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units	\$25,000	Fund Source: Accompl. Type:	 <	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units	
5 Program Year	Fund Source:	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units	\$25,000	Fund Source: Accompl. Type: Accompl. Type:	 <	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units	
5 Program Year	Fund Source:	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.	\$25,000	Fund Source: Accompl. Type: Accompl. Type:	• • • • • • • •	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Proposed Amt.	
Year 5 Program Year	Fund Source:	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.Actual Amount	\$25,000	Fund Source: Accompl. Type: Accompl. Type: Fund Source:	 <	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount	
Year 5 Program Year	Fund Source:	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.Actual AmountProposed Amt.Proposed Amt.	\$25,000	Fund Source: Accompl. Type: Accompl. Type: Fund Source:	 <	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt.	
Year 5 Program Year	Fund Source:	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.Actual AmountProposed Amt.Actual Amount		Fund Source: Accompl. Type: Accompl. Type: Fund Source: Fund Source:	· •	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt. Actual Amount	
5 Program Year	Fund Source:	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.Actual AmountProposed Amt.Actual AmountProposed Units		Fund Source: Accompl. Type: Accompl. Type: Fund Source: Fund Source:	· •	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.Actual AmountProposed Amt.Actual AmountProposed Amt.Actual AmountProposed Inits	

			CPMP Ve	ersion 2.0	Grantee	Name: Sta	te o	of Hawa	ii					
Proj	ect N	lame:	HOM	E Home	e Buyer L	oan Prograr	n (C	County o	f Kau	ai)				
Desc	cripti	on:		DIS Pro				UOG Cod			001			
assis provi	tance ide m	e and gap l lortgage fil	loans t nancin	hrough v g to first	/arious cour -time home	meownership nty homebuye buyers. The p single family	r loar rogra	n program am can as:	s. The	Kau	ai County	Housing A	gency	/ will
Loca	ation	:						Priority	Need (Cate	gory			
	ny of k				Sele	ct one:		Owner Occu						•
					Explanati	on:								
6/30 Obj	Suitable Living Environment Economic Opportunity				Performan Goal: Prov Problem/N Activities:	ce Measureme vide decent aff eed: Lack of a Provide down various county	ordal afforc paym	ble housin lable finar nent/closir	ng. Noing c Ng cost	osts ass	istance, lo			
ΟE	O Economic Opportunity							Specifi	ic Obje	ectiv	/es			
Ou					1 Increa	se the availabilit	y of a							-
	vailab	ility/Accessil	bility											_
	fforda	-			2									
	ustain	ability			3		_							•
	s	04 Househo	olds	-	Proposed	5		Acco	ompl. Ty	/pe:	▼	Proposed	ł	
_	nt:				Underway	/						Underwa	-	
s e	ne				Complete							Complete	•	
<u><u></u></u>	shi	Accompl. T	ype:	-	Proposed			Acco	ompl. Ty	/pe:	•	Proposed		
ect	pli				Underway	/						Underwa	-	
Project-level	Accomplishments				Complete							Complete		
ā	Ŭ U	Accompl. T	ype:	•	Proposed			Acco	ompl. Ty	/pe:		Proposed		
	Ă				Underway	/						Underwa	2	
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'ea	Fund	Source:	P	roposed	d Amt.			Fund Sour	ce:	▼	Proposed	d Amt.		
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Program Year	04 Ho	ouseholds	▼ P	roposed	d Units			Accompl.	Туре:		Proposed	d Units		
ıbc				Actual U							Actual U			
Prc	Accor	mpl. Type:		roposed				Accompl.	Туре:		Proposed			
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	HOME	Proposed Amt.	\$250,000	Fund Source:	-	Proposed Amt.	
r 2		Actual Amount			•	Actual Amount	
Year	Fund Source:	Proposed Amt.		Fund Source:	-	Proposed Amt.	
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Program	04 Households	Proposed Units	3	Accompl. Type:		Proposed Units	
gr		Actual Units				Actual Units	
ro	Accompl. Type:	Proposed Units		Accompl. Type:		Proposed Units	
ш.		Actual Units				Actual Units	
33	HOME	Proposed Amt.	\$500,000	Fund Source:		Proposed Amt.	
		Actual Amount				Actual Amount	
'ea	HOME	Proposed Amt.		Fund Source:	-	Proposed Amt.	
	Program Income	Actual Amount				Actual Amount	
Program Year	04 Households	Proposed Units	5	Accompl. Type:	-	Proposed Units	
ogr		Actual Units				Actual Units	
2rc	Accompl. Type:	Proposed Units		Accompl. Type:	-	Proposed Units	
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4	HOME	Proposed Amt.		Fund Source:	\bullet	Proposed Amt.	
ar 4	HOME	Actual Amount		Fund Source:	_	Actual Amount	
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Year		Actual Amount			▼ ▼	Actual Amount	
Year		Actual Amount Proposed Amt.			 <	Actual Amount Proposed Amt.	
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Program Year	Fund Source:	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units	\$965,000	Fund Source: Accompl. Type:	 <	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed Units	
5 Program Year	Fund Source:	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units	\$965,000	Fund Source: Accompl. Type: Accompl. Type:	 <	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsActual Units	
5 Program Year	Fund Source:	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.	\$965,000	Fund Source: Accompl. Type: Accompl. Type:	• • •	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed UnitsProposed UnitsProposed UnitsActual UnitsProposed Amt.	
Year 5 Program Year	Fund Source:	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Proposed Units Proposed Amt. Actual Amount	\$965,000	Fund Source: Accompl. Type: Accompl. Type: Fund Source:	· ·	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.Actual Amount	
Year 5 Program Year	Fund Source:	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed MnitsActual AmountProposed Amt.Actual AmountProposed Amt.	\$965,000	Fund Source: Accompl. Type: Accompl. Type: Fund Source:	· ·	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.Actual AmountProposed Amt.	
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5 Program Year	Fund Source:	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.Actual AmountProposed Amt.Actual AmountProposed Amt.Actual AmountProposed Units		Fund Source: Accompl. Type: Accompl. Type: Fund Source: Fund Source:	· ·	Actual AmountImage: Constraint of the second se	

		СР	MP Version 2.0	Grantee N	ame: Sta	te of Ha	awaii					
Proj	ect N	lame: H	OME Kular	malu Afford	able Rent	als (Cou	nty of M	aui)				
Desc	cripti	on:	IDIS Pro	ject #:		UOC	Code:	150	001			
units incor the H	s, 16 me, a HOME	will be HOME nd 12 units Program Ru	E-assisted: f will be rented ile. The total	o rental housin our units will b d to families ea estimated cos	pe rented to arning 80%	o families e or less of	arning 50° the Count	% or y's m	less of the edian fam	e County's ily income	media after	an family meeting
	<u>count</u>		<u>le Housing Fi</u>	unds.		Drio		Cate	aony			
		Maui, Hawaii					rity Need	Cale	gory		1	_
		-3-066:012-		Select	one:	Rental	Housing					▼
				Explanation	:							
Expe	ected	l Completio	n Date:	Performance			-	-1				
6/30	/2014	4		Goal: Promo				unito	for low m	odorata in		familias
	-	Category			oblem/Need: Shortage of affordable rental units for low-moderate income families tivity: Construct affordable rental housing.						ramiles.	
ΘD	Decent	Housing			tivity: Construct affordable rental nousing. Itput: 16 HOME-assisted affordable rental units.							
Οs	O Suitable Living Environment											
ΟE	O Economic Opportunity					Sp	ecific Obj	ectiv	/es			
Ou	Outcome Categories				the supply of	affordable i	ental housir	ng				•
ΠA	vailab	ility/Accessibili	ty									•
⊿A	fforda	bility		2								
□s	ustain	ability		3								•
		10 Housing U	nits 🔻	Proposed	16		Accompl. T	vpe:		Proposed	1	
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			ig 570.201(iii)									
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			Actual A	mount					Actual A	mount		
ea	Fund	Source:	Propose	d Amt.		Fund	Source:		Proposed	d Amt.		
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an	Accor	npl. Type:	Propose	d Units		Acco	mpl. Type:	-	Proposed	d Units		
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und Source:	Proposed Amt.			Fund Source:	▼	Proposed Amt.	
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Accompl. Type: 🔻	Proposed Units			Accompl. Type:	1	Proposed Units	
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und Source:	Proposed Amt.			Fund Source:	•	Proposed Amt.	
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und Source:	Proposed Amt.			Fund Source:	•	Proposed Amt.	
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	Proposed Units Actual Units			Accompl. Type: Accompl. Type:	▼	Proposed Units Actual Units	
	Proposed Units Actual Units Proposed Units	\$2,263,416			▼	Proposed Units Actual Units Proposed Units	\$8,515,417
Accompl. Type: 🔻	Proposed Units Actual Units Proposed Units Actual Units	\$2,263,416		Accompl. Type:	▼▼	Proposed Units Actual Units Proposed Units Actual Units	\$8,515,417
Accompl. Type: 🔻	Proposed Units Actual Units Proposed Units Actual Units Proposed Amt.	\$2,263,416		Accompl. Type: Other	 <	Proposed Units Actual Units Proposed Units Actual Units Proposed Amt.	\$8,515,417
Accompl. Type:	Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount			Accompl. Type: Other County AHP	 <	Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount	\$8,515,417
Accompl. Type: HOME H	Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt.			Accompl. Type: Other County AHP Fund Source:	 <	Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt.	\$8,515,417
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Accompl. Type: HOME H	Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt. Actual Amount Proposed Units	\$55,000		Accompl. Type: Other County AHP Fund Source:	 <	Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt. Actual Amount Proposed Units	\$8,515,417
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reion 2.0	Grantee	Name:	State	of Hawa	ii
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			CPMP Version 2.0	Grantee Na	me: Sta	te of Ha	awali						
Proj	ect N	lame:	HOME Ko'o	oa'ula Phase II (HHFDC - City & County of Honolulu)									
Description: IDIS Pr				oject #:	UOC	UOG Code: 150001							
				tion of Hawaii will develop 188 rental housing units in the Ko'oloa'ula Phase II									
				apolei, City & Co									
				and 60% or less									
				be funded with							lula №	lae	
				ds from the City & County of Honolulu, and Rental Housing Trust Funds.									
Location: 91-1159 Keahumoa Parkway, Ewa				Priority Need Category									
91-1159 Keanumoa Parkway, Ewa Beach, Hawaii				Select one:		Rental Housing						▼	
TMK (1) 9-1-017-115 through 118											L		
(_,													
				Explanation:									
Expected Completion Date:				Performance Measurement Model Obj. #: HR-1									
6/30/2016				Goal: Promote decent, affordable housing.									
		e Category -		Problem/Need					for low-m	oderate in	come	families.	
ΘD	ecent	Housing		Activity: Construct affordable rental housing. Output: Two HOME-assisted affordable rental units.									
Οs	uitable	e Living Env	vironment										
		nic Opportu											
		[1]		Specific Objectives									
		e Categor		1 Increase the supply of affordable rental housing									
A	vailab	ility/Accessi	bility										
🗹 At	fforda	bility		2								·	
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	s	10 Housing Units		Proposed 2 Underway Complete			Accompl. Type:		▼.	Proposed			
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		ears of affo	ordable rental	Completion an	cy of renta	al							
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12 00	nstru	ction of Hou	ısing 570.201(m)			Matrix Cod	es						
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2rc	Accompl. Type:	Proposed Units			Accompl. Type:	▼	Proposed Units	
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۲ ع	Fund Source:	Proposed Amt.			Fund Source:	-	Proposed Amt.	
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Year	Fund Source:	Proposed Amt.		-	Fund Source:	•	Proposed Amt.	
		Actual Amount					Actual Amount	
้าลท	Accompl. Type:	Proposed Units			Accompl. Type:	-	Proposed Units	
gr	1 51	Actual Units			1 51		Actual Units	
Program	Accompl. Type:	Proposed Units			Accompl. Type:	-	Proposed Units	
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4	Fund Source:	Proposed Amt.			Fund Source:	•	Proposed Amt.	
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Year					Fund Source:	•		
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Project Name: ESG - Maui Economic Concerns of the Community (Ka Hale A Ke Description: IDIS Project #: UOG Code: HI159999 HAWAII STA Provide operations funding to MECC's Ka Hale A Ke Ola for emergency shelter for the unsheltered. Hill State A Ke Ola for emergency shelter for the unsheltered.	· · · · · · · · · · · · · · · · · · ·
	TE PROGRAM
Provide operations funding to MECC's Ka Hale A Ke Ola for emergency shelter for the unsheltered.	
Location: Priority Need Category	
County of Maui - Countywide Select one: Homeless/HIV/AIDS	•
Explanation:	
Expected Completion Date: Performance Measure Model, Objective #: HP-1 & HP-4 6/30/2014 A safe place to sleep for the homeless is a high priority need. Ob chronic homelessness and increase the number of homeless movi housing. Funds will be used to provide operations of an emergence 365 homeless persons, and assistance to transition 105 homeless permanent housing.	ing into permanent cy shelter serving
C Economic Opportunity Specific Objectives	
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Year 5 Program Year	Fund Source:	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units	\$117,711	Fund Source: Accompl. Type: Accompl. Type: Fund Source: Fund Source: Accompl. Type:	•	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.Actual AmountProposed Amt.Actual AmountProposed UnitsActual AmountProposed UnitsActual AmountProposed UnitsActual AmountProposed UnitsActual Units	

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infor	matic	on services to	persons wit	th HIV/AIDS.		-					-	
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		of Hawaii, Kau	ai, and						.gory			
Maui		· · · , · ·	.,	Select of	one:	Home	less/HIV	/AIDS			•	▼
					51101							
				Explanation:								
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		e Category		provide suppo		ces, with a	and wit	hout hou	sing activi	ties, to per	sons li	iving
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ar		Proposed Amt.					
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e	HOPWA 🔻	Proposed Amt.	\$36,330	Fund Source:		Proposed Amt.	
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r 4	HOPWA 🔻	Proposed Amt. Actual Amount	\$36,330	Fund Source:	▼	Proposed Amt. Actual Amount	
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Year	Fund Source:	Actual Amount Proposed Amt.	\$36,330	Fund Source:	• •	Actual Amount Proposed Amt.	
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5 Program Year	Fund Source: 01 People Accompl. Type:	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units	537	Fund Source: Accompl. Type: Accompl. Type:	 <	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units	
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Year 5 Program Year	Fund Source: 01 People Accompl. Type: HOPWA	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt. Actual Amount	\$67,479	Fund Source: Accompl. Type: Accompl. Type: Fund Source:	· •	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt. Actual Amount	
Year 5 Program Year	Fund Source:	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.Actual AmountProposed Amt.Actual AmountProposed UnitsActual AmountProposed UnitsActual AmountActual AmountActual AmountActual AmountActual Units	\$67,479	Fund Source: Accompl. Type: Accompl. Type: Fund Source: Fund Source: Accompl. Type:	· •	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units	
5 Program Year	Fund Source:	Actual AmountProposed Amt.Actual AmountProposed UnitsActual UnitsProposed UnitsActual UnitsProposed Amt.Actual AmountProposed Amt.Actual AmountProposed Units	\$67,479	Fund Source: Accompl. Type: Accompl. Type: Fund Source: Fund Source:	· •	Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt. Actual Amount Proposed Units	

APPENDIX B

SF424 and State Certifications

PY2014 Action Plan



SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted June 13, 2014	Applicant IdentifierHI Stat Program 159999		Submission				
Date Received by state	State Identifier	Application	Pre-application				
Date Received by HUD	Federal Identifier	Construction	Construction				
		Non Construction	Non Construction				
Applicant Information		MRG. Mart - 1991 AT	國國國國和國民國				
Jurisdiction: State of Hawaii, I and Development Corporation		UOG Code					
Street Address Line 1: 677 Que	en Street, Suite 300	Organizational DUNS:	80-441-2661				
Street Address Line 2	*	Organizational Unit: Sta	ate of Hawaii				
City: Honolulu	Hawaii	Department: Department of Business, Econom Development & Tourism					
ZIP: 96813	Country U.S.A.	Division: Hawaii Housi Development Corpora					
Employer Identification Numb	per (EIN):	County					
14-1967871		Program Year Start Dat	e (MM/DD) 07/14				
Applicant Type:	(1) 2010年1月1日日日日日日日日日日日日日日日日日日日日日日日日日日日日日日日日日	Specify Other Type if					
State Government		Specify Other Type					
Program Funding		U.S. Department of Housing and Urban Development					
Project(s) (cities, Counties, loca Community Development Blo		ng 14.218 Entitlement Gran	nt				
CDBG Project Titles		Description of Areas Affe	ected by CDBG Project(s)				
CDBG Grant Amount	\$Additional HUD	 Grant(s) Leveraged <mark>Desc</mark> i	ribe				
\$Additional Federal Funds Leve	praged	\$Additional State Funds	Leveraged				
Locally Leveraged Funds		\$Grantee Funds Levera	ged				
\$Anticipated Program Income	and the second s	Other (Describe)					
Total Funds Leveraged for CDB	G-based Project(s)						
Home Investment Partnership	es Program:	14.239 HOME	CAMPAGE AND				
HOME Project Titles HHFDC: CH Ko'oloa'ula Phase II project in Ewa Be HOME funds and program income will Affordable Rental Project. <u>HAWAII</u> : Pr previously-approved projects, such as may be used for county homebuyer lo or eligible projects for prior years' unco	ach, Oahu. <u>MAUI</u> : Regular be used for the Kulamalu ogram Income may be used for TBRA. <u>KAUAI</u> : Program Income ans; County will solicit applicants						

\$HOME Grant Amount \$3,017,887	\$Additional \$2,000,000		Grant	(s) Leverageo	Describe HOME (Honolulu)			
Additional Federal Funds Leverage	əd		\$18,8		Funds Leveraged \$23,900,000 LIHTC; \$9,700,000 ily Bonds.			
Locally Leveraged Funds \$8,515,417 Maui County AHP, \$1,847,	317 Honolulu AHP		\$Gra	ntee Funds L	everaged			
Anticipated Program Income \$1,045,000		Other (Describe) (\$961,000 Prior Yrs. Uncommitted HOME funds)						
Total Funds Leveraged for HOME-b \$63,807,734.00	ased Project(s)							
Housing Opportunities for People	with AIDS:		14.24	11 HOPWA	un se la companya de			
HOPWA Project Titles Maui AIDS Foundation Rental Assistanc	e and Supportive Se	rvices			as Affected by HOPWA Project(Kauai, and Maui			
HOPWA Grant Amount \$205,107			And the Destruction	(s) Leverageo				
Additional Federal Funds Leverage	bd		\$Add	litional State	Funds Leveraged			
Locally Leveraged Funds				ntee Funds L	everaged			
Anticipated Program Income			Othe	r (Describe)				
Total Funds Leveraged for HOPWA	-based Project(s)							
Emergency Solutions Grants Pro	gram:		14.23	B1 ESG				
ESG Project Titles <u>HAWAII</u> : HOPE Sei Kauai; <u>MAUI</u> : Family Life Center; Wome Hale A Ke Ola.	rvices; <u>KAUAI</u> : YWC n Helping Women; K	A of			as Affected by ESG Project(s) Kaual and Maui			
	Additional HUD Gra \$205,107	ant(s)	Leve	raged	Describe HOPWA			
Additional Federal Funds Leverage Continuum of Care Homeless Assistance ormer Supportive Housing Program, and ormer Shelter Plus Care program).	ed \$3,045,641 from e (\$272,755 under th	ie the	(\$2,19 Grant	93,661 State O s; \$2,431,724	Funds Leveraged \$18,430,160. utreach; \$375,000 State Emergency TANF-funded Housing Placement 75 Homeless Shelter Program)			
Locally Leveraged Funds				ntee Funds L				
Anticipated Program Income			Othe	r (Describe)				
otal Funds Leveraged for ESG-bas	ed Project(s) \$21	,680,90	08.00					
Congressional Districts of:				tion subject to	o review by state Executive Orde			
Applicant Districts 1 Proje Is the applicant delinguent on any	ect Districts 1&2 federal debt? If		Statement Statement		ation was made available to the			
"Yes" please include an additional			1.4		2372 process for review on DATI			
explaining the situation.		MN		Program is	not covered by EO 12372			
Yes	0		I/A	Program ha	as not been selected by the state			
		-						
Person to be contacted regarding th				Althour a				
	Middle Initial K.				Last Name: Hirai			
Title: Executive Director	Phone: (808) 587			Fax: (808) 587-0600				
	Grantee Website: http://hawai.gov/dbe	dt/hhfo	Vhhfdc					
	Construction of the second sec	Contraction of the	and the second sec	and the states and the state				

Craig.k.hirai@hawaii.gov http://hawai.gov/dbedt/hhfdc
Signature of Authorized Representative Date Signed

June 12, 2014

STATE CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the State certifies that:

Affirmatively Further Fair Housing -- The State will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the state, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Anti-Lobbying -- To the best of the State's knowledge and belief:

- 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- 3. It will require that the language of paragraphs 1 and 2 of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts

under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of State -- The submission of the consolidated plan is authorized under State law and the State possesses the legal authority to carry out the programs under the consolidated plan for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan – The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 - It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

MAY 0 9 2014

Date

Craig K. Hirai, Executive Director <u>Hawaii Housing Finance & Development Corporation</u> Title

STATE CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the State certifies that:

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- 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
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2DBarlana Signature/Authorized Official

Patricia McManaman, Director <u>Department of Human Services</u> Title

<u>5/5/14</u> Date

Specific CDBG Certifications

The State certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR §91.115 and each unit of general local government that receives assistance from the State is or will be following a detailed citizen participation plan that satisfies the requirements of 24 CFR §570.486.

Consultation with Local Governments -- It has or will comply with the following:

- 1. It has consulted with affected units of local government in the nonentitlement area of the State in determining the method of distribution of funding;
- 2. It engages in or will engage in planning for community development activities;
- 3. It provides or will provide technical assistance to units of local government in connection with community development programs; and
- 4. It will not refuse to distribute funds to any unit of general local government on the basis of the particular eligible activity selected by the unit of general local government to meet its community development needs, except that a State is not prevented from establishing priorities in distributing funding on the basis of the activities selected.

Local Needs Identification -- It will require each unit of general local government to be funded to identify its community development and housing needs, including the needs of low-income and moderate-income families, and the activities to be undertaken to meet these needs.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objectives of Title I of the Housing and Community Development Act of 1974, as amended. (See 24 CFR 570.2 and 24 CFR part 570)

Use of Funds -- It has complied with the following criteria:

- 1. <u>Maximum Feasible Priority.</u> With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
- 2. <u>Overall Benefit.</u> The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 199, , and . (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

3. <u>Special Assessments.</u> The state will require units of general local government that receive CDBG funds to certify to the following:

It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force – It will require units of general local government that receive CDBG funds to certify that they have adopted and are enforcing:

- 1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
- 2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Compliance with Laws -- It will comply with applicable laws.

