

**State of Hawaii**

**CONSOLIDATED PLAN**

**PY2021 ANNUAL ACTION PLAN**

Second Program Year  
(July 1, 2021 - June 30, 2022)

May 2021

Hawaii Housing Finance and Development Corporation

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### **ATTACHMENTS:**

SF-424, SF-424D, Certifications

### **EXHIBITS:**

State of Hawaii Exhibit A – Evaluation of Past Performance

State of Hawaii Exhibit B – Summary of Public Hearings and Publication Affidavits

HOME Exhibit A – PY2021 Planned HOME Funding and Activities

HTF Exhibit A – PY2021 HTF Allocation Plan

HTF Exhibit B – PY2021 Planned HTF Funding and Activities

ESG Exhibit A – Standards for Providing Assistance (per DHS/HPO’s Policies and Procedures Manual)

Annual Action Plan  
2021



## **Executive Summary**

### **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The Consolidated Plan (ConPlan) is a planning document that provides a five-year strategy, housing needs discussion, and market analysis to address the housing needs of Hawaii's citizens through the State's administration of the HOME Investment Partnerships (HOME), National Housing Trust Fund (HTF), Emergency Solutions Grant (ESG) and Housing Opportunities for Persons with AIDS (HOPWA) programs. The ConPlan 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 City and County of Honolulu (C&C of Honolulu) is an entitlement jurisdiction and is required to prepare its own ConPlan. The state's ConPlan focuses its HOME, ESG and HOPWA funds in the Counties of Hawaii, Kauai and Maui; HTF funds are used to serve those counties as well as the C&C of Honolulu.

The Annual Action Plan (AAP) identifies the objectives targeted to address priority needs for the program year. It is also an application for funds under HUD's HOME, HTF, ESG and HOPWA formula grant programs.

The HOME and HTF programs are 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).

Development of the Program Year 2021 (PY2021) (July 1, 2021 through June 30, 2022) AAP involved consultation with government housing agencies, each jurisdiction's continuum of care planning groups, working group meetings with public and private service providers, public hearings to solicit input on housing needs and priorities, the publication of notices in a newspaper of general circulation, and on HHFDC's website to solicit public comments on the draft AAP.

#### **2. Summarize the objectives and outcomes identified in the Plan**

HHFDC and its neighbor island county housing partners may use the annual HOME allocations to promote decent, affordable housing, strengthen communities, and increase homeownership opportunities, via the construction of new or rehabilitation of existing affordable rental and for-sale housing, including affordable homeownership projects using a self-help building method, for tenant based rental assistance (TBRA), for the development of transitional housing for the homeless, various county homebuyer loan programs, and for homebuyer education and counseling sessions. For PY2021, the State will receive approximately \$3,000,000 in HOME funds. Ten percent will be reserved for administrative costs, and 15% will be set aside for CHDO activities. The County of Hawaii will receive the PY2021 HOME allocation under HHFDC's annual rotation. The State allows the counties to retain HOME Program Income for additional eligible activities, including up to 10% for administration. The State will permit pre-awards of up to 25% of a county's current program year's allocation for HOME-eligible activities to avoid interruption of projects and/or services. Pre-awards must be authorized in writing by the State before costs are incurred. Pre-award costs greater than 25% will require approval by the local HUD Field Office before the costs are incurred.

HHFDC will focus its HTF activities on the development or preservation of affordable rental housing serving extremely low-income households. HHFDC will work with its county housing partners, including the City and County of Honolulu, to use HTF funds to promote decent, affordable rental housing, and strengthen communities. HHFDC's HTF allocation plan for PY2021 is attached as "**HTF Exhibit A**" and is subject to HUD's approval.

For PY2021, the State anticipates receiving \$444,100 in ESG and \$270,474 in HOPWA funds. DHS-BESSD shall request pre-award authority from HUD in order to continue the implementation of ESG and HOPWA projects without interruption.

In collaboration with Bridging The Gap (BTG), HPO has determined that ESG funds will be allocated at approximately 1% for costs to manage and operate the Homeless Management Information System (HMIS), and 5% for administrative costs for DHS-BESSD. The remainder of the grant will be allocated to emergency shelter operations (60%) and homelessness prevention and rapid rehousing (HPRP) activities (40%). HPRP activities include financial assistance for rents, security deposits and utilities, and housing relocation and stabilization services. Agencies awarded funding will be allowed a maximum of 2.5% for administrative costs. ESG will be used in the counties of Hawaii, Kauai and Maui to meet the objectives of promoting decent affordable housing and strengthening communities.

For PY2021, the State will use 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. 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.

### **3. Evaluation of past performance**

HHFDC and DHS-BESSD, through their administration of the State's HOME, HTF, ESG and HOPWA programs, have assisted many communities and families through implementation of these programs. HHFDC acts as the pass-through agency of HOME funds to the Counties of Hawaii, Kauai and Maui on an annual rotating basis; HHFDC provides oversight to the counties to ensure appropriate use of HOME funds and compliance with HOME regulations. The rotation has provided the counties with two years for planning and has alleviated some of the timeliness issues in expending funds.

HHFDC also administers HTF funds and, after retention of 5% of funds for administration, allocates one-half of its annual HTF funding to the Counties of Hawaii, Kauai and Maui on the same rotation as its HOME funds. The other half is allocated annually to the City and County of Honolulu. Since HTF's implementation in PY2016, the City has experienced challenges in selecting eligible projects and has not effectively or timely administered the HTF program. To provide the City time to build capacity and develop plans to effectively administer the HTF program, HHFDC will not award PY2021 HTF funds to the City; instead, the entire allocation of PY2021 HTF funds will be awarded to the County of Hawaii, which is scheduled to receive the neighbor island portion of PY2021 HTF funds. In taking this action, HHFDC's goal is to improve the overall performance of its HTF program and protect HTF funds from recapture by HUD or the U.S. Treasury. HHFDC's evaluation of the program will continue, in an effort to resolve issues and improve administration of the program.

DHS-BESSD administers the ESG and HOPWA programs and awards funds to service providers in the neighbor island counties through a competitive selection process. It oversees the use of ESG and HOPWA to ensure the appropriate, efficient, and timely use of funds.

Through its Annual Community Assessment report, HUD has evaluated the State as having met its communities' needs and the goals of the HOME, HTF, ESG and HOPWA programs through the

administration of the Consolidated Plan and Annual Action Plans. A copy of HUD's Annual Community Assessment Report for PY2019 and the State's response are attached as "**State of Hawaii Exhibit A.**"

#### **4. Summary of Citizen Participation Process and consultation process**

In developing the draft AAP, a series of public hearings were held by HHFDC and each of the counties to solicit input on the State's housing needs and priorities. Due to the 2019 Coronavirus (COVID-19) pandemic, public hearings were held virtually using platforms such as Zoom, Teams, WebEx, or BlueJeans. Public hearing notices were published in August and November 2020 in regional newspapers and in the Honolulu Star Advertiser (a newspaper of general circulation). Virtual public hearings were held from September through December, 2020 by county housing and HHFDC staff in Hilo and Kona, County of Hawaii; in Wailuku, County of Maui; in Honolulu, City and County of Honolulu; and in Lihue, County of Kauai.

On March 12, 2021, HHFDC published a public notice to solicit comments on the draft PY2021 AAP; comments are being accepted through April 11, 2021. The public notice and copies of the draft AAP are available for review at depository libraries throughout the state and on HHFDC's website at [www.hawaii.gov/dbedt/hhfdc](http://www.hawaii.gov/dbedt/hhfdc). Due to health and safety concerns caused by COVID-19, some state and county housing agencies (where copies would normally be available for review) have taken precautionary measures and are closed to the public. Interested parties are therefore encouraged to view the draft AAP electronically on HHFDC's website (<http://hawaii.gov/dbedt/hhfdc>). The public notice also provided phone numbers as an option for interested parties to call HHFDC staff to request a mailed copy of the draft AAP. No comments were received during the 30-day public comment period.

A summary of the public hearings and copies of publication affidavits are shown in the attached "**State of Hawaii Exhibit B.**"

#### **5. Summary of public comments**

Public comments submitted at public hearings across all counties evidenced the need for more affordable housing, both rental and homeownership, and more rental assistance. The counties reported an increase in families needing assistance due economic impacts brought on by the COVID-19 pandemic. One commenter advocated for the state to recognize the LGBTQ community as a special needs group and include housing for this population.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

Comments received on the need for more rental housing, the need for more affordable homeownership opportunities, and the need for more rental assistance, were accepted. With respect to the comment for the state to encourage the development of housing for the LBGQT community, the Consolidated Plan currently includes housing for Special Needs groups, which is a broad category of people with special needs, making housing development for these special needs populations eligible under the Consolidated Plan.

#### **7. Summary**

## PR-05 Lead & Responsible Agencies - 91.300(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Agency Role	Name	Department/Agency
Lead	Hawaii Housing Finance and Development Corporation (HHFDC)	Department of Business, Economic Development and Tourism (DBEDT)
ESG Administrator	Homeless Programs Office (HPO)	Department of Human Services – Benefit, Employment and Support Services Division (DHS-BESSD)
HOME Administrator	HHFDC	DBEDT
HOPWA Administrator	HPO	DHS-BESSD
HTF Administrator	HHFDC	DBEDT

Table 1 – Responsible Agencies

### Narrative

HHFDC administers HUD’s HOME investment Partnerships and National Housing Trust Fund programs and is the lead on the Consolidated Plan for the State of Hawaii. HPO administers HUD’s Emergency Solutions Grant and Housing Opportunities for Persons with AIDS programs.

### Consolidated Plan Public Contact Information

Denise Iseri-Matsubara is the Executive Director of HHFDC and contact person for the Consolidated Plan, HOME and HTF programs. Her contact phone number is (808) 587-0641 and email address is [denise.iseri-matsubara@hawaii.gov](mailto:denise.iseri-matsubara@hawaii.gov).

Harold Brackeen, III, is the Administrator for the Homeless Programs Office of DHS-BESSD and contact person for the ESG and HOPWA programs. His contact phone number is (808) 586-7072 and email address is [hbrackeeniii@dhs.hawaii.gov](mailto:hbrackeeniii@dhs.hawaii.gov).

## AP-10 Consultation - 91.110, 91.300(b); 91.315(l)

### 1. Introduction

HHFDC, DHS-BESSD and the county housing agencies formed a core working group to coordinate the development and implementation of the Consolidated Plan. The core group utilized the 2020 Homeless Point-in-Time Count Report, the 2019 Hawaii Housing Planning Study, and the 2020 Analysis of Impediments to Fair Housing Choice to aid in the development of the Consolidated Plan Annual Action Plan.

The State’s HHFDC oversees the affordable housing finance and development in Hawaii, for sale or rent to qualified residents. The State’s DHS-BESSD administers federal and state programs that provide housing and services for the homeless and other persons with special needs. Together, the HHFDC and DHS-BESSD have established an extensive network of public and private organizations involved with the provision of housing or supportive services.

**Provide a concise summary of the state's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies**

HHFDC consulted with its network of organizations including HUD, DHS-BESSD, and county housing agencies, state health and human services departments, and nonprofit entities involved with financing, developing and managing housing, and providing supportive services. DHS and the county housing agencies augmented the state's network by outreaching to stakeholders at the local level (e.g., nonprofit housing advocacy groups, shelter and service providers, local government agencies).

The Hawaii Interagency Council on Homelessness (HICH) includes 27 members representing the two Continua of Care (CoCs); state health, human services, public safety and housing agencies; the four counties; federal representatives; veteran organizations; the faith-based community; the business sector; and organizations representing Hawaii's indigenous people. In 2019, the legislature passed Act 81, which formally established the Governor's Coordinator on Homelessness in statute to chair the HICH and properly administer the activities of the council.

The HICH also works with a diverse group of stakeholders who are not formal members of the council. This group includes the Hawaii Department of Transportation, Department of Land & Natural Resources, Hawaii Judiciary, American Civil Liberties Union, county police departments, acute care hospitals, federally qualified health centers, homeless service providers, advocacy organizations, and animal rescue organizations.

The Governor's Coordinator on Homelessness provides updates to the CoCs, State Housing Directors, State Law Enforcement Council, and convenes regular monthly meetings among homeless coordinators from the State and all four counties. The Coordinator's participation in these meetings provide the opportunity for information sharing, and for stakeholders from diverse sectors to provide feedback to the Coordinator.

The Council's ten-year plan to end homelessness, adopted in 2012, has four main goals: 1) Retool the Homeless Crisis Response System; 2) Increase access to stable and affordable housing; 3) Increase economic stability and self-sufficiency; and 4) improve health and stability. Implementation steps related to the plan included amendments to the State's 1115 Medicaid waiver to include Community Integration Services to provide increased tenancy supports for chronically homeless individuals and embed managed care services within the homeless service system. In addition, the State increased the number of homeless liaisons within the Hawaii Department of Education's public schools, implemented performance metrics emphasizing housing placement into all DHS contracts for homeless services, partnered with the Hawaii Departments of Health and Public Safety to establish a statewide Law Enforcement Assisted Diversion program, and worked with the Hawaii Public Housing Authority to increase the number of VASH vouchers for homeless veterans.

In response to the COVID-19 pandemic, the Governor's Coordinator on Homelessness, Department of Health (DOH), and Department of Human Services (DHS), Homeless Programs Office (HPO) established the Behavioral Health and Homelessness Statewide Unified Response Group (BHHSURG). The joint effort facilitated the distribution of Personal Protective Equipment (PPE) to homelessness providers and homeless individuals, and shared information through weekly online webinars. The BHHSURG also established a single access point for questions about COVID-19 testing and isolation or quarantine through the 24 hour Hawaii CARES line, and implemented quarantine and isolation facilities targeted for the unique needs of homeless individuals. BHHSURG also partnered with the CoCs to convene informational meetings in each county, and coordinate testing for individuals in congregate shelters and encampments.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

DHS-BESSD's HPO contractually requires all homeless provider agencies funded by State and/or Federal resources to participate in their respective county's Continuum of Care (CoC) for collaboration and input into the community planning efforts. The contracted agencies include those providing outreach, emergency/transitional shelters, assessment centers, permanent supportive housing (PSH), rapid re-housing (RRH), homeless prevention, housing first, and/or support services programs. Participants include chronically homeless and at-risk individuals and families; veterans; severely mentally ill; chronic substance abusers; persons with HIV/AIDS; victims of domestic violence; and unaccompanied youth. DHS/HPO works closely with Bridging the Gap (BTG), which is the union of all three rural county chapters which comprise the Hawaii balance-of-state CoC representing the counties of Hawaii, Kauai and Maui. BTG is a geographically-based group of relevant stakeholder representatives that carries out the planning responsibilities of the CoC programs. Community Alliance Partners (Hawaii County), Kauai Community Alliance, and the Maui Homeless Alliance are the neighbor island chapters which strive to end homelessness in their geographic areas. Additionally, neighbor islanders are well-represented on the Hawaii Interagency Council on Homelessness and have adopted its strategic plan as its standard.

The focus of BTG includes:

- Providing the framework for a comprehensive, well-coordinated, and clear planning process
- Obtaining funding for efforts to prevent homelessness or rapidly re-house homeless individuals and families
- Strengthening coordination between CoC-funded activities, other HUD-funded activities, and local government or private resources directed at ending homelessness
- Promoting access to and effective use of mainstream programs
- Optimizing self-sufficiency among individuals and families experiencing homelessness
- Measuring the effectiveness in reducing homelessness through system-wide and project level evaluation of the community's response, and change strategies if necessary.

BTG continues to make progress in coordinating homeless services through the Coordinated Entry System (CES) and case conferencing (CC) process. BTG periodically reviews the By Name List (BNL) prioritization scheme and eligibility requirements for its housing resources to improve the overall effectiveness of the CES and reduce barriers to housing. Refinement of CES automation in the HMIS database to match clients more effectively to vacancies in housing resources is an ongoing process. The continued enhancements have enabled clients to be referred to transitional housing, RRH and PSH programs in real-time; decreased the length of time from referral to housing placement; and reduced subjectivity in the matching and referral processes. Other improvements in the BTG HMIS include a CES Referral Tracker with step-by-step instructions for new-user training activities, and emphasized to all HMIS users responsible for CES processes.

**Describe consultation with the Continuum(s) of Care that serves the State in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The State's HPO, the ESG program administrator, consults with BTG to ensure that the Consolidated Plan and Annual Action Plan are completed accurately and represent local efforts in each rural county jurisdiction. As the responsible party for the homeless and special needs sections of the ConPlan, this planning consortium discusses subrecipient resource utilization, funding prioritization, and performance standards. The CoC consistently partners with HPO to provide assistance to all jurisdictions with regard

to the ConPlan development process. Annual Point In Time (PIT) data is used to supplement and add context to the reporting along with performance, demographic, and subpopulation characteristics of specific counties and over the entire CoC. Each year, the HMIS Administrator provides PIT training to participating agencies in Maui, Kauai, Hilo and Kona to ensure that a consistent, accurate methodology is used in each geographic location.\*

(\*Due to considerations related to the Coronavirus (COVID-19) pandemic, BTG opted not to conduct a PIT Count in January 2021. This determination was made after guidance related to PIT Count exceptions was made available by HUD. Furthermore, the local HUD Honolulu Field Office affirmed that the PIT Count is only required to be carried out at least once every two years. This standard was met by BTG's completion of its PIT Count in 2020.)

Neighbor island representatives continue to be engaged in planning, advocacy, and data committee activities. In 2021, the HMIS User Manual Version 2.0 was created as a comprehensive guide, superseding Version 1.0. The updated version provides the user with step-by-step instructions for all facets of the client enrollment process vital to data collection and analysis, as well as links to HUD's HMIS Data Standards Manual and Data Dictionary.

The fight to prevent and end homelessness involves numerous partnerships and alignment of funding resources such as federal, state, local, and philanthropic efforts. BTG's newly developed website, which is vital to the transparency of CoC activities, provides the public with access to information including reports, interactive dashboards, forms, HMIS support, funding opportunities, homeless service partner resources, and BTG organizational information and performance outcomes.

BTG's HMIS administrators utilize communication, technology, and data analysis to enhance neighbor islands CoC leadership; support cost-effective human services solutions; and maximize homeless services resources. The BTG website can be accessed at <https://www.btghawaii.org/>.

## 2. Agencies, groups, organizations and others who participated in the process and consultations

Sort	Agency/ Group/ Organ- ization	Agency/Group/Organization Type	What Section of the Plan was addressed by Consultation?	Action
		<input checked="" type="checkbox"/> Housing	<input checked="" type="checkbox"/> Housing Need Assessment	
		<input checked="" type="checkbox"/> PHA	<input checked="" type="checkbox"/> Public Housing Need	
		<input checked="" type="checkbox"/> Services - Housing	<input checked="" type="checkbox"/> Homeless Needs – Chronically Homeless	
		<input checked="" type="checkbox"/> Services – Children	<input checked="" type="checkbox"/> Homeless Needs – Veterans	
		<input checked="" type="checkbox"/> Services – Elderly Persons	<input checked="" type="checkbox"/> Homeless Needs – Families with Children	
		<input checked="" type="checkbox"/> Services – Persons with Disabilities	<input checked="" type="checkbox"/> Homeless Needs – Unaccompanied Youth	
		<input checked="" type="checkbox"/> Services – Victims of Domestic Violence	<input checked="" type="checkbox"/> Homelessness Strategy	
		<input checked="" type="checkbox"/> Services – Homeless	<input checked="" type="checkbox"/> Non-Homeless Special Needs	
		<input checked="" type="checkbox"/> Services – Health	<input checked="" type="checkbox"/> HOPWA Strategy	
		<input checked="" type="checkbox"/> Services – Education	<input checked="" type="checkbox"/> Market Analysis	
		<input checked="" type="checkbox"/> Services – Employment	<input checked="" type="checkbox"/> Economic Development	
		<input checked="" type="checkbox"/> Services – Fair Housing	<input checked="" type="checkbox"/> Lead Based Paint Strategy	
		<input type="checkbox"/> Services – Victims	<input checked="" type="checkbox"/> Anti-Poverty Strategy	
		<input checked="" type="checkbox"/> Services – Health Agency	<input type="checkbox"/> Other	
		<input type="checkbox"/> Services – Child Welfare Agency		

Sort	Agency/ Group/ Organ- ization	Agency/Group/Organization Type	What Section of the Plan was addressed by Consultation?	Action
		<input type="checkbox"/> Services – Publicly Funded Institution / System of Care		
		<input checked="" type="checkbox"/> Other Government – Federal		
		<input checked="" type="checkbox"/> Other Government – State		
		<input checked="" type="checkbox"/> Other Government – County		
		<input type="checkbox"/> Other Government – Local		
		<input type="checkbox"/> Regional Organization		
		<input type="checkbox"/> Planning Organization		
		<input checked="" type="checkbox"/> Business Leaders		
		<input checked="" type="checkbox"/> Civic Leaders		
		<input type="checkbox"/> Business & Civic Leaders		
		<input type="checkbox"/> Other		
		Optional Designation(s)		
		<input type="checkbox"/> Community Dev. Fin. Institution		
		<input type="checkbox"/> Foundation		
		<input type="checkbox"/> Grantee Development		
		<input type="checkbox"/> Major Employer		
		<input type="checkbox"/> Neighborhood Commission		
		<input type="checkbox"/> Private Sector Banking/Financing		

**Table 2 – Agencies, groups, organizations who participated**

**Identify any Agency Types not consulted and provide rationale for not consulting**

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		

**Table 3 - Other local / regional / federal planning efforts**

**Narrative**



## AP-12 Participation - 91.115, 91.300(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

In developing the PY2021 AAP, a series of virtual public hearings were held by each of the counties and HHFDC to solicit input on housing and homeless needs and priorities. Public hearing notices were published in regional newspapers and in the Honolulu Star-Advertiser (a newspaper of general circulation) in August and November 2020 and virtual public hearings were held from September 2020 through December 2020. A summary of comments received at the hearings is shown in the attached "State of Hawaii Exhibit B" and in Table 4, below.