N/A

Signature/Authorized Official

Date

Title

Specific HOME Certifications

The State certifies that:

Tenant Based Rental Assistance - If it intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the State's consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through §92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Appropriate Financial Assistance -- Before committing any funds to a project, the State or its recipients will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature/Authorized Official Date Craig K. Hirai, Executive Director Hawaii Housing Finance and Development Corporation Title

MAY 09 2014

ESG Certifications

Each State that seeks funding under the Emergency Solutions Grants Program must provide the following certifications:

Matching Funds – The State will obtain any matching amounts required under 24 CFR 576.201 in a manner so that its subrecipients that are least capable of providing matching amounts receive the benefit of the exception under 24 CFR 576.201(a)(2).

Discharge Policy – The State will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Confidentiality – The State will develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

The State will ensure that its subrecipients comply with the following criteria:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the building will be maintained as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the building will be maintained as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual set of the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the building will be maintained as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – If ESG funds are used for shelter operations or essential services related to street outreach or emergency shelter, the subrecipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the applicant serves the same type of persons (e.g., families with children, unaccompanied youth, veterans, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The subrecipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

Homeless Persons Involvement – To the maximum extent practicable, the subrecipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted ESG.

Consolidated Plan – All activities the subrecipient undertakes with assistance under ESG are consistent with the State's current HUD-approved consolidated plan.

1.

Signature/Authorized Official Patricia McManaman, Director Department of Human Services Title

5/5/14 Date

HOPWA Certifications

The State HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under the program shall be operated for the purpose specified in the plan:

- 1. For at least 10 years in the case of any building or structure purchased, leased, rehabilitated, renovated, or converted with HOPWA assistance,
- 2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Jarlan Signature/Authorized Official

<u>5/5/14</u> Date

Propatricia McManaman, Director Department of Human Services Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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APPENDIX C

Logic Models (Charts 1, 2, and 3)

PY2014 Action Plan

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	HOME	Construct new or	2010	20 units	96 units	0 units	*4,040 unit years	0 unit years	Decent,	Affordability
	affordable rental		rehabilitate	2011	72 units	0 units	0 units	of affordability	0 unit years	affordable	
		existing affordable rental	2012	50 units	6 units	16 units	in rental projects	320 unit years	housing		
			housing	2013	10 units	72 units					
			-	2014	50 units	18 units					
				TOTAL	202 units	192 units	16 units		320 unit years		
HR-2	Shortage of		HOME Provide tenant- based rental	2010	20 HH	20 HH	22 HH	100 low-income households pay more affordable	22 households	Decent, affordable housing	Affordability
	affordable rental units for low-			2011	20 HH	20 HH	14 HH		14 households		
	income families		assistance	2012	20 HH	20 HH	14 HH	rents	14 households	nousing	
				2013	20 HH	0 HH					
				2014	20 HH	2 HH					
				TOTAL	100 HH	62 HH	50 HH		50 households		
HR-3	Shortage of	HOME	Construct	2010	0 units	29 units	15 units	*2,880 unit years	300 unit years	Decent,	Affordability
	affordable rental		affordable rental	2011	0 units	60 units	5 units	of affordability	100 unit years	affordable	
	units for special needs		housing for special needs	2012	60 units	0 units	0 units	in rental projects	0 unit years	housing	
	populations		populations	2013	54 units	7 units					
				2014	30 units	0 units					
				TOTAL	144 units	96 units	20 units		400 unit years		

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

* 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)

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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	HOME	Develop (new con- struction or rehab of	2010	0 units	1 unit	0 units	*360 unit years of	0 units	Strengthen	Affordability
	units available to		existing bldgs.) new	2011	0 units	1 unit	0 units	transitional	0 units	communities; Promote /	
	support homeless with transitional		transitional housing units to assist victims	2012	4 units	0 units	0 units	housing	0 units	provide	
	housing needs		of domestic violence	2013	5 units	0 units				decent,	
	_		or the working homeless.	2014	9 units	0 units				affordable	
				TOTAL	18 units	2 units	0 units		0 units	housing	
HO-1	Shortage of	HOME	Construct new or	2010	7 HH	16 HH	0 HH	33 low-income	0 HH	Promote /	Affordability
	affordable for- sale inventory		acquire/rehabilitate existing affordable	2011	16 HH	3 HH	0 HH	households become	0 HH	provide decent affordable	
	sale inventory		for-sale housing	2012	0 HH	1 HH	8 HH	homeowners	8 HH	housing	
				2013	10 HH	0 HH					
				2014	0 HH	0 HH					
				TOTAL	33 HH	20 HH	8 HH		8 HH		
HO-2	Shortage of	HOME	Provide project development funds to	2010	0 HH	0 HH	10 HH	40 low-income	10 HH	Promote /	Affordability
	affordable for- sale inventory		carry out projects that	2011	0 HH	25 HH	8 HH	first-time home- owners	8 HH	provide decent affordable	
	sale inventory		produce affordable housing using a self-	2012	20 HH	92 HH	16 HH	0 wilers	16 HH	housing	
			help building method	2013	0 HH	0 HH				Ũ	
				2014	20 HH	0 HH					
				TOTAL	40 HH	117 HH	34 HH		34 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.

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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	HOME	Provide down pay-	2010	8 HH	10 HH	2 HH	30 first-time	2 HH	Promote /	Affordability
	affordable		ment/closing cost assistance, loan guarantees & gap	2011	7 HH	3 HH	2 HH	low-income	2 HH	provide	
	financing costs to purchase			2012	5 HH	5 HH	0 HH	homeowners	0 HH	decent affordable	
	existing homes		loans thru various	2013	5 HH	0 HH		-		housing	
			county home buyer loan programs	2014	5 HH	0 HH				nousing	
			F	TOTAL	30 HH	18 HH	4 HH		4 HH		
HO-4	Lack of	HOME	Provide	2010	4 sessions	4 sessions	88 sessions	20 sessions; 50%	88 sessions	Promote /	Availability,
	education and	uncation and homebuyer unseling for education and	homebuyer	2011	4 sessions	4 sessions	21 sessions	of participants become home owners; 25% im- prove purchasing ability, 25% de-	21 sessions	provide	Accessibility
	potential homebuyers		counseling sessions	2012	4 sessions	4 sessions	0 sessions		0 sessions	decent affordable housing	
				2013	4 sessions	4 sessions					
				2014	4 sessions	4 sessions				_	
				TOTAL	20 sessions	20 sessions	109 sessions	cline to purchase.	109 sessions		
HA-1	Appropriate,	HOME	Carry out high	2010							
	efficient, and effective use of		standards of ethics, manage-	2011							
	funds		ment and	2012				Program timelines			vide effective
			accountability	2013				and expend	ing funds	program ad	ministration
				2014							
				TOTAL	N/A	N/A	N/A				
HA-2	Appropriate, efficient, and	HOME	Conduct housing	2010	1 study	0 study	0 study				
	effective use of		study to measure progress and	2011	0 study	1 study	1 study				
	funds		needs of the	2012	0 study	0 study	0 study	Better service to community thru program enhancer		ement made	
			housing market	2013	0 study	0 study		po	ossible by current	data from study	
				2014	0 study	1 study		_			
				TOTAL	1 study	1 study	1 study	у			

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

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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	\$2,000	Provide annual	2010	5 sessions	5 sessions	33 sessions	Increase the	50% increase	Decent	Availability,
	education and	\$2,000	trng. in Kauai, Maui, Honolulu,	2011	5 sessions	5 sessions	32 sessions	trainees'	50% increase	affordable	Accessibility
	outreach \$2,000	Hilo & Kona to	2012	5 sessions	5 sessions	7 sessions	understanding of federal and state	50% increase	housing		
		\$2,000	landlords, tenants	2013	5 sessions	5 sessions		fair housing laws	% increase		
		\$2,000	& the general public on state &	2014	5 sessions	5 sessions		by 50%.	% increase		
		\$10,000	fed'l. fair hsg laws.	TOTAL	25 sessions	25 sessions	72 sessions		% increase		
FH-2	Lack of	. ,	Provide annual trng. in Kauai, Maui,	2010	5 sessions	5 sessions	1 session	Increase the	50% increase	Decent	Availability,
	education and	\$2,500	Honolulu, Hilo &	2011	5 sessions	5 sessions	1 session	trainees'	50% increase	affordable	Accessibility
	outreach	\$2,500	Kona to non English speaking or Limited	2012	5 sessions	5 sessions	2 sessions	understanding of federal and state	50% increase	housing	
		\$2,500	English speaking	2013	5 sessions	5 sessions		fair housing laws	% increase		
		\$2,500	groups (interpreter available).	2014	5 sessions	5 sessions		by 50%.	% increase		
		\$12,500	,	TOTAL	25 sessions	25 sessions	4 sessions		% increase		
FH-3	Lack of	\$1,000	Provide annual	2010	1 sessions	1 session	1 session	Increase the	50% increase	Decent	Availability,
	education and	\$1,000	training to County, HHFDC	2011	1 sessions	1 session	12 sessions	trainees' understanding of	50% increase	affordable	Accessibility
	\$1,	\$1,000	and HPHA staff,	2012	1 sessions	1 session	10 sessions	federal and state	50% increase	housing	
		\$1,000	both new and	2013	1 sessions	1 session		fair housing laws	% increase		
		\$1,000 current	2014	1 sessions	1 session		by 50%.	% increase			
		\$5,000	employees.	TOTAL	5 sessions	5 sessions	23 sessions		% increase		

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

СПАГ	XI 2 – Fair Hou	sing Guais	(State of Hawall)								
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	\$5,000	Produce a local	2010	1 FH video	0 FH video	0 FH video	1 fair housing	0 FH video	Decent	Availability,
	coordination		fair housing	2011	0 FH video	0 FH video	0 FH video	video produced	0 FH video		Accessibility
	between the State and		video.	2012	0 FH video	0 FH video	0 FH video	for use in fair housing	0 FH video	housing	
	counties			2013	0 FH video	0 FH video		trainings.			
				2014	0 FH video	0 FH video					
				TOTAL	1 FH video	0 FH Video	0 FH video		0 FH video		
FH-5		\$25,000	Update Analysis	2010		0 AI update	1 update	Identify and	1 update	Decent	Availability,
			of Impediments	2011	1 AI update	1 AI update	0 updates	remove	0 updates	affordable	Accessibility
			to fair housing choice	2012		0 AI update	0 updates	impediments to fair housing	0 updates	housing	
				2013		0 AI update		choice.			
				2014	1 AI update	1 AI update					
				TOTAL	2 AI updates	2 AI updates	1 update		1 update		
FH-6			Attend Fair	2010			1 meeting	Increase	1 meeting	Decent	Availability,
			Housing meetings with the	2011			4 meetings	coordinated efforts between	4 meetings	affordable	Accessibility
			State and all	2012	Attend 4	times a	3 meetings	the State and	3 meetings	housing	
		counties.	2013	year.			counties.				
				2014	-						
				TOTAL			8 meetings		8 meetings		

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*	YEA ACT COMM INDICA SHORT	UAL UNITY	HUD OBJECTIVE	HUD OUTCOME
HP-1	Unsheltered	ESG	Provide operations and essential services	2010	1,200	1,495	1,436	Short term: 6,000 homeless persons	1,436	305	Decent	Availability,
	homeless need a safe place to		funding to providers	2011	1,200	1,495	1,547	will have safe nights	1,547	-	affordable A housing	Accessibility
	sleep		of emergency shelter for the unsheltered	2012		of sleep. <u>Long term</u> : 650 persons will	2,090	506	nousing			
			(Hawaii, Kauai and Maui)	2013	1,200	1,430		transition into				
				2014	1,200	1,650		permanent housing.				
				Total:	6,000	7,208	5,073		5,073	1,229		
HP-2	Persons fleeing	ESG	Provide operations and essential services	2010	700	706	788	Short term: 3,500 wo- men & children will be	788	511	Decent	Availability,
	from domestic violence need a		funding to emergency	2011	700	706	807	protected from harm when provided a safe	807	306	affordable housing	Accessibility
	safe place to		shelters for victims of domestic violence	2012	700	730	770	refuge & place to	770	258	nousing	
	sleep		(Hawaii, Kauai and	2013	700	750		sleep. Long term: 1,200 will move to permanent hsg. secure from harm.				
			Maui)	2014	700	395						
				Total:	3,500	3,287	2,365		2,365	1,075		
HP-3	Persons with	HOPWA	Provide housing information and	2010	350	413	426	1,850 persons with HIV/AIDS will		426	Decent	Availability,
	HIV/AIDS need services to		rent/deposit	2011	350	413	428	receive supportive	428		affordable housing	Accessibility
	achieve housing		assistance services and other supportive	2012	350	447	362	services, such as health care		362	nousing	
	stability		services to persons with HIV/AIDS	2013	400	537		accessibility, either with or without				
			(Hawaii, Kauai,	2014	400	569		housing activities.				
			Maui)	Total:	1,850	2,379	1,216			1,216		
HP-4	The homeless are	ESG	Agencies funded by ESG will include	2010	350	768	816	1,850 persons will achieve housing		816	Decent	Availability, Accessibility
	not able to find affordable rentals		transitioning	2011	350	768	724	stability with		724 affordable housing		Accessionity
			homeless persons to permanent housing as an integral activity. (Hawaii, Kauai and Maui)	2012	350	773	764	764 placement in permanent housing.		764		
		a		2013	400	317						
				2014	400	508						
				Total:	1,850	3,134	2,304			2,304		

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

	i e iioineiebs	Gound Llo	Sie mouel (Black		/						
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	ESG	Provide financial assistance to	2010				120 persons/		Decent	Availability,
	need assistance		individuals and	2011	30	30	50	families will achieve housing stability by	50	affordable	Accessibility
	to quickly attain permanent		families living on the streets and in emergency shelters to achieve hsg stability in permanent	2012	30	48	82	receiving financial assistance to get off the streets or out of	82	housing	
	housing and			2013	30	84					
	housing stability.			2014	30	78		emergency shelters.			
		housing.	Total:	120	240	132		132			
HP-4b		ESG	Provide housing relocation &	2010				120 persons/families get off the streets or		Decent	Availability,
			stabilization svcs	2011	30	30	50	out of emergency	50	affordable	Accessibility
			(case mgt, housing search & placement, legal svcs, mediation, etc.) to achieve hsg stability in permanent	2012	30	48	82	shelters & achieve housing stability thru housing relocation	82	housing	
				2013	30	84					
				2014	30	78		and stabilization services.			
			housing.	Total:	120	240	132		132	D (
HP-4c	Persons and	ESG	Prevent homeless- ness by providing	2010				30 persons/families will receive financial		Decent affordable housing	Availability,
	families at risk of homelessness		financial assistance	2011				assistance to remain			Accessibility
	need assistance		to persons and	2012	10	64	69	in their homes.	69		
	to retain perma-		families at risk of homelessness.	2013	10	11					
	nent housing			2014	10	33					
	and housing stability.	FRO	D (1 1	Total:	30	108	69	20 / 6	69		A 11 1 11.
HP-4d	state may:	ESG	Prevent homelessness by providing housing	2010				30 persons/ families will receive housing		Decent affordable	Availability, Accessibility
			relocation/stabilizatio n services (case	2011	10			relocation and stabilization services		9 housing	Accessionity
			management,	2012	10	64	69	to help them to	69		
		1	housing search & placement, legal svcs, mediation, etc.)	2013	10	11		remain in their homes.			
				2014	10	33	(0		(0)		
				Total:	30	108	69		69		

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

	<u>1 5 – 110metess</u>				,	L	Γ		YEARLY		
OBJ#	PROBLEM/ NEED	INPUTS/ RESOURCES	ACTIVITIES	OUTPUT YEAR	5-YR OUTPUT GOALS	ANNUAL OUTPUT GOALS	ACTUAL OUTPUT	COMMUNITY INDICATORS*	ACTUAL COMMUNITY INDICATORS	HUD OBJECTIVE	HUD OUTCOME
HP-4e	Funding is	ESG	Provide funding	2010				All persons		Decent	Availability,
	needed for the		for HMIS	2011	60	60	50	receiving ESG	50	affordable	Accessibility
	administration and operation of		administration and operations.	2012	80	112	151	assistance will be included in the	151	housing	
	HMIS		and operations.	2013	80	95		HMIS database.			
				2014	80	111					
				Total:	300	378	201		201		
HP-5	Persons with	HOPWA	Provide funds to pay a portion of the market rental unit	2010	25	28	28	125 households of persons with HIV/ AIDS will secure	28	Decent affordable housing	Affordability, Availability, Accessibility
	HIV/AIDS lack sufficient			2011	25	28	26		26		
	resources for		costs for homeless & homeless-at-risk	2012	25	37	19	and maintain	19		
	market rentals.		persons with	2013	25	16		permanent			
			HIV/AIDS (Hawaii, Kauai, Maui)	2014	25	27		affordable			
				Total:	125	136	73	housing.	73		
HP-6	Appropriate,	ESG and	Provide effective	2010				Program			
	efficient and effective use of	HOPWA	program administration	2011				timeliness in		1	
	funds		administration	2012				committing and expended funds.			
	Tullub			2013				enpendeu funds.			
				2014]]	
				Total:	N/A	N/A	N/A		N/A		

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

APPENDIX D Homeless Programs

State's One-Year Goals and Action Steps For Homeless and Housing & Supportive Needs of Persons with Special Needs

PY2014 Action Plan

HOMELESS & OTHER SPECIAL NEEDS ACTIVITIES State's One-Year Goals & Action Steps for Homeless, and Housing And Supportive Needs for Persons with Special Needs. State of Hawaii Consolidated Plan Action Plan Program Year 2014

In PY2014, the State anticipates receiving approximately \$340,980 in ESG funds and \$168,042 in HOPWA funds to meet the Consolidated Plan objectives of strengthening communities and promoting decent affordable housing. In addition, state funding is also anticipated to support a myriad of programs designed to address homelessness in Hawaii. The following represents the State's one-year goals, actions steps and activities to assist persons who are homeless and other special needs populations.

I. One-Year Goals and Action Steps.

A. Goal: Outreach

DHS-BESSD/HPO anticipates approximately \$2.2 M to be budgeted for the State Outreach Program, to be used for outreach to and needs assessment of homeless individuals. Four agencies on Oahu, two on Maui, and one each on the islands of Hawaii and Kauai will provide:

- 1. emergency supplies, such as food, clothing, hygiene and basic shelter supplies;
- 2. basic medical attention and referral as needed;
- 3. intake, which includes obtaining information such as name, gender, ethnicity, citizenship, marital status, etc., which will then be entered into the State's HMIS;
- 4. assessment, including identifying the needs and barriers to attaining improved living conditions;
- 5. counseling and referral, including assisting participants in addressing identified needs and barriers, and facilitating referrals to local, state and federal programs and private sector agencies for services, such as emergency or transitional shelter, employment training, or mental health services; and
- 6. monitoring and follow-up where feasible, including tracking the progress of participants and entering such contacts in the HMIS.

In addition to the "traditional" outreach services as described above, Hawaii's outreach program is being "re-tooled" to reflect our State's commitment to a Housing First model. Homeless outreach services are being changed to reflect the availability of resources for rapid-rehousing and for Housing First. Outreach encounters will be used to measure progress toward housing, e.g., did outreach assist client with documents needed for housing such as ID? Outreach services are being re-configured to reflect a commitment to the model of Housing First.

B. Goal: Emergency Shelter & Transitional Housing Needs

DHS-BESSD will utilize federal ESG funds to provide services that will:

- 1. improve the quality of emergency shelters for the homeless;
- 2. help pay for the costs of operating an emergency shelter;

- 3. assist homeless and at-risk individuals and families quickly regain stability in permanent housing after experiencing a housing crisis or homelessness through temporary financial assistance and essential services, including:
 - a. short-term rental assistance (3 months or less);
 - b. medium-term rental assistance (4-24 months);'
 - c. security and utility deposits;
 - d. temporary utility payments;
 - e. moving costs; and
 - f. housing stabilization services such as case management, credit repair/budgeting, and mediation and legal services associated with housing.
- 4. reduce the number of individuals and families experiencing homelessness through the funding of rapid re-housing activities.

In addition, DHS-BESSD/HPO anticipates receiving \$13M for the State Homeless Shelter Program to fund approximately 49 emergency and transitional shelters, managed by 17 agencies on Oahu and two each on the islands of Maui, Hawaii and Kauai. At minimum, the following services will be provided:

- at least one meal per day and/or access to cooking facilities or appliances and food supplies;
- 2. access to a clothing bank;
- adequate shelter: for emergency shelters, not less than 12 hours daily access to a secured, enclosed building, bed or cot, mailing address and a locked storage space; for transitional shelters, 24 hours access to a secured, enclosed building, bed, mailing address and locked storage space; for scattered site projects, living units within housing quality standards.
- 4. adequate sanitation needs;
- 5. adequate security;
- 6. adequate case management: intake and assessment, development and implementation of a social services plan, monitoring the progress of participants and follow-up; and
- 7. adequate child care.

The State is also poised to re-evaluate the role that emergency and transitional shelters play in its efforts to end homelessness. Performance measures have been updated to reflect the State's commitment to complete comprehensive assessments and accurately provide the services that the individual/family needs, whether that is rapid re-housing, Housing First, or some other intervention. DHS-BESSD/HPO is also focusing on reducing the length of stay in shelters, and a more successful, long term transition to permanent housing. The State's goal is to strategically convert some of the current inventory of transitional housing to permanent housing.

B. Goal: Transition to Permanent Housing & Independent Living

1. <u>Permanent Supportive Housing Program:</u>

The Hawaii State Legislature provided \$1M to initiate the Housing First Program, a nationally recognized best practice that is one solution toward ending homelessness. During PY2012, DHS-BESSD/HPO procured and contracted for the "Housing First" program, also known as the Permanent Supportive Housing Program. Two agencies were selected to implement the program that targeted the most vulnerable, chronically homeless (unsheltered) in urban Honolulu, including veterans and families with children. The program attempted to place them in housing with comprehensive supportive services. Contracted services began in June, 2012 and ended in June 2013. Both contracted agencies made progress in engaging landlords to participate in the housing program, conducting aggressive outreach of the unsheltered, chronically homeless, and coordinating the wide array of support services that are necessary to support permanent housing. These services included intensive case management and application for eligible entitlement programs (food stamps, general assistance, SSDI, veterans' benefits, etc.) that will greatly enhance self-sustainability. A partnership with the University of Hawaii's Center on Family (CoF) has yielded the beginnings of a research project that can provide long-term tracking of the cost savings associated with the Housing First programs as implemented in Hawaii.