On March 12, 2021, HHFDC published a public notice to solicit comments through April 11, 2021 on the draft PY2021 Annual Action Plan. Due to some state and county offices' closure to the public due to the COVID-19 pandemic, viewing of the public notice and the draft Annual Action Plan was limited to regional libraries (subject to their respective hours of operation, which may have been adjusted due to the COVID-19 pandemic) and on HHFDC's website at [www.hawaii.gov/dbedt/hhfdc](http://www.hawaii.gov/dbedt/hhfdc). Interested parties could also request that a copy be mailed to them by contacting HHFDC staff. Public comments were accepted through April 11, 2021. No comments were received during the 30-day public comment period.

#### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/ broad community	Virtual public hearings were attended by members of the public, nonprofits, government agencies, council representatives, and interested parties.	Attendees provided comments that more affordable housing in all counties are needed, especially affordable rental housing, both single family and multi-family rental housing. The lack of affordable rental housing for families and seniors continues to be a major problem for Hawaii's residents. There is a need for affordable housing for persons with special needs.	n/a	
2	News-paper Ad	Non-targeted/ broad community	Public comments were accepted through April 11, 2021.	No Comments Received.	n/a	

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.320(c)(1,2)

#### Introduction

HHFDC and its neighbor island partners use the annual HOME allocations to promote decent, affordable housing, strengthen communities, and increase homeownership opportunities. HOME funds may be used for the construction of new or rehabilitation of existing affordable rental and for-sale housing, for Tenant Based Rental Assistance (TBRA), for the development of transitional housing for the homeless, provide development funds for affordable homeownership projects, including projects using a self-help building method, provide downpayment/closing costs assistance and gap loans through various county homebuyer loan programs, and provide homebuyer education and counseling sessions. HOME program income may be used for HOME-eligible activities. The County of Kauai anticipates receiving approximately \$160,000 in HOME program income and intends to use these funds for its PY2020 TBRA program to assist approximately 40 households. The County of Hawaii anticipates receiving approximately \$75,000 in HOME program income and, if received, will use program income for its TBRA program to assist an additional five households. The County of Maui does not anticipate receiving program income, but any received will be used in a previously-approved HOME activity in the County of Maui.

HHFDC anticipates receiving HTF of \$3,480,969 for PY2021. Given the low funding levels for Hawaii, HHFDC will focus its HTF solely on rental housing activities for households with incomes at or below 30% AMI. After retaining 5% of the PY2021 allocation for administration, HHFDC will allocate the balance to the County of Hawaii. In past years, HHFDC allocated half of the balance to the City and County of Honolulu (City) and the remaining 50% was rotated between the neighbor island counties, on the same rotation as the HOME program. However, the City continues to struggle with identifying eligible activities and the administration of the program. HHFDC has therefore chosen to award the entire PY2021 HTF balance to the County of Hawaii, which was scheduled to receive the neighbor island portion of the PY2021 allocation. This action is intended to provide the City with more time to build its capacity to administer the HTF program and will additionally help the overall performance of HHFDC's HTF program.

DHS-BESSD/HPO and its partners will strengthen communities through its use of annual ESG and HOPWA funds. ESG will be used for operations funding for emergency shelters, and for homelessness prevention and rapid re-housing activities. HOPWA funds will be used to provide housing information and rent/deposit assistance services and support services, and to fund a portion of the market rental unit costs for homeless and homeless-at-risk persons with HIV/AIDS.

## Anticipated Resources

Pro-gram	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	3,000,000	235,000	0	3,235,000	9,000,000	HOME funds will be used for the construction of new or rehabilitation of existing affordable rental and for-sale housing, for TBRA, for the development of transitional housing for the homeless, development funds for affordable homeownership projects using a self-help building method, provide downpayment/ closing cost assistance and gap loans through various county homebuyer loan programs, and provide homebuyer education and counseling sessions.
HOPWA	public - federal	Perm. hsg. in facilities; Perm. hsg. placement; Short term or trans. hsg. facilities; STRMU; Supp. Svcs.; TBRA	270,474	0	0	270,474	809,526	HOPWA funds will be utilized for tenant based rental assistance, supportive services, short term rent, mortgage and utility assistance, permanent housing assistance, and administrative costs.
ESG	public - federal	Conversion and rehab for trans. hsg.; Finan Assist.; Over-night shelter; Rapid re-hsg (rental assistance) Rental Assistance Services Transitional housing	444,100	0	0	444,100	1,355,900	The prevention and rapid rehousing funding may be used for activities including short- and medium-term rental assistance, security deposits, utility payments, housing relocation and stabilization services. ESG Shelter funding will be utilized for shelter operational costs. In addition, ESG funds will be utilized for administrative and Homeless Management Information System costs.
HTF	public - federal	Acq; Admin & Planning; Homebuyer assistance; Multifamily rental new construction; Multifamily rental rehab; New construction for ownership	3,480,969	0	0	3,480,969	9,000,000	HTF will be used for the development or preservation of affordable rental housing for extremely low-income households earning at or below 30% AMI.

Pro-gram	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Financial Assistance Permanent housing placement Rental Assistance Supportive services	1,012,500	0	0	1,012,500	4,050,000	The State will provide funding to contracted agencies in Hawaii, Kauai and Maui for housing related financial assistance, housing search and placement assistance, case management and supportive services. Financial assistance will include rents, security deposits and utility payments.
Other	public - state	Financial Assistance Permanent housing placement Supportive services	1,000,000	0	0	1,000,000	4,000,000	The State will provide funding to contracted agencies in Hawaii, Kauai and Maui to assist at risk and homeless families with financial support to retain or obtain permanent housing.
Other	public - state	Overnight shelter Short term or transitional housing facilities	3,983,915	0	0	3,983,915	15,935,660	The State will provide funds to contracted agencies in Hawaii, Kauai and Maui for emergency and transitional shelters and associated services.
Other	public - state	Permanent housing placement Rental Assistance Services	250,000	0	0	250,000	2,000,000	The State will provide funding to contracted agency(ies) in Hawaii, Kauai and Maui to assist at risk and homeless households with financial and emergency needs which are directly related to impending eviction or a direct barrier to obtaining permanent housing. Financial assistance includes security deposits, rents, utility assistance, and/or other assistance essential to resolving the immediate housing crisis.

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

HOME program funds may be used to support the development of affordable rental housing and affordable homeownership housing. Projects utilizing HOME funds have historically leveraged HOME to secure other state and federal funding such as USDA, Low Income Housing Tax Credits, and Rental Housing Revolving Funds, in addition to foregone taxes, fees and charges. It is anticipated that projects will continue to seek other local, state, and federal funding to satisfy the anticipated matching funds requirement of the HOME program; additionally, the State Recipients have banked more than \$26M in

match as of 06/30/2020.

HHFDC's HTF program funds will be used to assist in the production or preservation of affordable rental housing serving extremely low-income households earning 30% or less AMI. The State's Subgrantees have been combining their HTF with their HOME funds in projects that also leverage other state and federal funds, such as HHFDC's Low Income Housing Tax Credit program or Rental Housing Revolving Funds. The HTF program has no match requirement.

To satisfy the anticipated matching funds requirement under the ESG program, DHS/BESSD will provide state funds to agencies in the Counties of Hawaii, Kauai and Maui by contracting for services under the State Homeless Shelter Program and the State Rapid Re-housing.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

## **Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives – 91.320(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	HP-1 Emergency Shelter Operations	2020	2025	Homeless	Rural Counties	Unsheltered Homeless Victims of Dom. Viol.; Transition to Perm. Hsg.; CES	ESG: \$207,579	Homeless Person Overnight Shelter: 2000 Persons Assisted
2	HP-2 Domestic Violence Emergency Shelter	2020	2025	Non-Homeless Special Needs	Rural Counties	Victims of Dom. Violence; Trans. to Perm. Hsg.; CES	ESG: \$36,632	Homeless Person Overnight Shelter: 280 Persons Assisted
3	HP-3 Transition To Perm. Hsg	2020	2025	Homeless	Rural Counties	Unsheltered Homeless; Victims of Dom. Viol.; Transition to Perm. Hsg.; CES	ESG: \$0	Other: 122 Other
4	HP-4 Rapid Re-housing Financial Assistance	2020	2025	Homeless	Rural Counties	Transition to Permanent Housing Rapid Re-housing Coordinated Entry System	ESG: \$97,684 State Homeless Emergency Grants: \$50,000 State Housing Placement: \$200,000	Tenant-based rental assistance / Rapid Rehousing: 175 Households Assisted
5	HP-5 Rapid Re-housing Support Services	2020	2025	Homeless	Rural Counties	Trans. to Perm. Hsg.; Rapid Re-hsg; CES	ESG: \$0	TBRA / Rapid Rehousing: 175 Households Assisted
6	HP-6 Homelessness Prev. Financial Assistance	2020	2025	At-risk of homelessness	Rural Counties	Homelessness Prevention	ESG: \$65,123	Homelessness Prevention: 70 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	HP-7 Homeless-ness Prev. Support Services	2020	2025	At-risk of homeless-ness	Rural Counties	Homelessness Prevention	ESG: \$0	Homelessness Prevention: 70 Persons Assisted
8	HP-8 HOPWA Support Services	2020	2025	Non-Homeless Special Needs	Rural Counties	Services for Persons with HIV/AIDS; HIV/AIDS Housing Assistance; Coordinated Entry System	HOPWA: \$52,472	Public service activities other than Low/ Moderate Income Hsg Benefit: 500 Persons Assisted
9	HP-9 HOPWA Financial Assistance	2020	2025	Non-Homeless Special Needs	Rural Counties	HIV/AIDS Housing Assistance	HOPWA: \$191,523	TBRA / Rapid Rehousing: 24 Households Assi'd.
10	HP-10 Coordinated Entry System	2020	2025	Homeless Non-Homeless SpN	Rural Counties	Coordinated Entry System	ESG: \$0	Other: 323 Other
11	HP-11 Administration	2020	2025	Homeless; Non-Homeless SpN	Rural Counties	Unsheltered Homeless; Victims of Dom. Violence; Svcs. for Persons with HIV/AIDS; Trans. to Perm. Hsg. Rapid Re-hsg. Homelessness Prev. HIV/AIDS Hsg. Assist; CES	HOPWA: \$26,479 ESG: \$32,641	Other: 0 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	HP-12 Homeless Mgt Info. System	2020	2025	Homeless; Non-Homeless SpN	Rural Counties	Unsheltered Homeless; Victims of Dom. Viol.; Svcs. for Persons with HIV/AIDS; Transition to Perm. Hsg.; Rapid Re-hsg; Homelessness Prev. HIV/AIDS Hsg Asst; CES	ESG: \$4,441	Other: 0 Other
13	HR-2 Tenant Based Rental Assistance	2020	2024	Affordable Hsg	Rural Counties	Rental Housing	HOME: \$2,195,200	TBRA / Rapid Rehousing: 145 Households Assisted
14	HR-3 Rental Hsg.SpN – New Construction/Rehab	2020	2024	Affordable Hsg	Rural Counties	Rental Housing	HOME: \$289,800	Rental units constructed : 3 Household Housing Unit
15	HR-4 HTF Rental Hsg New Construction/Acq/Rehab	2020	2024	Affordable Hsg	Statewide	Rental Housing	HTF: \$3,132,873	Rental units constructed : 12 Household Housing Unit
16	HA-1 Administration	2020	2024	Administration	Rural Counties Statewide	Planning and Administration	HOME: \$300,000 HTF: \$348,096	Other: 0 Other
17	HO-2 For Sale Housing – Self Help Building Method	2020	2024	Affordable Hsg	Rural Counties	Affordable Homeownership Opportunities	HOME: \$450,000	Homeowner Housing Added: 3 Household Housing Unit

**Table 6 – Goals Summary**

## Goal Descriptions



1	<b>Goal Name</b>	HP-1 Emergency Shelter Operations
	<b>Goal Description</b>	Unsheltered homeless need a safe place to sleep. Shelters provide a secure environment where homeless individuals and families can stabilize their lives, address their needs, and strengthen their economic situation toward the goal of permanent housing. ESG funds will be utilized for shelter operational costs, anticipating service to 2,000 persons annually.
2	<b>Goal Name</b>	HP-2 Domestic Violence Emergency Shelter
	<b>Goal Description</b>	Persons who are fleeing or attempting to flee domestic violence need a safe place to sleep. Provide operations funding to emergency shelters for victims of domestic violence, anticipating services to approximately 280 survivors of domestic violence.
3	<b>Goal Name</b>	HP-3 Transition to Permanent Housing
	<b>Goal Description</b>	The homeless are not able to find affordable rentals. Agencies funded by ESG Shelter Operations will include transitioning homeless persons to permanent housing as an integral activity.
4	<b>Goal Name</b>	HP-4 Rapid Re-housing Financial Assistance
	<b>Goal Description</b>	Provide financial assistance to approximately 175 persons annually who lack a fixed, regular and adequate nighttime residence to achieve housing stability in permanent housing. Financial assistance includes short/medium term rents, security deposits, and utility payments.
5	<b>Goal Name</b>	HP-5 Rapid Re-housing Support Services
	<b>Goal Description</b>	Rapid Re-housing (RRH) funds will provide housing relocation and stabilization services (case management, housing search and placement, legal services, landlord mediation, etc.) as integral components to achieving housing stability in permanent housing. The State anticipates providing these services to approximately 175 persons annually.
6	<b>Goal Name</b>	HP-6 Homelessness Prevention Financial Assistance
	<b>Goal Description</b>	ESG HPRP funding helps prevent homelessness by providing eligible housing-related financial assistance to persons and families at risk of homelessness. Financial assistance includes short/medium term rents, rent/utility arrears, and utility payments. The anticipates serving approximately 70 persons annually.
7	<b>Goal Name</b>	HP-7 Homelessness Prevention Support Services
	<b>Goal Description</b>	Provide assistance through stabilization services (i.e., case management, legal services, mediations, etc.) as integral components to prevent homelessness. The State anticipates serving approximately 70 persons annually.
8	<b>Goal Name</b>	HP-8 HOPWA Support Services
	<b>Goal Description</b>	Persons with HIV/AIDS need services to achieve housing stability. Provide housing information (Support Services) and rent deposit assistance (Permanent Housing Placement) in Hawaii, Kauai and Maui.
9	<b>Goal Name</b>	HP-9 HOPWA Financial Assistance
	<b>Goal Description</b>	Provide funds to pay a portion of the market rental or mortgage unit costs of homeless and persons at risk of homelessness with HIV/AIDS through Tenant based rental assistance (TBRA) and short-term rent, mortgage, utility (STRMU).
10	<b>Goal Name</b>	HP-10 Coordinated Entry System
	<b>Goal Description</b>	Coordinated entry system (CES) is a fair, immediate, low barrier, person-centered process that helps communities prioritize housing assistance based on vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner. Participation in the CES process is integral to both ESG and HOPWA programs. The CES process provides information about service needs and gaps to help communities plan their assistance and identify needed resources.

11	<b>Goal Name</b>	HP-11 Administration
	<b>Goal Description</b>	Administrative funds will be utilized to ensure the appropriate, effective and efficient use of ESG and HOPWA funds by service providers and State Administrators.
12	<b>Goal Name</b>	HP-12 Homeless Management Information System
	<b>Goal Description</b>	Funding for the administration and operation of the Homeless Management Information System (HMIS).
13	<b>Goal Name</b>	HR-2 Tenant Based Rental Assistance
	<b>Goal Description</b>	Tenant based rental assistance will help low-income families with rent, making housing more affordable to those households. For PY2021, the County of Hawaii intends to utilize PY2021 HOME funds of \$1,960,200 for TBRA to assist approximately 100 low- and very low-income households. In addition, the County of Hawaii anticipates receiving approximately \$75,000 in HOME program income, and plans to use it for its TBRA program to assist an additional five households. The County of Kauai anticipates receiving HOME program income in PY2021 of approximately \$160,000 and, if received, will use program income in its PY2020 TBRA program to assist approximately 40 households.
14	<b>Goal Name</b>	HR-3 Rental Housing SpN - New Construction/Rehab
	<b>Goal Description</b>	New construction or rehabilitation of existing affordable rental housing units for special needs populations. For PY2021, the County of Hawaii plans to issue a Request for Proposals seeking a developer for the design, demolition and construction of a new 4-bedroom, 2-bath single family structure in Hilo for special needs / elderly individuals with extremely low incomes at or below 30% AMI. One unit will be HOME-assisted.
15	<b>Goal Name</b>	HR-4 HTF Rental Housing New Construction/Acq/Rehab
	<b>Goal Description</b>	National Housing Trust Funds will be used to produce or preserve affordable rental housing units for extremely low-income households earning 30% AMI or below. For PY2021, the City and County of Honolulu will not receive an allocation of HTF funds, to allow the City time to build its capacity to administer the HTF program. The County of Hawaii intends to utilize PY2021 HTF funds in the West Kawili Senior / Veteran Housing project in Hilo. It is anticipated that the project will produce 91 affordable rental units, 12 of which will be HTF-assisted, plus one manager's unit.
16	<b>Goal Name</b>	HA-1 Administration
	<b>Goal Description</b>	Funds will be used for the efficient and effective administration of federal programs, including affirmatively furthering fair housing.
17	<b>Goal Name</b>	HO-2 For Sale Housing - Self Help Building Method
	<b>Goal Description</b>	HOME CHDO funds will be used for site improvements and construction of three single family affordable self-help housing projects in the Puna District, consisting of a mixture of 2-, 3-, and 4-bedroom homes. The size of each home will be based on the needs of the eligible family. This self-help project will provide affordable homeownership options to three eligible low-moderate income households earning between 30% and 80% AMI. Affordability period is 15 years.

**Table 7 – Goal Descriptions**

## **AP-25 Allocation Priorities – 91.320(d)**

### **Introduction:**

The State's HOME, ESG, and HOPWA program funds are used primarily in the neighbor island counties of

Hawaii, Kauai and Maui, to address the priority needs and objectives identified in the Consolidated Plan. Although most projects and activities will benefit areas of minority concentration, funds will not be specifically targeted for that sole purpose.

HHFDC annually rotates its HOME allocation between the three counties. The County of Hawaii will receive HOME funds for PY2021. HHFDC's HOME funds may be used to promote decent affordable housing and strengthen communities through the production of new or rehabilitation of existing rental and homeownership housing, for TBRA, and for the administration of the HOME program. State Recipients do not allocate their HOME funds based on geographic areas; in general, HOME funds are allocated through a Request for Proposal or other application process, which ranks and rates projects for program eligibility, need, and meeting the ConPlan priorities, objectives, and performance measures.

Should a State Recipient choose not to (or, based on HHFDC's determination, is unable to) administer their HOME funds, HHFDC may directly administer the funds or reallocate funds to other State Recipients. Any HOME funds returned to HHFDC, whether declined, released or recaptured, will be placed in eligible projects which best meet the HOME priority needs and objectives in the following order of priority: 1. Re-allocated to a State Recipient other than the one from which the funds are being released or recaptured; 2. Awarded through a competitive selection process, which preference given to projects located outside of the City and County of Honolulu; or 3. Invested in a HHFDC project located throughout the State.