As of June 30, 2013, this initial Housing First pilot program served a total of 71 clients. The State is currently doing a detailed analysis of the data about clients served and outcomes. In FY 2014, an allocation of \$1.5 million will be used to further the Housing First program, including a pilot project for one of the three neighbor islands in the amount of \$250,000.

The State Department of Health's recent Substance Abuse and Mental Health Services Administration (SAMHSA) grant has contributed significantly to a better community-wide understanding of the principles of Housing First. The most significant impact that the SAMHSA grant has had on the Homeless Programs Office is that it has helped to define a singular model of what our Housing First program will be. The Pathways Model will be adopted with fidelity for the purposes of the SAMHSA grant and for our larger homeless service system. Resources to fund the requisite, on-going support services such as the Assertive Community Treatment (ACT) team and Intensive Case Management (ICM) team remain very significant challenges.

2. Housing Placement Program (TANF Purposed).

DHS-BESSD/HPO anticipates receiving over \$2M in state general funds to fund two agencies on Oahu, two on Maui, and one on the Big Island. The goal of this program is to provide services that will enable families to attain and maintain the ability to live independently in affordable market rental units. The target population to be served will be TANF-eligible families who are transitioning from homelessness to permanent housing; in need of assistance locating an affordable rental unit; or in possession of a Welfare to Work or Section 8 voucher, but needing assistance to proceed. Service activities to be provided by each agency will include:

- a. assisting clients in locating suitable rental housing units;
- b. scheduling housing interviews for clients;
- c. conducting face-to-face housing presentations;
- d. assisting participants in obtaining security deposits/first month rent;
- e. conducting unit inspections incompliance with HUD's housing quality standards;
- f. assisting participants in completing all necessary documents;

- g. mediating landlord/tenant issues; being on call to address landlord concerns; cultivating new landlords to participate in the program; and
- h. providing counseling, guidance and referrals for appropriate services; ongoing case management; creating and maintaining individualized Residential Plans for each eligible family.

C. Goal: Prevention Among Individuals and Families

1. <u>The State Homeless Emergency Grants Program (SHEG)</u>

The anticipates receiving \$500,000 to help low-income individuals and families avoid becoming homeless by providing limited financial assistance to eligible individuals to prevent, avoid or remedy homelessness and its associated damages. Program funds may be utilized for costs, including:

- a. shelter/housing: rental deposit and utility costs; shelter/housing costs to avert imminent eviction; to shelter participants in temporary housing; or to alleviate the emergency shelter needs of the unsheltered;
- food: food preparation equipment or supplies, eating utensils, special diet supplements, and emergency food supplies while working with the family to find more long-term solutions;
- c. medical care or medicine: emergency medical-related expenses or purchase of supplies for special medical needs;
- d. transportation and job-hunting expenses;
- e. child and dependent care costs; and
- f. other emergency needs.
- 2. <u>Being Discharged from Publicly-Funded Institutions</u>

In July 2011, Governor Abercrombie issued an Executive Order that established the Hawaii Interagency Council on Homelessness. The HICH mirrors its federal counterpart, and reflects a broad commitment from the Sate and Counties, businesses, labor, nonprofits, and the faith community to solve the problem of homelessness. In May 2012, the HICH was statutorily established, ensuring continuity of this body over time and across political administrations. The State's leadership, through the HICH, has been in discussions on the housing needs of the homeless and other sub-populations that are vulnerable, including those who are aged and who may have physical or mental disabilities, or disabilities related to chemical dependency. One of HICH's working sub-committees is exploring a means to create uniformity in discharge requirements from state-operated institutions (hospitals rehabilitation facilities, prisons and jails, etc.) to ensure that individuals are not discharged into homelessness. This effort is a systemwide issue that is being tackled by the highest levels in our State government in collaboration with businesses and the non-profit community.

3. <u>Receiving Assistance from Public & Private Agencies</u>

The 24-member HICH, composed of state department directors, federal agency representatives, mayors of the three rural counties, and community leaders, is one example of public and private collaboration to address homelessness. Additionally, the HICH also has significant contributions from other neighbor

island representatives, including various members of Bridging the Gap on housing-specific work groups, in the development of its State Plan to End Homelessness. The HICH addresses broader and more difficult issues, such as increasing access to permanent supportive housing, workforce development and development of more affordable housing, in a long-term, statewide plan. The group has identified four areas that contribute to ending homelessness: housing, health, economic stability, and retooling the homeless response system. Additionally, DHS-BESSD/HPO collaborates with each County Continuum of Care on programs to address the needs of the homeless. A complete spectrum of services is funded to private agencies in each County to provide outreach, and access to emergency shelters and transitional shelters, and housing placement services. Collaborations between the State, Counties, and the non-profit providers have been encouraged and recognized as replicable and effective practices.

The chairperson of Bridging the Gap is a key collaborator in the work of the Council. Content areas such as stable and affordable housing, economic self-sufficiency, and health and stability have created new and sometimes better collaborations between large City, State and Federal government systems, the social service community, and the homeless themselves. BTG members' subject matter expertise in addressing homelessness on the neighbor islands is a significant resource in accomplishing the work of the Council.

II. Activities Addressing Housing and Supportive Service Needs of Persons with Special Needs

1. Continuum of Care (CoC) Homeless Assistance Program

DHS-BESSD/HPO anticipates funding for the CoC Program (formerly known as the Shelter Plus Care Program and Supportive Housing Program) to be approximately \$1.9M. Six agencies across Maui, Hawaii and Kauai will provide rental assistance, other eligible financial assistance such as tuition, childcare and medical; comprehensive support services through counseling, education, advocacy and referrals to those with special needs, including:

- persons with a serious mental illness;
- persons with co-occurring serious mental illness and substance abuse or other disabling condition;
- victims of domestic abuse; and
- persons with HIV/AIDS.

2. Housing First Model/Coordinated Assessment Tool

Partners in Care (PIC), the Oahu CoC, is currently involved in an effort termed "Hale 'O Malama" which essentially is the CoC's implementation of a coordinated entry system as required by the HEARTH Act. This effort, combined with the recent award to the State Department of Health of a SAMHSA grant to implement the Pathways Housing First model, has helped to focus our community on results such as housing the chronically homeless, adopting a common assessment tool and prioritizing service to those whose needs are the most acute. Dr. Sam Tsemberis, the founding father of the Pathways Model, spent a week in Hawaii

and provided training for providers, members of the State's Interagency Council on Homelessness, and the general public. While the training was conducted on Oahu, many Bridging the Gap members were able to travel to attend the training.

Oahu will implement the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI SPDAT) as a coordinated assessment tool to comply with this requirement of the Hearth Act. This pre-screen survey provides the ability to triage by assessing the depth (acuity) of an issue; looking for the presence of an issue; and by being the necessary first step in large geographic areas, in multiservice communities, and in very busy environments. (See Exhibit 1, VI SPDAT Pre-Screen Assessment Tool.) BTG was not included in the recent Rapid Results Acceleration Boot Camp where Oahu service providers made a commitment to double the current rate of placing chronically homeless people into permanent housing, and learned more about the common assessment tool. However, BTG has been kept abreast of the plans and are actively discussing how VI SPDAT can be applied to the neighbor island communities. BTG would like to adopt a common assessment instrument and will determine how best to implement a coordinated service system across the islands. Furthermore, each CoC chapter is considering different strategies to build capacity for implementation.

EXHIBIT 1

VULNERABILITY INDEX & SERVICE PRIORITIZATION DECISION ASSESSMENT TOOL

(VI SPDAT)

APPENDIX D Exhibit 1 - Page 2

Vulnerability Index (VI) & Service Prioritization Decision Assistance Tool (SPDAT)

PRESCREEN ASSESSMENT FOR SINGLE ADULTS



POWERED BY COMMUNITY SOLUTIONS

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APPENDIX D Exhibit 1 - Page 3 PRESCREEN ASSESSMENT FOR SINGLE ADULTS

A Proven, Evidence-Based Tool for Pre-screening and Case Management

The *HEARTH Act* and federal regulations require communities to develop a mechanism for common assessment and coordinated access. Many communities have struggled to comply with this requirement, which demands an investment of considerable time, resources and expertise. Others are making it up as they go along, using "gut instincts" in lieu of solid evidence. Communities need a practical, evidence-informed way to satisfy federal regulations while quickly implementing an effective approach to access and assessment. The VI-SPDAT is a first-of-its-kind tool designed to fill this need, helping communities end homelessness in a quick, strategic fashion.

About the VI-SPDAT

The VI-SPDAT is a "supertool," that combines the strengths of two widely used existing assessments:

The Vulnerability Index, developed by Community Solutions, is a street outreach tool currently in use in more than 100 communities. Rooted in leading medical research, the VI helps determine the chronicity and medical vulnerability of homeless individuals.

The Service Prioritization Decision Assistance Tool, developed by OrgCode Consulting, is an intake and case management tool in use in more than 70 communities. Based on a wide body of social science research, the tool helps service providers allocate resources in a logical, targeted way.

Why We Need a "Supertool"

The average community currently allocates housing resources on a first come-first served basis. Individuals and families take their place at the bottom of endless waiting lists, regardless of their chronicity, medical vulnerability, acuity, or ability to address their own housing instability. The result is often akin to an emergency room devoting its costliest resources to a common cold patient while leaving a late-arriving heart attack victim to fend for him or herself.

By contrast, the VI-SPDAT allows communities to assess clients' various health and social needs quickly and then match them to the most appropriate-- rather than the most intensive-- housing interventions available. In some cases, the VI-SPDAT may help make the case for Permanent Supportive Housing. In other cases, it may encourage practitioners to choose Rapid Rehousing or even to do nothing when clients are statistically likely to escape homelessness on their own. Because the tool is rooted in exhaustive research, service providers can be sure that the recommended intervention (or non-intervention) is the most appropriate path for the client in front of them.

The VI-SPDAT takes the pressure off of service providers making difficult, emotionally fraught decisions and reframes the moment of assistance as an opportunity to match each client with the best housing and service options for his or her individual needs. In an environment of increasingly limited resources, it also helps communities avoid "subsidy overkill" by targeting their most intensive supports toward those who research shows will not make effective use of a lesser subsidy.



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PRESCREEN ASSESSMENT FOR SINGLE ADULTS

Using the Vulnerability Index and Service Prioritization Decision Assistance Tool to Improve Access and Service Alignment in Your Community

×.	STEP 1 Homeless Individual or Family - Approached during a Registry Week or by Street Outreach - or encountered by Coordinated Intake and Common Assessment staff.
	STEP 2 A Combined Vulnerability Index and Service Prioritization Decision Assistant Tool (SPDAT) Prescreen Survey completed (with consent) to understand initial present- ing issues and whether a full assessment is warranted.
A must	STEP 3 Based upon prescreen result, assessors complete full SPDAT assessment. Individu- als/families are prioritized for Rapid Re-Housing or Housing First/PSH supports and housing based upon assessment result, and are notified accordingly.
	STEP 4 Individuals/families that are prioritized for service are provided assistance accessing housing and receiving supports to help them stay housed. Supports are directly related to areas of higher need as identified by the SPDAT.
	STEP 5 Individuals/families receive specially catered supports to improve housing and life stability. Assessments are followed up at regular, predetermined intervals to track life improvements and improved acuity.





Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT)

Prescreen for Single Adults

GENERAL INFORMATION/CONSENT

Interviewer's Name		Agency		
Date	Time	Location		
In what language do you feel best able to express yourself?				
First Name		Last Name		
Nickname		Social Security Number		
How old are you?	What's your date of birth?	Has Consented to Participate		

A. HISTORY OF HOUSING & HOMELESSNESS

QUESTIONS		
	RESPONSE	REFUSED
1. What is the total length of time you have lived on the streets or in shelters?		۵
2. In the past three years, how many times have you been housed and then homeless again?		





Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT)

Prescreen for Single Adults

B. RISKS

SCRIPT: I am going to ask you some questions about your interactions with health and emergency services. If you need any help figuring out when six months ago was, just let me know.

	RESF	PONSE	REFUSED
3. In the past six months, how many times have you been to the emergency department/room?			
4. In the past six months, how many times have you had an interaction with the police?			
5. In the past six months, how many times have you been taken to the hospital in an ambulance?		,	
6. In the past six months, how many times have you used a crisis service, including distress centers or suicide prevention hotlines?			
7. In the past six months, how many times have you been hospitalized as an in-patient, including hospitalizations in a mental health hospital?			Q
	YES	NO	REFUSED
8. Have you been attacked or beaten up since becoming homeless?			
9. Threatened to or tried to harm yourself or anyone else in the last year?			
	YES	NO	REFUSED
10. Do you have any legal stuff going on right now that may result in you being locked up or having to pay fines?			
	YES	NO	REFUSED
11. Does anybody force or trick you to do things that you do not want to do?	Q		0
12. Ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone you don't really know, share a needle, or anything like that?		0	
13. I am going to read types of places people sleep. Please tell me which one that you sleep at most often. (Check only one.)	 Shelter Street, Sidewalk or Doorway Car, Van or RV Bus or Subway Beach, Riverbed or Park Other (SPECIFY): 		





Page 2 APPENDIX D Exhibit 1 - Page 7

Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT)

Prescreen for Single Adults

C. SOCIALIZATION & DAILY FUNCTIONS

	YES	NO	REFUSED
14. Is there anybody that thinks you owe them money?			
15. Do you have any money coming in on a regular basis, like a job or government benefit or even working under the table, binning or bottle collecting, sex work, odd jobs, day labor, or anything like that?			
16. Do you have enough money to meet all of your expenses on a monthly basis?	0		
	YES	NO	REFUSED
17. Do you have planned activities each day other than just surviving that bring you happiness and fulfillment?		۵	
	YES	NO	REFUSED
18. Do you have any friends, family or other people in your life out of convenience or necessity, but you do not like their company?		D	
19. Do any friends, family or other people in your life ever take your money, borrow cigarettes, use your drugs, drink your alcohol, or get you to do things you really don't want to do?		a	
	YES		NO
20. Surveyor, do you detect signs of poor hygiene or daily living skills?	Q		





Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT)

Prescreen for Single Adults

D. WELLNESS

			RESPC) NSE
21. Where do you usually go for healthcare or when you're not feeling well? Queens Medical Center Waikiki Health Center Waimanalo Health Center Straub Clinic and Hospital Kaiser Medical Center - Honolulu/Moanalua Waianae Coast Comprehensive Health Center Waianawa General Hospital Castle Medical Center Other (specify) Does not go for care				
Do you have now, have you e that you have any of the folic	ver had, or has a healthcare provider ever told you wing medical conditions:	YES	NO	REFUSED
22. Kidney disease/End Stage				
23. History of frostbite, Hypot	hermia, or Immersion Foot			
24. Liver disease, Cirrhosis, or	End-Stage Liver Disease			
25. HIV+/AIDS				
		YES	NO	REFUSED
26. History of Heat Stroke/Hea	at Exhaustion			
27. Heart disease, Arrhythmia,	, or Irregular Heartbeat	a	D	
28. Emphysema				
29. Diabetes			<u> </u>	
30. Asthma				
31. Cancer				0
32. Hepatitis C				
33. Tuberculosis				
OBSERVATION ONLY – DO NOT ASK: 34. Surveyor, do you observe signs or symptoms of a serious health condition?			D	
J4. Julveyor, uo you observe s	ights of symptoms of a serious nearth condition?	YES	NO	REFUSED
35. Have you ever had problem told you do?	natic drug or alcohol use, abused drugs or alcohol, or			
36. Have you consumed alcoho past month?	I and/or drugs almost every day or every day for the			
	on drugs or shots in the last six months?			0
or using drugs?	I for drug or alcohol problems and returned to drinking	0		D
	ge alcohol like cough syrup, mouthwash, rubbing ing like that in the past six months?		٦	
	use of your alcohol or drug use in the past month?	D		
OBSERVATION ONLY DO NOT 41. Surveyor, do you observe si abuse?	ASK: gns or symptoms or problematic alcohol or drug	Q	Q	





Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT)

Prescreen for Single Adults

	YES	NO	REFUSED
42. Ever been taken to a hospital against your will for a mental health reason?			
43. Gone to the emergency room because you weren't feeling 100% well emotionally or because of your nerves?	۵		
44. Spoken with a psychiatrist, psychologist or other mental health professional in the last six months because of your mental health – whether that was voluntary or because someone insisted that you do so?	٦		
45. Had a serious brain injury or head trauma?			
46. Ever been told you have a learning disability or developmental disability?	D		
47. Do you have any problems concentrating and/or remembering things?	۵		
OBSERVATION ONLY – DO NOT ASK: 48. Surveyor, do you detect signs or symptoms of severe, persistent mental illness or severely compromised cognitive functioning?			
	YES	NO	REFUSED
49. Have you had any medicines prescribed to you by a doctor that you do not take, sell, had stolen, misplaced, or where the prescriptions were never filled?		ū	
	YES	NO	REFUSED
50. Yes or No – Have you experienced any emotional, physical, psychological, sexual or other type of abuse or trauma in your life which you have not sought help for, and/or which has caused your homelessness?			





Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT)

Prescreen for Single Adults

What is your gender?	🖵 Male 🗔 Female 🗖 Transgender 🖬 Other 🖬			
	Decline to State			
Have you ever served in the US Military?	🛛 Yes 🖾 No 🖵 Refused			
	□ Korean War (June 1950-January 1955)			
	Vietnam Era (August 1964-April 1975)			
	Post Vietnam (May 1975-July 1991)			
If yes, which war/war era did you serve in?	Persian Gulf Era (August 1991-Present)			
	Afghanistan (2001-Present)			
	Iraq (2003-Present)			
	🖵 Other (Specify)			
	Refused			
If yes, what was the character of your discharge?	Honorable Other than Honorable			
y you ascharge:	🖵 Bad Conduct 🖵 Dishonorable 🖵 Refused			
What is your citizenship status?	Citizen 🖵 Legal Resident 🖵 Undocumented			
	Refused			
	🖵 Honolulu			
	🖾 Island of Oahu			
Where did you live prior to becoming homeless?	Other part of Hawaii			
	Somewhere else			
	(specify)			
Have you ever been in foster care?	🛛 Yes 🖾 No 🖾 Refused			
Have you ever been in jail?	🛛 Yes 🗆 No 🖾 Refused			
Have you ever been in prison?	🛛 Yes 🗋 No 🖾 Refused			
Do you have a permanent physical disability that limits your mobility? [i.e., wheelchair, amputation, unable to climb stairs]?	🗅 Yes 🗔 No 🗅 Refused			
	🗅 Medicaid 🗆 Medicare 🗆 VA 🖵 Private			
What kind of health insurance do you have, if any? (check all that apply)	Insurance			
····	None Other (specify):			
On a regular day, where is it easiest to find you and what time of day is easiest to do so?				
s there a phone number and/or email where someone can get in touch				
vith you or leave you a message?				
Dk, now I'd like to take your picture. May I do so?	🗅 Yes 🗅 No 🖵 Refused			
	1			





Page 6 APPENDIX D Exhibit 1 - Page 11

Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT)

Prescreen for Single Adults

SURVEYOR: In what geographic region was this survey completed?	 Downtown Honolulu – Salt Lake to Piikoi St. East Honolulu – Piikoi St. to Hawaii Kai, including Waikiki Ewa – Aiea to Kapolei Windward: Kaneohe to Waimanalo Upper Windward – Kahaluu to Kahuku North – Wahiawa to North Shore Waianae Coast Other (specify):
SURVEYOR: Is this client a verified frequent user of emergency services?	Yes No
SURVEYOR: Is the client a verified frequent user of high level mental health services (MH-1)?	☐ Yes □ No





APPENDIX E

Program-Specific Requirements For ESG

PY2014 Action Plan

Homeless and Other Special Populations Program Specific Requirements for ESG State of Hawaii Consolidated Plan Action Plan Program Year 2014

The Homeless Programs Office of the state's Department of Human Services – Benefits, Employment and Support Services Division (DHS-BESSD) continues to collaborate and work closely with its CoC partners to meet requirements of the new ESG program. Following is a description of its progress.

- <u>Written Standards for providing ESG assistance</u> DHS-BESSD is developing written standards for providing ESG assistance, including, but not limited to, eligibility for assistance; targeting & providing essential services related to outreach; admission, diversion, referral and discharge by emergency shelters; and coordination between providers. The standards are being drafted in collaboration with the CoC's and will be included in a future Action Plan.
- 2. Description of CoC DHS-BESSD/HPO and Bridging the Gap (BTG), which includes the chairperson of each County chapter and a representative from each of the respective County governments, participated in Technical Assistance (TA) acquired through HUD. Consultant Margaret McFadden of Training & Development Associates (TDA) met with BTG leadership and State personnel on February, 2013 to provide guidance and consultation on administration of the ESG program and further development of the CoC to fully meet HEARTH Act requirements. The TA opportunity was taken to each of the neighbor islands so that community partners received direct training on CoC requirements and responsibilities. A total of 45 CoC members participated statewide. The TA consultant began by reviewing all of the draft governance and policy and procedure documents that have been historically utilized by the CoC and DHS-BESSD to administer ESG, HOPWA, and other HUD-funded programs for the neighbor islands. She concluded that while many procedures were in place to address HUD requirements, further refinement and formal adoption of these processes should be implemented.

Moreover, the consultant strongly encouraged the CoC to explore use of technology (i.e., video conferencing, Skype, etc.) as a means to involve greater numbers of members, and as a mode to hold a minimum of two general membership meetings per year as required. DHS has video conferencing capabilities and has utilized this method to include neighbor island participants in procurement meetings during the past year. Tele-conferencing is also employed on a regular basis, most recently for the ESG RFI evaluation session.

As a follow up to the technical assistance, various members of the CoC have assumed tasks such as re-drafting of BTG policies and governance documents for further refinement. BTG has also scheduled a two-day workshop in April 2014 to finalize the charter and subsequent presentation to the CoC chapters' membership for approval. (See Exhibit 1 of this Appendix, Bridging The Gap Draft Charter.)

The CoC has also made progress on the goal of Coordinated Intake by collecting specific admission, discharge, and service criteria from all its members to assist in compilation of this information. As stated in Appendix D, Oahu will implement the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI SPDAT) as a coordinated assessment

tool to comply with this requirement of the Hearth Act. BTG is actively discussing how this system can be applied to the neighbor island communities.

As the CoC chapters work towards full compliance with the HEARTH Act, assessing and overcoming barriers to entry in CoC supported programs is an ongoing topic of discussion on all three islands. The concerns are integrated into BTG meetings and continue to be addressed. Some agencies are acquiring or leasing their own units in order to place more vulnerable clients expediently.