For PY2021, HHFDC anticipates the receipt of \$3M in HOME funds, which will be awarded to the County of Hawaii in accordance with HHFDC's rotation schedule. The County of Hawaii's planned HOME activities for PY2021 are shown in the attached **"HOME Exhibit A."** DHS-BESSD's Homeless Programs Office (HPO) receives annual formula allocations of the ESG and HOPWA grants, and administers both programs for the counties of Hawaii, Kauai and Maui. In PY2021, the State anticipates receiving \$444,100 in ESG funds, to meet the Consolidated Plan objectives of strengthening communities and promoting decent affordable housing. In addition, the State anticipates receiving \$270,474 in HOPWA funds which will be utilized to promote decent, affordable housing and suitable living environments for persons with HIV/AIDS.

HHFDC anticipates receiving \$3,480,969 in HTF funds, which may be used in all four counties to promote decent, affordable housing and strengthen communities through the production or preservation of affordable rental housing serving extremely low-income households. For PY2021, HHFDC has elected not to award HTF funds to the City and County of Honolulu, to provide time for the City to build capacity to administer the HTF program. The County of Hawaii, which is scheduled to receive the neighbor island allocation, will receive the City's portion of PY2021 HTF. The County of Hawaii's planned HTF activities for PY2021 are shown in the attached **"HTF Exhibit B."** In the event any of its PY2021 activities fall through, the County of Hawaii has identified alternate rental housing activities on the east side of Hawaii Island to utilize HOME and HTF funds. Should the County of Hawaii be unable to identify an eligible HTF activity or complete takss to meet the commitment requirements, HHFDC, in its sole discretion, shall seek alternate activities from the remaining Subgrantees. HHFDC may also seek alternate HTF activities from eligible recipients.

## Funding Allocation Priorities

	HP-1 Emergency Shelter Operations (%)	HP-2 Domestic Violence Emergency Shelter (%)	HP-3 Transition to Permanent Housing (%)	HP-4 Rapid Re-housing Financial Assistance (%)	HP-5 Rapid Re-housing Support Services (%)	HP-6 Homelessness Prevention Financial Assistance (%)	HP-7 Homelessness Prevention Support Services (%)	HP-8 HOPWA Support Services (%)	HP-9 HOPWA Financial Assistance (%)	HP-10 Coordinated Entry System (%)	HP-11 Administration (%)	HP-12 Homeless Management Information System (%)	HR-2 Tenant Based Rental Assistance (%)	HR-3 Rental Housing SpN - New Construction/Rehab (%)	HR-4 HTF Rental Housing New Construction/Acq/Rehab (%)	HA-1 Administration (%)	HO-2 For Sale Housing - Self Help Building Method (%)	Total (%)
HOME	0	0	0	0	0	0	0	0	0	0	0	0	65	10	0	10	15	100
HOPWA	0	0	0	0	0	0	0	20	70	0	10	0	0	0	0	0	0	100
ESG	40	6	10	20	4	10	4	0	0	0	5	1	0	0	0	0	0	100
HTF	0	0	0	0	0	0	0	0	0	0	0	0	0	0	90	10	0	100
Other State Homeless Emergency Grants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other State Housing Placement	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other State Rapid Re-housing	0	0	0	50	10	30	10	0	0	0	0	0	0	0	0	0	0	100
Other State Shelter	75	5	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100

Table 8 – Funding Allocation Priorities

## Reason for Allocation Priorities

Testimony at public hearings supported the need for affordable housing, both rental and homeownership, statewide. HHFDC's 2019 Hawaii Housing Planning Study cited the need for more than 50,000 housing units by 2025; of this amount, more than 26,000 are for families earning 80% or less of the area median income. The HOME program will fund affordable rental units in the neighbor island counties of Hawaii, Kauai and Maui for families and special needs populations, tenant based rental assistance, affordable homeownership opportunities, county homebuyer loan programs, and homebuyer education, all serving families with incomes of 80% or less of the area median income. The HTF program will be used in all four counties for the development or preservation of affordable rental units for extremely low-income households with incomes at or below 30% AMI.

The Continuum of Care (CoC) for the rural counties, Bridging the Gap (BTG), and the DHS/HPO have determined that Emergency Solutions Grant funds for PY2021 will be allocated at approximately one percent (1%) for Homeless Management Information System (HMIS) costs and allowable five percent for administrative fees for DHS/HPO. Agencies that are awarded funding will be allowed a maximum of two and a half percent (2.5%) in administrative fees. The remaining ESG funds will be apportioned as follows: sixty percent (60%) to ESG shelter operations, and forty percent (40%) to homelessness prevention and rapid re-housing (HPRP) activities. This reflects a direct reversal of the BTG's traditional apportionment strategy, in large part due to increased funding levels for prevention and rapid re-housing from State

and County resources. The CoC remains deeply committed to preventing at-risk households from entering the homeless system in the first place, and to assisting homeless households quickly obtain permanent housing. ESG HPRP activities include financial assistance for rents, security deposit and utilities, and housing relocation and stabilization services.

One provider will serve as a centralized administrative agency to provide HOPWA-funded activities, such as tenant-based rental assistance (TBRA), short-term rental, mortgage and utility (STRMU) payments, permanent housing placement, and supportive services, for persons living with HIV/AIDS in the Counties of Hawaii, Kauai and Maui. Maui AIDS Foundation has served as the lead agency and sponsor in collaboration with Malama Pono and Hawaii Island HIV/AIDS Foundation. The State will retain three percent (3%) of the grant for administration. Of the remainder, approximately seventy-three percent (73%) of the funds will be allocated to financial assistance for housing through TBRA, STRMU, and permanent housing placement support. Roughly twenty percent (20%) of the funds will be allocated to supportive services, and seven percent (7%) for the agency's administrative costs. This apportionment reflects the priority of permanent housing through prevention and rapid re-housing assistance.

### **How will the proposed distribution of funds will address the priority needs and specific objectives described in the Consolidated Plan?**

In accordance with HHFDC's annual rotation of HOME funds, its PY2021 HOME allocation will be distributed to the County of Hawaii, which plans to use its HOME funds for TBRA, for the development of affordable rental units in Hilo, and for the development of affordable homeownership opportunities, using the self-help building method. In accordance with HHFDC's HTF Allocation Plan, the County of Hawaii is also scheduled to receive the neighbor island portion of PY2021 HTF funds. For PY2021, HHFDC has elected not to award HTF funds to the City and County of Honolulu, so the County of Hawaii will receive these HTF funds as well, for the development of affordable rental units in Hilo. In the event any of its PY2021 activities fall through, the County of Hawaii has identified alternate rental housing activities on the East side of Hawaii island to utilize HOME and HTF funds.

One of the State's objectives in expending ESG funds is to strengthen communities through homelessness prevention at risk of homelessness and rapid re-housing activities targeted to individuals and families living on the streets or in homeless shelters. Under a Request for Interest (RFI) process, the DHS-BESSD/HPO is anticipated to award approximately \$162,807 in ESG funds to agencies to provide homelessness prevention and rapid re-housing activities in the neighbor island counties of Hawaii, Kauai and Maui. The anticipated ESG funds of approximately \$244,211 will be used for operations of emergency shelters for the unsheltered homeless and victims of domestic violence. Approximately 2.5% (\$10,436) will be available for provider administrative costs. To achieve DHS-BESSD/HPO's second objective of promoting decent, affordable housing, providers will include transitioning homeless persons to permanent housing as an integral activity. The State will retain one percent (approximately \$4,441) for HMIS, and five percent (\$22,205) for its administrative costs.

The State anticipates receiving \$270,474 in HOPWA funds for PY2021. 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 BTG, DHS-BESSD/HPO issues an RFI for one provider to serve as a centralized administrative agency to provide HOPWA-funded activities, such as TBRA, short-term rental, mortgage and utility payments (STRMU), permanent housing placement, and supportive services, for persons living with HIV/AIDS in the Counties of Hawaii, Kauai and Maui.

## **AP-30 Methods of Distribution – 91.320(d)&(k)**

### **Introduction:**

The State's HHFDC administers the HOME and HTF programs. The State's Homeless Programs Office of the Department of Human Services - Benefit, Employment and Support Services Division (HPO) administers the ESG and HOPWA programs. Since the City & County of Honolulu receives its own allocation of HOME, ESG and HOPWA, HHFDC and HPO distribute the state's HOME, ESG and HOPWA funds to the neighbor island counties of Hawaii, Kauai, and Maui.

HHFDC rotates its HOME funds on an annual basis between the Counties of Hawaii, Kauai and Maui. Ten percent of the annual allocation is reserved for administrative costs, and 15% is set aside for CHDO activities. Under HHFDC's rotation, the County of Hawaii is scheduled to receive the PY2021 HOME allocation. HHFDC permits the counties to use other HOME funds, such as program income and/or recaptured funds, for eligible activities or projects. To encourage the counties to invest more of their HOME funds into activities that generate program income, such as loan programs, HHFDC allows the counties to use up to 10 percent of program income received to help cover administrative costs associated with increased activities funded with program income, subject to HHFDC's approval. HHFDC will permit pre-awards of up to 25% of a county's current program year's allocation for HOME-eligible activities to avoid interruption of projects and /or services. Pre-awards must be authorized in writing by HHFDC before costs are incurred. Pre-award costs greater than 25% will require approval by the local HUD Field Office before the costs are incurred.

Should a State Recipient choose not to (or, based on HHFDC's determination, is unable to) administer their HOME funds, HHFDC may directly administer the funds or reallocate funds to other State Recipients. Any HOME funds returned to HHFDC, whether declined, released or recaptured, will be placed in eligible projects which best meet the HOME priority needs and objectives in the following order of priority: 1. Re-allocated to a State Recipient other than the one from which the funds are being released or recaptured; 2. Awarded through a competitive selection process, with preference given to projects located outside of the City and County of Honolulu; or 3. Invested in a HHFDC project located throughout the State.

HHFDC distributes its HTF funds to all four counties, including the City and County of Honolulu, as Subgrantees. More than one-half of the state's population reside in the City and County of Honolulu, so HHFDC elected to annually award one-half of its allocation (after retention of 5% for allocation costs) to the City and County of Honolulu, and the other one-half rotated between the neighbor island counties, on the same rotation as HHFDC's HOME funds. However, for PY2021, HHFDC has elected not to award HTF funds to the City and County of Honolulu, to allow time for the City to increase its capacity to administer the HTF program and funds. Since the County of Hawaii is scheduled to receive the neighbor island portion of the PY2021 HTF, HHFDC will award the entire PY2021 HTF allocation to the County of Hawaii. HHFDC will allow pre-award costs for planning activities and preparation of the HTF allocation plan of up to 5% of the state's allocation amount.

Should a Subgrantee be unable to identify an eligible HTF project(s) and/or complete the tasks to meet the commitment requirements within a specified timeframe, HHFDC, in its sole discretion, shall first seek alternate activities from the remaining Subgrantees and, finding none, from eligible recipients.

## Distribution Methods

1	<b>State Program Name:</b>	Hawaii
	<b>Funding Sources:</b>	HOPWA HOME ESG HTF
	<b>Describe the state program addressed by the Method of Distribution.</b>	<p>HHFDC distributes its HOME allocation annually on a rotating basis between the Counties of Hawaii, Kauai and Maui. In prior years, the three neighbor island counties annually received a pro-rated share of the annual HOME allocation, requiring them to "save up" before enough funds were available to proceed. This resulted in slow or delayed spending of HOME funds, resulting in red flags from HUD. To address the red flags, HHFDC instituted the annual rotation of the full annual allocation to one neighbor island county. The County of Hawaii will receive the PY2021 HOME allocation, the County of Kauai will receive it in PY2022, and the County of Maui will receive it in PY2023. The counties use their respective solicitation processes to identify eligible activities, and use their HOME funds for affordable rental housing, TBRA, affordable homeownership opportunities, and administration of the program. HHFDC distributes its HTF allocation to all four counties in the State of Hawaii: after retaining 5% for program administration, HHFDC annually allocates one-half of the balance to the City &amp; County of Honolulu and annually rotates the remaining one-half to a neighbor island county, on the same rotation as HHFDC's HOME funds. For PY2021, HHFDC has elected not to allocate HTF funds to the City and County of Honolulu, to allow the City time to increase its capacity to administer the HTF program. Since the County of Hawaii is scheduled to receive the neighbor island portion of the PY2021 HTF allocation, HHFDC has elected to award the entire PY2021 HTF allocation to the County of Hawaii. Due to the limited amount of HTF funds and the demand for affordable rental housing throughout the State, HHFDC will focus HTF funds on affordable rental housing units serving extremely low-income households, earning 30% or less AMI.</p> <p>In 2021, the State's DHS/HPO issued a Request for Information (RFI) for its ESG and HOPWA program funds, soliciting providers to serve the Counties of Hawaii, Kauai and Maui. The RFI was posted on the publicly-accessible State Procurement Office (SPO) website. In accordance with the RFI, selected service providers will be able to renew their agreements for four (4) additional consecutive one (1) year terms, for a period of performance period total of five (5) years. The RFI required ESG and HOPWA applicants to submit work plans that identify clear goals, objectives and outcomes for the respective programs.</p>

<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>HHFDC does not select applications for the HOME or HTF programs but distributes funds to its HOME State Recipients and HTF Subgrantees (as described above), who do. In general, State Recipients and Subgrantees issue Requests for Proposals or other county-approved application process in their respective counties to solicit activities that can help meet its goals and objectives. The state's and counties' two main objectives are the development or preservation of affordable rental housing and affordable homeownership housing. Criteria generally used to select applicants include the housing need being met by the proposal; the applicant's specialized experience, capacity and budget reasonableness; the project's readiness to proceed; and a project's leveraging of other resources.</p> <p>DHS/HPO and the CoC provide assistance to ESG recipients across all entitlement jurisdictions. DHS/HPO administers ESG funding procured through an objective RFI process on behalf of all rural chapters. Each local chapter is represented in the decision-making process through designated chairs and county government personnel on the BTG leadership team. Embedded in the RFI evaluation process is a number of performance criteria that aid the CoC in maximizing the ESG funding allocation, including BTG's commitment to prevention activities for households to retain their housing, and obtaining permanent housing and helping people quickly regain stability after experiencing a housing crisis. Additionally, ESG applicants are evaluated based on completeness of the application, experience, expenditure rates, monitoring findings, performance data, financial feasibility, CoC participation, and clear goals/objectives/outcomes. HMIS data and national best practices are being examined more frequently by the CoC to determine appropriate ESG funding allocations.</p> <p>The RFI stated that providers shall follow a Housing First model, including a low barrier approach to program entry and ongoing program participation by offering households immediate access to outreach, shelter, and permanent housing as appropriate without unnecessary prerequisites (i.e., sobriety, participation in services, etc.). In addition, providers are required to offer households ongoing access to services until they secure permanent housing by not establishing arbitrary time limits on length of program participation. RFI applicants were also required to provide information that demonstrate its history of coordinating with the DHS and other agencies/community resources to meet the needs of the target population. Other RFI conditions included coordination of services through applicants' participation in their local Coordinated Entry System (CES), CoC, Point-in-Time Count, assisting in maintaining a current by-name list that includes all sheltered and unsheltered Homeless people, using the VI-SPDAT as determined by their CoC, and compliance with all CoC and CES final written standards, policies, and procedures.</p>
<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>N/A.</p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>ESG applications are competitive and evaluated by a team consisting of individuals with no conflict of interest, representing each of the three CoC county chapters and the State. In general, applications are scored based on the criteria listed above. The evaluation committee selects the awardees with satisfactory scores of 70% or higher. HPO submits a combined proposal on behalf of the ESG/HOPWA awardees through the related sections of the Annual Action Plan to the HHFDC. After a grant agreement is executed with HUD, DHS/HPO executes agreements with the selected provider agencies. The award list is posted on the SPO website as agreements are executed.</p>



<b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b>	The HOPWA RFI is simultaneously posted with the ESG RFI, and follows the same process. Eligible applicants (provider agencies) submit their project information in strict accordance to the RFI requirements within the specified deadline. Maui AIDS Foundation has been selected as the project sponsor and administrative lead for the counties of Hawaii, Maui and Kauai to provide services and assistance to persons with HIV/AIDS.
<b>Describe how resources will be allocated among funding categories.</b>	HOME and HTF funds will be allocated by HOME State Recipients and HTF Subgrantees to eligible activities in all categories. BTG, in collaboration with DHS/HPO, elected to allocate the ESG grant by dedicating one percent (1%) to HMIS, five percent (5%) for State administrative costs, and two and a half percent (2.5%) for provider administration costs. BTG will apportion the remaining ESG funds as follows: sixty percent (60%) to ESG shelter operations, and forty percent (40%) to homelessness prevention and rapid re-housing (HPRP) activities. HOPWA funds will be dispersed in the counties of Hawaii, Kauai and Maui. Approximately 73% will be used for market rental unit costs for homeless and at-risk persons with HIV/AIDS, and roughly 20% for housing information and rent/deposit assistance services and other supportive services to persons with HIV/AIDS. The project sponsor receives 7%, and the State 3%, for administration.
<b>Describe threshold factors and grant size limits.</b>	For the HOME and HTF programs, HHFDC's HOME State Recipients and HTF Subgrantees issue Requests for Proposals or another application process, to solicit eligible activities. Selected activities are limited to the aggregate total that does not exceed the annual HOME or HTF allocations. Under the HOME program, fifteen percent of the allocation is set aside for Community Housing Development Organizations. Under the HOME and HTF programs, ten percent is set aside for program administration. Each HOME State Recipient or HTF Subgrantee establishes its threshold factors. Generally, proposals competing for HOME or HTF funds are evaluated on the extent to which it meets the needs and objectives of the HOME or HTF program and community's needs, experience and capacity of the applicant, and leveraging. Limited, existing ESG and HOPWA awards are insufficient to meet demand. BTG benefitted from a large influx of CARES Act funding in PY20, however, non-COVID related at-risk and homeless populations continue to require access to emergency shelters, financial and support services assistance. DHS distributes funds throughout the neighbor island counties, generally based on need and population size. HOPWA funds are allocated based on geographic need, unmet housing needs, and the acuity levels of program participants. The HOPWA Consolidated Annual Performance and Evaluation Report (CAPER) identifies multiple eligible households that have unmet housing subsidy assistance needs.
<b>What are the outcome measures expected as a result of the method of distribution?</b>	As a result of allocating HOME and HTF funds to its State Recipients and Subgrantees, HHFDC expects to increase the State's inventory of affordable rental units and expand affordable homeownership opportunities. DHS/HPO anticipates the following outcomes: <ul style="list-style-type: none"> <li>• Decrease the length of time persons remain homeless</li> <li>• Decrease returns to homelessness of those exiting to permanent housing</li> <li>• Decrease number of homeless persons</li> <li>• Employment and income growth for homeless persons CoC-funded projects</li> <li>• Decrease persons homeless for the first time within the last 2 years</li> <li>• Increase exits to permanent housing or retention of permanent housing</li> </ul>

**Table 9 - Distribution Methods by State Program**

## Discussion:

## AP-35 Projects – (Optional)

### Introduction:

HOME funds will provide decent, affordable housing and strengthen communities through the production and development of affordable rental housing, tenant based rental assistance, and affordable homeownership opportunities and education.

HTF funds will provide decent, affordable housing and strengthen communities through the production or preservation of affordable rental housing, targeting extremely low-income households with incomes of 30 percent and below AMI.

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. Formerly known as the Emergency Shelter Grant program, the program was re-named to signify a shift to permanent housing goals by funding homelessness prevention and rapid re-housing activities, in addition to emergency shelters. 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.

#	Project Name
1	ESG21 Hawaii
2	HOPWA21
3	HOPWA21 Hawaii DHS Admin
4	HOME 2021 - HHFDC Admin
5	HOME 2021 - Hawaii County Admin
6	HOME 2021 - Tenant Based Rental Assistance
7	HOME 2021 - University Heights Home Reconstruction
8	HOME 2021 - CHDO - Affordable Homes for Puna Families
9	HTF 2021 - HHFDC Admin
10	HTF 2021 - Hawaii County Admin
11	HTF 2021 - West Kawili Senior / Veteran Housing
12	HOME 2020 PI - TBRA - County of Kauai

Table 10 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Since the City & County of Honolulu receives its own HOME allocation, HHFDC has elected to distribute the State's HOME funds in the Counties of Hawaii, Kauai, and Maui, on an annual rotating basis. HOME funds will be utilized to address the priority needs and objectives identified in the State's Consolidated Plan. The Counties of Hawaii, Kauai and Maui have assigned a high priority to housing for all types of households with incomes under 80% of the area median income. Such priorities include activities that expand or preserve the supply of safe, decent, and affordable rental housing, particularly rental housing for very low- and low-income families and special needs populations, including tenant based rental assistance. Priorities also include the provision of homeownership opportunities through the new construction or acquisition and/or rehabilitation of housing for first-time homebuyers, county homebuyer loan programs, and homebuyer education.