- 3. Process for Making Sub-awards DHS-BESSD, in collaboration with the CoC chapters and BTG, annually issues a Request for Information (RFI). The RFI is in accordance with the State of Hawaii's procurement code to solicit applications/proposals from parties interested in receiving ESG funding for eligible approved activities. RFI's are posted on the State's procurement website and provided to each county chapter chairperson and county representative to publicize the availability of the RFI. The procurement is a competitive process in which interested parties submit applications that are reviewed by an evaluation committee. The team, consisting of individuals with no conflict of interest, includes one DHS-BESSD staff member to represent the State and one qualified member from each of the three neighbor island county chapters. In general, applications are scored according to completeness of the application; agency's qualifications; financial feasibility; and agency's participation in CoC activities. The evaluation committee submits its recommendation(s) to the Director of the Department of Human Services for award. Award letters are generated and sent to each selected agency. When the awards are accepted, the results are posted on the State Procurement Office website.
- 4. <u>Homeless Participation Requirement</u> Under 24 CFR §576.405, Homeless Participation, the State's DHS-BESSD is exempt from providing for the participation of homeless individuals or formerly homeless individuals on its decision-making body. However, Bridging the Gap usually includes a homeless person(s) or formerly homeless in its membership to help gain insights toward ending homelessness in the State. Additionally, a formerly homeless individual is actively involved with the BTG leadership group.
- <u>Performance Standards</u> DHS-BESSD is developing written performance standards for evaluating the outcomes of activities assisted by ESG funds. The performance standards will be incorporated into DHS-BESSD's annual review conducted on the recipients. Performance standards are being drafted in collaboration with the CoC's and will be included in a future Action Plan.
- <u>Consultation with CoC</u> BTG convenes 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. The City and County of Honolulu government and CoC representatives also attend the meetings since the continua have similar purposes.

Working closely with Bridging the Gap and its island chapters, DHS-BESSD is developing a written funding, policy and procedure for the operation and administration of the Homeless Management Information System (HMIS). The final plan will be included in a future Action Plan. DHS-BESSD/HPO also expects to continue to work closely with the County CoC groups (Partners in Care on Oahu, and Bridging the Gap for the rural counties) which provide the collaboration and community-based planning to mitigate homelessness and guide the most effective use of limited resources. The collaboration accomplishes the annual statewide homeless point-in-time count each January, the publication of the University of Hawaii's Homeless Utilization Report each November, and the annual Homeless Awareness Week and annual conference. The collaboration is also the basis for annual applications for federal grant opportunities to leverage State funding. With increased capacity with HPO, this leveraging should yield more positive results.

DHS-BESSD/HPO and BTG colleagues will continue to build on community partnerships through the Hawaii Interagency Council on Homelessness (HICH). HPO and BTG are members of HICH and make contributions to the Council's work to develop collaborations and opportunities to improve the efficiency and efficacy of services to the homeless. The HICH continues its efforts to finalize action steps in the State's Plan to end homelessness. Working groups are addressing each critical piece of the plan, including Stable and Affordable Housing, Re-Tooling the Crisis Response system, Economic Stability and Self-Sufficiency, Data, and Health and Stability.

DHS-BESSD/HPO continues its collaborative discussion with community partners to strategically convert some of the State-supported transitional shelter bed capacity to muchneeded permanent housing. This conversion will be well-planned and is based on HUD's mandate that communities receiving homelessness funding focus fewer resources on emergency and transitional shelter services, and more on permanent housing with the ultimate goal of ending homelessness.

EXHIBIT 1

BRIDGING THE GAP

DRAFT CHARTER

APPENDIX E Exhibit 1 - Page 2

Charter Bridging the Gap The Neighbor Island Continuum of Care (The Hawai'i Balance-of-State Continuum of Care)

NAME AND PURPOSE

Name

The Hawai'i balance-of-state continuum of care (CoC) is known as Bridging the Gap (BTG), the Neighbor Island CoC. 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: Continuum of Care Program. BTG represents Hawai'i County, Kaua'i County, and Maui County, with one chapter in each of these counties.

BTG responsibility extends beyond the HUD-funded CoC homeless assistance Supportive Housing, Shelter Plus Care, Single Room Occupancy, and Emergency Solutions grant programs. BTG promotes community-wide commitment to the goal of ending homelessness.

Purpose

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

- 1. Operates the CoC
- 2. Designates a Homeless Management Information System (HMIS) for the CoC, and
- 3. Plans for the CoC.

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.

BTG membership understands that the CoC's overall performance at reducing homelessness by placing individuals and families into permanent housing as well as tracking performance on a project-byproject basis is necessary in order to serve our communities and to continue to receive funding support through the U.S. Department of Housing and Urban Development (HUD). In addition, BTG members accept responsibility for:

- Coordinating, implementing, and regularly assessing the homeless service system to ensure it meets the changing needs of the homeless population in each geographical area (counties, some with multiple populated islands), and
- establishing and operating the BTG Coordinated Assessment System (CASy), a comprehensive process for assessing the needs of individuals and families for housing and services, and
- overseeing funds management related to CoC programs, taking into consideration supplemental funding that is received by entities within the CoC to serve the homeless and at-risk of homelessness, and
- establishing funding priorities for our geographical area, taking into account unique differences among counties/islands and needs within the area as a whole, when submitting applications.

OPERATING CALENDAR AND BOARD MEMBERSHIP

BTG defines each operating year as a calendar year, commencing January 1^{st} of the year and ending December 31^{st} of that same year.

The entire membership meets twice annually for a General Membership Meeting, in January (prior to the Point In Time Count) and August (prior to the release of the HUD NOFA). General Membership meetings may be rotated in location and hosted by each chapter and the Homeless Programs Office (HPO). Members may attend General Membership Meetings in person at their own expense (or through funds raised by the Chapter or CoC for this purpose) or attend virtually via electronic means (webinar, video teleconference, teleconference, or other generally available technologies).

Elected members representing the three chapters of BTG and the HPO meet as the BTG Board in February, April, June, September, and November of each year and more frequently if deemed necessary. BTG Board members will have full authority to speak for their entire Chapter membership in matters described above (the Coordinated Assessment System, area needs, overseeing funds, evaluating project effectiveness, and establishing funding priorities). Elected members may attend BTG Board Meetings in person or virtually via electronic means.

As many BTG chapter members as are able and interested may attend the BTG Board Meetings. In general, each board member in attendance receives one vote. However, each of the three chapters receives a maximum of three votes on issues relating to the responsibilities designated above (typically, two from the private sector and one from the public sector), the Homeless Programs Office (HPO) of the State receives a maximum of two votes, and the Chairs from the four (4) standing statewide committees each receive one (1) vote (a total of 15 votes). Two (2) additional votes will be allocated to representatives from a coordinated statewide group representing homeless persons living on the neighbor islands, providing those representatives themselves have experienced homelessness. Otherwise, at least one member of the BTG Board shall be an individual who is homeless or has experienced homelessness. A quorum for voting purposes shall require a minimum of 8 attendees, a simple majority.

BTG MEMBERSHIP

BTG members may join BTG through "at large" membership or though a BTG Chapter based on the county in which they live and work. Individuals who live or work in O'ahu or the U.S. Mainland may join as "at large" members but may not vote, with the exception of two representatives from the HPO.

All members must complete a BTG application, a disclosure form, and a confidentiality agreement. Members must renew these documents annually and may retain membership as long as they retain residency within the geographical area BTG serves and retain an interest in eliminating homelessness.

To retain voting rights, regardless of their chapter affiliation, members or their designated representative must attend 75% or more of the BTG meetings (including chapter and committee meetings, as applicable) as well as meet any local chapter requirements to remain in good standing. Members may attend BTG meetings electronically by making prior arrangements with the BTG Vice Chair. In all cases, any missed meeting, regardless of the reason, will be considered an absence. Therefore, representatives are strongly encouraged to designate a second individual to attend in their place should they need to miss a meeting for any reason.

All members are expected to review the minutes and materials provided prior to BTG General Meetings, to contribute to discussions at

General Meetings, and, if a voting member, to be prepared to vote on BTG issues at General Meetings.

It is important to note that when the BTG Evaluation Committee evaluates funding proposals,,points will be awarded to agencies for attendance as well as participation at BTG chapter meetings (including Executive Committee and General Membership meetings), BTG meetings, and BTG Committee meetings. Additional points may be awarded for chairing and coordinating BTG committees.

BTG BOARD, OFFICERS AND TERMS OF SERVICE

BTG Board Members are elected representatives from each Chapter and serve no more than two (2) consecutive terms of three (3) years each. When vacancies arise within the BTG Board, the home chapter of the departing board member will elect a replacement within 30 days. The replacement's term of service, regardless of their actual starting date, will be calculated from January 1st of that year.

BTG Officers are elected for terms of one year from within the chapter representatives (who are elected by popular vote by their chapter members) and the Chairs of the Standing Committees (who are elected by popular vote by the members of their committee). No BTG Officer shall serve for more than two (2) consecutive one-year terms in any position.

Failure of any chapter to elect a replacement to the BTG Board will result in a reduction of the maximum number of votes or loss of voting privileges for that chapter until the replacement has been named.

At their discretion, particularly when a Board Member has departed unexpectedly, chapters may elect two or more representatives from either the private or public sector. To quickly fill vacant positions, a local chapter may select an individual to serve in an interim capacity for a period of time not to exceed (1) year.

Traditionally one person from the County Housing agency and one person from a private non-profit organization in each neighbor island county are elected to the BTG Board. This is considered an ideal partnership and is highly suggested.

Ideally, offices will rotate between public and private sector representatives. However, the BTG Board will elect Officers by popular vote.

BTG BOARD OFFICERS

The officers of BTG are Chair, Vice Chair, Secretary, Treasurer, Advisory (Previous) Chair, and the chairs of the following BTG Standing statewide Committees: HMIS/Data, Advocacy, Planning, and Awareness.

BTG Chapters will elect their local chair and vice chair (or representatives to the BTG Board) by October 31st of each year and both incoming and current BTG Board members will attend the November BTG Board meeting to prepare for Board transition in January.

BTG Board Officers shall be elected annually by popular vote of Board Members at the last meeting of the previous year (November) and will officially take office January 1st of the following year.

BTG Officer roles may be combined for efficiency, but the same terms of service will apply.

BTG Chair

- The BTG Chair schedules and facilitates BTG Board meetings in coordination with the HPO and Chapter Chairs.
- The BTG Chair coordinates with appropriate Chapter Chair to schedule General Membership Meetings.
- The BTG Chair serves as BTG's primary representative, media contact, and public speaker on behalf of BTG.
- The BTG Chair writes and signs letters on behalf of and as directed by BTG, and represents BTG at statewide meetings and other task force meetings related to issues of homelessness.
- The BTG Chair signs contracts, MOUs, and other documents on behalf of BTG.

BTG Secretary

- The BTG Secretary records and maintains BTG history, including membership files, meeting attendance lists, and meeting minutes.
- The BTG Secretary updates the statewide BTG member application, disclosure form, and confidentiality agreement, as needed, for use statewide.
- The BTG Secretary disseminates information statewide that may be of interest to BTG General members.

- The BTG Secretary maintains and moderates the BTG email list.
- The BTG Secretary coordinates BTG Board and General Membership meeting dates and locations, posts announcements and approved meeting minutes, and maintains the BTG roster.

BTG Treasurer

- The BTG Treasurer oversees BTG finances and provides a summary report at each BTG General and Board meeting.
- The BTG Treasurer, with input from chapter Treasurers and/or Chairs, oversees chapter funds and provides a summary of BTG chapter funds and their uses quarterly.
- The BTG Treasurer may collect dues from members, records receipts, and reports status of members to the Board, as applicable and requested.
- The BTG Treasurer makes all BTG finances accessible for inspection by any member of the BTG Board.
- The BTG Treasurer shall serve as the board representative to the UFA (currently the Homeless Programs Office) on financial matters related to the CoC. As such, the BTG Treasurer shall review, when doing so does not present a conflict of interest, materials related to contracts (including interim reports), audits (including field notes, summaries, and corrective action plans), and responses to RFI/RFP (such as budgets, projected outcomes, staffing, and past performance). The BTG Treasurer will assess the impact of these financial documents, prepare reports for the BTG Board summarizing this analysis, and suggest potential courses of action.

BTG Vice-Chair

- The BTG Vice Chair assists the Chair in the completion of their duties when the Chair is out of state or otherwise unable to perform their full range of duties.
- The BTG Vice Chair coordinates with appropriate Chapter Chair and the Chair to schedule General Membership Meetings.
- The BTG Vice Chair coordinates virtual attendance at meeting by members for BTG General or Board meetings, as requested.
- The BTG Vice Chair steps in to perform the full duties of the Chair in the event the Chair is unable to complete their term.

BTG Advisory (Previous) Chair

- The previously elected chair shall serve as an advisor to the current BTG Chair in matters related to protocol and BTG operations.
- The BTG Advisory Chair will serve as the secondary representative, media contact, and public speaker on behalf of BTG.

BTG Statewide Standing Committees

The BTG Statewide Standing committees are: HMIS/Data, Advocacy, Planning, and Awareness. Additional standing committees may be formed or committees combined/eliminated by amending this charter when such changes will better address stakeholder and community needs.

BTG Statewide Standing Committees shall be formed annually at the last general meeting of the previous year (August), membership will be reviewed by the BTG Board in September, and committees will be affirmed to begin serving as a group by October 1st. Committees shall elect their chair prior to the November BTG Board meeting.

The BTG standing committees meet monthly, year-round, virtually or in person. Each BTG Committee shall have at least one representative from each Chapter. The committee chair, selected by popular vote of the committee members, will serve on the BTG Board to represent all chapters in the subject area their committee addresses.

Committee members may serve up to three (3) consecutive three (3) year terms while committee chairs serve a maximum of three (3) consecutive one (1) year terms.

Specific strategic plans (goals, tasks and activities) for each committee each year will be determined by a combined group of existing and newly elected committee members by December 31st of the year in which new members are elected/selected, presented to BTG members in January for review/comment, and approved by either majority vote of the general membership or the BTG Board no later than February 1.

The committees' general responsibilities include:

HMIS/Data

The Data Committee provides oversight and recommendations to BTG regarding the Homeless Management Information System (HMIS)

which is used by government and non-profit agencies to document services provided to homeless individuals and families in the counties served by BTG. The chair schedules and leads committee meetings, assigns tasks to members, represents BTG at Point-in-Time, HMIS policy meetings, and with the HMIS/Data Committee of PIC.

Advocacy

The Advocacy Committee follows county, state, and federal legislation and strives to educate legislators regarding issues relating to homelessness on the Neighbor Islands. The Advocacy Chair or assigned members will draft testimony on behalf of BTG and distribute that testimony statewide for member comment and vote. Because members often do not respond to email or other requests for feedback in a timely manner, the Advocacy Committee has the right, if members do not respond with objections within the stated time, to assume silent members are in agreement with the proposed testimony as written and to submit this testimony on behalf of BTG. The Advocacy Chair will represent BTG at related task-force meetings, answer questions from legislators.

Planning

The Planning Committee will include at least one member from the state HPO. The Planning Committee reviews data, trends, and successful strategies relating to reducing or eliminating homelessness and reports these to the BTG General Membership as well as the BTG Board at each meeting. The Planning Committee, working with the HMIS/Data Committee, with stakeholders, and within the guidelines of the HEARTH Act, will implement, assess, and update, as necessary, the BTG Coordinated Assessment System (CASy). The Planning Committee will provide regular updates to BTG Membership regarding the status of the CASy.

Awareness

The Awareness Committee works to increase awareness of BTG as a statewide entity, to increase awareness of the issues of homelessness on the Neighbor Islands, and to engage additional partners for all chapters of BTG. The Awareness Committee develops materials to increase community knowledge of homelessness, plans events (other than HAW) to bring attention to issues relating to homelessness, develops membership packets for BTG to distribute to potential new members, oversees annual updates of local Resource Directories and the homeless help card for each chapter, and maintains an on-line presence of BTG using a website and social media.

BTG Special Purpose Committees

Additional committees will be called into service for special purposes as needed and will include one to three representatives from each Chapter. These representatives may be chairs of standing committees, board officers, or other chapter stakeholder representatives. However, some Special Purpose Committees have membership exclusions relating to conflicts of interest. Members of Special purpose Committees will be called together as needed by the BTG Board to address specific issues, but at least once annually.

Evaluation Committee

The Evaluation Committee determines, after considering recommendations of the Planning Committee, HUD objectives, vendor performance, and community needs, a point system for scoring and ranking BTG agency applications for funding. After reviewing the point system with the BTG Board and providing the information to BTG membership, the Evaluation Committee members will evaluate proposals for funding individually and then meet (either in person or electronically) to review their evaluations. As a group they will assign points and provide their final totals to the BTG Board for final approval. No one may participate on the Evaluation Committee if the company they work for or worked for in the past three years is being evaluated by the committee.

Monitoring Committee

The Monitoring Committee consists of one to three members from each chapter who will assist the HPO acting as the BTG Unified Funding Agency (UFA) in the monitoring of sub-recipient performance. The Monitoring Committee determines, after considering recommendations of the Planning Committee, HUD objectives, and community needs, a point system for scoring contract performance. That criteria will consider the effectiveness of the contracted agency in serving people who are homeless, the length of the contract, the dollar amount spent, and percentage of spend down. The committee will report to the BTG Board and recommend mitigating measures when sub-recipient agencies are not operating in a cost-effective manner or are failing to meet performance standards. In general, the first step will be to require a corrective actionplan. The second step will be to provide mentoring assistance from a successful sub-recipient. The third step will be to move funds from the slow-performing contracted agency to a satisfactorily- or highly-performing contracted agency. No one may evaluate the company they work for or worked for in the past three years.

PIT

In conjunction with the Homeless Programs Office (HPO), the Point In Time Committee will assess previous success, review HUD guidelines for the PIT, develop a BTG strategy for successfully completing the annual Point In Time count (survey of homeless persons), create training materials, present training at the January BTG General Membership Meeting, and assess and make recommendations for issues related to the PIT Count. These issues will include:

- determining the effectiveness of the count (including quality of the completed forms and effectiveness in covering the areas surveyed)
- with the HMIS/Data Committee, recommending an organization to complete the data gathering, analysis, and publication of the annual report to be released to the public

HAW

The Homeless Awareness Week Committee will meet statewide to coordinate activities of HAW during the dates announced as the annual Hunger and Homelessness Awareness Week. The Committee's goal is to improve coordination of activities so that media releases and other publicity show a coordinated effort and reduce workload for chapters. While chapters are asked to cooperate in presenting a unified front and encouraged to learn from one another, the HAW Committee will not dictate local events.

TRANSPARENCY

BTG strives for transparency in operations, so all General and Committee meetings are open to all members and to the public.

Committee meetings may go into executive session and exclude noncommittee members only to discuss issues requiring privacy/confidentiality, involving release of sensitive or HIPAA data, or to discuss sensitive membership issues.

All meeting agendas (General, Board, and Committee) are posted on the BTG Website at least 14 days in advance of the meeting.

All meeting minutes are posted on the BTG Website within 14 days after the meeting.

BTG's annual financial report is available upon request for review by Voting Members of BTG. Voting member status may vary by chapter but is defined in the appendix.

CONFLICT OF INTEREST

A conflict of interest is defined as a situation in which a BTG member, either as an individual or organization, might benefit financially in some way, whether directly or indirectly, from actions on which they might vote or in situations when their decisions would not be objective and impartial.

All BTG members must disclose their affiliations, whether paid or unpaid, to include board membership, director, staff, advisor, subcontractor, or volunteer with all homeless service providers.

All BTG members must publicly recuse themselves from voting on issues that would directly affect any agencies with which they are affiliated.

All BTG members are free to testify at the Hawaii Legislature as well as at County Council meetings on behalf of their agencies, regardless of the BTG position on any issue. However, in these circumstances BTG members must clearly state they are testifying for their agency only and avoid the appearance of having the support of BTG.

CODE OF CONDUCT

All BTG members are expected to adhere to professional conduct during meetings, whether attending in person or virtually.

BTG acknowledges the rights and privileges of members, visitors, speakers, program and event sponsors, and all those who attend BTG meetings to be treated with respect and courtesy. To ensure an environment conducive to professional growth and development, the BTG Board approved the following Code of Conduct:

<u>Visitors:</u>

1. All visitors must have a professional appearance and may not display or distribute items deemed to demean or discredit people who are homeless or organizations serving them.

2. The BTG Chair may, at its discretion, ask a visitor to leave the meeting if their conduct is disruptive, inappropriate, or if their

presence is inappropriate (for example, may violate confidentiality or appears to be a conflict of interest).

3. Any visitors who collect personal data from attendees are required to disclose how the information will be used and shared with others.

4. No beverages containing alcohol may be served, offered, or distributed at BTG meetings. Depending on the location, food may be consumed (please check with the BTG Vice Chair or Secretary).

Guest Speakers:

1. Speakers are expected to present topics appropriate for professionals serving the homeless and relevant to the mission of BTG.

2. Speakers are expected to dress in business attire when making presentations and in all formal settings.

3. Speakers shall not solicit business, present product information, distribute products, promote their own business, or use BTG meetings to inform attendees about products and services unless their purpose at the meeting is clearly to do so (for example, HMIS vendors).

4. Speakers must provide a speaker biography, objectives and outline of content at least one week prior to their appearance.

5. Speakers must stay within time limits as determined by BTG and are encouraged to provide time for questions and answers when appropriate.

6. Handouts are the responsibility of the speaker unless otherwise arranged with BTG.

7. BTG may, at its discretion, accept or reject any request to present at a General or Board Meeting.

Meeting Etiquette:

1. All attendees of BTG chapter, general, and Board meetings and conferences shall conduct themselves in a professional and courteous manner showing respect to others at all times.

2. All members shall conduct themselves professionally.

3. All attendees are asked to arrive on time to meetings, events, and programs and attend the entire meeting.

4. Professional business attire or business casual attire is acceptable style of dress for professional meetings.

Please direct your questions and concerns to a member of the BTG Board, HPO, or a BTG Chapter Chair.

BTG FISCAL AGENT

The BTG Board selects the State of Hawai'i Homeless Programs Office (HPO) to act as the BTG Unified Funding Agency. Each year BTG Membership shall reassess the decision and determine whether it is in the best interests of the BTG stakeholders to continue this relationship.