HHFDC has distributed its HTF funds to all counties, including the City and County of Honolulu, and focuses these funds on affordable rental housing for extremely low-income families with incomes at or

below 30% AMI. After retention of administrative funds, HHFDC designates one-half of the annual HTF allocation for the City and County of Honolulu, where the greatest need exists for affordable rental housing. The other half is rotated between the Counties of Hawaii, Kauai and Maui, on the same rotation as the HOME funds. For PY2021, HHFDC has elected not to distribute HTF funds to the City and County of Honolulu, to allow time for its staff to increase its administrative capacity. HHFDC will distribute its PY2021 allocation to the County of Hawaii, which is next in the rotation to receive the neighbor island portion of the HTF allocation. HHFDC will evaluate the City's capacity for the administration of future HTF funds.

Under the ESG program, obtaining permanent housing for the homeless and retaining housing for at-risk individual and families still feature prominently in BTG's decision to select Homeless Prevention and Rapid Re-housing (HPRP) as a crucial part of continuum of care services. However, recent Rapid Re-housing Program awards from State and County have augmented the rural counties' HPRP resources. In light of the availability of HPRP funds from other sources, BTG elected to increase the proportion of emergency shelter funding starting in PY20. After allocating 1% to HMIS and 7.5% to Administration, the remaining funds will be allotted as follows: 60% to Shelter Operations and 40% to HPRP. ESG funds for each component are distributed based on population ratios: Hawaii (50%); Maui (34%); and Kauai (16%). These ratios are followed as closely as possible, but the allocation is ultimately determined by the number of applicants who are selected from each county through the State's procurement process. HPRP activities include financial assistance for rents, security deposits and utilities, and housing relocation and stabilization services. HPRP funds are allocated to one agency each in Maui, Kauai and Hawaii counties.

Maui AIDS Foundation (MAF) is the HOPWA project sponsor/lead agency and will provide administrative management and accountability for the agencies which comprise the Neighbor Island HIV/AIDS Coalition (NIHAC): Maui AIDS Foundation, Malama Pono (MP), Health Services (Kauai), and Hawaii Island HIV/AIDS Foundation (HIHAF). HOPWA funds were distributed equitably throughout the counties based on geographic need, unmet needs and acuity levels of individuals/households.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	ESG21 Hawaii
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HP-1 Emergency Shelter Operations HP-2 Domestic Violence Emergency Shelter HP-3 Transition to Permanent Housing HP-4 Rapid Re-housing Financial Assistance HP-5 Rapid Re-housing Support Services HP-6 Homelessness Prevention Financial Assistance HP-7 Homelessness Prevention Support Services HP-10 Coordinated Entry System HP-11 Administration HP-12 Homeless Management Information System
	<b>Needs Addressed</b>	Unsheltered Homeless Victims of Domestic Violence Transition to Permanent Housing Rapid Re-housing Coordinated Entry System Planning and Administration

	<b>Funding</b>	ESG: \$444,100 State Rapid Re-housing Program: \$1,750,000 State Shelter Program: \$3,983,915
	<b>Description</b>	ESG Shelter Operations funds will be utilized for emergency shelter operation costs including maintenance/repair, food, security, supplies, utilities and insurance. Shelter providers will include, as an integral part of their activities, transitioning homeless people into permanent housing. ESG Homelessness Prevention and Rapid-Rehousing Program (HPRP) funds will provide financial assistance and supportive services to prevent homelessness among at-risk individuals/families, and rapidly re-house those who are literally homeless and ensure stability after the ESG assistance ends. Five percent of ESG funds will be used for the State Department of Human Services' administrative costs, 2.5% for sub-recipients' administrative costs, and 1% will be utilized for the maintenance and operations of HMIS.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Unsheltered homeless: 2,000 persons assisted in emergency shelters; Domestic Violence emergency shelters: 280 persons assisted; Transition to permanent housing from shelters: 122 homeless and DV households; Rapid Re-housing: 175 households will receive financial and support services to obtain permanent housing; Homeless Prevention: 70 persons will receive financial and support services to sustain their current housing situation.
	<b>Location Description</b>	PY21 ESG funds will be utilized in the rural counties of Hawaii, Kauai and Maui as follows: Hawaii: Child and Family Services - (Administrative Office) 91-1841 Fort Weaver Road, Ewa Beach, HI, 96706; HOPE Services Hawaii - 357 Waianuenue Ave., Hilo, HI, 96720 Kauai: Family Life Center Kauai (Administrative Office) 95 South Kane St., Kahului, HI 96732 Maui: Family Life Center Maui (Administrative Office) 95 South Kane St., Kahului, HI 96732
	<b>Planned Activities</b>	Emergency Shelter Operations: ESG shelter funds will provide for operational costs including maintenance, utilities, security, food, supplies and insurance; and transitioning homeless people into permanent housing. Homelessness Prevention and Rapid Re-housing activities include financial assistance for short- and medium-term rents, security deposits and utilities; and housing relocation and stabilization services, including case management, outreach, housing search and placement, legal services, mediation and credit repair. Homeless Management Information System: ESG funds will be used for the operations and maintenance of HMIS. Administration: ESG funds will be used for the effective administration of the ESG program, including overall program management, sub-recipient monitoring, fiscal oversight, and preparing reports and other documents for HUD.
2	<b>Project Name</b>	HOPWA21
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HP-8 HOPWA Support Services HP-9 HOPWA Financial Assistance HP-10 Coordinated Entry System HP-11 Administration

	<b>Needs Addressed</b>	Services for Persons with HIV/AIDS Rapid Re-housing Homelessness Prevention HIV/AIDS Housing Assistance Planning and Administration
	<b>Funding</b>	HOPWA: \$262,360
	<b>Description</b>	Provide tenant based rental assistance (TBRA); short term rental, mortgage and utility (STRMU); permanent housing assistance; and supportive services to those living with Human Immunodeficiency virus (HIV)/Acquired Immunodeficiency syndrome (AIDS).
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	500 persons with HIV/AIDS will receive support services and permanent housing placement financial assistance. 15 households will receive Tenant Based Rental Assistance (TBRA) to obtain and sustain permanent housing. 9 persons with HIV/AIDS will receive Short Term Rent, Mortgage, Utility (STRMU) assistance.
	<b>Location Description</b>	HOPWA funds will be utilized to serve the Counties of Hawaii, Kauai and Maui. Maui AIDS Foundation will serve as the lead agency and project sponsor: (Administrative office) 1935 Main St., Suite 101, Wailuku, HI 96793. Sub-receipt agencies: Malama Pono Health Services, Kauai:(Administrative office) 4366 Kukui Grove Street, Suite 207/PO Box 1950, Lihue, HI 96766 Hawaii Island HIV/AIDS Foundation: (Administrative office) 74-5620 Palani Road, Ste 101, Kailua-Kona, HI 96740
	<b>Planned Activities</b>	Activities planned under the HOPWA project include: Tenant-based rental assistance (TBRA): Provide funds to pay a portion of the market rental unit costs for homeless and at-risk persons with HIV/AIDS. Maui AIDS Foundation, as the administrative lead, has determined that using each county's Section 8 payment standard is advantageous to identifying available market units for rent. Since rents on the neighbor islands are prohibitive to low income HOPWA clients, the voucher payment standards provided more flexibility than the HUD Fair Market Rent system. Short term rent, mortgage and utility (STRMU): Provide short term financial assistance, paid on the participant's behalf as an intervention to help households maintain their current housing to prevent homelessness. Permanent housing placement services: Provide housing information and financial assistance, including security deposits which may be used to help eligible persons establish a new residence where ongoing occupancy is expected to continue. Supportive Services: Provide supportive services such as health care accessibility, transportation, housing information, with or without housing activities, to those living with HIV/AIDS. Other services include counseling and referrals for physical and mental health; assessment; drug and alcohol abuse treatment and counseling; personal assistance; nutritional services; intensive care, when required; and assistance in gaining access to local, State, and Federal government benefits and services. Health services shall only be provided to individuals with HIV/AIDS or related diseases. Administration: Project Sponsor will utilize administrative funds for overall program management, coordination, evaluation, record-keeping and reporting by the staff assigned to the HOPWA Program. Program administration activities include monitoring program compliance, preparing HUD reports and documents, program budget, and evaluating program results.
<b>3</b>	<b>Project Name</b>	HOPWA21 Hawaii DHS Admin
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HP-11 Administration

	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	HOPWA: \$8,114
	<b>Description</b>	Funds will be utilized for administrative services by the Department of Human Services, Homeless Programs Office.
	<b>Target Date</b>	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	n/a.
	<b>Location Description</b>	Administrative activities will be undertaken at: Department of Human Services; Benefit, Employment and Support Services Division, Homeless Programs Office; 1010 Richard Street, Suite 312; Honolulu, Hawaii 96813
	<b>Planned Activities</b>	The Hawaii State Department of Human Services (DHS), the HOPWA Administrator, will support the provision of effective program administration through general management, oversight and coordination of the HOPWA grant.
4	<b>Project Name</b>	HOME 2021 - HHFDC Admin
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HA-1 Administration
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	HOME: \$150,000
	<b>Description</b>	HHFDC will utilize HOME funds to administer and coordinate the State's HOME program to ensure effective and timely project implementation in accordance with all applicable HUD rules and regulations. For PY2021, HHFDC will retain 5% of the annual HOME allocation for its administration of the HOME program.
	<b>Target Date</b>	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	<b>Location Description</b>	HHFDC, 677 Queen Street, Suite 300, Honolulu, HI, 96813.
	<b>Planned Activities</b>	Program administration.
5	<b>Project Name</b>	HOME 2021 - Hawaii County Admin
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HA-1 Administration
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	HOME: \$150,000
	<b>Description</b>	The County of Hawaii will utilize HOME funds to administer its HOME allocation to ensure effective and timely project /program implementation in accordance with all applicable HUD regulations.
	<b>Target Date</b>	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	<b>Location Description</b>	County of Hawaii
	<b>Planned Activities</b>	Program administration
6	<b>Project Name</b>	HOME 2021 - Tenant Based Rental Assistance
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HR-2 Tenant Based Rental Assistance
	<b>Needs Addressed</b>	Rental Housing
	<b>Funding</b>	HOME: \$2,035,200

	<b>Description</b>	\$1,960,200 in PY2021 HOME funds will be used for the County's TBRA program, which issues vouchers to assist low- and very low-income households by subsidizing their rent payments, similar to the Housing Choice Voucher Program (Section 8). In addition, the County of Hawaii anticipates receiving \$75,000 in HOME program income and intends to use any HOME program income received for its TBRA programs.
	<b>Target Date</b>	4/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	PY2021 HOME funds will support approximately 100 households with TBRA. HOME program income may support an additional five households.
	<b>Location Description</b>	Countywide.
	<b>Planned Activities</b>	Tenant based rental assistance.
7	<b>Project Name</b>	HOME 2021 - University Heights Home Reconstruction
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HR-3 Rental Housing SpN - New Construction/Rehab
	<b>Needs Addressed</b>	Rental Housing
	<b>Funding</b>	HOME: \$289,800
	<b>Description</b>	Construction of a 4-bedroom, 3-bath single family structure for specials needs / elderly housing, with a 20-year affordability period.
	<b>Target Date</b>	12/31/2022
	Estimate the number and type of families that will benefit from the proposed activities	The project will provide affordable rental units to special needs/elderly individuals with incomes at or below 80% AMI. Three units will be HOME-assisted.
	<b>Location Description</b>	1215 Kalili Place, Hilo, HI, 96720. TMK (3) 2-4-024-157.
8	<b>Planned Activities</b>	The County will utilize PY2021 HOME funds for design, demolition, and construction of a new 4-bedroom, 2-bath single family structure for special needs / elderly housing.
	<b>Project Name</b>	HOME 2021 - CHDO - Affordable Homes for Puna Families
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HO-2 For Sale Housing - Self Help Building Method
	<b>Needs Addressed</b>	Affordable Homeownership Opportunities
	<b>Funding</b>	HOME: \$450,000
	<b>Description</b>	HOME CHDO funds will be used for site improvement and construction of three single family affordable self-help housing units in the Puna District, consisting of a mixture of 2-, 3-, and 4-bedroom homes. The size of each home will be determined and based on the needs of the eligible family. This self-help project will provide affordable homeownership opportunities to three eligible low- or moderate-income households earning between 30% and 80% AMI. The affordability period for the project will be 15 years.
	<b>Target Date</b>	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	Three low-income or moderate-income families will have an affordable homeownership opportunity through Habitat for Humanity's Self-Help building method.
9	<b>Location Description</b>	TMKs: (3) 1-6-039-079 Kioele Road, E. Puna district; (3) 1-5-095-040 S Kaku Street, Puna district; (3) 1-5-095-041 S Kaku Street, Puna district.
	<b>Planned Activities</b>	Habitat for Humanity Hawaii Island will use PY2021 HOME CHDO funds for site improvements and construction of three single family homes using the self-help building method in the Puna district.
	<b>Project Name</b>	HTF 2021 - HHFDC Admin
	<b>Target Area</b>	Statewide
	<b>Goals Supported</b>	HA-1 Administration

	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	HTF: \$174,048
	<b>Description</b>	HHFDC will use PY2021 HTF to administer and coordinate the State's HTF program to ensure the production or preservation of affordable housing in accordance with HHFDC's HTF Allocation Plan and regulations provided in 24 CFR Part 93.
	<b>Target Date</b>	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	<b>Location Description</b>	HHFDC, 677 Queen Street, Suite 300, Honolulu, Hawaii, 96813
	<b>Planned Activities</b>	Program administration
10	<b>Project Name</b>	HTF 2021 - Hawaii County Admin
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HA-1 Administration
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	HTF: \$174,048
	<b>Description</b>	The County of Hawaii's Office of Housing and Community Development will use HTF to administer and coordinate the County's HTF program to ensure effective and timely project implementation in accordance with all applicable HUD rules and regulations.
	<b>Target Date</b>	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	n/a.
	<b>Location Description</b>	County of Hawaii, OHCD, Kinoole Street, Hilo, Hawaii.
11	<b>Planned Activities</b>	Program administration.
	<b>Project Name</b>	HTF 2021 - West Kawili Senior / Veteran Housing
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HR-4 HTF Rental Housing New Construction/Acq/Rehab
	<b>Needs Addressed</b>	Rental Housing
	<b>Funding</b>	HTF: \$3,132,873
	<b>Description</b>	PY2021 HTF funds will be used to construct 92 units in Hilo (91 one-bedroom, affordable rental units and 1 two-bedroom manager's unit). The project will provide affordable rentals to seniors and veterans with extremely low- and very low-incomes. The project will include onsite green space, tenant gardens, common laundry rooms, energy-efficient unit elements, and access to a community center with multi-purpose rooms and lounge/gathering areas. The affordability period will be 30 years.
	<b>Target Date</b>	12/31/2022
	Estimate the number and type of families that will benefit from the proposed activities	The project will provide affordable rental housing to 91 households with very low-incomes or extremely low-incomes. Of these units, twelve will be HTF-assisted.
12	<b>Location Description</b>	118 W Kawili Street, Hilo, Hawaii, 96720. (3) 2-4-057-030.
	<b>Planned Activities</b>	New construction of a 92-unit rental housing project in Hilo, County of Hawaii. One unit will be used as a manager's unit.
	<b>Project Name</b>	HOME 2020 PI - TBRA - County of Kauai
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HR-2 Tenant Based Rental Assistance
	<b>Needs Addressed</b>	Rental Housing
	<b>Funding</b>	HOME PI: \$160,000



<b>Description</b>	The County of Kauai intends to utilize current HOME program income for TBRA to assist homeless families and individual households with rent. In PY2021, the County of Kauai anticipates receiving approximately \$160,000 in HOME program income, which will be used for TBRA.
<b>Target Date</b>	8/31/2025
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	PY2021 HOME program income of approximately \$160,000 will be used in the County of Kauai's PY2020 TBRA program to provide assistance for up to 40 families with preference to individuals and families who are homeless or at risk of homelessness.
<b>Location Description</b>	County of Kauai.
<b>Planned Activities</b>	Provide rental assistance under the County's TBRA program to families who are homeless or at-risk of homelessness.

**Table 11 – Project Summary Information**

### **AP-40 Section 108 Loan Guarantee – 91.320(k)(1)(ii)**

**Will the state help non-entitlement units of general local government to apply for Section 108 loan funds?**

No

**Available Grant Amounts**

n/a

**Acceptance process of applications**

n/a

### **AP-45 Community Revitalization Strategies – 91.320(k)(1)(ii)**

**Will the state allow units of general local government to carry out community revitalization strategies?**

No

**State's Process and Criteria for approving local government revitalization strategies**

n/a

### **AP-50 Geographic Distribution – 91.320(f)**

**Description of the geographic areas of the state (including areas of low-income and minority concentration) where assistance will be directed**

HOME, ESG and HOPWA funds will be distributed throughout the counties of Hawaii, Kauai and Maui. HTF funds will be distributed in all four counties. Although projects and activities could benefit areas of minority concentration, funds will not be specifically targeted for that sole purpose.

#### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Rural Counties	100
Statewide	100

**Table 12 - Geographic Distribution**

## **Rationale for the priorities for allocating investments geographically**

The City and County of Honolulu receives its own allocation of HOME, ESG and HOPWA funds from HUD. HHFDC and DHS-BESSD have therefore elected to focus the State's HOME, ESG and HOPWA funds in the neighbor island counties of Hawaii, Kauai and Maui. HHFDC's annual HOME fund allocations are rotated between the three counties of Hawaii, Kauai and Maui.

ESG funds for each component (Shelter Operations and Homelessness Prevention and Rapid Rehousing) are distributed based on population ratios: Hawaii (50%); Maui (34%); and Kauai (16%). These ratios are followed as closely as possible, but the allocation is ultimately determined by the number of applicants who are selected from each county through the State's procurement process.

Maui AIDS Foundation (MAF) is the HOPWA project sponsor/lead agency and will provide administrative management and accountability for the agencies which comprise the Neighbor Island HIV/AIDS Coalition (NIHAC): Maui AIDS Foundation, Malama Pono (MP) Health Services (Kauai), and Hawaii Island HIV/AIDS Foundation (HIHAF). HOPWA funds were distributed equitably throughout the counties based on geographic need, unmet needs and acuity levels of individuals/households.

HHFDC's HTF program serves all four counties in the state, including the City and County of Honolulu where more than half of the state's population reside. In general, fifty percent of HHFDC's annual allocation is awarded to the City and County of Honolulu (City) and fifty percent is awarded to one of the neighbor island counties of Hawaii, Kauai, or Maui, on the same rotation as HHFDC's HOME program allocation. For PY2021, the City will not receive an HTF allocation and the County of Hawaii will receive an HTF allocation of approximately \$3,306,921.

## **Discussion**

HHFDC distributes its annual fund allocations to the counties as State Recipients under the HOME program and as Subgrantees under the HTF program. State Recipients/Subgrantees do not allocate their HOME/HTF funds based on geographic areas. Generally, HOME and HTF funds are allocated through a Request for Proposal process, or another county-approved application process, which ranks and rates projects for program eligibility, the extent to which a proposal meets the needs of the community, and meeting the Consolidated Plan priorities, objectives and performance measures.

## **Affordable Housing**

### **AP-55 Affordable Housing – 24 CFR 91.320(g)**

#### **Introduction:**

The State of Hawaii has a severe shortage of affordable housing. Statewide, it is projected that approximately 50,156 housing units will be needed from 2020 to 2025. This includes an estimated backlog of 28,459 housing units and the projected demand for approximately 18,078 new housing units to accommodate household growth. Households with incomes at or below 80% AMI are targeted for rentals and rental assistance; households with incomes from 80% to 140% AMI are targeted for homeownership assistance. Approximately 26,238 affordable rental housing units and 10,066 affordable for-sale units are estimated to be needed by 2025.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	2,000
Non-Homeless	24
Special-Needs	280
Total	2,304

**Table 13 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	145
The Production of New Units	18
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	163

**Table 14 - One Year Goals for Affordable Housing by Support Type**

### **Discussion:**

During the 5-year ConPlan period (PY2020 - PY2024), funds will support the production or preservation of approximately 116 affordable, HOME-assisted rental units and 61 affordable HTF-assisted rental units. Another 250 households will be assisted with HOME TBRA, and approximately 35 households will receive affordable homeownership opportunities under the HOME program.

## **AP-60 Public Housing - 24 CFR 91.320(j)**

### **Introduction:**

Demand for public housing remains high in Hawaii. As of July 1, 2020, the HPHA's waitlist for federal public housing units totaled more than 2,249. Of these, more than 94% were families with extremely low incomes at or below 30% AMI. Waitlisted families with children totaled 1,190, while elderly families and families with disabilities totaled nearly 873 and 834 respectively. Families on HPHA's waitlist for Section 8 as of July 1, 2020 totaled more than 2,950; of these, families with extremely low incomes totaled 2,776. More support and assistance are clearly needed for this segment of the population.

### **Actions planned during the next year to address the needs to public housing**

HPHA will continue to seek partnerships with development partners in going forward with its Public Housing property redevelopment strategy. In addition, HPHA will continue to collaborate with the Resident Advisory Board, resident associations, service providers, legislators, businesses, and various community organizations and members to improve the quantity and quality of HPHA's public housing communities.

HPHA intends to utilize the \$5.135 million in General Obligation bonds appropriated by the Hawaii State Legislature to assist with the capital repairs of health and safety issues at public housing properties.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

HPHA uses various strategies to promote public housing resident involvement with management. More specifically, HPHA encourages and assists Resident Associations in their duties of addressing general and property-specific issues.

HPHA also works with the Resident Advisory Board, made up of public housing property leaders, in reviewing and revising management processes in the HPHA 5-Year and Annual Plan. Meetings include discussion topics that affect all public housing residents, and cover issues related to redevelopment plans, safety and security, and legislative endeavors.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

HPHA is not a troubled agency.

**Discussion:**

## **AP-65 Homeless and Other Special Needs Activities – 91.320(h)**

### **Introduction**

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The State's Outreach Program agencies are considered access points to the CoC's coordinated entry process which begins with the use of the VI-SPDAT, the common triage tool. An important goal of the CoC is to create a by-name list with corresponding VI-SPDAT score so that, based on vulnerability and other prioritization factors, all homeless individuals can be matched with the resources most appropriate to their needs. Assertive community outreach is conducted to identify and engage the homeless. A cohesive, coordinated outreach effort continues in the rural counties to ensure that the individuals and families assessed via VI-SPDAT with the highest acuity are prioritized for a permanent supportive housing level of care. The State Homeless Outreach Program provides comprehensive geographic coverage of the State's four counties: Oahu, Maui, Kauai and Hawaii. The outreach agencies contracted by the State seek out the unsheltered homeless on beaches, in parks, on the streets, and other places where the homeless congregate. The unsheltered homeless and at-risk population who might not otherwise receive assistance are provided with basic intake and assessment to identify their individual needs and barriers.

State services include street outreach and civil legal services. Agencies funded under this opportunity are required to use a Housing First (HF) approach. The goals of the HF approach are to help homeless individuals and families access permanent housing as rapidly as possible by assisting with quickly locating and accessing housing options and connecting them to services and supports that will support housing stabilization. In the HF approach, staff uses assertive engagement strategies and assists individuals and families to develop housing plans, obtain needed documents for the housing application process, obtain income through public benefits and employment, identify and locate suitable housing options, and provides support through the housing location and access processes. DHS/HPO continues to fund legal services in association with its Outreach Program. The primary focus is to provide assistance to resolve legal problems that prohibit program Participants from obtaining permanent housing or will likely result in the loss of permanent housing.

HPO posted a Request For Proposals (RFP) for the State Outreach Program in January, 2021. The RFP complemented the activities referenced above through significant changes in the delivery of outreach

services. The new requirement necessitates a multidisciplinary canvassing team which minimally consists of outreach staff, case manager, licensed social worker, licensed medical and mental health professionals. Activities such as engagement, case management, and medical and mental health services will be robust and focus on increasing opportunities to assess the need of each homeless person to improve and stabilize their physical and mental health, and eventual placement into permanent housing. The RFP also asserts service providers' responsibility to assist participants with document readiness for permanent housing. In addition, agencies are required to provide information on other contracted services to avoid duplication in services and/or co-mingling of funds, and to maximize the type of services received in the designated regions.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The ESG Shelter Operations and the State Homeless Shelter Program will fund emergency and/or transitional shelters with the intent to achieve broad geographic accessibility throughout the state. Hawaii's shelters provide a secure environment where individuals and families can stabilize lives, address needs and strengthen economic situations. These facilities provide a broad spectrum of services, or referral to services, to address the multiple needs of homeless clients, including substance abuse, mental health and educational services; job and life skills training; and family support. All shelters provide access to basic needs, such as a safe and decent place to sleep, prepared meals and/or food/kitchen facilities, hygiene essentials, and clothing.

More recently, diversion and prevention strategies have been applied at emergency shelters. Diversion is a flexible short-term intervention that assists households experiencing homelessness with innovative solutions to overcome their housing crisis and avoid entering the shelter system in the first place. Prevention strategies aim to reduce homelessness through financial assistance and case management supports to keep people in housing from experiencing homelessness. Prevention referrals target resources which are primarily short-term or one-time in nature, such rental assistance, rental/utility arrears and/or utility assistance. Diversion and prevention approaches are typically offered at the point households are seeking shelter or emergency housing options.

The State's emergency shelters are considered access points and are contractually required to utilize the VI-SPDAT and participate in each county's Coordinated Entry System (CES). The system is being further developed as a tool to help emergency and transitional shelter providers better triage the level of care needed by clients, determining which individuals/families could best benefit from shelter services.

In August 2019, DHS/HPO re-issued an RFP which required that shelter services be provided in a manner that is consistent with the Housing First approach. Transitional shelter providers are allowed to utilize beds or units for bridge housing. Providers will be required to follow its CoC CES process and obtain prior written authorization by HPO, and to work closely with a permanent supportive housing program to assist in obtaining permanent housing for the participant. Bridge housing will be used for a short-term stay, generally for up to 90 days, when an individual or family has been offered and accepted a permanent housing intervention (e.g., section 8 voucher, permanent supportive housing voucher, rent to work voucher), but is not able to immediately enter the permanent housing. Additionally, homeless service providers may design and develop services that will be specific to After Care services to effectively assist participants in sustaining their housing.

In February 2019, DHS issued an RFP for the existing Kakaako (Honolulu) Family Assessment Center (FAC) and a new FAC for any county statewide. The target population of the FAC are unsheltered homeless families transitioning to permanent housing. FAC services focus on helping families access permanent housing as rapidly as possible by removing barriers to program entry, assisting with quickly locating and accessing housing options, assisting to access income and benefits, and connecting to community services and supports to promote stability and prevent evictions and returns to

homelessness. The new FAC program has been implemented and being managed by the Neighborhood Place of Puna in Hawaii County.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The State's DHS/HPO will continue to strategically use state funds, which are less restrictive than federal funds, to create a system of care for needy individuals and families at a broad range of AMI. ESG HPRP funds are restricted to those at 30% of AMI, yet there are many people who earn between 30-50% of AMI who need and would benefit from assistance. The State's programs, including the existing Housing Placement Program and State Homeless Emergency Grant program are geared to address those who are in this income level.

The State's Housing First (HF) program requires compliance with HUD's definition in determining priority for permanent supportive housing (PSH). However, there are those who do not reach the required level of chronicity, yet are extremely vulnerable and desperately need housing and supportive services. Hence, the DHS offered an alternative eligibility process in consideration of homeless individuals and families who do not quite meet the criteria of the "chronically homeless" definition. Service providers who recognize these attributes in their clients may request approval from the DHS for placement in permanent housing through the HF program and are expected to do their due diligence by completing the required paperwork. Each request is on a case by case basis, and utilized sparingly.

The State apportioned funding for the HF program based on population: Hawaii County – 50%; Maui County – 34%; and Kauai County – 16%, comparable to the distribution logic for ESG. One provider for each county was selected to provide HF services in its geographic area. The target population to be served by this program is the documented unsheltered (or sheltered in emergency shelters), most vulnerable, chronically homeless.

In December 2020, HPO posted a Request for Proposals for its HF program which emphasized a "move-on strategy." The State recognized that over a period of time mental health, physical health, or other challenges may decrease. Thus, the supportive service needs of PSH participants may be adjusted from intensive supportive services to less intensive mainstream services. However, in many cases the need for financial housing assistance remains, so case managers must continue to work to identify other housing subsidies. Moving on to less service intensive permanent housing assistance is a cost-effective strategy for the community and supports participant choice. The RFP also required that households with income contribute toward their rent, and allows for various types of rental assistance projects to be offered, such as tenant-based rental assistance (TBRA), Sponsor-based rental assistance (SBRA), and Project-based rental assistance (PBRA).

In February 2021, the State issued a Request for Proposal for the Rapid Re-housing (RRH) program. The RFP clearly defined and delineated RRH and Prevention components, which are parts of the total RRH program. The State RRH program will provide financial assistance and support services for those imminently at risk of losing their home within 14 days and homeless individuals and families. State allocates 60% of the total funds to RRH and 40% to prevention. RRH will provide access to financial assistance including rent, utility, and security deposits; and supportive services including housing location support; rent and move-in assistance; housing stabilization and case management services. At-risk and homeless individuals and families earning at or below 50% of the AMI are eligible for this program. RRH providers are required to focus on permanent housing placement, providing clear

identification of activities to ensure compliance with Housing First approach, and working with households with income to contribute towards their rent.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The State, largely through the efforts of the Hawaii Interagency Council on Homelessness (HICH) and its partners, has made progress on addressing discharge planning to address persons leaving mental and physical health institutions. These efforts include newly executed agreements with some of the State's largest hospital systems to aggressively pursue data sharing to address those persons who use emergency services at a disproportionate rate. Cost savings and improved health outcomes can be achieved through better partnerships and a sharing of resources. The HICH has also begun working closely with the State Hospital on possible strategies to provide supportive housing to forensic patients who no longer need a hospital-level of care. Such projects can and will be pursued as "pilot projects" to further develop cost-benefit data. The HICH has been successful in demonstrating that supportive housing is a critical need that stretches across various populations, including the homeless, the mentally ill, reintegrated prisoners. Creating the means to pay for the supportive services that are often required for these specialized populations (whether homeless or not) is being pursued actively with the State's Medicaid program. During the COVID-19 pandemic, the HICH worked together with the Hawaii Department of Health (DOH) and the Continua of Care (CoCs) to establish isolation and quarantine facilities for individuals who were confirmed positive or had close exposure to someone who was confirmed positive. The HICH also worked with DOH to establish a centralized point of entry to isolation and quarantine facilities through the 24/7 Hawaii CARES line, and worked together with the CoCs to discharge individuals to shelter or permanent housing upon exit.

Hospitals and federally qualified health centers (FQHCs) across the State are being actively engaged with the HICH's efforts to end homelessness. As part of the state's strategies, chronic homeless that have the highest acuity have been prioritized for placement and services in permanent supportive housing. This does not mean, however, that other vulnerable populations have been forgotten. The Affordable Care Act (ACA) has prompted hospitals and FQHCs to become more engaged with the homeless system of care. These partnerships have launched additional discussions about how homeless resources may be utilized to prevent exiting patients from becoming homeless again. On Maui, for example, the Maui Memorial Medical Center routinely contacts homeless shelters as a possible discharge resource for their patients. While homeless providers do their best to meet community needs, it is clear that other community-based resources must be developed. On Oahu, the Queen's Medical Center has an agreement in place with a local provider to rent a home to temporarily house post-surgical patients who do not require hospitalization, but have no safe, sanitary home to return to. Patients can remain at the home for a few weeks and receive meals and medical follow up care in that setting. A similar program was recently launched on Maui, and is being considered for Kauai as a pilot project.

The Vulnerability Index and Service Prioritization and Decision Assistance Tool (VI-SPDAT) is being used as a common triage tool by partners and providers across the state of Hawaii. Approximately 2,200+ have been administered since June, 2014. VI-SPDAT data suggests that approximately 30% to 34% of individuals require permanent supportive housing level of care. As more and more partners, including hospitals and jails, administer the VI-SPDAT and add to the aggregate data, the better our system will know our needs and the gaps that exist in the resources for permanent supportive housing.

## **Discussion**

The State will continue to work in coordination with the HICH to further develop working partnerships and collaborations with hospitals and hospital systems, and with the State's Department of Public Safety (DPS) to address discharge planning for special needs populations. For example, the HICH recently worked together with DPS, DOH, and the Hawaii Department of Labor and Industrial Relations (DLIR) to apply for a federal grant to incentivize employers to hire ex-offenders exiting jail/prison to increase opportunities for employment and housing stability for this population. HICH has also worked with the Hawaii Public Housing Authority (HPHA) to support recent applications to expand federal mainstream housing choice vouchers, and specific vouchers for youth at risk of homelessness.

HICH is also coordinating closely with the DHS Med-QUEST Division and managed care organizations (MCOs) regarding the ability for Medicaid to cover supportive services to assist with housing placement and housing retention for individuals who are homeless or at risk of homelessness. Over the past year, the MCOs have established Housing Coordinator positions to coordinate these supportive services. Looking forward, the MCOs are working with the CoCs to enter into data sharing agreements to support the further implementation of supportive services for this population.

HICH is also facilitating ongoing discussion with the Department of Hawaiian Home Lands (DHHL) regarding the use of Native American Housing Assistance and Self-Determination Act (NAHASDA) funds to provide rental subsidies and eviction prevention for native Hawaiians who are homeless or at risk of homelessness. DHHL recently executed a data sharing agreement with the Oahu CoC to identify DHHL beneficiaries in the HMIS or on the By Name List (BNL), and over the next year will explore the possibility of entering into a similar agreement with the CoC for the Balance of State. DHHL is also exploring the possibility of partnership with the MCOs to pair Medicaid supportive services with rental subsidies available through NAHASDA.

In 2020, DOH fully implemented its 24-hour Hawaii CARES line, which streamlines access to behavioral health services for individuals with severe mental illness or substance use disorders. The HICH is working with DOH to ensure the Hawaii CARES line assists homeless service providers to connect individuals with behavioral health needs to DOH resources, such as stabilization beds, residential substance use treatment, or intensive case management services. In addition, DOH and HICH have established a process for individuals to be discharged from behavioral health treatment to permanent housing or bridge housing. The partnership between DOH and the HICH includes training for law enforcement and government land management agencies to be informed about the Hawaii CARES line and other behavioral health programs, including the process to initiate Assisted Outpatient Treatment (AOT) orders for medication for the severely mentally ill.

The Hawai'i Department of Human Services (DHS) is continuing its Imua Kakou program, which allows young adults who turn 18 years old in foster care, or those youth who were adopted or placed in a guardianship after age 16, to participate in the voluntary foster care program until age 21. Imua Kakou provides extended foster board payments, case management support, housing opportunities, training in independent living, assistance in securing jobs or job training, and support to continue education. To participate, the young adult must be: completing high school or a program equivalent; enrolled in post secondary or vocational education; participating in a program to promote employment; employed for at least 80 hours per month; or incapable of doing any of the above activities due to a medical condition.



## AP-70 HOPWA Goals – 91.320(k)(4)

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	9
Tenant-based rental assistance	15
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	24

## AP-75 Barriers to affordable housing – 91.320(i)

### Introduction:

Many factors contribute to the shortage of housing and, consequently, the lack of affordability in the State. Included are demographic changes, market forces, changes in federal housing policy, changes in federal tax policy, and development constraints (including the lack of "reasonably priced," developable land, lack of infrastructure, high development costs, governmental regulations, community opposition, and growing environmental requirements).

**Geographic Limitations:** Hawaii lacks sufficient land near its major population centers. As an island state, Hawaii's percentage of land suitable for development is the lowest among the 50 states. Furthermore, as more area is developed, fewer acres of undeveloped land remain. The value of undeveloped land increases and the political power of owners of developed land grows. Supply is attenuated, which causes prices to rise. Geographic constraints reduce housing supply by limiting housing investment.

**Lack of Major Off-Site Infrastructure:** The lack of off-site infrastructure, such as roads, sewers, water, drainage, and schools, increases the cost of housing. Historically, public infrastructure was developed by local government. However, as the cost of infrastructure increased and development requirements grew, the responsibility for off-site infrastructure was passed to developers, increasing the cost of housing, which is passed to the beneficiaries of the housing units developed: owners and renters of a new development.

**Construction Costs:** Compared to construction costs across the mainland U.S., Hawaii's construction costs are high. Significant contributions to building costs are unionization, local wages, local topography, and the regulatory environment. Construction costs can rise sharply in construction boom periods and makes tight-margin projects like workforce housing challenging to complete. The cost of construction is impacted by the high cost of litigation and insurance that are factored into the price of goods and services. Insurance coverages include property, general liability, professional liability, excess liability, unemployment, health, auto, workers compensation, business interruption, and even terrorism.

**Government Regulations:** The purpose of housing planning and regulation is to bring order to the development of cities and towns, protect people against arbitrary development practices and, more recently, to protect the character of neighborhoods as they exist. They are intended to promote public health and safety, control or direct growth, target resources, and prioritize areas of importance. However, these policies and regulations unintentionally add to the cost of housing.

**Tax Policy -** Taxes add to the cost of housing production. The 4% general excise tax (and additional 0.5% county surcharge tax in the City and County of Honolulu) is levied on rental receipts, construction

materials, and personal services, such as architectural and engineering fees. A conveyance tax of 10 cents per \$100 of purchase price for residential properties valued at \$600,000 or less, 20 cents per \$100 of purchase price for residential properties valued at \$600,000 or more but less than \$1 million, and escalates for properties valued at more than \$1,000,000. County and real property taxes are levied based upon the assessed valuation of the property.

Mini Davis-Bacon requirements - Act 294, SLH 1990, requires HHFDC and the counties to comply with the prevailing wage requirements of the State Labor Department for any project receiving tax credits or other assistance under the provisions of Chapter 201H, HRS. This requirement may add substantially to the cost of a housing project, sometimes by as much as 20%.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

Integral to any strategy to remove or ameliorate barriers to affordable housing is collaboration through public-private partnerships. Partnerships are needed to educate decision-makers, be at the table to champion affordable housing, and find ways to incentivize the development of affordable housing. HHFDC will take the following actions to remove or ameliorate the development of affordable housing:

- Infrastructure strategies: Implement alternative financing mechanisms to fund infrastructure improvements including community facilities districts and tax increment financing. Explore mixed-use developments that incorporate affordable housing and other community services in close proximity to high quality public transit.
- Resource strategies: Continue to make government land and financing resources (e.g., Rental Housing Revolving Fund, LIHTCs) available for affordable housing developments. Explore alternative financing sources including a Transit Oriented Affordable Housing (TOAH) funds which is a public-private financing resource funded by government, philanthropic and financial entities for the development of affordable housing and community facilities near transit lines. Continue to advocate for funding for the Rental Housing Revolving Fund and capital improvement project funds for affordable rental housing projects. Explore additional incentives for private development participation in the development of affordable housing. Also explore opportunities to collaborate with new public partners in the mixed-use residential development of government land.
- Government regulations strategies: Continue to utilize Section 201H-38, Hawaii Revised Statutes (HRS), which provides eligible affordable housing projects with an expedited process to obtain land use and zoning approvals. It also provides greater flexibility in the design of housing projects. Continue to work to accelerate regulatory and building permits by supporting third party reviews, eliminating duplicative reviews at the State and County levels, and creating design standards for workforce housing, as well as transit-oriented development. Participation in pilot projects, such as micro-apartment units or container housing, to find ways to reduce development costs.
- Tax Policy strategies: Continue to utilize Section 201H-36, HRS, which authorizes HHFDC and the counties to approve and certify for exemption from general excise taxes any qualified person or firm involved with a newly constructed or moderately or substantially rehabilitated affordable housing project. Provide lawmakers with information on the success of housing bond and Low Income Housing Tax Credit programs and request increased credit resources to help increase the production of affordable housing.

**Discussion:**

## **AP-85 Other Actions – 91.320(j)**

### **Introduction:**

As a condition to receiving HUD Community Planning & Development funds such as HOME, HTF or ESG, grantees like HHFDC and DHS-BESSD are required to affirmatively further the purposes of the Fair Housing Act. To help identify impediments to fair housing choice, grantees conduct an Analysis of Impediments to Fair Housing Choice (AI) that analyzes existing conditions affecting Fair Housing, identifies impediments to fair housing, and proposes an agency action plan outlining steps to reduce the impediments. Generally, HHFDC has updated its AI every five years to coincide with the Consolidated Plan.

In 2019, HHFDC and its housing partners (Hawaii Public Housing Authority (Lead), HHFDC, DHHL, DHS-BESSD, and the housing agencies of all four counties) pooled their resources and contracted with the University of Hawaii to conduct an AI that focused on each agency's internal policies and procedures that could impede efforts to affirmatively further fair housing, and identified actions to improve each agency's fair housing efforts. This focus on internal policies and procedures was a result of agency staff providing incorrect or conflicting information to the public and a desire to improve the delivery of fair housing information to the public. UH reviewed internal policies and procedures relating to fair housing and conducted a staff survey of each agency. The survey was focused on determining the level of staff's fair housing knowledge and agency procedures in providing fair housing information to the public. In HHFDC's AI, UH recommended several actions to improve the delivery of fair housing information to the public. First and foremost, the AI recommended that agency staff receive fair housing education. It also recommended that HHFDC's policies and procedures be updated to reflect current fair housing requirements, and that the updated policies and procedures be disseminated to the staff and public through its programs. The AI encouraged the continuance of providing fair housing education for landlords, tenants, agencies and the general public and, finally, recommended that HHFDC documents its efforts to overcome patterns of segregation in favor of integrated and balanced areas of living and opportunity. The AI can be viewed on HHFDC's website at <https://dbedt.hawaii.gov/hhfdc>.