As UFA, HPO shall:

- Maintain a financial management system through the State of Hawai'i that meets the standards set forth in 24 CFR 85-20;
- Demonstrate the ability to monitor sub-recipients with the assistance of BTG Board and members of the Monitoring Committee;
- Meet other criteria as established by NOFA by HUD;
- Apply to HUD for funding for all projects within the geographic area and enter into grant agreements with HUD for the entire geographic area;
- Enter into legally binding agreements with sub-recipients, receive and distribute funds to sub-recipients;
- Require sub-recipients to establish fiscal control and accounting procedures to assure proper disbursal of and accounting for federal funds IAW with 24 CFR parts 84 and 85 and corresponding OMB circulars;
- Obtain approval of any proposed grant agreement amendments by BTG before submitting a request for an amendment to HUD.

See appendices for details of the Fiscal Agent responsibilities and Memorandum of Understanding.

AMENDMENTS

This Charter may be amended at any time by simple majority vote of the BTG Membership or by consensus of the members of the BTG Board after presenting the proposed changes to the membership of each chapter.

Glossary of Terms

UFA

Service system

HUD

NOFA

PIT

HAW

Appendices

- A Fiscal Agent MOU
- B HMIS MOU
- C BTG Membership Application
- D BTG Confidentiality Agreement
- E BTG Conflict of Interest Policy and Form

F Chapter Charter – Hawai'i County (Community Alliance Partners (CAP))

G Chapter Charter – Kaua'i County (Kaua'i Community Alliance (KCA))

H Chapter Charter – Maui County (_____)

Ι

APPENDIX E Exhibit 1 - Page 18

APPENDIX F

Citizen Participation (Needs Consultation and Comments, Public Notices)

PY 2013 Action Plan

AFFIDAVIT OF PUBLICATION

State of Hawaii)) SS: County of Hawaii)

M. R. Chavez, being first duly sworn, deposes and says:

1. That she is the Classified Accountant of WEST HAWAII TODAY, a newspaper published in the City of Kailua Kona, State of Hawaii.

2. That "NOTICE OF PUBLIC HEARING (for consultation on housing needs) Pursuant to 24 CFR Part 91, notice is hereby given" of which a clipping from the newspaper is attached hereto, was published in said newspaper on the following date(s) September 25, 2013 (etc.)

m. R. Chaver

Subscribed and sworn to before me This 25th day of September, 2013

Notary Public, Third Circuit, State of Hawaii

Henriann P. Kahananui

My Commission expires: June 6, 2015 # Page(s): 1



NOTICE OF PUBLIC HEARING (for consultation on housing needs)

Pursuant to 24 CFR Part 91, notice is hereby given that the Hawaii Housing Finance and Development Corporation (HHFDC), Department of Business, Economic Development and Tourism, State of Hawaii, will prepare an Annual Action Plan (AAP) for Program Year 2014-2015 (PY2014), as part of the Consolidated Plan (CP) process. In preparation for this AAP, the State will consult with local governments and residents at public hearings to be held on Tuesday, October 15, 2013 at 10:00 a.m. at the West Hawaii Civic Center, 74-5044 Ane Keohokalole Highway, Kailua-Kona, Hawaii, and on Friday, October 18, 2013 at 10:00 a.m. at the County of Hawaii's Office of Housing and Community Development, Existing Housing Conference Room, 1990 Kinoole Street, Hilo, Hawaii.

The CP's purpose is to ensure that jurisdictions receiving federal assistance plan for the housing and related needs of low- and moderate-income families in a way that improves the availability and affordability of decent, safe, and sanitary housing in suitable living environments. To receive funding under certain U.S. Department of Housing and Urban Development (HUD) programs, the State must have a housing strategy that has been approved by HUD.

The AAP describes the State's funding plans for the coming program year and certifies program compliance with the CP, HOME Investment Partnerships (HOME), Emergency Shelter Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs. These HUD programs provide funding to expand the supply of affordable housing for low- and moderate income families, restrict increases in homelessness, and provide preventative programs and activities for the homeless in the State.

The State anticipates receiving approximately \$3,000,000 in HOME funds in PY2014. In accordance with HHFDC's allocation policy, the County of Maui is scheduled to receive the PY2014 HOME allocation to meet its affordable rental housing and homeownership objectives, less five percent for HHFDC's administration of the program. In addition, the State anticipates receiving approximately \$400,000 in funding for the ESG program to assist persons and families who are living on the streets or emergency shelters into stable, permanent housing, and approximately \$175,000 in funding for the HOPWA program to provide housing assistance and support to persons with HIV/AIDS. ESG and HOPWA funding will be for use primarily in the Counties of Hawaii, Kauai and Maui.

Copies of an informational packet describing the HOME, ESG and HOPWA programs are available for public viewing at regional libraries and on the HHFDC's website at

http://hawaii.gov/dbedl/hhfdc. Copies may also be picked up at the agencies listed below between the hours of 7:45 a.m. to 4:30 p.m.

HHFDC, 677 Queen Street, Suite 300, Honolulu, Oahu

Department of Human Services, Homeless Programs Benefits, Employment and Support Services Division 820 Mililani Street, Suite 606, Honolulu, Oahu

County of Hawaii, Office of Housing and Community Development 50 Wailuku Drive, Hilo, Hawaii or

74-5044 Ane Keohokalole Highway, Kailua-Kona, Hawaii

To receive a copy by mail, interested persons may call Medy Esmena at 587-0634.

Interested persons are invited to attend the hearing and state their views, orally or in writing, related to the housing needs to be considered in developing the State CP.

Please make five copies of written testimony available to the presiding officer at the hearing(s). Written comments may be submitted to HHFDC, 677 Queen Street, Suite 300, Honolulu, Hawaii, 96813, or faxed from the Neighbor Islands to (808) 587-0600 by 4:30 p.m. by October 18, 2013. All comments and testimony received will be considered in preparing the final State AAP.

If access or communication assistance and/or services (e.g., large print, taped materials, sign language interpreter, or translator) are required to participate in this public hearing, please contact the HHFDC's Personnel Office at 587-0610, by email at <u>steven.s.sung@hawaii.gov</u>, by fax at 587-0600, or by written request by September 27, 2013. Prompt requests help to ensure the

request by September 27, 2013. Prompt requests help to ensure the availability of appropriate accommodations.

The 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.

EQUAL HOUSIN

Janice Takahashi, Interim Executive Director Hawaii Housing Finance and Development Corporation Department of Business, Economic Development and Tourism State of Hawaii

(No. 80812-West Hawaii Today: September 25, 2013)

State of Hawaii)) SS: County of Hawaii)

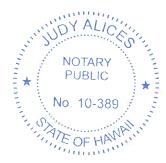
Verna Lee, being first duly sworn, deposes and says:

1. That she is the Executive Secretary of WEST HAWAII TODAY, a newspaper published in the City of Kailua Kona, State of Hawaii.

2. That "AMENDED NOTICE OF PUBLIC HEARING (for consultation on housing needs) On September 5, 2013, the Hawaii Housing Finance and" of which a clipping from the newspaper is attached hereto, was published in said newspaper on the following date(s) October 3., 2013 (etc.)

Subscribed and sworn to before me This <u>3rd</u> day of <u>0000</u>, 2013

Notary Public, Third Circuit, Judy Alices State of Hawaii



My Commission expires: NOV 1 4 2014 # Page(s): 1	Doc. Date: 10.3.2013 # Pages	UDY ALICES
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AMENDED NOTICE OF PUBLIC HEARING (for consultation on housing needs)

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On September 25, 2013, the Hawaii Housing Finance and Development Corporation (HHFDC) published a Notice of Public Hearing (Notice) in this newspaper inviting interested persons to attend the hearings and state their views related to the housing needs to be considered in developing the State's Annual Action Plan. The Notice is being amended to inform the public that views on the State's Consolidated Plan for program years July 1, 2015 through June 30, 2020 will also be accepted.

Public hearings will be held on Tuesday, October 15, 2013 at 10:00 a.m. at the West Hawaii Civic Center, 74-5044 Ane Keohokalole Highway, Kailua-Kona, Hawaii, and on Friday, October 18, 2013 at 10:00 a.m. at the County of Hawaii's Office of Housing and Community Development, Existing Housing Conference Room, 1990 Kinoole Street, Hilo, Hawaii.

The original Notice may also be viewed on HHFDC's website, at http://dbedt.hawaii.gov/hhfdc.

Janice Takahashi, HHFDC Interim Executive Director Department of Business, Economic Development and Tourism State of Hawaii

EQUAL HOUSING

(No. 81430-West Hawaii Today: October 3, 2013)

Public Hearing

Five-Year Consolidated Plan for PYs 2015-2020 and Annual Action Plan for PY 2014-2015 State of Hawaii, Hawaii Housing Finance and Development Corporation

and

County of Hawaii, Office of Housing and Community Development West Hawaii Civic Center, 74-5044 Ane Keohokalole Highway, Kailua-Kona, Hawaii Tuesday, October 15, 2013, 10:00 a.m.

Summary

Attendees:

Stephen Arnett, Office of Housing and Community Development (OHCD), County of Hawaii Noel Fujimoto, Office of Housing and Community Development, County of Hawaii Brian Ishimoto, Office of Housing and Community Development, County of Hawaii Chris Fujiuchi, Office of Housing and Community Development, County of Hawaii Janice Takahashi, Hawaii Housing Finance and Development Corporation, State of Hawaii Lisa Wond, Hawaii Housing Finance and Development Corporation, State of Hawaii Lori Tsuhako, Homeless Programs, Department of Human Services, State of Hawaii Nancy Swartz, Food Advocate Cindi Punihaole, The Kohala Center Debbie Baker, Kailua Village Business Improvement District Clarysse Kami Nunokawa, Mayor's Office, County of Hawaii, Chronic Homeless Intervention and Rehabilitation Project Nick Szubiak, West Hawaii Community Health Center Justin Butler, Homeless Youth, Family Support Hawaii Taren Klingler, Family Support Hawaii Curtis Tyler, Chair, State Council on Intellectual and Developmental Disabilities Lori Sasaki, Workforce Development Bud Luth, HOPE Services Hawaii Debbie Wills, Hawaii County Office of Aging Isobel Donovan, Habitat for Humanity, West Hawaii Patrick Hurney, Habitat for Humanity, West Hawaii Sam Masilamoney, HOPE Services Hawaii Bo Kahui, Laiopua 2020 Trish Doyle, Mana'olana Hope, Inc. Steve Lopez, representing Council Member Karen Eoff Matt Hamabata, The Kohala Center

Brian Ishimoto opened the joint public hearing and distributed public speaker forms for speakers to complete. Introductions were made of county and state staff and public attendees.

Ishimoto stated that the purpose of the hearing is to accept testimony on the state's housing and homeless needs for the State of Hawaii's and County of Hawaii's 5-Year Consolidated Plan (CP) for 2015-2019 and the 2014 Action Plan.

Lisa Wond explained that the State is seeking testimony on the State's housing and homeless needs, to assist in prioritizing the use of limited federal funds. In developing the 5-Year CP, the state plans to keep it broad to allow the counties a wide range of use of funds. Wond stated that the state's HOME funds are used in the neighbor island counties, and the County of Maui will receive the 2014 HOME allocation. HHFDC began an annual rotation to improve the administration of program, but is also open to suggestions on how to allocate funds to further improve the program. HHFDC will retain 5% of the annual HOME allocation for administration. The ESG and HOPWA funds are administered by DHS-BESSD. DHS-BESSD works in conjunction with the Neighbor Island Continuum of Care (called Bridging the Gap) for homelessness prevention.

Ishimoto reviewed the Consolidated Plan's purpose, priorities, and goals, and the County's CDBG eligible activities, national objectives, project thresholds, and applicable laws. Applications for project proposals for CDBG funds will be available on October 18, 2013 and due to OHCD on January 9, 2014. These consultation meetings and hearings provide an opportunity for citizen participation in the planning process. Proposals received by the deadline will be evaluated and scored based on a point system.

Public testimony was received as follows:

1) Curtis Tyler stated that he is the Chair of the State Council (Council) on Intellectual and Developmental Disabilities (IDD), a group administratively attached to the state Department of Health that advocates for the needs of persons with IDD. Tyler opined that the Consolidated Plan usually doesn't pay too much attention to this underserved population, although they are included in the Consolidated Plan and it is mandated by federal government that this population be served. The Council is concerned about the lack of sufficient housing to meet the needs of persons with IDD in the state of Hawaii. He believes that the focus of current housing is on persons who are elderly or of low income or physical disabilities, but excludes persons with intellectual and developmental disabilities. Persons with IDD are usually covered by Medicaid, and although the majority is unable to work or be gainfully employed, most want to live independently in the community. Tyler believes that the County's homeless goals place emphasis on addressing homeless needs, but many people with IDD would be homeless if not for their aging parents or foster homes. Tyler stated that persons with IDD need more opportunities to live self-determined lives, independently within their communities, with supportive services. Tyler asked HHFDC and OHCD to consider this population.

Janice Takahashi asked Tyler to quantify the housing need for this population. Tyler estimated 3% of the population, but deferred to Dr. David Fray or Dr. Jeffrey Okamoto of the Department of Health's Division of Developmental Disabilities.

- 2) Trish Doyle of Mana'olana Hope, Inc. conducts outreach to families dealing with disabled children. Doyle stated that there many younger families, with children or teenagers with disabilities who are soon to become young adults, who are economically unable to keep these young adults at home. These families need to be identified and assisted. Many of these young adults with disabilities are strong, young adults, capable of living independently, and they should be allowed to live independently in the community. The World Health Organization estimates that 1 in 5 people have disabilities, so there are many unidentified families dealing with this situation.
- 3) Clarysse Kami Nunokawa, an Administrative Assistant for Big Island Mayor Kenoi, spoke on behalf of the Chronic Homeless Intervention and Rehabilitation Project (CHIRP) in West Hawaii which advocates for continued and increased funding for the chronically homeless population. CHIRP's members include government, businesses and nonprofits, who recognize that the need for housing, along with legal intervention and supportive services wrapped around the homeless person, is critical for a chronically homeless person to succeed in the community. Kami Nunokawa asked for continued and increased funding to support this population. Kami Nunokawa also submitted written testimony.
- 4) Debbie Baker, Kailua Village Businesses Improvement District in West Hawaii, commended the County of Hawaii for its emergency and transitional housing for the homeless population. She stated that persons who are chronically homeless impact many businesses, as they congregate in Kailua Village, which is West Hawaii's economic engine. Focus on the needs of the chronic homeless, such as housing with wrap-around services, should be a priority.
- 5) Pat Hurney of Habitat for Humanity stated that there are two areas of the homeless continuum that need support: the first is emergency shelters for the chronically homeless without restrictions or regulations, and the second is affordable homeownership. Habitat for Humanity (H4H) provides affordable homeownership opportunities. More than eighty percent of H4H's families come from public housing, homelessness or are hidden homeless. H4H's families pay an average of \$350 per month for their affordable homes, and families gain the pride of homeownership. H4H's goal is to build 10 homes in West Hawaii, and asks for the County's continued support and funding.
- 6) Bo Kahui, Executive Director of La'l'opua 2020 (L2020), supports the mission of H4H, but also asks for the County's support of L2020, whose mission is to create facilities to build sustainable communities. Kahui also asked the question: When will HUD release data on the 2010 Census? The U.S. Treasury's New Market Tax Credits program designates distressed areas where housing is needed and where other economic opportunities can occur. The area between Hina Lani and Palani and Ane Keohokalole Highway and Mauka Road is an area that needs housing improvement. L2020 will be receiving an allocation of \$4.5M to initiate a medical facility that can be leveraged to qualify for the New Market Tax Credit Initiative. Kahui stated that L2020 had previously applied for CDBG funding, but

did not qualify because the area median income was outside of the CDBG program limits. HUD hasn't yet released data from the 2010 Census, so L2020's qualification is still questionable. Absent the 2010 census data information, Kahui suggested that the County utilize the guidelines under the New Market Tax Credit Initiative to qualify groups within the area for CDBG funding. L2020 can create a lot of homes in Kona for low-income families, but infrastructure is needed – schools, medical facilities, social centers – to sustain a community. Kahui commended the County for the work being done, and asked for the County's support of L2020.

Ishimoto responded to Kahui that it is unknown to the Counties or the State when HUD will release data from the 2010 Census.

In closing, Ishimoto stated that the priorities in the Consolidated Plan are broad, and do encompass homeless and special needs. Ishimoto thanked the attendees for their input and testimony.

Adjournment at 11:00 am.

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County of Hawaii)

	LEILANI K. R. HIGAK	l, b	eing first
	, deposes and says: That she is the HAWAII TRIBU	BUSINESS MANAGER	of
newspaper	published in the City of _	HILO	, a
State of Ha			
2.	That the "NOTICE OF PUB	LIC HEARING (for consultation on	L
housing ne	eds)etc.		
			"
of which a	clipping from the newspape	er as published is attached hereto, v	vas pub-
lished in sa	id newspaper on the follow	ing date(s)	
60884r1	September 25,	2013	, (etc.).

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Subscribed and sworn to before me

this <u>30th</u> day of <u>September</u>, 2013.

SHARON H. P. OGATA

Notary Public, Third Circuit, State of Hawaii

My commission expires ____October 1, 2016

Page(s): 1

NOTICE OF PUBLIC HEARING (for consultation on housing needs)

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Department of Human Services, Homeless Programs Benefits, Employment and Support Services Division 820 Mililani Street, Suite 606, Honolulu, Oahu

County of Hawali, Office of Housing and Community Development

50 Walluku Drive, Hilo, Hawaii or 74-5044 Ane Keohokalole Highway, Kailua-Kona, Hawaii

To receive a copy by mail, interested persons may call Medy Esmena at 587-0634.

Interested persons are invited to attend the hearing and state their views, orally or in writing, related to the housing needs to be considered in developing the State CP.

Please make five copies of written testimony available to the presiding officer at the hearing(s). Written comments may be submitted to HHFDC, 677 Queen Street, Suite 300, Honolulu, Hawaii, 96813, or faxed from the Neighbor Islands to (808) 587-0600 by 4:30 p.m. by October 18, 2013. All comments and testimony received will be considered in preparing the final State AAP.

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The 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.

Janice Takahashi, Interim Executive Director

Hawaii Housing Finance and Development Corporation Department of Business, Economic Development and Tourism State of Hawaii



(60884r1 Hawaii Tribune-Herald: September 25, 2013)

) SS:

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County of Hawaii)

2. That the "<u>AMENDED NOTICE OF PUBLIC HEARING</u> (for consultation on housing needs)...etc.

of which a clipping from the newspaper as published is attached hereto, was published in said newspaper on the following date(s) ______

October 3, 2013 , (etc.).

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Leilani K. R. Ligshi

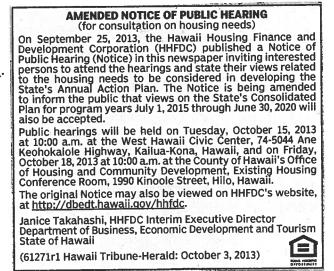
Subscribed and sworn to before me

this <u>15th</u> day of <u>October</u>, 2013

Chrn H. O. Ogata

SHARON H. P. OGATA Notary Public, Third Circuit, State of Hawaii

My commission expires October 1, 2016



Page(s): 1

Public Hearing

Five-Year Consolidated Plan for PYs 2015-2020 and Annual Action Plan for PY 2014-2015 State of Hawaii, Hawaii Housing Finance and Development Corporation

and

County of Hawaii, Office of Housing and Community Development Existing Housing Conference Room, 1990 Kinoole Street, Hilo, Hawaii Friday, October 18, 2013, 10:00 a.m.

Summary

Attendees:

Noel Fujimoto, County of Hawaii, Office of Housing and Community Development (OHCD) Brian Ishimoto, County of Hawaii, OHCD Chris Fujiuchi, County of Hawaii, OHCD Alison Mukai, County of Hawaii, OHCD Janice Takahashi, State of Hawaii, Hawaii Housing Finance and Development Corporation (HHFDC) Lisa Wond, State of Hawaii, HHFDC Lori Tsuhako, State of Hawaii, Department of Human Services, Homeless Programs Jesse Floyd, State Council on Developmental Disabilities Paula Uusitalo, Hawaii Island Adult Care Dean Silber, Hawaiian Paradise Park Housing Paths Committee Andrew Arakawa, Prune Copywriting Peter Sur, Representing Council Person Onishi Paul Pascua, Bayada Home Healthcare Karin Riedel, Bayada Home Healthcare Glen Shigehara, County of Hawaii, OHCD, Family Self-Sufficiency Brandi Ahyo, County of Hawaii, OHCD Sharon Hirota, County of Hawaii, OHCD, Existing Housing Division Keith Kato, Hawaii Island Community Development Corporation Jeremy McComber, HOPE Services Hawaii Beth Dykstra, County of Hawaii, OHCD, Research & Development Kaloa Robinson, County of Hawaii, OHCD

Brian Ishimoto opened the joint public hearing and distributed public speaker forms for speakers to complete. Introductions were made of county and state staff and public attendees.

Lisa Wond stated that the purpose of the hearing is to accept testimony on the state's housing and homeless needs for the State of Hawaii's and County of Hawaii's 5-Year Consolidated Plan (CP) for 2015-2019 and the 2014 Action Plan, to assist in prioritizing the use of limited federal funds. In developing the 5-Year CP, the state plans to keep it broad to allow the counties a wide range of use of funds. Wond stated that the state's HOME funds are used in the neighbor island counties, and the County of Maui will receive the 2014 HOME allocation. HHFDC began an annual rotation to improve the administration of program, but is also open to suggestions on how to allocate funds to further improve the program. HHFDC will retain 5% of the annual HOME allocation for administration. Wond explained that the ESG and HOPWA funds are administered by DHS-BESSD, which works in conjunction with the neighbor islands' Continuum of Care (called Bridging the Gap) to allocate funds, to be used for homelessness prevention, rapid re-housing, shelter operations, and to assist persons with HIV/AIDS to obtain and maintain affordable housing.

Ishimoto reviewed the Consolidated Plan's purpose, priorities, and goals, and the County's CDBG and HOME eligible activities, national objectives, project thresholds, and applicable laws. Applications for project proposals for CDBG funds will be available on October 18, 2013 and due to OHCD on January 9, 2014. These consultation meetings and hearings provide an opportunity for citizen participation in the planning process. Proposals received by the deadline will be evaluated and scored based on a point system.

Public testimony was received as follows:

1. Jesse Floyd, of the State Council on Developmental Disabilities (SCDD), questioned when HUD will release its data from the 2010 census. Floyd speculated that because the economy tanked in 2010, the County's AMI also decreased. Noel Fujimoto responded that although the 2010 census is available, it isn't known when HUD will release its special tabulations based on the 2010 census. Fujimoto offered information on conducting an income survey instead, in the area where the project is being proposed; Ishimoto could provide Floyd with survey format information. Beth Dykstra suggested that Floyd compare the 2000 census to the 2010 census to identify differences. Floyd said HUD's funds should be used in most-needed areas.