### **Actions planned to address obstacles to meeting underserved needs**

Major obstacles to meeting underserved needs are the severe shortage of affordable housing and the lack of funding. To address these obstacles, the State will pursue, or continue to pursue, the following:

- advocate for increases in State funding to support the development of affordable housing, homelessness prevention and rapid re-housing activities, and for homeless/shelter services and improvements;
- consolidate CoC SuperNOFA applications for funding to meet underserved needs and provide technical assistance to improve outcomes;
- work with State Recipients and Subgrantees to improve the administration of the HOME and HTF programs;
- leverage federal resources such as HOME, HTF and ESG funds to provide low-cost rental units for transitional housing and supportive services to homeless populations, and to sheltered families who are at risk of becoming homeless;
- apply for competitive federal funds to acquire/build supportive housing to meet the housing and service needs of the chronically homeless and homeless families;

- continue programs to help homeless, Section 8 voucher holders, and at-risk families in securing private sector permanent housing with assistance in first month's rent, rental deposit, landlord intervention to foster good tenants, landlord solicitation to increase the number of available units, budgeting classes, and other support services.

### **Actions planned to foster and maintain affordable housing**

Part of the plans to foster and maintain affordable housing is to remove or ameliorate barriers to affordable housing. HHFDC plans to collaborate through public-private partnerships to educate decision-makers, be at the table to champion affordable housing, and find ways to incentivize the development of affordable housing.

HHFDC will continue to make government land and financing resources (e.g., Rental Housing Revolving Funds, Low Income Housing Tax Credits) available for affordable housing development, and explore alternative financing sources including a Transit Oriented Affordable Housing (TOAH) Fund which is a public-private financing resource funded by government, philanthropic and financial entities for the development of affordable housing and community facilities near transit lines.

HHFDC will continue to advocate for funding for the Rental Housing Revolving Fund and capital improvement project funds for affordable rental housing project, explore additional incentives for private development participation in the development of affordable housing; and explore opportunities to collaborate with new public partners in the mixed-use residential development of government land.

### **Actions planned to reduce lead-based paint hazards**

While almost all of HPHA's family projects have been tested and either encapsulated or abated, the state Department of Health requires that with each modernization, updated test results must be provided that is no more than two years old. Therefore, when doing modernization, HPHA will include LBP testing as part of the scope and abate/encapsulate as required or treat the entire project as under the assumption that it is lead-containing and monitor and abate/encapsulate as required in lieu of obtaining new test reports.

### **Actions planned to reduce the number of poverty-level families**

The mission of the State Department of Human Services (DHS) is to direct resources toward protecting and helping those least able to care for themselves and to provide services designed towards achieving self-sufficiency for clients as quickly as possible. The production and preservation of affordable housing provide housing stability that assists families in their efforts to attain economic self-sufficiency. HHFDC, DHS-BESSD, HPHA and the counties will continue to consult with DHS to coordinate and maximize program benefits to poverty-level families. The affordable housing strategy will assist to reduce the number of poverty-level families.

### **Actions planned to develop institutional structure**

HHFDC, DHS-BESSD, and the counties will continue to take the lead in implementing the state Consolidated Plan, in consultation with an extensive network of public and private organizations involved with providing affordable housing, special needs housing, and supportive services. The strengths of the delivery system in the State are derived from the many different entities striving toward one common goal: to provide for more affordable and supportive housing in the State. State, federal, and county agencies, private nonprofits, private social service providers, private lenders, and private for-profit developers are partnering to respond to the urgency of the housing situation in Hawaii. Each stakeholder in the delivery system contributes resources and expertise from its specific area of

operation. In overcoming gaps in the delivery system, an integrated approach will be undertaken to achieve a common vision for housing. Commitment, coordination and collaboration among and within all levels of government, private sector, nonprofits and consumers are necessary. In the homeless arena, the Hawaii Interagency Council on Homelessness is achieving this integrated approach to increase the state's capacity to end homelessness, through collaborative efforts across government agencies and service providers.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

HHFDC, DHS-BESSD and the counties will solicit nonprofit developers and service providers to continue to provide affordable rental and for-sale housing, self-help housing, and housing for special needs groups. Private industry, including for-profit developers and financial institutions, will play a major role in expanding affordable housing opportunities for Hawaii's low- and moderate-income households. Private foundations will be a source of grants and other resources. Faith-based groups will provide grants, manpower, support services, and other resources, primarily for the most vulnerable populations, such as the homeless and persons with special housing needs. Government agencies involved with the "bricks and mortar" of housing and related infrastructure, including HHFDC, the Department of Hawaiian Home Lands, county housing agencies, HUD, and USDA-Rural Development, will facilitate the development of affordable housing by providing financing tools and other resources. Governmental agencies involved with the provision of human services and health, including the Departments of Health and Human Services, will provide resources either directly to clients or through nonprofit health and service providers to support low- and moderate-income households.

### **Discussion:**

## **Program Specific Requirements**

### **AP-90 Program Specific Requirements – 91.320(k)(1,2,3)**

#### **Introduction:**

#### **HOME Investment Partnership Program (HOME) Reference 24 CFR 91.320(k)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The forms of assistance provided under the State's HOME program will be consistent with 24 CFR 92.205. No other forms of investments will be provided.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

When HOME funds are used for homebuyer assistance or the development of homeownership housing, the HHFDC requires State Recipients to establish and impose resale or recapture provisions in accordance with HOME regulations to ensure affordability in subsequent sales during the affordability period.

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 County agreement, 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 HOME funds within the affordability period, and when the recipient ceases to use the property constructed, rehabilitated and/or renovated with HOME funds for the affordability period, 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:

- 1) For fee-simple sales, the County will utilize a recapture provision. If a homeowner elects to transfer or sell the HOME-assisted property prior to the end of the HOME affordability period, the total amount of HOME funds provided shall be due to the County from available net proceeds.
- 2) For leasehold sales, the County will utilize a resale provision. If a homeowner elects to transfer or sell the HOME-assisted property prior to the end of the HOME affordability period, the property must be sold to another HOME-eligible purchaser. The fair return for resale will be established 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 seller'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 the area median income.

if a HOME-assisted unit is sold, conveyed or transferred during the affordability period, the County of Maui requires recapture of the total amount of the HOME investment for the unit, less the HOME investment amount prorated for the length of time the homeowner owned and occupied the unit. The homeowner may recover the homeowner's entire investment (down payment and capital improvements made since purchase) before any of the Direct Subsidy is recaptured. 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.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

HHFDC requires all HOME-assisted housing meet the HOME affordability requirements for rental and homeownership housing units and requires State Recipients to repay HOME funds to HHFDC if affordability requirements are not met. Each State Recipient must require its recipients to maintain all affordability requirements through the execution of deed restrictions and lien recordings or through the filing of restrictive covenants running with the land.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

HHFDC does not plan to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds.

**Emergency Solutions Grant (ESG)  
Reference 91.320(k)(3)**

1. Include written standards for providing ESG assistance (may include as attachment)

Subrecipient agencies providing ESG assistance are contractually required by the State, detailed in the Scope of Service, to follow standards in accordance with 24CFR Part 576 Part 576. Eligibility standards are written in DHS/HPO's ESG Policies and Procedures (P&P) Manual as stated in **"ESG Exhibit A."**

BTG has approved written standards for providing ESG and CoC Program Rapid Re-housing assistance. Pending P&Ps relating to ESG funded Outreach, Shelter, and Homelessness Prevention are currently being drafted and are estimated to be completed by June 2021. General information about BTG, including existing, approved P&Ps can be found at the BTG website:  
<https://www.btghawaii.org/about/>

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

BTG has approved written standards for the implementation of the Coordinated Entry System (CES Manual can be found at: <https://www.btghawaii.org/about/>.) BTG's CES Manual establishes written standards for consistent, transparent and impartial access to housing and support services interventions. The written standards describe who will be prioritized for assistance and define specific roles and responsibilities of access points and county conveners.

BTG's CES process begins with assertive community outreach to identify and engage the homeless, then utilizing the VI-SPDAT to assign a vulnerability score. The CoC has reached its goal of creating a by-name list by county with corresponding VI-SPDAT scores so that, based on vulnerability and other prioritization factors, all homeless individuals can be matched with the resources most appropriate to their needs. When necessary, local representatives will convene case conferencing (CC) meetings throughout all rural county jurisdictions. CC is the venue where client needs are discussed and services are offered to meet those needs. CC also provides the opportunity for communities to assess the needs of the homeless and begin to document the gaps that exist in the service system. Within the CoC, it is known that the current supply of affordable housing does not meet the demand for those most in need, making the need for an efficient coordinated entry process that much more important.

BTG and the HMIS Administration team continue to utilize its fully automated the CES referral process. These enhancements in HMIS created efficiencies in the system in terms of placing/housing clients, expand autonomy for providers, and allow the CoCs to use system data more confidently to drive policy and funding decisions.

In addition, the State Shelter RFP (posted in August 2019) required awarded providers to complete an assessment using the Service Prioritization Decision Assistance Tool (SPDAT). The SPDAT is an evidence-informed approach to assess an individual's or family's needs and identifies the areas in the person/family's life where support is most likely necessary in order to avoid housing instability. Service providers shall assess program participant's service needs within 7 days of program entry, update the assessment at least monthly, and ensure assessments are signed by the Participant, case manager, and supervisor and dated.

PY21 will see a renewed emphasis and expansion of virtual training activities targeted to neighbor island providers. Topics will include:

- An overview of the CES processes;
- Data quality fundamentals - best practices for effective referrals, and updates to referral and assessment records;
- Methods for updating referrals and assessments as households are placed in housing resources;
- Review of HMIS Referral Reports (Main and sub-reports), and using system contact and case note functionality to enhance communication among providers;
- New consent summary reports;
- An overview of upcoming changes to the referral process based on system automation;
- Review of current CES related reports in HMIS;
- Review of client document readiness;
- Review of updated VI SPDAT and BNL prioritization and policies;
- Step by step instructions on requesting referrals to TH, RRH & PSH programs in HMIS; and
- Discussion regarding re-assignments and manual referrals.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The Department of Human Services first posts a Request for Information (RFI) on the State Procurement Office (SPO) and more recently, on the BTG websites. Publication on a public website allows the State to reach a wide variety of interested stakeholders including non-profit, private community and faith-based organizations. Additionally, the notice of publication is delivered through each local chapter listserv. The RFI is created in such a way that does not preclude providers from applying that previously had not received ESG funding.

The RFI requires work plan forms to identify clear goals, objectives and outcomes for two distinct programs: ESG Shelter Operations and ESG Homelessness Prevention and Rapid Re-Housing (HPRP). The Housing Opportunities for Persons with AIDS (HOPWA) RFI is simultaneously posted and follows the same processes and procedures as ESG. Eligible applicants (provider agencies) submit their project information in strict accordance to the RFI requirements within the specified deadline. DHS/HPO reviews the applications and may request additional information from the applicants, if necessary. Applications are competitive and evaluated by a team consisting of individuals with no conflict of interest, representing each of the three CoC county chapters and the State. In general, applications are scored according to completeness of the application; agency's qualifications; financial feasibility; past performance; and agency's participation in CoC activities. The evaluation committee selects the awardees (usually agencies scoring 70% or higher). HPO verifies that the awardee agencies and its principals are not suspended or disbarred or otherwise excluded from participating in the transaction per 2 CFR section 180.995. This verification is accomplished by running a report for each agency through the System for Award Management (SAM) website. Awardees are notified through written notices.

HPO submits a combined proposal on behalf of the ESG/HOPWA awardees through the related sections of the Annual Action Plan to the Hawaii Housing Finance and Development Corporation (HHFDC). HHFDC consolidates the HOME, ESG and HOPWA information and publishes a draft Annual Action Plan for a 30 day comment period. After the 30 day comment period, HHFDC seeks consideration and approval from the HHFDC Board. When approved, HHFDC submits the plan to HUD by the established deadline. After review by HUD, HHFDC is notified of the award and a grant agreement is executed. The grant agreement names the Department of Human Services as the department designated to administer the grant. (DHS and HHFDC maintain a memorandum of agreement for the administration of the ESG and HOPWA programs.) DHS executes contracts with the selected provider agencies. Award list is posted on the SPO website as contracts are executed.



4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The Bridging the Gap governance charter stipulates that a minimum of nine individuals shall comprise the BTG Board. Each of the three county chapters (Maui, Kauai and Hawaii) shall name three individuals from their membership to participate on the BTG board. One out of the three selected people shall be a representative of the respective county government. The second representative shall be the chair of the local chapter or their designated representative. The remaining member of the counties' delegation shall be chosen from the chapters' general voting membership. If one of the nine does not meet the homeless or formerly homeless criteria, then an individual meeting those criteria will be selected from the general membership.

5. Describe performance standards for evaluating ESG.

The HEARTH Act of 2009 amended and reauthorized the McKinney-Vento Homeless Assistance Act with substantial changes, including an increase in emphasis on system performance. These performance criteria encourage CoCs in coordination with ESG Program recipients and all other homeless assistance stakeholders in the community, to regularly measure their progress in meeting the needs of people experiencing homelessness in their community and to report this progress to HUD. Specifically, BTG's System Performance Measures (SPM) assess the CoC's performance relative to the following:

- Measure 1: Length of Time Persons Remain Homeless (LOT)
- Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness
- Measure 3: Number of Homeless Persons served: (a) in the most Recent Point-In-Time Count; (b) Annually
- Measure 4: Employment and Income Growth for Homeless Persons in CoC-funded Projects
- Measure 5: Persons Homeless for the First Time within the Last 2 Years
- Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing
- SPM Data Quality thresholds for Exit Destination Error

### **Housing Trust Fund (HTF) Reference 24 CFR 91.320(k)(5)**

1. How will the grantee distribute its HTF funds? Select all that apply:

☒ Subgrantees that are HUD-CPD entitlement grantees

2. If distributing HTF funds through grants to subgrantees, describe the method for distributing HTF funds through grants to subgrantees and how those funds will be made available to state agencies and/or units of general local government. If not distributing funds through grants to subgrantees, enter "N/A".

See HHFDC's PY2021 HTF Allocation Plan (page 1, section II. Distribution of Funds), attached as "**HTF Exhibit A.**"

3. If distributing HTF funds by selecting applications submitted by eligible recipients,  
a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2).  
If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

n/a

b. Describe the grantee's application requirements for eligible recipients to apply for HTF funds.  
If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

n/a

c. Describe the selection criteria that the grantee will use to select applications submitted by  
eligible recipients. If not distributing funds by selecting applications submitted by eligible  
recipients, enter "N/A".

n/a

d. Describe the grantee's required priority for funding based on geographic diversity (as defined  
by the grantee in the consolidated plan). If not distributing funds by selecting applications  
submitted by eligible recipients, enter "N/A".

n/a

e. Describe the grantee's required priority for funding based on the applicant's ability to  
obligate HTF funds and undertake eligible activities in a timely manner. If not distributing funds  
by selecting applications submitted by eligible recipients, enter "N/A".

n/a

f. Describe the grantee's required priority for funding based on the extent to which the rental  
project has Federal, State, or local project-based rental assistance so that rents are affordable  
to extremely low-income families. If not distributing funds by selecting applications submitted  
by eligible recipients, enter "N/A".

n/a

g. Describe the grantee's required priority for funding based on the financial feasibility of the  
project beyond the required 30-year period. If not distributing funds by selecting applications  
submitted by eligible recipients, enter "N/A".

n/a

h. Describe the grantee's required priority for funding based on the merits of the application in  
meeting the priority housing needs of the grantee (such as housing that is accessible to transit  
or employment centers, housing that includes green building and sustainable development  
features, or housing that serves special needs populations). If not distributing funds by  
selecting applications submitted by eligible recipients, enter "N/A".

n/a

i. Describe the grantee's required priority for funding based on the extent to which the application makes use of non-federal funding sources. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

n/a

4. Does the grantee's application require the applicant to include a description of the eligible activities to be conducted with HTF funds? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

N/A

5. Does the grantee's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

N/A

**6. Performance Goals and Benchmarks.** The grantee has met the requirement to provide for performance goals and benchmarks against which the grantee will measure its progress, consistent with the grantee's goals established under 24 CFR 91.315(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

Yes

**7. Maximum Per-unit Development Subsidy Amount for Housing Assisted with HTF Funds.** Enter or attach the grantee's maximum per-unit development subsidy limits for housing assisted with HTF funds. The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area. If the grantee will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME's maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

See attached Exhibit "HTF Exhibit A," pages 6-7.

**8. Rehabilitation Standards.** The grantee must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The grantee's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The grantee must attach its rehabilitation standards

below. In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

See attached Exhibit "**HTF Exhibit A**," starting at page 7.

**9. Resale or Recapture Guidelines.** Below, the grantee must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".

n/a

**10. HTF Affordable Homeownership Limits.** If the grantee intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A". Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the grantee must not limit or give preferences to students. The grantee may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303(d)(3) only if such limitation or preference is described in the action plan.

n/a

**12. Refinancing of Existing Debt.** Enter or attach the grantee's refinancing guidelines below. The guidelines describe the conditions under which the grantee will refinance existing debt. The grantee's refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the grantee will not refinance existing debt, enter "N/A."

n/a

#### **Discussion:**

The State's DHS-BESSD, Homeless Programs Office, administers the HOPWA program. They select project sponsors through a competitive Request for Information (RFI) process. The RFI is issued under the provisions of Chapter 103F, Hawaii Revised Statutes, and its Administrative Rules.

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>		
<b>* 3. Date Received:</b> <input type="text"/>		<b>4. Applicant Identifier:</b> <input type="text" value="159999"/>
<b>5a. Federal Entity Identifier:</b> <input type="text"/>		<b>5b. Federal Award Identifier:</b> <input type="text"/>
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> <input type="text"/>		<b>7. State Application Identifier:</b> <input type="text"/>
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> <input type="text" value="Hawaii Housing Finance and Development Corporation"/>		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="14-1967871"/>		<b>* c. Organizational DUNS:</b> <input type="text" value="8044126610000"/>
<b>d. Address:</b>		
<b>* Street1:</b> <input type="text" value="677 Queen Street, Suite 300"/>		
<b>Street2:</b> <input type="text"/>		
<b>* City:</b> <input type="text" value="Honolulu"/>		
<b>County/Parish:</b> <input type="text"/>		
<b>* State:</b> <input type="text" value="HI: Hawaii"/>		
<b>Province:</b> <input type="text"/>		
<b>* Country:</b> <input type="text" value="USA: UNITED STATES"/>		
<b>* Zip / Postal Code:</b> <input type="text" value="96813-5176"/>		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> <input type="text" value="DBEDT"/>		<b>Division Name:</b> <input type="text" value="HHFDC"/>
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> <input type="text" value="Ms."/>		<b>* First Name:</b> <input type="text" value="Denise"/>
<b>Middle Name:</b> <input type="text"/>		
<b>* Last Name:</b> <input type="text" value="Iseri-Matsubara"/>		
<b>Suffix:</b> <input type="text"/>		
<b>Title:</b> <input type="text" value="Executive Director"/>		
<b>Organizational Affiliation:</b> <input type="text"/>		
<b>* Telephone Number:</b> <input type="text" value="(808) 587-0639"/>		<b>Fax Number:</b> <input type="text" value="(808) 587-0600"/>
<b>* Email:</b> <input type="text" value="denise.iseri-matsubara@hawaii.gov"/>		

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

U. S. Department of Housing and Urban Development

### 11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnerships program

### \* 12. Funding Opportunity Number:

n/a

\* Title:

PY2021 HOME Investment Partnerships

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

County of Hawaii: TBRA, University Heights Home Reconstruction, Affordable Homes for Puna Families. County of Kauai: TBRA (Program Income). Administration.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

\* a. Applicant

1

\* b. Program/Project

2

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

\* a. Start Date:

07/01/2021

\* b. End Date:

06/30/2022

18. Estimated Funding (\$):

\* a. Federal

3,000,000.00

\* b. Applicant

277,340.00

\* c. State

\* d. Local

\* e. Other

\* f. Program Income

235,000.00

\* g. TOTAL

3,512,340.00

\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

☐ Yes

☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

Ms.

\* First Name:

Denise

Middle Name:

\* Last Name:

Matsubara

Suffix:

\* Title:

Executive Director

\* Telephone Number:

(808) 587-0641

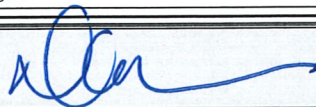
Fax Number:

(808) 587-0600

\* Email:

denise.iseri-matsubara@hawaii.gov

\* Signature of Authorized Representative:



\* Date Signed:

MAY 14, 2021





PY2021 -- National Housing  
Trust Fund Program  
SF-424

OMB Number: 4040-0004  
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>		
<b>* 3. Date Received:</b> <input type="text"/>		<b>4. Applicant Identifier:</b> <input type="text" value="159999"/>
<b>5a. Federal Entity Identifier:</b> <input type="text"/>		<b>5b. Federal Award Identifier:</b> <input type="text"/>
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<b>* a. Legal Name:</b> <input type="text" value="Hawaii Housing Finance and Development Corporation"/>		
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<b>* Country:</b> <input type="text" value="USA: UNITED STATES"/>		
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<b>e. Organizational Unit:</b>		
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<b>* Last Name:</b> <input type="text" value="Iseri-Matsubara"/>		
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<b>Title:</b> <input type="text" value="Executive Director"/>		
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<b>* Telephone Number:</b> <input type="text" value="(808) 587-0639"/>		<b>Fax Number:</b> <input type="text" value="(808) 587-0600"/>
<b>* Email:</b> <input type="text" value="denise.iseri-matsubara@hawaii.gov"/>		

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

U. S. Department of Housing and Urban Development

### 11. Catalog of Federal Domestic Assistance Number:

14.275

CFDA Title:

HOME Investment Partnerships program

### \* 12. Funding Opportunity Number:

n/a

\* Title:

PY2021 National Housing Trust Fund

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

County of Hawaii: West Kawili Senior/Veteran Housing; Admin.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

\* a. Applicant

1

\* b. Program/Project

2

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

\* a. Start Date:

07/01/2021

\* b. End Date:

06/30/2022

18. Estimated Funding (\$):

\* a. Federal

3,480,969.00

\* b. Applicant

23,920,120.00

\* c. State

16,563,387.00

\* d. Local

\* e. Other

3,844,000.00

\* f. Program Income

\* g. TOTAL

47,808,476.00

\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

☐ Yes

☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

Ms.

\* First Name:

Denise

Middle Name:

\* Last Name:

Matsubara

Suffix:

\* Title:

Executive Director

\* Telephone Number:

(808) 587-0641

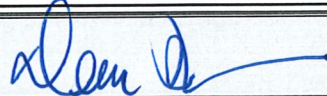
Fax Number:

(808) 587-0600

\* Email:

denise.iseri-matsubara@hawaii.gov

\* Signature of Authorized Representative:



\* Date Signed:

MAY 14, 2021



## Application for Federal Assistance SF-424

## \* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application


## \* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

## \* If Revision, select appropriate letter(s):

## \* Other (Specify):

## \* 3. Date Received:

Completed by Grants.gov 

## 4. Applicant Identifier:

## 5a. Federal Entity Identifier:

## 5b. Federal Award Identifier:

E-21-DC-0001

## State Use Only:

## 6. Date Received by State:

## 7. State Application Identifier:

## 8. APPLICANT INFORMATION:

## \* a. Legal Name:

State of Hawaii

## \* b. Employer/Taxpayer Identification Number (EIN/TIN):

14-1967871

## \* c. Organizational DUNS:

80-441-2661

## d. Address:

## \* Street1:

1010 Richards Street, Suite 312

## Street2:

## \* City:

Honolulu

## County/Parish:

## \* State:

HI: Hawaii

## Province:

## \* Country:

USA: UNITED STATES

## \* Zip / Postal Code:

96813-2940

## e. Organizational Unit:

## Department Name:

Department of Human Services

## Division Name:

Benefit, Employment &amp; Support Svc

## f. Name and contact information of person to be contacted on matters involving this application:

## Prefix:

Mr.

## \* First Name:

Harold

## Middle Name:

## \* Last Name:

Brackeen

## Suffix:

III

## Title:

Homeless Programs Administrator

## Organizational Affiliation:

## \* Telephone Number:

(808) 586-7072

## Fax Number:

(808) 586-5239

## \* Email:

hbrackeeniii@dhs.hawaii.gov

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

U.S. Department of Housing & Urban Development

### 11. Catalog of Federal Domestic Assistance Number:

14.231

CFDA Title:

Emergency Solutions Grant Program

### \* 12. Funding Opportunity Number:

HMS-224-19-09-HPO

\* Title:

Program Year 2021 Emergency Solutions Grant

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Family Life Center  
Child and Family Services  
Hope Services Hawaii

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

1

\* b. Program/Project

2

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

07/01/2021

\* b. End Date:

06/30/2022

**18. Estimated Funding (\$):**

\* a. Federal

444,100.00

\* b. Applicant

\* c. State

6,246,415.00

\* d. Local

\* e. Other

\* f. Program Income

\* g. TOTAL

6,690,515.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

Ms.

\* First Name:

Cathy

Middle Name:

\* Last Name:

Betts

Suffix:

\* Title:

Director, Department of Human Services

\* Telephone Number:

(808) 586-4997

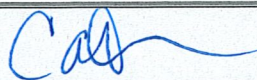
Fax Number:

(808) 586-4890

\* Email:

cbetts@dhs.hawaii.gov

\* Signature of Authorized Representative:



\* Date Signed:

MAY 14, 2021





## Application for Federal Assistance SF-424

## \* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

## \* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

## \* If Revision, select appropriate letter(s):

## \* Other (Specify):

## \* 3. Date Received:

Completed by Grants.gov 

## 4. Applicant Identifier:

## 5a. Federal Entity Identifier:

## 5b. Federal Award Identifier:

HI-H21-F999

## State Use Only:

## 6. Date Received by State:

## 7. State Application Identifier:

## 8. APPLICANT INFORMATION:

## \* a. Legal Name:

State of Hawaii

## \* b. Employer/Taxpayer Identification Number (EIN/TIN):

14-1967871

## \* c. Organizational DUNS:

80-441-2661

## d. Address:

## \* Street1:

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## Street2:

## \* City:

Honolulu

## County/Parish:

## \* State:

HI: Hawaii

## Province:

## \* Country:

USA: UNITED STATES

## \* Zip / Postal Code:

96813-2940

## e. Organizational Unit:

## Department Name:

Department of Human Services

## Division Name:

Benefit, Employment &amp; Support Svc

## f. Name and contact information of person to be contacted on matters involving this application:

## Prefix:

Mr.

## \* First Name:

Harold

## Middle Name:

## \* Last Name:

Brackeen

## Suffix:

III

## Title:

Homeless Programs Administrator

## Organizational Affiliation:

## \* Telephone Number:

(808) 586-7072

## Fax Number:

(808) 586-5239

## \* Email:

hbrackeeniii@dhs.hawaii.gov

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. Department of Housing & Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.241

CFDA Title:

Housing Opportunities for Persons With AIDS

**\* 12. Funding Opportunity Number:**

HMS-224-20-03-HPO

\* Title:

Program Year 2021 Housing Opportunities for Persons With AIDS

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Areas Affected: Kauai, Maui, Hawaii Counties  
Maui AIDS Foundation -Lead Agency and Project Sponsor (Maui County)  
Malama Pono -Kauai County  
Hawaii Island HIV/AIDS Foundation (Hawaii County)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

1

\* b. Program/Project

2

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

07/01/2021

\* b. End Date:

06/30/2022

**18. Estimated Funding (\$):**

\* a. Federal

270,474.00

\* b. Applicant

\* c. State

\* d. Local

\* e. Other

\* f. Program Income

\* g. TOTAL

270,474.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

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**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

Ms.

\* First Name:

Cathy

Middle Name:

\* Last Name:

Betts

Suffix:

\* Title:

Director, Department of Human Services

\* Telephone Number:

(808) 586-4997

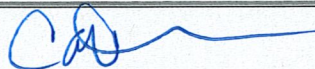
Fax Number:

(808) 586-4890

\* Email:

cbetts@dhs.hawaii.gov

\* Signature of Authorized Representative:



\* Date Signed:

MAY 14, 2021



ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

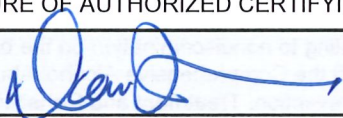
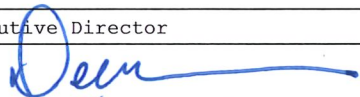
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Executive Director 
APPLICANT ORGANIZATION State of Hawaii - Hawaii Housing Finance & Development Corp.	DATE SUBMITTED MAY 14, 2021



ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

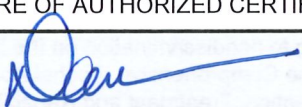
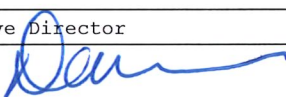
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
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17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Executive Director 
APPLICANT ORGANIZATION State of Hawaii - Hawaii Housing Finance & Development Corp.	DATE SUBMITTED MAY 14, 2021



## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

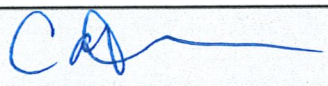
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
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20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	<div data-bbox="898 1318 1481 1348" style="border: 1px solid black; padding: 2px;">Director</div>
APPLICANT ORGANIZATION	DATE SUBMITTED
<div data-bbox="121 1453 862 1482" style="border: 1px solid black; padding: 2px;">State of Hawaii, Department of Human Services</div>	<div data-bbox="898 1453 1481 1482" style="border: 1px solid black; padding: 2px;">MAY 14, 2021</div>

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

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**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Director
APPLICANT ORGANIZATION	DATE SUBMITTED
State of Hawaii, Department of Human Services	MAY 14, 2021

## 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.

**Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the State's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.



Signature of Authorized Official

MAY 14, 2021

Date

Executive Director

Title

## Specific HOME Certifications

The State certifies that:

**Tenant Based Rental Assistance** -- If it plans to use HOME funds for tenant-based rental assistance, 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.

**Subsidy Layering** -- 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 of Authorized Official

MAY 14, 2021

\_\_\_\_\_  
Date

Executive Director

\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **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.





## 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.

**Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the State's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

  
\_\_\_\_\_  
Signature of Authorized Official

MAY 14, 2021  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Title

## **Emergency Solutions Grant 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/renovation** – 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 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.

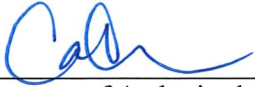
**Essential Services and Operating Costs** – If ESG funds are used for shelter operations or essential services related to street outreach or emergency shelter, the subrecipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, 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 assisted under ESG, 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.



\_\_\_\_\_  
Signature of Authorized Official

MAY 14, 2021

\_\_\_\_\_  
Date



\_\_\_\_\_  
Title

## Housing Opportunities for Persons With AIDS 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 consolidated plan:

1. For a period of not less than 10 years, in the case of any building or structure purchased, leased, rehabilitated, renovated, or converted with HOPWA assistance,
2. For a period of not less than 3 years, in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.



\_\_\_\_\_  
Signature of Authorized Official

MAY 14, 2021

\_\_\_\_\_  
Date

Director

\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **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.



# **STATE OF HAWAII**

## **EXHIBIT A**

### **Evaluation of Past Performance – HUD's Annual Community Assessment and Governor's Response**

Referenced in

**AP-05 – Executive Summary**







OFFICE OF COMMUNITY PLANNING  
AND DEVELOPMENT  
9CD-21103

**U.S. Department of Housing and Urban Development**

Honolulu Field Office – Region IX  
1132 Bishop Street, Suite 1400  
Honolulu, Hawaii 96813  
<http://www.hud.gov>  
<http://www.espanol.hud.gov>

February 23, 2021

Honorable David Y. Ige  
Governor of the State of Hawaii  
State Capitol  
Honolulu, HI 96813

Dear Governor Ige:

**SUBJECT: Final Response to Annual Community Assessment Report  
Program Year 2019**

The U.S. Department of Housing and Urban Development (HUD) received the State of Hawaii's (State's) comments provided by letter, dated February 19, 2021, responding to HUD's assessment of the State's 2019 Annual Community Assessment (ACA) Report.

HUD acknowledges the additional information provided by the State. The ACA is considered final, with the State's clarification provided to the original report. This letter should be included as part of the State's ACA process for review of Program Year 2019. Please consider the report final and make it available to the public. It is recommended that you make the report and correspondence available in the same way you handle your regular program reports: by providing a notice in the newspaper, identifying the report contents and where it is available for review.

If you have any questions, please call me at 808-457-4678.

Sincerely,

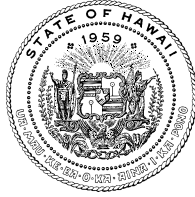
A handwritten signature in blue ink, appearing to read "Mark A. Chandler".

Mark A. Chandler, Director  
Office of Community Planning  
and Development

cc:

Ms. Denise Iseri-Matsubara, Executive Director, HHFDC  
Ms. Cathy Betts, Director, Department of Human Services  
9CD Official Files, State of Hawaii





EXECUTIVE CHAMBERS  
HONOLULU

DAVID Y. IGE  
GOVERNOR

February 19, 2021

**VIA ELECTRONIC MAIL**

Mark A. Chandler, Director  
Office of Community Planning and Development  
U.S. Department of Housing and Urban Development (HUD)  
1132 Bishop Street, Suite 1400  
Honolulu, Hawai'i 96813-2879

Dear Mr. Chandler:

This responds to your Annual Community Assessment Report dated February 1, 2021. In your Report, you concluded that the State of Hawai'i had met the intent of HUD's Community Planning and Development (CPD) programs. You further concluded that the State of Hawai'i continues to have the capacity to implement and administer federal CPD programs. I am pleased to hear that the State has effectively leveraged federal funds to assist our low- and moderate-income households with housing under the HOME and National Housing Trust Fund programs. I am also pleased that the State has effectively provided housing assistance and support services to persons who are homeless or with HIV/AIDS under the ESG and HOPWA programs.

Under the HOME program, your Report noted a discrepancy between the State's reporting of Program Income in the CAPER and the IDIS PR-09 report. Thank you for conducting a further review, at the request of program staff. Based on your review, you determined and subsequently confirmed that the State's Program Income balance was consistent with the IDIS PR-09 report.

Under the ESG program, your Report referenced unexpended ESG funds. In response to this matter, the State of Hawai'i, Department of Human Services, Homeless Programs Office has initiated a plan to reprogram the unexpended PY 2018 ESG funds. The Homeless Programs Office further plans to submit a request to HUD for the concurrent reprogramming of unexpended PY 2019 funds as well.

Mark A. Chandler  
February 19, 2021  
Page Two of Two

The State appreciates the guidance provided by the local HUD Field Office, with regards to the administration of the CPD programs. The State will continue to be diligent to ensure that activities are compliant with HUD requirements and that HUD funds are spent in a timely manner to support the needs of our residents and communities.

I look forward to the continued partnership between the State of Hawai'i and HUD to produce more affordable housing and to help Hawai'i's homeless and special needs populations.

With warmest regards,

A handwritten signature in black ink, reading "David Y. Ige". The signature is fluid and cursive, with the first name "David" and last name "Ige" clearly legible.

David Y. Ige  
Governor, State of Hawai'i

c: Denise Iseri-Matsubara, Executive Director, HHFDC  
Cathy Betts, Director, DHS/BESSD-HPO, Attn: Harold Brackeen III

February 1, 2021

Honorable David Y. Ige  
Governor of the State of Hawaii  
State Capitol  
Honolulu, HI 96813

Dear Governor Ige:

SUBJECT: Annual Community Assessment Report  
Program Year 2019

This letter is being sent to convey HUD's assessment of the State of Hawaii's (State's) performance in Program Year 2019, from July 1, 2019 to June 30, 2020, for its Community Planning and Development (CPD) programs. The enclosed Annual Community Assessment Report reflects HUD's assessment on the State's implementation of its CPD programs. The report reflects the State's efforts to ensure compliance with HUD's HOME Investment Partnerships Program (HOME), Housing Trust Fund (HTF), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs. The administration of these programs is divided between the Hawaii Housing Finance and Development Corporation (HHFDC) for the HOME and HTF programs, and the Department of Human Services (DHS) for the ESG and HOPWA programs.

The State will have 30 days from the date of this letter to comment on the report. Should the State not wish to comment or fails to comment within the above period, please consider the report final and make it available to the public. It is recommended that you make the report available in the same way you handle your regular program reports: by providing a notice in the newspaper, identifying the report contents and where it is available for review.

HUD looks forward to our continued partnership with the State in serving the needs of its citizens. If you have any questions or need assistance, please contact Stephanie Kaimana On, Senior CPD Representative, at (808) 457-4680 or [stephanie.w.kaimanaon@hud.gov](mailto:stephanie.w.kaimanaon@hud.gov). If responding in writing to this letter, please provide your response as a PDF document to [CPDHonolulu@hud.gov](mailto:CPDHonolulu@hud.gov).

Sincerely,



Mark A. Chandler

Director

Office of Community Planning  
and Development

Enclosure

cc:

Ms. Denise Iseri-Matsubara, Executive Director, HHFDC (w/enclosure)

Ms. Cathy Betts, Director, Department of Human Services (w/enclosure)

9CES: Madaraka (w/enclosure)

File: 9CD Official Files, State of Hawaii

# **ANNUAL COMMUNITY ASSESSMENT REPORT**

## **State of Hawaii**

**2019 Program Year: July 1, 2019 to June 30, 2020**

### **HUD Point of Contact:**

Stephanie Kaimana On  
Sr. Community Planning and  
Development Representative  
HUD Honolulu Field Office  
1132 Bishop Street, Suite 1400  
Honolulu, HI 96813  
(808) 457-4680

### **State Point of Contact:**

Ms. Denise Iseri-Matsubara  
Executive Director  
Hawaii Housing Finance and  
Development Corporation  
677 Queen Street, Suite 300  
Honolulu, HI 96813  
(808) 587-0680

### **Introduction**

The Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, require federal grant recipients receiving federal assistance to submit an annual performance report disclosing the status of grant activities. The Department of Housing and Urban Development (HUD) is required at 24 CFR 91.525 to determine whether the grant recipient is in compliance with the statutes and has the continuing capacity to implement and administer the programs for which assistance is received. In accordance with 24 CFR 91.525, the comments below incorporate HUD's assessment of the State of Hawaii's (State's) Program Year 2019 (PY 2019) performance.

In assessing the State's performance, HUD relied primarily on the State's 2019 Consolidated Annual Performance and Evaluation Report (CAPER), technical assistance provided, on-site and remote monitoring, and communications with the State's federal programs staff. During this period, HUD has determined that the State generally met the intent of the Community Planning and Development (CPD) programs. Based on the State's accomplishments through the HOME Investment Partnerships Program (HOME), the Housing Trust Fund (HTF), the Emergency Solutions Grant (ESG), and the Housing Opportunities for Persons with AIDS (HOPWA) programs, the State has demonstrated its ability to carry out various housing programs. HUD congratulates the State on its many accomplishments and its achievement of CPD program objectives.

### **Significant Performance Conclusions**

The administration of the CPD programs is divided between the Hawaii Housing Finance and Development Corporation (HHFDC) for the HOME and HTF programs, and the Department of Human Services' Benefits, Employment and Support Services Division, Homeless Programs Office (DHS-BESSD-HPO) for the ESG, HOPWA, and the Continuum of Care (CoC) programs.

## CPD Programs

### HOME

The State received \$3,005,732 in HOME funds. Based on the State's rotational allocation between the Counties of Hawaii, Kauai, and Maui, the County of Kauai received the HOME allocation in PY 2019. The State retained \$150,000 from the PY 2019 allocation for the general administration of the HOME program.

The State and its state recipients of HOME funds continued to make progress towards its housing goals despite challenges it continues to face, such as the limited number of CHDOs statewide, dealing with a complex and prolonged development process for the HOME activities, and new or inexperienced County staff who administer HOME program. To assist the Counties', the State has procured a consultant to provide Hawaii-specific training for HOME and HTF training to new staff. The consultant will also be providing technical assistance to the State on specific HOME and HTF issues. HUD commends the State for its progress towards its major goals despite the challenges it encounters.

During PY2019, the State reported receiving \$377,889 in program income. The State also contributed \$234,047 of HOME matching funds during PY 2019 and will carry over an excess match balance of \$26,886,656 to its next program year. HUD noted that the amount of program income reported in the CAPER varied from the Integrated Disbursement and Information System (IDIS) PR09 Program Income Details Report for the program year. We recommend that the State timely report program income receipts in IDIS and refer to available IDIS reports, to ensure that the local financial management system is aligned with HUD's system. In addition, the State's next reporting of HOME match in the CAPER and HOME Match Report should be match contributions for the federal fiscal year and not the program year.