Floyd then testified on three areas:

- a. Although the 5-Year Consolidated Plan addresses persons with special needs, including persons with Intellectual and Developmental Disabilities (IDD), the Annual Action Plan excludes the special needs of persons with IDD, as shown in Appendix D, page 4. Floyd recommended that the needs of persons with IDD be added to the plan.
- b. The County of Hawaii is the largest county compared to Kauai and Maui, so the majority of funding should be targeted geographically to the County of Hawaii.
 Within the County of Hawaii, funding should be directed to East Hawaii since the population is more financially disadvantaged than West Hawaii.
- c. Housing for people with IDD is as acute as stated in the state plan. They are identified as low- to moderate-income but the SCDD is working with the Department of Health's Developmental Disabilities Division to get data that will support the need for housing for people with IDD on each island, which will be part of their 5-year plan for 2012 2016. One of the needs is for persons with IDD to live where they want to live, but the individuals and their needs must first be identified.

Floyd concluded his testimony by re-stating that persons with IDD must not be overlooked.

Janice Takahashi asked when the housing needs data will be available, and whether it will be available in time for the State's 5-year Consolidated Plan. Floyd responded that the Department of Health's Developmental Disabilities Division (DDD) is approximately four months into their survey, and estimated that the data should be available in January 2014. On the Big Island, there are approximately 500-600 individuals being served by the DDD, and the DDD must census each of those individuals as to their housing needs.

Lori Tsuhako asked whether the needs assessment would also include a description of what the housing should look like, including support services necessary for the individuals to be served. Floyd did not know, but based on his experience, the clientele usually fall into two groups: individuals with physical limitations (who would need special modifications or adaptive equipment) and individuals with intellectual limitations (who would need support services). The type of housing and support services needed would be determined on an individual basis. That information could be easily obtained by the case workers' Individualized Support Plans.

- 2. Karen Riedel, of Bayada Home Healthcare, testified for Paul Pascua, a person with IDD who recently moved into his own apartment. Riedel testified that Pascua has a wheelchair-accessible apartment, has been able to live independently with support services and became an integral part of his community. He has a higher self-worth, and has been able to achieve goals.
- 3. Paula Uusitalo of Hawaii Island Adult Care thanked the County of Hawaii for support of its programs.
- 4. Brandi Ahyo of OHCD's Existing Housing Division submitted written testimony and recommended that the following remain as high priorities in the 5-Year Consolidated Plan and 2014 Annual Action Plan: decent affordable housing; funding for tenant-based rental assistance to low- and moderate-income families; funding to construct affordable rental units for low income families, seniors, and persons with special needs; funding for the rehabilitation of homes owned by low- and moderate-income homeowners; increasing homeownership opportunities; funding for homebuyer education workshops and counseling sessions to improve purchase-ability in the for-sale housing market; and funding for down-payment and closing cost assistance to low- and moderate-income households.

Ahyo explained that OHCD's Residential Emergency Repair Program (RERP) is a lowinterest loan program that benefits very low, low-, and moderate-income homeowners in the County of Hawaii to repair their dwelling units that they occupy as their primary residence. Ahyo stated that RERP provides a means to finance repairs, especially for those who cannot qualify for a conventional loan, and provides an opportunity for qualified homeowners to extend the economic life of their homes. There are no other funding sources for the RERP, and Ahyo recommended the continued support of the program.

- 5. Glen Shigehara of OHCD's Family Self-Sufficiency (FSS) Program and Homeownership Option Program submitted written testimony and recommended support for Individual Development Accounts (IDA) under the FSS program. FSS's is a 5-year program that assists families in becoming economically independent, with the ultimate goal of getting families independent and off of Section 8 (S8) through education (such as financial literacy), training (budgeting classes), self-discipline and employment. Thirty-five families have graduated, twenty of whom are no longer receiving housing choice vouchers or S8 rental assistance. The best advantage of the FSS program is its escrow savings account, established when a participating family becomes employed, or experiences an increase in employment income. The program has paid out more than \$270,000 to the 35 graduating families. Shigehara asked for support of the FSS program to incorporate an IDA as another means toward savings and homeownership, enabling families to obtain matching funds for down payment and closing costs towards homeownership.
- 6. Sharon Hirota, OHCD's Division Manager for the Existing Housing Division, submitted written testimony and recommended continued HOME funding for Tenant-Based Rental Assistance (TBRA) for low- and moderate-income families in the County of Hawaii. The TBRA program assists families with rent subsidies similar to S8 and receives funds from no other source. The TBRA program is critical to meet current housing strategies of providing access by low- and moderate income families to decent, safe, sanitary and affordable housing. The great need for TBRA is evidenced by a waitlist of 6,000 applicants for S8 in the County of Hawaii.
- 7. Keith Kato, Executive Director of the Hawaii Island Community Development Corporation, submitted written testimony and recommended supporting, as high priority items, rental housing for low-income seniors, self-help housing, and facilities for seniors such as adult day care facilities.

Kato commented on the effects of HHFDC's annual rotation of HOME funds over three years. Kato said that time will tell whether the rotation has improved HHFDC's timeliness in expending the funds, but it has already had an unintended effect of missed or delayed housing opportunities. Kato noted two projects – one in Kohala and one senior housing project in Kona – that HICDC may have pursued if HOME funds had been available. The effect is magnified when combined with changes to the state's priorities for the award of low-income housing tax credits (LIHTC), as evidenced this past year, where all LIHTC-awarded projects have HOME funds: one project in the City and County of Honolulu (which receives its own HOME funds annually), and two from the County of Kauai which received the 2013 HOME funds. Kato recommended that HHFDC re-look at how it allocates HOME funds to the counties, and believes it would be preferable to return to annual allocations to each county. Intermediate deadlines could be initiated to ensure the

timely expenditure of HOME funds. Kato concluded by stating that he did not believe the annual rotation of funds over three years to be efficient.

Janice Takahashi asked if Kato thought the prior way of allocating funds – a division of the annual allocation between the three neighbor island counties – was preferable, or whether a different way, such as a Request for Proposals process, would improve the program. Kato responded that the annual division of HOME funds worked because entities knew that the county would receive some funding annually, although Kato believed that consideration should be given to a county's population size in deciding how much a county would receive. Kato wasn't sure how HHFDC would manage a statewide RFP process, but expressed concern that one project could consume all the HOME funds for a year.

- 8. Jeremy McComber of HOPE Services Hawaii, serving the homeless population in the County, supported Ahyo's and Hirota's earlier statements. McComber stated that TBRA is a critical resource for HOPE's population, who have limited skills and who do not have the financial ability to maintain rent on their own. McComber also recommended that high priority be given to employment opportunities, since skilled employment is key to maintaining housing.
- 9. Beth Dykstra, OHCD Research and Development, presented testimony emailed from Council Member Brenda Ford. Ford requests funding support in South Kona, which is in need of a police station, a homeless shelter, and a shelter for veterans with dependency issues.

In closing, Ishimoto re-stated that the priorities in the Consolidated Plan are broad, and do encompass homeless and special needs. Ishimoto thanked the attendees for their input and testimony.

Adjournment at 11:00 am.

TESTIMONY OF BRANDI AHYO

PUBLIC TESTIMONY

Friday, October 18, 2013

Testimony relating to the housing needs in developing the County of Hawai`i's Consolidate Plan for program years 2015-2019 and Annual Action Plan for Program Year 2014.

The County of Hawai`i, Office of Housing and Community Development, Existing Housing Division, highly recommends that the following be included as high priorities in both the Consolidate Plan for program years 2015-2019 and the Annual Action Plan for program year 2014:

• Promote decent, affordable housing

- o Provide funding for tenant-based rental assistance to low and moderate income families;
- o Provide funding to construct for new affordable rental units for the families, the elderly and persons with special needs; and
- o Provide funding for the rehabilitation of homes owned by low-moderate-income homeowners.

• Increase homeownership opportunities

- Provide funding for homebuyer education workshops and counseling sessions to improve the purchase ability in the for-sale housing market; and
- o Provide funding for down-payment and closing cost assistance to low- and moderate-income households.

The Residential Emergency Repair Program is a low-interest loan program that benefits very low, low and moderate income homeowners in the County of Hawai`i to repair the dwelling unit that they occupy as their primary residence.

The RERP provides homeowners an alternative means to finance needed repairs, especially those who cannot meet the qualifications for a conventional loan due to loss of employment, fixed income or poor credit history or score. The RERP provides the opportunity for qualified homeowners to extend the economic life of their home.

There are no other sources of funding for the RERP and without continued CDBG funding, the RERP would be terminated after current program funds are exhausted. Thank you.

3256**ss**lh

PUBLIC TESTIMONY OF GLEN SHIGEHARA

PUBLIC TESTIMONY

Friday, October 18, 2013

Testimony relating to the housing needs in developing the County of Hawai'i's Consolidated Plan for program years 2015-2019 and Annual Action Plan for Program Year 2014.

The County of Hawai'i, Office of Housing and Community Development, Existing Housing Division, highly recommends that the following be included as high priorities in both the Consolidated Plan for program years 2015-2019 and the Annual Action Plan for program year 2014:

. Promote decent, affordable housing

- Provide funding for tenant-based rental assistance to low and moderate income families;

- Provide funding to construct for new affordable rental units for the families, the elderly and persons with special needs; and

- Provide funding for the rehabilitation of homes owned by low and moderate income homeowners.

. Increase homeownership opportunities

- Provide funding for homebuyer education workshops and counseling sessions to improve the purchase ability in the for-sale housing market; and

- Provide funding for down-payment and closing cost assistance to low and moderate income households.

The Family Self-Sufficiency (FSS) Program was started in February 2004 and the goal is to provide the education, training, and support system that families need to become economically independent.

It is a five year program and families receive assistance in achieving success in such areas as training, self-discipline, education and employment. Also included are Financial Literacy and budgeting classes.

The ultimate goal is to get Section 8 families off of the program and independent. There have been 35 families graduate

PUBLIC TESTIMONY OF GLEN SHIGEHARA

from the FSS program and 20 of whom are no longer receiving Housing Choice Voucher Section 8 rental assistance.

The best advantage of the FSS program is the Escrow Savings. When a participating family becomes employed, when they previously were not; or when the family has an increase in employment income, an escrow account may be established for the family. The program has paid out over \$270,000 to the 35 families.

The FSS program would like to incorporate an Individual Development Account (IDA) as another means toward savings and homeownership. With employment and qualifying for an IDA families are able to attain matching funds for downpayment and closing costs towards homeownership.

Thank you

PUBLIC TESTIMONY OF SHARON HIROTA

PUBLIC HEARING

Friday, October 18, 2013

Testimony relating to the housing for the Program Year 2014

The County of Hawai`i, Office of Housing and Community Development, Existing Housing Division, highly recommends that the following be included as high priorities in both the State Consolidate Plan for program years 2015-2019 and its Annual Action Plan for program year 2014:

- Promote decent, affordable housing
 - o Provide funding for tenant-based rental assistance to low and moderate income families; and
 - Provide funding to construct for new affordable rental units for the families, the elderly and persons with special needs; and
 - o Provide funding to rehabilitate owner-occupied homes of low and moderate-income families.

• Increase homeownership opportunities

- Provide funding for homebuyer education workshops and counseling sessions to improve the purchase ability in the for-sale housing market; and
- Provide funding for down payment and closing cost assistance to low- and moderate-income households.

The Existing Housing Division of the Office of Housing and Community Department is responsible for the program administration of various housing programs including the Housing Choice Voucher (Section 8) Program, Section 8 Family Self-Sufficiency Program, the Section 8 Homeownership Program and the Residential Emergency Repair Program.and the Tenant Daved Rental Assistance Program.

The programs provide rental assistance, mortgage assistance and low-interest loan programs to individuals and families who meet the low and moderate-income guidelines set by the federal government.

In 1996, the OHCD - EH Division with funding from the HOME Program implemented the Tenant Based Rental Assistance (TBRA) for the County of Hawai`i. The TBRA program assists families within the County of Hawai`i by subsidizing their rent ^{3261sslh}

PUBLIC TESTIMONY OF SHARON HIROTA

Public Testimony October 18, 2013 Page 2

payments, similar to the Housing Choice Voucher (Section 8) Program. There is no other source of funding for the TBRA program.

The TBRA program is a critical piece in order for the EHD to continue to meet the current housing strategy in providing low and moderate-income families access to decent, safe, sanitary and affordable housing. The need for rental assistance is evident by the EHD's long waiting period for families on the Section 8 program wait list. There are currently over 6,300 applicants on the Section 8 program wait list.

Thank you.

HAWAII ISLAND COMMUNITY DEVELOPMENT CORPORATION

100 PAUAHI STREET, SUITE 204 • HILO, HAWAII 96720

October 18, 2013

Mr. Stephen Arnett Office of Housing and Community Development 50 Wailuku Drive Hilo, Hawaii 96720

Subject: Consolidated Plan

We believe that high priority needs requiring funding from the CDBG and HOME programs include affordable rental housing, especially for low income seniors, and self help housing which is virtually the only avenue for low income households to achieve homeownership.

For low seniors the most successful affordable housing program has been the Low Income Housing Tax Credit Program. Recent decisions by the state have strongly directed that program toward projects that receive HOME funds as evidenced by the latest round of LIHTC allocations that delivered all of the available credits to three projects all of which had HOME funds.

A related high priority need is for facilities that provide services for seniors. The funding options for such facilities are very limited so it is important the CDBG program give adequate support to such projects. While the CDBG funds are limited they are practically the only county directed funds that can be used to show the local government support that is crucial when seeking funding from other levels of government, private foundations, and the community at large.

Thank you for the opportunity to comment.

Sincerely,

Unine W

Keith Kato Executive Director

Dykstra, Elizabeth

From: Sent: To: Subject: Ford, Brenda Thursday, October 17, 2013 2:33 PM Dykstra, Elizabeth RE: Public Hearings for 2014 CDBG Funding and 2015-2019 Consolidated Plan

Aloha Beth,

I cannot attend the meetings due to council meetings; however, if the county could apply for money for the South Kona Police Station, I would appreciate it. Also, we need another homeless shelter for Kona, and another shelter specifically for homeless veterans who may be "under the influence" so they can work their way towards sobriety and treatment for other diagnoses.

Mahalo.

Brenda Ford

Council Member – District 6 Hawai'i County Council 74-5044 Ane Keohokalole Highway Kailua-Kona, HI 96740 Ofc: 808-323-4277 Email: <u>bford@co.hawaii.hi.us</u>

From: Dykstra, Elizabeth Sent: Wednesday, October 09, 2013 2:37 PM To: Dykstra, Elizabeth Subject: Public Hearings for 2014 CDBG Funding and 2015-2019 Consolidated Plan

Aloha,

This message is sent via a blind copy distribution list of organizations and individuals who may find this information useful

The County of Hawai'i Office of Housing and Community Development is combining their public outreach for the annual CDBG Funding and also for the 2015-2019 Consolidated Plan into a series of five public hearings next week. Meetings will be held in Pāhala and Pāhoa on Monday the 14th, Kailua-Kona and Honoka'a on Tuesday the 15th, and in Hilo on Friday the 18th.

Please pass this information along to anyone you feel would be interested in applying for 2014 CDBG Funding and/or can provide testimony on the types of projects that would be important for their community. Testimony will inform the updated Consolidated Plan. The current 2010-2014 Consolidated Plan is posted online under "Plans" at OHCD's Webpage <u>http://www.hawaiicounty.gov/office-of-housing/</u>.

Meeting	Pāhala	Pāhoa	Kailua-Kona	Honoka'a	Hilo
Date	October 14, 2013	October 14, 2013	October 15, 2013	October 15, 2013	October 18, 2013
Time	10:00 a.m.	2:00 p.m.	10:00 a.m.	3:00 p.m.	10:00 a.m.
Place	Pāhala Community	Pāhoa Community	West Hawaiʻi Civic Center	Honoka'a Gym/MPR	1990 Kinoʻole Street

	PUBLI	C TESTIMONY	OF COUNCIL MEMBER	BRENDA FORD)
C	enter	Center Mayor's Conference Room OHCD Conference			
			Room (2 nd floor)		Room

More information and the public meeting schedule is attached. Please refer any questions to OHCD at 961-8379 or <u>ohcdcdbg@hawaiicounty.gov</u>. Thanks!

Beth Dykstra Department of Research and Development 25 Aupuni Street, Room 1301 Hilo, Hawai'i 96720 (808) 961-8035 Hawai'i County is an Equal Opportunity Provider and Employer

IN THE MATTER OF	}
NOTICE OF PUBLIC HEARING (for consultation on housing needs)	}
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STATE OF HAWAII }	
STATE OF HAWAII } SS.	
City and County of Honolulu }	
Doc. Date:0CT - 7 2013 # Pages:1	
Network Potricia K. Dagag	
Notary Name: Faulcia K. Reese First Judicial Circ	
Doc. Description: Affidavit of	Pursuant to 24 CFR Part 91, n Corporation (HHFDC), Department
Publication	public hearings on the needs to t 2015 through June 30, 2020, and
PUBLIC	preparation for the CP and AAP, the to be held on Wednesday, October
Rez. 1 b. OCT - 7 2013	= 300, Honoiuiu, Oahu.
Milling R. Milline	The CP's and AAP's purpose is to related needs of low- and moderal
Notary Signature Date	decent, safe, and sanitary housing Department of Housing and Urban
	has been approved by HUD.
Rose Rosales being duly sworn, deposes and says that she is a clerk, duly authorized	The CP and AAP describe the St
to execute this affidavit of Oahu Publications, Inc. publisher of The Honolulu	certifies program compilance with (ESG), and Housing Opportunities
Star-Advertiser and MidWeek, that said newspapers are newspapers of general	funding to expand the supply of af homeiessness, and provide prevents
circulation in the State of Hawaii, and that the attached notice is true notice as was published in the aforementioned newspapers as follows:	The State anticipates receiving app
	allocation policy, the County of Ma rentai housing and homeownership
Honolulu Star-Advertiser 1 times on:	addition, the State anticipates rec
10/07/2013	which will be for use primarily in the
	Copies of an informational packet viewing at regional libraries and or
Midweek Wed times on:	be picked up between the hours of Benefits, Employment and Support
	To receive a copy by mail, Interest
	attend the hearing and state their developing the State CP and AAP.
times on:	at the hearing. Written comments
	islands to (808) 587-0600 by 4:3 considered in preparing the final 1
And that affiant is not a party to or in any way interested in the above entitled matter.	(e.g., large print, taped materials, public hearing, please conta
	steven.s.sung@hawail.gov, by fax heip to ensure the availability of ap
- jui	The HHFDC does not discriminate
Rose Rosales /	identity or expression, sexual or infection.
Subscribed to and sworn before me this day	
Out would	Janice Takahashi, HHFDC interim Ex
of A.D. 20/	(SA561483 10/7/13)
hturn K. Russ	
Patricia K/Reese, Notary Public of the First Judicial Circuit, State of Hawaii	
My commission expires: Oct 07 2014	NINI AND K STATE
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NOTICE OF PUBLIC HEARING (for consuitation on housing needs)

notice is hereby given that the Hawaii Housing Finance and Development t of Business, Economic Development and Tourism, State of Hawaii, will hold be considered in the State Consolidated Plan (CP) for program years July 1, id the Annual Action Plan (AAP) for Program Year 2014-2015 (PY2014). In he State will consult with local governments and residents at a public hearing r 23, 2013 at 9:00 a.m. at the HHFDC Board Room, 677 Queen Street, Suite

ensure that jurisdictions receiving federal assistance plan for the housing and te-income families in a way that improves the availability and affordability of ng in suitable living environments. To receive funding under certain U.S. n Development (HUD) programs, the State must have a housing strategy that

tate's housing needs and funding plans for the coming program year, and the CP, HOME Investment Partnerships (HOME), Emergency Solutions Grant s for Persons with AIDS (HOPWA) programs. These HUD programs provide ffordable housing for low- and moderate-income families, restrict increases in tative programs and activities for the homeless in the State.

roximately \$3,000,000 in PY2014 HOME funds. in accordance with HHFDC's ui is scheduled to receive the PY2014 HOME allocation to meet its affordable p objectives, less five percent for HHFDC's administration of the program. In elving approximately \$575,000 in funding for the ESG and HOPWA programs, e Counties of Hawali, Kauai and Maul.

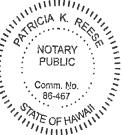
t describing the HOME, ESG and HOPWA programs are available for public n the HHFDC's website at http://hawail.gov/<u>dbedt</u>/hhfdc. Copies may also f 7:45 a.m. to 4:30 p.m. at HHFDC or at the Department of Human Services, Services Division, 820 Milliani Street, Suite 606, Honolulu, Hawail, Oahu.

sted persons may call Medy at 587-0634. Interested persons are invited to r views, orally or In writing, related to the housing needs to be considered in Please make five copies of written testimony available to the presiding officer may be submitted to HHFDC at the above address, or faxed from the Neighbor 30 p.m. by October 23, 2013. All comments and testimony received will be State CP and AAP. If access or communication assistance and/or services s, sign language interpreter, or transiator) are required to participate in this act the HHFDC's Personnel Office at 587-0610, by email at t at 587-0600, or by written request by October 10, 2013. Prompt requests porporiate accommodations. propriate accommodations.

against any person because of race, color, religion, sex, including gender entation, disability, familiai status, ancestry, age, maritai status, or HIV

ecutive Director





LN:_____

Public Hearing

Five-Year Consolidated Plan for PYs 2015-2020 and Annual Action Plan for PY 2014-2015

State of Hawaii, Hawaii Housing Finance and Development Corporation 677 Queen Street, Suite 300, Boardroom, Honolulu, Hawaii, 96813 Wednesday, October 23, 2013, 9:00 a.m.

Summary

Attendees:

Janice Takahashi, State of Hawaii, DBEDT, Hawaii Housing Finance and Development Corporation Lisa Wond, State of Hawaii, DBEDT, HHFDC Judy Ishida, State of Hawaii, DHS-BESSD, Homeless Programs Glori Inafuku, State of Hawaii, DBEDT, HHFDC Daintry Bartoldus, State of Hawaii, DoH, State Council on Developmental Disabilities Lisa Maetani, Going Home Plus, University of Hawaii Center on Disabilities

Lisa Wond opened the public hearing and introductions were made of DHS and HHFDC staff, and public attendees.

Wond stated that the purpose of the hearing is to accept testimony on the state's housing and homeless needs for the State of Hawaii's and County of Hawaii's 5-Year Consolidated Plan (CP) for 2015-2019 and the 2014 Action Plan, to assist in prioritizing the use of limited federal funds. In developing the 5-Year CP, the state plans to keep it broad to allow the counties a wide range of use of funds. Wond stated that the state's HOME funds are used in the neighbor island counties, and the County of Maui will receive the 2014 HOME allocation; HHFDC will retain 5% of the annual HOME allocation for administration. HHFDC rotates is annual HOME allocation between the counties of Hawaii, Kauai and Maui, but is also open to suggestions on how to allocate funds to further improve the program. Wond explained that the ESG and HOPWA funds are administered by DHS-BESSD, which works in conjunction with the neighbor islands' Continuum of Care (called Bridging the Gap) to allocate funds, to be used for homelessness prevention, rapid re-housing, shelter operations, and to assist persons with HIV/AIDS to obtain and maintain affordable housing.

Public testimony was received as follows:

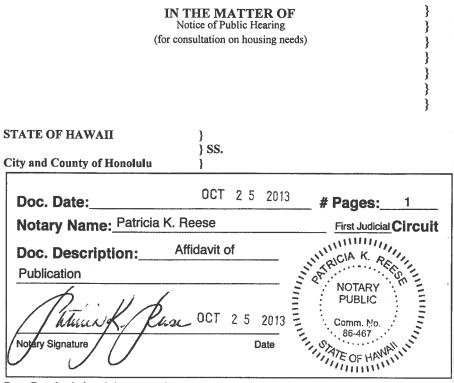
1. Daintry Bartoldus of the State Council on Developmental Disabilities (SCDD), which supports persons with intellectual and development disabilities (IDD), commented that their written testimony would be submitted soon. She commented that individuals with intellectual and developmental disabilities would be homeless but are placed in foster homes temporarily. This affects their place on any wait lists for housing or housing assistance because they are not considered homeless if they are in foster care. Bartoldus

asked who can address this issue. Wond answered that if the wait list is for a public housing unit, the Hawaii Public Housing Authority can address the issue.

Bartoldus said the SCDD is working with the Department of Health's Developmental Disabilities Division (DDD) on gathering data on the number of individuals with IDD who need housing, and the locations/areas where they are needed. DDD serves 3,200 individuals statewide. Daintry confirmed that the DDD data should be done by January 2014 or hopefully sooner.

2. Lisa Maetani stated that her group (UH Center on Disabilities/State Medicaid Ofc) is working with Daintry and the DD division to get data on the housing need. They are also surveying nursing homes and hospitals to gather pertinent data.

With no other testifiers, Wond thanked the attendees for their input. Adjournment of the hearing was at 9:30 am.



<u>Rose Rosales</u> being duly sworn, deposes and says that she is a clerk, duly authorized to execute this affidavit of Oahu Publications, Inc. publisher of The Honolulu Star-Advertiser and MidWeek, that said newspapers are newspapers of general circulation in the State of Hawaii, and that the attached notice is true notice as was published in the aforementioned newspapers as follows:

Honolulu Star-Advertiser 0 times on:

Midweek Wed. 0 times on:

The burden Tsland times on: 10/19/13

And that affiant is not a party to or in any way interested in the above entitled matter.

Rose Rosales Subscribed to and sworn before me this 25% day Deto ber A.D. 20 1.7 Reese, Notary Public of the First Judicial Circuit. State of Hawaii Patricia K. NOTARY PUBLIC Comm. No. 86-467 y complission expires. Oct 0 2014 Ad # 0000567046

NOTICE OF PUBLIC HEARING (for consultation on housing needs)

Pursuant to 24 CFR Part 91, notice is hereby given that the Hawaii Housing Finance and Development Corporation (HHFDC), Department of Business, Economic Development and Tourism, State of Hawaii, will hold public hearings on the needs to be considered in the State Consolidated Plan (CP) for program years July 1, 2015 through June 30, 2020, and the Annual Action Plar (AAP) for Program Year 2014-2015 (PY2014). In preparation fo the CP and AAP, the State will consult with local governments and residents at a public hearing to be held on Monday, November 4 2013 at 4:30 p.m. at the Kauai County Housing Agency, 4444 Rice Street, Conference Room A, Lihue, Kauai.

The CP's and AAP's purpose is to ensure that jurisdictions receiving federal assistance plan for the housing and relatec needs of low- and moderate-income families in a way that improves the availability and affordability of decent, safe, and sanitary housing in suitable living environments. To receive funding under certain U.S. Department of Housing and Urbar Development (HUD) programs, the State must have a housing strategy that has been approved by HUD.

The CP and AAP describe the State's housing needs and funding plans for the coming program year, and certifies program compilance with the CP, HOME Investment Partnerships (HOME). Emergency Solutions Grant (ESG), and Housing Opportunities fo Persons with AIDS (HOPWA) programs. These HUD programs provide funding to expand the supply of affordable housing fo low- and moderate-income families, restrict increases in homelessness, and provide preventative programs and activities for the homeless in the State.

The State anticipates receiving approximately \$3,000,000 ir PY2014 HOME funds. In accordance with HHFDC's allocation policy, the County of Maul is scheduled to receive the PY2014 HOME allocation to meet its affordable rental housing and homeownership objectives, less five percent for HHFDC's administration of the program. In addition, the State anticipates receiving approximately \$575,000 in funding for the ESG and HOPWA programs, which will be for use primarily in the Counties of Hawali, Kauai and Maui.

Copies of an informational packet describing the HOME, ESG and HOPWA programs are available for public viewing at regional libraries and on the HHFDC's website at <u>http://hawaii.gov/dbedt/hhfdc</u>. Copies may also be picked up between the hours of 7:45 a.m. to 4:30 p.m. at HHFDC, at the Department of Human Services, Benefits, Employment and Support Services Division, 820 Milliani Street, Suite 606 Honolulu, Hawaii, Oahu, or at the County of Kauai, Kauai County Housing Agency, 4444 Rice Street, Suite 330, Lihue, Kauai.

To receive a copy by mail, interested persons may call Medy a 587-0634. Interested persons are invited to attend the hearing and state their views, orally or in writing, related to the housing needs to be considered in developing the State CP and AAP Please make five copies of written testimony available to the presiding officer at the hearing. Written comments may be submitted to HHFDC at the above address, or faxed from the Neighbor Islands to (808) 587-0600 by 4:30 p.m. by November 4, 2013. All comments and testimony received will be considered in preparing the final State CP and AAP. If access o communication assistance and/or services (e.g., large print taped materials, sign language interpreter, or translator) are required to participate in this public hearing, please contact the HHFDC's Personnel Office at 587-0610, by email a steven.s.sung@hawall.gov, by fax at 587-0600, or by writter request by October 21, 2013. Prompt requests help to ensure the availability of appropriate accommodations.

The HHFDC does not discriminate against any person because o race, color, religion, sex, including gender identity or expression sexual orientation, disability, familial status, ancestry, age marital status, or HIV infection.

Janice Takahashi, HHFDC Interim Executive Director (377) (TGI567046 10/18/13)

Public Hearing

Five-Year Consolidated Plan for PYs 2015-2020 and Annual Action Plan for PY 2014-2015 State of Hawaii, Hawaii Housing Finance and Development Corporation

and

County of Kauai, Kauai County Housing Agency 4444 Rice Street, Conference Room B, Lihue, Kauai Monday, November 4, 2013, 4:30 p.m.

Summary

Attendees:

Janice Takahashi, State of Hawaii, Hawaii Housing Finance and Development Corporation (HHFDC) Lisa Wond, State of Hawaii, HHFDC Judy Ishida, State of Hawaii, Department of Human Services, Homeless Programs Gary Mackler, County of Kauai, Kauai County Housing Agency (KCHA) Kerrilyn Barros, County of Kauai, KCHA Sharon Graham, County of Kauai, KCHA Remy Rea, Self-Help Housing El Doi, Developmental Disabilities Council Kymm Solchaga, YWCA and Malama Pono Angela Agustin, Boys and Girls Club Lihue Dorothy Kim Michael Sorenson, Malama Pono Linda Vass, Legal Aid Society of Hawaii Mistee Bailey-Myrick, Malama Pono Health Services Stephanie Fernandes, Kauai Economic Opportunity

Al Nebre, Kauai Economic Opportunity

Gary Mackler opened the joint public hearing and summarized the public notice for the hearing. Introductions were made of county and state staff.

Lisa Wond stated that the purpose of the hearing is to accept testimony on the state's housing and homeless needs for the State of Hawaii's and County of Kauai's 5-Year Consolidated Plan (CP) for 2015-2019 and the 2014 Action Plan, to assist in prioritizing the use of limited federal funds. In developing the 5-Year CP, the state plans to keep it broad to allow the counties a wide range of use of funds. Wond stated that the state's HOME funds are used in the neighbor island counties, and the County of Maui will receive the 2014 HOME allocation. HHFDC began an annual rotation to improve the administration of program, but is also open to suggestions on how to allocate funds to further improve the program. HHFDC will retain 5% of the annual HOME allocation for administration. Wond explained that the ESG and HOPWA funds are administered by DHS-BESSD, which works in conjunction with the neighbor islands' Continuum of Care (called Bridging the Gap) to allocate funds, to be used for homelessness prevention, rapid re-housing, shelter operations, and to assist persons with HIV/AIDS to obtain and maintain affordable housing.

Mackler explained that the County of Kauai is using its 2013 HOME allocation for three affordable rental projects – the Rice Camp Senior Housing project, which will provide 60 affordable rental units for seniors, the Kolopua Housing project, which will provide 44 units in Lihue for families, and the Lihue Court Townhomes, which will preserve 73 rental housing units for families.

Mackler reviewed the Annual Action Plan and Consolidated Plan's purpose, priorities, and goals. Kerrilyn Barros summarized the County's CDBG eligible activities, national objectives, project thresholds, applicable laws, and other requirements. Applications for CDBG funds are available and will be due to KCHA on January 4, 2014 before 4:30pm. These consultation meetings and hearings provide an opportunity for citizen participation in the planning process. Barros and Mackler encouraged the attendees to call for assistance or consultation prior to the deadline. Proposals received by the deadline will be evaluated and scored based on a point system.

There was no public testimony, but Judy Ishida answered a question from the public that RFP's for 2014 ESG funds will be available in January 2014, and that Kauai Economic Opportunities administers the ESG program in the county of Kauai.

There being no further comments, Mackler thanked the attendees for their participation in the planning process, and adjourned the hearing at 5:10 p.m.

STATE OF HAWAII, County of Maui. ss.

 Rhonda M. Kurohara
 being duly sworn

 deposes and says, that he is in ______
 Advertising Sales ______of

 the Maui Publishing Co., Ltd., publishers of THE MAUI NEWS, a

 newspaper published in Wailuku, County of Maui, State of Hawaii;

 that the ordered publication as to ______

NOTICE OF PUBLIC HEARING

of which	the annex	ed is a true	and correct	printed notice, was
published	1 time	s in THE MA	UI NEWS, afo	presaid, commencing
on the	22nd	day of	October	, 2013, and ending
on the	22nd	day of	October	, 2013, (both days
inclusive)	, to-wit: on	L		

October 22, 2013

and that affiant is not a party to or in any way interested in the above entitled matter.

Amil

This <u>1</u> page _	Notice of	f Public He	aring	, dated
0	ctober 22		_, 2013,	was sub-
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	3, in the Secon			
by Rhonda	a M. Kurohara		annan ann ann an ann ann an ann ann ann	
Notary Public, Sece Circuit, State of Har BETTY E. UEHAN My Commission expires	waii RA		PUBLIC No. 83-344	

NOTICE OF PUBLIC HEARING (for consultation on housing needs)

Pursuant to 24 CFR Part 91, notice is hereby given that the Hawaii Housing Finance and Development Corporation (HHFDC), Department of Business, Economic Development and Tourism, State of Hawaii, will hold public hearings on the needs to be considered in the State Consolidated Plan (CP) for program years July 1, 2015 through June 30, 2020, and the Annual Action Plan (AAP) for Program Year 2014-2015 (PY2014). In preparation for the CP and AAP, the State will consult with local governments and residents at a public hearing to be held on Wednesday, November 6, 2013 at 9:00 a.m. at the County of Maui's Department of Planning Conference Room, Kalana Pakui Building, 1st Floor, 250 South High Street, Wailuku, Hawaii.

The CP's and AAP's purpose is to ensure that jurisdictions receiving federal assistance plan for the housing and related needs of low- and moderate-income families in a way that improves the availability and affordability of decent, safe, and sanitary housing in suitable living environments. To receive funding under certain U.S. Department of Housing and Urban Development (HUD) programs, the State must have a housing strategy that has been approved by HUD. The CP and AAP describe the State's housing needs and funding plans for the coming program year, and certifies program compliance with the CP, HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs. These HUD programs provide funding to expand the supply of affordable housing for low- and moderate-income families, restrict increases in homelessness, and provide preventative programs and activities for the homeless in the State.

The State anticipates receiving approximately \$3,000,000 in PY2014 HOME frinds. In accordance with HHFDC's allocation policy, the County of Maui is scheduled to receive the PY2014 HOME allocation to meet its affordable rental housing and homeownership objectives, less five percent for HHFDC's administration of the program. In addition, the State anticipates receiving approximately \$575,000 in funding for the ESG and HOPWA programs, which will be for use primarily in the Counties of Hawaii, Kauai and Maui.

Copies of an informational packet describing the HOME, ESG and HOPWA programs are available for public viewing at regional libraries and on the HHFDC's website at <u>http://hawaii.gov/dbedt/</u> <u>hhfdc</u>. Copies may also be picked up between the hours of 7:45 a.m. to 4:30 p.m. at <u>HHFDC</u>, at the Department of Human Services, Benefits, Employment and Support Services Division, 820 Mililani Street, Suite 606, Honolulu, Hawaii, Oahu, or at the County of Maui's Department of Housing and Human Concerns, Housing Division, 35 Lunalilo Street, Suite 102, Wailuku, Maui.

To receive a copy by mail, interested persons may call Medy at 587-0634. Interested persons are invited to attend the hearing and state their views, orally or in writing, related to the housing needs to be considered in developing the State CP and AAP. Please make five copies of written testimony available to the presiding officer at the hearing. Written comments may be submitted to HHFDC at the above address, or faxed from the Neighbor Islands to (808) 587-0600 by 4:30 p.m. by November 6, 2013. All comments and testimony received will be considered in preparing the final State CP and AAP.

If access or communication assistance and/or services (e.g., large print, taped materials, sign language interpreter, or translator) are required to participate in this public hearing, please contact the HHFDC's Personnel Office at 587-0610, by email at <u>steven.s.sung@hawaii.gov</u>, by fax at 587-0600, or by written request by October 24, 2013. Prompt requests help to ensure the availability of appropriate accommodations.

The 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.

Janice Takahashi HHFDC Interim Executive Director (MN: Oct. 22, 2013)



Public Hearing

Five-Year Consolidated Plan for PYs 2015-2020 and Annual Action Plan for PY 2014-2015

State of Hawaii, Hawaii Housing Finance and Development Corporation and County of Maui, Department of Housing and Human Concerns

Department of Planning Conference Room, 250 South High Street, 1st Floor, Wailuku, Maui Wednesday, November 6, 2013, 9:00 a.m.

Summary

<u>Attendees</u>:

Janice Takahashi, State of Hawaii, Hawaii Housing Finance and Development Corporation (HHFDC) Lisa Wond, State of Hawaii, HHFDC Lori Tsuhako, State of Hawaii, Department of Human Services, Homeless Programs Wayde Oshiro, County of Maui, Department of Housing & Human Concerns (DHHC) Tina Krau, DHHC Linda Munsell, DHHC Robert Tarver, Department of Health, Hawaii Council on Developmental Disabilities

Tina Krau opened the joint public hearing and introductions were made of county and state staff, and public attendee.

Lisa Wond stated that the purpose of the hearing is to accept testimony on the state's housing and homeless needs for the State of Hawaii's and County of Maui's 5-Year Consolidated Plan (CP) for 2015-2019 and the 2014 Action Plan, to assist in prioritizing the use of limited federal funds. In developing the 5-Year CP, the state plans to keep it broad to allow the counties a wide range of use of funds. Wond stated that the state's HOME funds are used in the neighbor island counties, and the County of Maui will receive the 2014 HOME allocation. HHFDC began an annual rotation to improve the administration of program, but is also open to suggestions on how to allocate funds to further improve the program. HHFDC will retain 5% of the annual HOME allocation for administration. Wond explained that the ESG and HOPWA funds are administered by DHS-BESSD, which works in conjunction with the neighbor islands' Continuum of Care (called Bridging the Gap) to allocate funds, to be used for homelessness prevention, rapid re-housing, shelter operations, and to assist persons with HIV/AIDS to obtain and maintain affordable housing.

Wond opened the floor for public testimony.

Robert Tarver of the Hawaii Council on Developmental Disabilities stated that he and his associates are attending HHFDC's public hearings in all counties to support affordable housing for persons with intellectual and developmental disabilities (DD). Tarver stated that there is a

long wait list of DD clients needing affordable housing. Wond asked who maintains the list, and Tarver responded that the Department of Health's DD Division case managers maintain the list. Janice Takahashi asked for status on the report being done to assess housing need of the DD community. Tarver replied that the DD Division is currently working on the report.

Lori Tsuhako asked Wayde Oshiro for the status of the ARC group home on Molokai; Tarver, having been formerly employed by ARC, responded that the project had been completed, but wasn't sure if it was yet occupied. Tsuhako then asked for the status of the La'akea Foundation's plans to build a group home for DD clients in Paia. Tarver and Oshiro responded that not much progress has been made on the project.

Wond asked how the County of Maui was planning to use the PY2014 HOME funds. Oshiro replied that the County intends to use its regular HOME allocation for the Kulamalu project, a 64-unit affordable rental project for families on County-owned land; a developer has not yet been selected. The County of Maui does not yet have a use for the PY2014 HOME CHDO funds of approximately \$450,000 and will be issuing a Request for Proposals.

There being no further comments, Wond thanked the attendees for their participation in the planning process, and adjourned the hearing at 9:15 a.m.

NOTICE OF PUBLIC COMMENT on the Draft Annual Action Plan for Program Year 2014

Pursuant to 24 CFR Part 91, the Hawaii Housing Finance and Development Corporation (HHFDC), Department of Business, Economic Development and Tourism, State of Hawaii, gives notice of the draft Annual Action Plan for Program Year 2014 (PY2014 AAP) review and comment.

The purpose of the AAP is to ensure that jurisdictions receiving federal assistance plan for the housing and related needs of low- and moderate-income families in a way that improves the availability and affordability of decent, safe and sanitary housing in suitable living environments. To receive funding under certain U.S. Department of Housing and Urban Development (HUD) programs, the State must have a housing strategy that has been approved by HUD.

The proposed PY2014 AAP consists of 1) a strategic plan for the provision of affordable and special needs housing and prevention of homelessness; and 2) an action plan including available resources and a description of the State's method for distributing funds to local governments and non-profit organizations to carry out activities to address the priority of needs. The proposed PY2014 AAP describes activities that will be funded by the HOME, ESG and HOPWA programs.

The draft PY2014 AAP and other consolidated planning reports are available for public review at HHFDC's website at <u>http://hawaii.gov/dbedt/hhfdc</u> and at regional libraries. Interested persons may call Medy Esmena at 587-0634; Neighbor Island residents may call toll free at the following numbers, to be mailed copies:

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Copies are also available at the following offices from 7:45 a.m. to 4:30 p.m.:

- County of Hawaii, Office of Housing and Community Development 50 Wailuku Drive, Hilo, Hawaii
- County of Maui, Department of Housing and Human Concerns 35 Lunalilo Street, Suite 102, Wailuku, Maui
- County of Kauai, Kauai County Housing Agency 4444 Rice Street, Suite 330, Lihue, Kauai
- State of Hawaii, HHFDC, 677 Queen Street, Suite 300, Honolulu, Oahu
- Department of Human Services, Benefits, Employment and Support Services Division, Homeless Programs Office, 820 Mililani Street, Suite 606, Honolulu, Oahu

Interested persons are invited to provide written comments on the proposed AAP to HHFDC at the aforementioned address by April 24, 2014 at 4:00 p.m. Written comments may also be submitted via fax to (808) 587-0600 or emailed to <u>hhfdc.consolidatedplan@hawaii.gov</u> by 4:00 p.m. on April 24, 2014. All written comments will be considered in preparing the final documents.

If access or communication assistance and/or services (e.g., large print or taped materials) are required, please contact HHFDC's Personnel Office at 587-0610, by written request, or by email to <u>valerie.b.dionne@hawaii.gov</u> by April 8, 2014. Prompt requests help to ensure the availability of appropriate accommodations. Persons on the neighbor islands may call the following toll free numbers:

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Craig K. Hirai HHFDC Executive Director



Internet Posting: March 25, 2014 Date of Publication: March 25, 2014 Hawaii Tribune-Herald West Hawaii Today The Maui News The Garden Island Honolulu Star-Advertiser

IN THE MATTER OF Public Notice

IN THE MATTER OF }	
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STATE OF HAWAII }	
<pre>} SS. City and County of Honolulu }</pre>	NOTICE OF PUBLIC COMMENT on the Draft Annual Action Plan for Program Year 2014
MAR 2 5 2014 # Pages: 1	Pursuant to 24 CFR Part 91, the Hawaii Housing Finance and Development Corporation (HHFDC), Department of Business, Economic Development and Tourism, State of Hawaii, gives notice of the draft Annual Action Plan for Program Year 2014 (PY2014 AAP) review and comment.
Notary Name: Patricia K. Reese First Judicial Circuit	The purpose of the AAP is to ensure that jurisdictions receiving federal assistance plan for the housing and related needs of low- and moderate-income families in a
Doc. Description: Affidavit of Publication State	way that improves the availability and affordability of decent, safe and sanitary housing in suitable living environments. To receive funding under certain U.S. Department of Housing and Urban Development (HUD) programs, the State must have a housing strategy that has been approved by HUD.
Doc. Description: Affidavit of Publication Publication NotarySignature MAR 2 5 2004 NotarySignature Date Lisa Kaukani being duly sworn, deposes and says that she is a clerk, duly authorized to execute this affidavit of Oahu Publications. Inc. publisher of The Honolulu	The proposed PY2014 AAP consists of 1) a strategic plan for the provision of affordable and special needs housing and prevention of homelessness; and 2) an action plan including available resources and a description of the State's method for distributing funds to local governments and non-profit organizations to carry out activities to address the priority of needs. The proposed PY2014 AAP describes activities that will be funded by the HOME, ESG and HOPWA programs.
Lisa Kaukani being duly sworn, deposes and says that she is a clerk, duly authorized to execute this affidavit of Oahu Publications, Inc. publisher of The Honolulu Star-Advertiser and MidWeek, that said newspapers are newspapers of general circulation in the State of Hawaii, and that the attached notice is true notice as was	The draft PY2014 AAP and other consolidated planning reports are available for public review at HHFDC's website at http://hawali.gov/dbedt/hhfdc and at regional librarles. Interested persons may call Medy Esmena at 587-0634; Neighbor Island residents may call toll free at the following numbers, to be mailed copies: From Kauai, 274-3141, ext. 70634 From Maui, 984-2400, ext. 70634 From Maui, 984-2400, ext. 70634 From Maui, 984-2400, ext. 70634
published in the aforementioned newspapers as follows:	Copies are also available at the following offices from 7:45 a.m. to 4:30 p.m.:
Honolulu Star-Advertiser 1 times on: 03/25/2014	County of Hawaii, Office of Housing and Community Development 50 Waliuku Drive, Hilo, Hawaii County of Maui, Department of Housing and Human Concerns 35 Lunalilo Street, Suite 102, Waliuku, Maui County of Kauai, Kauai County Housing Agency
Midweek Wed. 0 times on:	 4444 Rice Street, Suite 330, Lihue, Kauai State of Hawaii, HHFDC, 677 Queen Street, Suite 300, Honolulu, Oahu Department of Human Services, Benefits, Employment and Support Services Division, Homeless Programs Office, 820 Milliani Street, Suite 606, Honolulu, Oahu
times on:	Interested persons are invited to provide written comments on the proposed AAP to HHFDC at the aforementioned address by April 24, 2014 at 4:00 p.m. Written comments may also be submitted via fax to (808) 587-0600 or emailed to <u>hhfdc.consolidatedplan@hawaii.gov</u> by 4:00 p.m. on April 24, 2014. All written comments will be considered in preparing the final documents.
And that affiant is not a party to of in any way interested in the above entitled matter.	If access or communication assistance and/or services (e.g., large print or taped materials) are required, please contact HHFDC's Personnel Office at 587-0610, by written request, or by email to <u>valerie.b.dionne@hawaii.gov</u> by April 8, 2014. Prompt requests help to ensure the availability of appropriate accommodations. Persons on the neighbor islands may call the following toll free numbers:
Subscribed to and sworn before me this day	From Kauai, 274-3141, ext. 70610 From Maui, 984-2400, ext. 70610 From Maui, 984-2400, ext. 70610 From Molokai & Lanai, 1-800-468- 4644, ext. 70610
of March A.D. 2014	HHFDC does not discriminate against any person because of race, color, religion, sex, including gender identity or expression, sexual orientation, disability, familiai status, ancestry, age, marital status, or HIV Infection.
Patricia K. Reese, Notary Public of the First Judicial Circuit, State of Hawaii	Craig K. Hiral HHFDC Executive Director
My commission expires: Oct 07 2014	(SA612024 3/25/14)
Ad # 0000612024	SP.NO.:L.N.
ATE OF HAWAIII	

State	of	Hawaii)
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) SS:

County of Hawaii)

LEILANI K. R. HIGAKI	_, being first
duly sworn, deposes and says: 1. That she is the BUSINESS MANAGER HAWAII TRIBUNE-HERALD	of
newspaper published in the City of HILO	, c.
2. That the " <u>NOTICE OF PUBLIC COMMENT on the Draft Ann</u> Action Plan for Program Year 2014etc.	ual
of which a clipping from the newspaper as published is attached heret lished in said newspaper on the following date(s)	". o, was pub-

March 25, 2014 , (etc.).

127033

Leileni KR Hegaki

Subscribed and sworn to before me

this <u>4th</u> day of <u>April</u>, 2014

@ m_4.0.0,-t-

SHARON H. P. OGATA

Notary Public, Third Circuit, State of Hawaii

My commission expires October 1, 2016

Page(s): 1

NOTICE OF PUBLIC COMMENT on the Draft Angual Action Plan for Program Year 2014 Pursuant to 24 CFR Part 91, the Hawaii Housing Finance and Development Corporation (HHFDC), Department of Business, Economic Development and Tourism, State of Hawaii, gives notice of the draft Annual Action Plan for Program Year 2014 (PY2014 AAP) review and comment.

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ext. 70634 From Molokai/Lanai, 1-800-468-4644, ext. 70634 From Maui, 984-2400, ext. 70634

From Hawaii, 974-4000,

Copies are also available at the following offices from 7:45 a.m. to 4:30 p.m.:

- County of Hawaii, Office of Housing and Community Development 50 Wailuku Drive, Hilo, Hawaii
- County of Maui, Department of Housing and
- Human Concerns 35 Lunalilo Street, Suite 102, Wailuku, Maui County of Kauai, Kauai County Housing Agency 4444 Rice Street, Suite 330, Lihue, Kauai State of Hawaii, HHFDC, 677 Queen Street, Suite 300,

- Honolulu, Oahu Department of Human Services, Benefits, Employment and Support Services Division, Homeless Programs Office, 820 Mililani Street, Suite 606, Honolulu, Oahu

Interested persons are invited to provide written comments on the proposed AAP to HHFDC at the aforementioned address by April 24, 2014 at 4:00 p.m. Written comments may also be submitted via fax to (808) 587-0600 or emailed to hhfdc.consolidatedplan@hawaii.gov by 4:00 p.m. on April 24, 2014. All written comments will be considered in preparing the final documents.

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Craig K. Hirai HHFDC Executive Director

(127033 Hawaii Tribune-Herald: March 25, 2014)

AFFIDAVIT OF PUBLICATION

State of Hawaii

SS:

County of Hawaii

M. R. Chavez, being first duly sworn, deposes and says:

1. That she is the Classified Accountant of WEST HAWAII TODAY, a newspaper published in the City of Kailua-Kona, State of Hawaii.

2. That "NOTICE OF PUBLIC COMMENT on the Draft Annual Action Plan for Program Year 2014 Pursuant to 24 CFR Part 91" of which a clipping from the newspaper is attached hereto, was published in said newspaper on the following date(s) March 25, 2014 (etc.)

M. R. Chave

Subscribed and sworn to before me This 25th day of March, 2014

Notary Public, Third Circuit, State of Hawaii

Henriann P. Kahananui

My Commission expires: June 6, 2015 # Page(s): 1



NOTICE OF PUBLIC COMMENT on the Draft Annual Action Plan for Program Year 2014

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Craig K. Hirai HHFDC Executive Director



(No. 127039-West Hawaii Today: March 25, 2014)

AFFIDAVIT OF PUBLICATION

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IN THE MATTER OF Legal Notice

ity and County of Honolulu	} SS. }	
Doc. Date:	MAR 2 5 2014	# Pages:1
Notary Name: Patricia	a K. Reese	First Judicial Circuit
Doc. Description: Publication	Affidavit of	First Judicial Circuit
Notary Signature	Dure MAR 2 5 2014	NOTARY PUBLIC Comm. No. 86-467
Notary Signators	2	ATE OF HANNIN
<u>Lisa Kaukani</u> being duly sworr xecute this affidavit of Oahu I Star-Advertiser and MidWeek, irculation in the State of Haw published in the aforementione	Publications, Inc. publisher of that said newspapers are new aii, and that the attached notic	f The Honolulu spapers of general
	0 times on:	

The Garden I sland_1_times on: 3/25/14

And that affinit is not a party to or in any way interested in the above entitled matter.

Lisa Kaukan Subscribed to and sworn before me this 25%day A.D. 20 of Kusi huris Patricia K, Reess, Notary Public of the First Jadicial Circuit, State of Hawaii NOTARY PUBLIC Comm. Mo. 86-467 2014 My commission expires: Oct 9 REES Ad # 0000612028 annun .

NOTICE OF PUBLIC COMMENT on the Draft Annual Action Plan for Program Year 2014

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Craig K. Hirai **HHFDC Executive Director** (TGI612028 3/25/14)



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SP.NO.:

L.N.

AFFIDAVIT OF PUBLICATION

STATE OF HAWAII, County of Maui. } ss.

Rhonda M. Kurohara being duly sworn deposes and says, that he is in <u>Advertising Sales</u> of the Maui Publishing Co., Ltd., publishers of THE MAUI NEWS, a newspaper published in Wailuku, County of Maui, State of Hawaii; that the ordered publication as to _____

NOTICE OF PUBLIC COMMENT

of which	the annex	ted is a true	and correct	printed notice, was	
published	1 time	s in THE MAU	JI NEWS, afo	presaid, commencing	
on the	25th	day of	March	, 2014, and ending	
on the	25th	day of	March	, 2014, (both days	
inclusive), to-wit: on					

March 25, 2014

and that affiant is not a party to or in any way interested in the above
entitled matter.
Ormite 2
This <u>1</u> page <u>Notice of Public Comment</u> , dated
March 25 , 2014, was sub-
scribed and sworn to before me this <u>25th</u> day of
March , 2014, in the Second Circuit of the State of Hawaii,
by Rhonda M. Kurohara
Auty & Albarn
Notary Public, Second Judicial Circuit, State of Hawaii
BETTY E. UEHARA My Commission expires 09-26-15

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Pursuant to 24 CFR Part 91. the Hawaii Housing Finance and Development Corporation (HHFDC), Department of Business, Economic Development and Tourism, State of Hawaii, gives notice of the draft Annual Action Plan for Program Year 2014 (PY2014 AAP) review and comment.

The purpose of the AAP is to ensure that jurisdictions receiving federal assistance plan for the housing and related needs of low- and moderateincome families in a way that improves the availability and affordability of decent, safe and sanitary housing in suitable living environments. To receive funding under certain U.S. Department of Housing and Urban Development (HUD) programs, the State must have a housing strategy that has been approved by HUD.

The proposed PY2014 AAP consists of 1) a strategic plan for the provision of affordable and special needs housing and prevention of homelessness; and 2) an action plan including available resources and a description of the State's method for distributing funds to local governments and non-profit organizations to carry out activities to address the priority of needs. The proposed PY2014 AAP describes activities that will be funded by the HOME, ESG and HOPWA programs.

The draft PY2014 AAP and other consolidated planning reports are available for public review at HHFDC's website at <u>http://hawaii.gov/dbedt/hhfdc</u> and at regional libraries. Interested persons may call Medy Esmena at 587-0634; Neighbor Island residents may call toll free at the following numbers, to be mailed copies:

From Kauai, 274-3141, ext. 70634 From Hawaii, 974-4000, ext. 70634 From Maui, 984-2400, ext. 70634 From Molokai/Lanai, 1-800-468-4644, ext. 70634

- Copies are also available at the following offices from 7:45 a.m. to 4:30 p.m.:
- County of Hawaii, Office of Housing and Community Development 50 Wailuku Drive, Hilo, Hawaii
- County of Maui, Department of Housing and Human Concerns 35 Lunalilo Street, Suite 102, Wailuku, Maui
- County of Kauai, Kauai County Housing Agency
- 4444 Řice Street, Suite 330, Lihue, Kauai
- State of Hawaii, HHFDC, 677 Queen Street, Suite 300, Honolulu, Oahu
- Department of Human Services, Benefits, Employment and Support Services Division, Homeless Programs Office, 820 Mililani Street, Suite 606, Honołulu, Oahu

Interested persons are invited to provide written comments on the proposed AAP to HHFDC at the aforementioned address by April 24, 2014 at 4:00 p.m. Written comments may also be submitted via fax to (808) 587-0600 or emailed to <u>hhfdc.consolidatedplan@hawnii.gov</u> by 4:00 p.m. on April 24, 2014. All written comments will be considered in preparing the final documents.

If access or communication assistance and/or services (e.g., large print or taped materials) are required, please contact HHFDC's Personnel Office at 587-0610, by written request, or by email to <u>valerie.b.dionne@hawaii.gov</u> by April 8, 2014. Prompt requests help to ensure the availability of appropriate accommodations. Persons on the neighbor islands may call the following toll free numbers:

From Kauai, 274-3141, ext. 70610

From Hawaii, 974-4000, ext. 70610 From Maui, 984-2400, ext. 70610

From Molokai & Lanai, 1-800-468-4644, ext. 70610

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. Hiraj

Craig K. Hirai HHFDC Executive Director March 25, 2014



NEIL ABERCROMBIE OCVERNOR STATE OF HAWAII



JOBIE M. K. MASAGATANI CHAIRMAN HAWAITAN HOMES COMMISSION

DARRELL T. YOUNG

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STATE OF HAWAII DEPARTMENT OF HAWAIIAN HOME LANDS

P. O. BOX 1879 HONOLULU, HAWAII 96805

May 8, 2014

Mr. Craig Hirai, Executive Director Hawaii Housing and Finance Development Corporation Via fax: (808) 587-0600

Dear Mr. Hirai:

RE: 2014 Annual Action Plan

On April 24th we were contacted by Mr. Mark Chandler of the U.S. Department of Housing and Urban Development who was dismayed by the lack of timely response by the State of Hawaii to making a request for exception regarding 24 CFR 92.300(a)(6).

Please find enclosed our response to Mr. Chandler which we submit as our Department's public testimony regarding item III (B) on today's meeting agenda of your agency's Board of Directors.

Me ka mahalo nui,

Niniau Kawaihae Simmons, NAHASDA Manager

Enc.

NEIL ABERCROMBIE COVERNOR STATE OF HAWAD



JORTE M. K. MASAGATANI CHAIRMAN HAWAIJAN HOMES COMMISSION

DARRELL T. YOUNG DRIVITY TO THE CHAIRMAN

STATE OF HAWAII DEPARTMENT OF HAWAIIAN HOME LANDS

P. O. BOX 1879 HONOLULU, HAWAII 96803

May 6, 2014

Mr. Mark A. Chandler, Director Community Planning and Development U.S. Department of Housing and Urban Development 1132 Bishop Street, Suite 1400 Honolulu, HI 96813

Dear Mr. Chandler:

This is in response to your email dated April 24, 2014, re: Maui CHDO Activity. You discussed the Office of General Counsel's position that, under the new HOME rule, CHDO set-aside-funds cannot be used on Department of Hawaiian Home Lands ("DHHL") lands unless a CHDO has legal ownership of the lands. DHHL requests that HUD reconsider this position and, if necessary, waive the rules to allow set-aside funds to be used on DHHL lands.

DHHL holds about 200,000 acres of land in trust for native Hawaiians, a population that has a disproportionately large need for low-income housing. In the past, CHDO-developers have assisted with self-help homeownership projects on DHHL lands—and presently, the County of Maui is again seeking an allocation of CHDO set-aside funds for a similar project.

As you know, the new HOME rule provides that CHDO-developers must own the project site <u>in fee simple</u> if they are developing housing for homeownership. See 24 C.F.R. § 92.300(a)(6) ("Housing for homeownership is 'developed' by the community development housing organization if the community housing development organization is the owner (in fee simple absolute)...").

¹ Pursuant to 24 C.F.R. § 5.1110, regulatory waivers may be granted for "good cause." As discussed herein, DHHL believes that standard is met. Mr. Mark A. Chandler May 6, 2014 Page 2 of 4

dispose of lands "not required for leasing under section 207(a)" but generally prohibiting DHHL from selling or disposing of "such lands in fee simple").² A strict application of the rule would preclude any use of CHDO funds for homeownership projects on DHHL lands.

DHHL strongly urges HUD to reconsider or waive the new HOME rule so that CHDO projects on DHHL lands can continue to be funded.

To begin with, there is clearly a need for additional low-income housing on DHHL lands, and the need is not otherwise being met by non-set-aside HOME funds (i.e. EN funds). According to the State of Hawaii's Draft PY2014 Action Plan, Maui County is planning to use all of these funds to develop 16 affordable rental units on County lands--not DHHL lands. See http://dbedt.hawaii.gov/hhfdc/files/2014/03/2014-ACTION-PLAN_DRAFT.pdf, at 3.

In addition, DHHL can discern no shift in HUD policy that that would warrant cutting off funding to projects on DHHL lands. Prior HUD guidance on CHDO qualifications only required CHDO-developers to have "contractual obligations" to landowners—not fee simple ownership or long-term leases. This has been the rule for many years, as evidenced by:

- 1. Notice CPD-97-11 (superseding CPD-94-02), available at, https://www.onecpd.info/resources/documents/Notice-CPD-97-11-Guidance-Chdos-Under-HOME.pdf ("A CHDO is a "developer" when it (1) either a property and develops a project, or has a contractual obligation to a property owner to develop a project; and (2) performs all the functions typically expected of for-profit developers, and assumes all the risks and rewards associated with being the project developer.")
- 2. HOMEfires Vol. 2 No. 1, March 1999, available at http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/affor dablehousing/library/volumes/vol2no1 ("[A] CHDO developer may own and develop a property or have a contractual obligation to a property owners to develop a project.")

² Nor would it be feasible for DHHL to *lease* lands to CHDOs during development. For the projects contemplated here, the lands will have already been leased to DHHL beneficiaries prior to the start of construction. Leasing to the developer would require temporary termination of the beneficiaries' leases—and under the laws governing DHHL, there is no mechanism to allow this. Rather, if a beneficiary's lease is terminated, he or she has re-apply for a lease and go back onto a waitlist. See Haw. Admin. R. § 10-3-21(a) (requiring DHHL to lease to applicants under § 10-3-7 when homestead lots are available); *id.* § 10-3-7(a) (requiring DHHL to award leases first to people on priority waiting lists and then according to date of completed application). Thus, leasing to a developer would effectively destroy the beneficiary's interest in the project designed to assist him or her.

Mr. Mark A. Chandler May 6, 2014 Page 3 of 4

- CHDO Toolbox for HOME PJs at 4, available at, https://www.hud.gov/offices/cpd/affordablehousing/library/modelguides/2004/20 0408.pdf (discussing HOME funds "expended on 'development' of properties owned or controlled by the CHDO.")
- 4. Building HOME- A HOME Program Primer at 3-13 (Feb. 2012), available at, https://www.onecpd.info/resource/2368/building-home-a-home-program-primer/ ("A CHDO is a "developer" when it ether owns a property and develops a project, or has a contractual obligation to a property owner to develop a project."); id_at 3-15 ("[A]s developer, the CHDO need not own the property.")

Though the "contractual obligations" language was not included in the new HOME rule, official commentary to the proposed rule and the final rule suggests HUD did not mean to depart materially from its prior guidance. Rather, HUD's main concern was with making CHDOs conform to *existing* standards and that its revisions were intended to be "minimal." See Proposed Rule, 76 Fed. Reg. 78344, 78359 (Dec. 16, 2011) (expressing concern that proposed projects often did not meet "standards in established in HUD's administrative guidance for housing that is owned, developed or sponsored by a CHDO."); Final Rule, 78 Fed. Reg. 44628, 44657 (Jul. 24, 2013) (stating intent to "codify longstanding definitions of housing that is owned, developed, or sponsored by a CHDO currently established in HUD's administrative guidance ... with minimal revisions.").

Indeed, if anything, HUD intended to make it easier—not harder—for non-profit entities to access CHDO set-aside funds. See 78 Fed. Reg. at 44657 (discussing modifications to the definitions of "owner," "developer" and "sponsor": "These modified definitions would allow non-profit organizations an increased ability to access the CHDO set-aside funds to assist their neighbors address their affordable housing needs.").³

Similarly, in spite of the more restrictive "ownership" language in the new rule, there is nothing in the commentary that suggests HUD has a particular interest in requiring fee simple

³ Current literature available online regarding the rule change focuses entirely on the more liberal standard for "owners" and makes no mention of any change to "developer" requirements. *See* Section by Section Summary of the 2013 HOME Final Rule: Subpart G-Community Housing Development Organizations (CHDOs), *available at* https://www.onecpd.ingof/home/home-final-rule/section-by-section-summary/subpart-g/ ("In 1994, HUD issued detailed guidance to clarify what qualified as housing owned, developed, or sponsored by a CHDO. The 2013 Rule codifies these definitions, with a significant modification to the definition of 'owner' of rental housing[.]").

Mr. Mark A. Chandler May 6, 2014 Page 4 of 4

ownership or long-term leases over some other type of contractual arrangement that adequately ensures site control during the development phase.

To the contrary, HUD demonstrated that it was inclined to accommodate alternative arrangements where ownership is not possible. For example, the proposed rule required owners and developers of *rental* projects to own lands in fee-simple. See 76 Fed. Reg. at 78,376. In the final rule, however, HUD added a long-term lease option at the request of several commenters and indicated that its purpose was "to accommodate ownership structures where ownership of the land is not permitted due to other restrictions (e.g., land trusts)." 78 Fed. Reg. at 44658 (emphasis added).

That is precisely the situation we have here. As discussed above, there are legal impediments to conveying DHHL lands to CHDO developers; but there is certainly no reason that DHHL cannot, as it has done before, enter into contracts to ensure the developer has site control during development. In light of the foregoing, DHHL respectfully requests that HUD accommodate its request and permit CHDO-funded homeownership projects to proceed on DHHL lands.

Thank you for considering this request. Please let me know if you have any questions.

Aloha,

Jobie M. K. Masagatan, Chairman Hawaiian Homes Commission

NEIL ABERCROMBIE GOVERNOR



CRAIG K. HIRAI EXECUTIVE DIRECTOR

STATE OF HAWAII

DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT AND TOURISM HAWAII HOUSING FINANCE AND DEVELOPMENT CORPORATION 677 QUEEN STREET, SUITE 300 Honolulu, Hawaii 96813 FAX: (808) 587-0600

IN REPLY REFER TO:

14:PEO/41

May 15, 2014

Ms. Jobie M.K. Masagatani, Chair Hawaiian Homes Commission Department of Hawaiian Home Lands P. O. Box 1879 Honolulu, Hawaii 96805

Dear Chair Masagatani:

Re: 2014 Action Plan

Thank you for your letter dated May 8, 2014 which serves as public testimony on the State's Action Plan for Program Year 2014-2015. Your letter includes a response to Mr. Mark Chandler, of HUD's Honolulu Office, and requests a reconsideration or waiver of the new HOME rule so that Community Housing Development Organization (CHDO) projects can continue to be funded on DHHL lands.

Pursuant to 24 CFR 92.300(a), not less than 15 percent of the HOME allocation must be reserved for investment only in housing to be owned, developed or sponsored by CHDOs. Moreover, housing for homeownership is "developed" by the CHDO if it is the owner (in fee simple absolute) and developer of new housing that will be constructed or existing substandard housing that will be rehabilitated for sale to low-income families in accordance with §92.254. Since the start of the HOME program, over \$12.6 million of regular HOME and CHDO funds have been committed to homeownership activities including the Molokai Self-Help Housing CHDO project on DHHL lands. While homeownership projects can continue to be funded on DHHL lands with regular HOME funds, CHDO projects are now precluded.

A copy of your May 8, 2014 testimony and this response letter will be included in the approved Action Plan for PY 2014-15. We appreciate your efforts to restore the allowable CHDO homeownership activities.

Sincerely,

Craig K. Hirai Executive Director