For PY2019, the State completed the following HOME projects:

- The County of Maui completed Kahoma Residential Subdivision in Lahaina, which provided 10 homes (4 HOME-assisted) under its self-help homeownership program (Habitat for Humanity, CHDO);
- The County of Kauai provided TBRA to 12 households; and
- The County of Hawaii provided TBRA to 4 households.

Currently, the following major HOME projects are under construction:

- The County of Maui: Kaiwahine Village Phase I affordable rentals in North Kihei was completed and is in the lease up phase; will be reported in the next CAPER; and
- The County of Kauai: Ele'ele Iluna, Phase II, Increment B, a self-help homeownership project in Ele'ele was completed and is in the lease up phase; will be reported in the next CAPER.

In addition, the following projects continue to be in the planning stages:

- The County of Hawaii: Kaloko Heights Affordable Rentals in Kailua-Kona, and Habitat for Humanity's Puna Self-Help Housing project in the Puna District; and
- The County of Kauai: Waimea Huakai project in Waimea, and the Pua Loke project in Lihue.

The Counties of Hawaii and Kauai continue to provide TBRA assistance to make rents more affordable to households.

During PY2019, the State contracted with Spectrum Seminars, Inc. to conduct on-site inspections and tenant file reviews of its HOME and NSP-assisted rental housing activities and the HOME TBRA program. Monitoring was conducted on 25 projects and Final Reports were issued with no findings in all 25 properties. However, management of three properties failed to provide written notice to tenants of unit inspections, so management conducted the unit inspections in PY 2019, and Spectrum will re-visit the property in PY 2020 for unit inspections. Another three projects were added to the PY 2020 monitoring schedule due to poor inspection findings in PY 2019. One project continues to have an unresolved over-Income unit and the "next available unit" rule applies.

HUD noted that the State requested the HOME COVID-19 Waiver for the CHDO set-aside and did not reserve the PY 2019 CHDO set-aside as of this writing.

### **Housing Trust Fund**

The State received \$3,000,000 in HTF funds. As with the HOME Program, the distribution of HTF funds is on a rotational basis among the Counties of Hawaii, Kauai, and Maui, with the County of Kauai receiving the PY 2019 allocation. The City and County of Honolulu also received a PY 2019 HTF allocation. The State retained 5% of the funds for program administration.

The State did not complete any HTF-funded projects in PY 2019. The neighbor island Counties each have HTF activities planned or underway, and the State is generally satisfied with the Counties administration of the HTF Program. The County of Kauai's PY 2016 Koa'e Workforce Housing project is expected to be completed in PY 2020. The County of Maui's PY 2017 Kaiwahine Village Phase II is undergoing lease-up and expects to report the project as complete in PY 2020. The County of Hawaii's PY 2018 Kaloko Heights Affordable Rental Housing project and the County of Kauai's PY 2019 Pua Loke, are progressing toward funding commitment.

The State's main concern is with City's administration of the HTF program. In PY 2019 the City and County of Honolulu committed its PY 2017 HTF funds to the Hale Makana O Maili project. The project is currently under construction and scheduled for completion in PY2020. In PY 2019 the City was unable to identify an eligible activity for its PY 2018 HTF funds and



returned the funds to the State, which reallocated the funds to the County of Kauai's Pua Loke project. In addition, the City returned a portion of its PY 2019 HTF allocation. To allow the City time to build its capacity for administering the HTF program and its funds, the State did not allocate HTF funds to the City for PY 2020.

The State views the City as lacking sufficient planning to properly administer the HTF funds. This jeopardizes the State's HTF allocation and may cause the funds to be subject to recapture by HUD. The State is assessing next steps to improve the overall performance of its HTF program and will be considering changing how it allocates future HTF funds.

### **Emergency Solutions Grant**

The State received an allocation of \$449,445 in PY2019 for the Emergency Solutions Grant (ESG) Program to support efforts to address homelessness on the Counties of Hawaii, Kauai, and Maui. The State used ESG funds to support shelters, homeless prevention, rapid re-housing, the Homeless Management Information System (HMIS), and administration.

The 2020 Neighbor Islands' Point-In-Time Count of persons experiencing homelessness on the counties of Hawaii, Kauai and Maui revealed less than a one percent increase in homelessness from 1,995 persons in 2019 to 2,010 persons in 2020. This overall increase came from a 16% increase on the island of Hawaii, which was offset by decreases on Kauai (-4%) and Maui (-9%). Hawaii County experienced a setback in its efforts to address homelessness, due to carryover effects from natural disasters over the last two years.

Under the ESG Program, the State reported assisting 1,113 individuals in emergency shelters and 242 persons in domestic violence shelters. Of the persons served, 460 transitioned into permanent housing, 92 received rapid re-housing rental assistance, and 55 retained their housing with homeless prevention rental assistance. The State also matched the ESG Program with State resources, such as the State Homeless Shelter Program, Outreach, Emergency Grants Programs, Housing First, and State TANF-funded Housing Placement Program.

The regulation at 24 CFR 576.203(b) requires grantees to expend ESG funds within 24 months of grant award. The State did not meet the expenditure deadline for its FY 2018 ESG allocation and decided to forego expending the remaining balance of \$35,875.38. Although the expenditure deadline has passed, the FY 2018 ESG funds are still available for the State to utilize.

As of this report, the State has expended about 80% of its FY 2019 ESG allocation and has \$92,233.41 to expend by the July 21, 2021 expenditure deadline. HUD highly encourages the State to expend all of its ESG funds so that limited resources to address homelessness remain in Hawaii.

During the end of PY 2019, the State received \$10,034,673 in ESG-CV funds, as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136. These special ESG-CV funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19) among individuals and families who are homeless or

receiving homeless assistance; and to support additional homeless assistance. The State awarded the first allocation of \$1,567,697 to projects that are underway and is in the process of awarding the second allocation of \$8,466,976 to additional projects. HUD has been providing ongoing technical assistance to the State to implement the ESG-CV funds. The State will report on the outcomes of the ESG-CV funds in the next CAPER.

## **HOPWA**

The State received \$266,237 in PY2019 for the Housing Opportunities for Persons with AIDS (HOPWA) program. The Neighbor Island HIV/AIDS Coalition (NIHAC) is a cooperative effort between Maui AIDS Foundation (MAF), the Hawaii Island HIV/AIDS Foundation (HIHAF), and Malama Pono Health Services (MP) on Kauai. It serves three counties in the State which comprises 5 separate islands.

The primary focus of the NIHAC is to increase the housing stability for people living with HIV/AIDS. HOPWA funds assist persons with rental assistance; supportive services and case management; housing placement; and short-term rental, mortgage, and utilities (STRMU) activities. For the HOPWA agencies implementing the program, challenges include high unemployment, low wages, limited public transportation, and the high cost of living and the high cost of housing.

In PY2019, the State and the NIHAC have accomplished the following:

- Provided Tenant Based Rental Assistance (TBRA) to 27 individuals and their families;
- Assisted 23 persons and their families with STRMU assistance to stay in their current housing situations;
- Provided permanent housing placement services to 8 persons and their families; and
- Assisted 420 persons with supportive services.

During the end of PY 2019, the State received \$39,007 in HOPWA-CV funds, as authorized by the CARES Act. The supplemental funds provided under the CARES Act are to be used by HOPWA grantees as additional funding to maintain operations and for rental assistance, supportive services, and other necessary actions, in order to prevent, prepare for, and respond to coronavirus. HUD has been providing ongoing technical assistance to the State to implement the HOPWA-CV funds. The State will report on the outcomes of the HOWPA-CV funds in the next CAPER.

## **Continuum of Care**

The State is the lead entity in the homeless planning groups for the counties of Hawaii, Kauai, and Maui. Bridging the Gap (BTG) is the Continuum of Care entity that addresses the

homeless needs of the neighbor islands. The State continues to collaborate with non-profits in each county to address the complete spectrum of housing and services for the homeless.

During the program year, BTG continued working with service providers on the neighbor islands to participate in the Coordinated Entry System (CES). The CES has been maintained in each county to organize and prioritize available housing resources and to match resources with the most vulnerable households in the community. In addition, BTG jurisdictions advocated for new affordable housing developments; increased local, state and federal funding for homeless prevention activities, Housing First, and Rapid Re-Housing programs; increased federal funding for the Housing Choice Voucher (Section 8) program; and continued to operationalize Housing First strategies, including low-barrier shelters and no preconditions to shelter placement and housing programs. Ka Mana O Na Helu, BTG's Homeless Management Information System (HMIS) Lead and Collaborative Applicant, also worked on refining BTG's governance and CES policies and tracking System Performance Measures.

### **Community Empowerment**

The State provided opportunities for citizen participation during the development of the CAPER. The CAPER was made available in libraries statewide and at the County Housing Offices on Hawaii, Kauai, and Maui. The State received comments about the HOPWA data included in the draft report and ensured that the information was included in the final CAPER submission. HUD encourages the State to continue its efforts to foster public participation and explore additional opportunities to involve the public in its planning process.

### **Management of Funds**

Overall, the State's management of its HOME, HTF, ESG, HOPWA, and CoC funds is adequate. HUD notes that the State staff responsible for the CPD programs works diligently to ensure HUD funding is spent in accordance with program requirements. HUD encourages the State to continue its efforts to ensure future CPD funding will not be compromised.

### **Areas for Improvement and Recommendations**

The State needs to continue to monitor its ongoing HOME, HTF, ESG, HOPWA, and CoC programs to ensure timely implementation and expenditures. The State continues to explore ways to improve administration of its CPD programs. HUD recommends that the State continue to identify project obstacles and develop plans to address these obstacles in order to strengthen its CPD programs.

For the HOME Program, HUD noted that the amount of program income reported in the CAPER varied from the Integrated Disbursement and Information System's (IDIS's) PR09 Program Income Details Report for the program year. We recommend that the State timely report program income receipts in IDIS and refer to available IDIS reports, to ensure that the local financial management system is aligned with HUD's system. In addition, the State's next

reporting of HOME match in the CAPER and HOME Match Report should be match contributions for the federal fiscal year and not the program year.

## **Fair Housing & Equal Opportunity**

During PY 2019, the State and Counties collaborated to contract with the University of Hawaii's Department of Urban and Regional Planning, to update the State of Hawaii's Analysis of Impediments (AI) to Fair Housing Choice. The report focused on two primary impediments: 1) agency staff knowledge of fair housing law and 2) the degree to which agency policies and procedures (legal, regulatory, and administrative) align with fair housing law and affirmatively promote equal access to housing for all Hawaii residents. The updated AI was completed in April 2020 and a follow up report is in progress, which will take a wider view of the Hawaii's fair housing issues, engaging stakeholders across the state and conducting targeted analyses designed to help agencies further their goals of promoting equal opportunity.

In the coming years, the State plans to update its policies and procedures relating to fair housing, and coordinate efforts with HUD and the Hawaii Civil Rights Commission to provide training and education for State staff.

HUD encourages the State to continue its efforts to further fair housing. The CAPER was made available to Mr. Jelani Madaraka, Lead Civil Rights Analyst, HUD Honolulu Field Office, for compliance with Fair Housing and Equal Opportunity (FHEO) requirements. He will forward any comments or questions he may have under separate cover.

## **Conclusion**

Overall, the State is meeting its communities' needs by planning and executing a Consolidated Plan with a vision for the future, and by implementing this Plan through its Annual Action Plan. As a result, the State has assisted many communities by successfully implementing the CPD programs. The staffs at the HHFDC and the DHS-BESSD-HPO are a pleasure to work with and are a credit to the State and its CPD programs.

HUD looks forward to the State's continued success in implementing its housing programs.

# **STATE OF HAWAII**

## **EXHIBIT B**

### **Summary of Public Hearings And Publication Affidavits**

**Referenced in**

**AP-05 – Executive Summary and  
AP-12 - Participation**



**SUMMARY OF 2020 JOINT PUBLIC HEARINGS  
For the PY2021 Annual Action Plan**

**State of Hawaii, Hawaii Housing Finance and Development Corporation  
and  
County of Hawaii, City & County of Honolulu, County of Kauai, and County of Maui**

**Wednesday, September 9, 2020 - Kona  
Friday, September 11, 2019 - Hilo  
Monday, November 23, 2020 – Kauai  
Friday, December 11, 2020 – Maui  
Monday, December 14, 2020 - Honolulu**

**I. ATTENDEES:**

**BIG ISLAND – 09/09/2020:**

Alisa Hanselman, Beryl Manlinguis, Brian Ishimoto, Cristina Pineda, Jenny Suefuji, Marvin Esperon,  
Romy Alaniz, Royce Shiroma – County of Hawaii, OHCD  
Bob Agres – County of Hawaii, Planning Department  
Dennis Kauka, Jr. – County of Hawaii, Disaster Recovery  
Shelly Ogata – County of Hawaii  
Glori Inafuku, Lisa Wond, Tori Kawahara – State of Hawaii, HHFDC  
Harold Brackeen III, Margaret Ishida – State of Hawaii, DHS-BESSD, Homeless Programs Office  
Billi-Jo Pike – Neighborhood Place of Puna  
Chereece Manubog  
Delene Osorio – Ikaika Ohana  
Elizabeth Lum – CFR Associates, Inc.  
Ed Barry  
Katherine Nguyen  
Katie Johnson - Plexos Group  
Keith Kato – Hawaii Island Community Development Corporation  
Patrick Hurney – Habitat for Humanity Hawaii Island

**BIG ISLAND – 09/11/2020:**

Alisa Hanselman, Beryl Manlinguis, Brian Ishimoto, Christina Pineda, Duane Hosaka – County of  
Hawaii, OHCD  
Glori Inafuku, Lisa Wond, Tori Kawahara – State of Hawaii, HHFDC  
Harold Brackeen, III, Margaret Ishida – State of Hawaii, DHS-BESSD, Homeless Programs Office  
Helena Konanui  
James Rock, UHC H4 LLC  
Janice Ikeda, Vibrant Hawaii  
Patrick Hurney, Sharon Falgout - Habitat for Humanity Hawaii Island  
Paul Normann, Neighborhood Place of Puna  
Sharon Hirota, County of Hawaii, Mayor's Office  
Theodore Economy – County of Hawaii, Planning Department

**KAUAI – 11/23/2020**

Harold Brackeen III, Ana Piloton – State of Hawaii, DHS-BESSD  
Holly Kawano, Randy Goto – City & County of Honolulu, Dept of Budget & Fiscal Services (BFS)  
Kerri Barros, Steve Franco – Kauai County Housing Agency  
Lisa Wond, Medy Esmena, Janice Takahashi, Glori Inafuku – State of Hawaii, HHFDC

Dawn V. Wooten  
Eduardo Hernandez

**HONOLULU** – 12/11/2020

Anamarie Piloton, Dept of Human Services, Homeless Programs Office  
Darrell Young, City & County of Honolulu, Dept of Community Services  
Holly Kawano, Randall Goto, Cynthia Emoto, City & County of Honolulu, BFS  
Lisa Wond, Glori Inafuku, Cosmedine Esmena, HHFDC  
Cynthia Rezentes, Department of Hawaiian Home Lands

**MAUI** – 12/14/2020

Lisa Wond, Medy Esmena – HHFDC  
Jessica Crouse, Chantal Lonergan – County of Maui, DHHC, Housing Division

**II. SUMMARY and PUBLIC TESTIMONY:**

State and County housing staff summarized HUD's Community Planning and Development programs, priorities, goals and objectives, and the required Consolidated Plan reports. When the floor was opened to accept public testimony on the housing and homeless needs in the state, attendees made the following comments:

Verbal public testimony was received in all counties on the need for more affordable rental housing and more rental assistance, as evidenced by an increasing number of people on wait lists for Tenant Based Rental Assistance. A public attendee commented that what federal programs define as "affordable" isn't affordable, and more truly affordable rentals are needed. Affordable homeownership opportunities are also needed throughout the state.

Members of the public asked questions related to eligibility and availability under the state's Rent Relief and Housing Assistance program funded with CARES Act funds. L. Wond referred them to the website [hihousinghelp.com](http://hihousinghelp.com), or to contact Catholic Charities or Aloha United Way.

Big Island county housing staff commented on HHFDC's HOME program rotation between the three neighbor island counties, and asked if HHFDC could re-visit that policy to possibly revert back to the annual three-way split between the three neighbor island counties. County staff noted that there were advantages to receiving an annual allocation of HOME funds, even if it was a smaller pot of funds. County staff added that the County of Hawaii uses a portion of its HOME funds for TBRA, so an annual three-way split would ensure that the County would have funds for TBRA each year, rather than waiting every three years for an allocation. HHFDC staff and county housing staff will have a future discussion on HHFDC's annual allocation policies.

Oral and written testimony was received from a member of the public on various topics, including HHFDC's lack of HOPWA information in its CAPER, HHFDC's deficient administration of its CARES Act Rent Relief and Housing Assistance program, HHFDC's lack of transparency, and the City's inadequate HOPWA administration. These comments fall outside of the arena of the annual action plan and were forwarded to appropriate HHFDC staff or other agencies. With respect to the PY2021 AAP, the testifier noted that LBGTQ is a special needs population that isn't addressed in HHFDC's or the State's documents and that HHFDC as a state agency could begin to address the needs of this high-risk population. L. Wond accepted the testimony and responded that Housing for Special Needs Populations is included in the Consolidated Plan, as a broad category that includes several types of special needs populations. H. Brackeen also made note of the testimony. A copy of the written testimony and HHFDC'S response is attached.



**From:** [EH](#)  
**To:** [DBEDT HHFDC ConsolidatedPlan](#)  
**Cc:** [Wond, Lisa C](#); [Representative Scott Saiki](#); [Senator Sharon Y Moriwiki](#); [ed.case@mail.house.gov](#); [U. S. Senator Mazie K. Hirono](#)  
**Subject:** [EXTERNAL] Comments on the DRAFT CAPER and Annual Action Plan  
**Date:** Monday, November 23, 2020 6:51:05 PM

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November 23, 2020

Aloha,

Per the notice on the [HHFDC website](#) I am providing written comments: "Written comments on the draft CAPER may be submitted to HHFDC via email at [HHFDC.ConsolidatedPlan@hawaii.gov](mailto:HHFDC.ConsolidatedPlan@hawaii.gov) no later than 4:30 p.m. on November 24, 2020. All comments will be considered in preparing the final CAPER."

In my opinion, the website should be updated to reflect that the public may provide testimony through at least the end of 2020, per Lisa Wond at HHFDC.

It was not clear at today's virtual hearing that comments were being sought for the Consolidated Plan and the Annual Action Plan to begin July 1, 2021, rather than the draft CAPER. Below, I will address my public testimony to both.

DRAFT CAPER:

- It is not clear to me, or an average member of the the Public, why the draft CAPER prepared by HHFDC, a state agency, largely omits the City and County of Honolulu from this report. The draft CAPER seems to mix and match when it does and does not want to include data from Honolulu.
- Page 1 - Goals and Outcomes (of the draft CAPER) has no mention of HOPWA, despite the fact that the Consolidated Plan adopted in May 2020 by HHFDC, specifically cites "Housing Information and Rental Assistance to persons with HIV/AIDS."
- Page 5 - Following table 1 there is no mention of HOPWA in the narrative where the State is to asses the jurisdiction's use of funds particularly the priorities identified in the Plan.
- Page 6 - Resources and Investments (of the draft CAPER) shows no resources expended during the program year for HOPWA and Continuum of Care, without adequate explanation, or even partial information. This is misleading.
- Page 10 - In the discussion of problems towards meeting goals, HHFDC notes it is concerned about the City and County of Honolulu's ability to administer HTF funds and that this jeopardizes the State's allocation. There is no mention of the City's poor understanding and administration of HOPWA. This must be noted somewhere because the City administers and allocates formula and special award HOPWA funding and, arguably does a poor job in this regard jeopardizing the ability to keep eligible applicants in safe and stable housing.
- Page 11- In the discussion of outreach to homeless persons there is no mention about the different standards, practices and procedures for outreach that happen on Oahu and the Neighbor Islands. It is of particular concern that no effort is made on the Neighbor Islands to capture data regarding sexual orientation and gender identity, when we know

that LGBTQ+ individuals experience higher risk and rate for homelessness. The VI-SPDAT triage tool does not capture this data.

- Page 14 - "During the recent COVID-19 pandemic, the State and counties quickly established rent and mortgage relief programs supported by federal COVID-19 relief funds. As of October 2020, the state rent and mortgage relief program had received over 20,000 applications statewide." This omits mention that this much needed program could not meet demand. At the November 2020 HHFDC Board meeting, Executive Director Denise Iseri-Matsubara projected that of \$100M in this fund, less that \$70M would be used for keeping eligible applicants in safe, stable housing. Approximately \$14M had been allocated for administrative expenses and the balance will be transferred to the Department of Labor and Industrial Relations, where it provides little direct housing assistance. This program has had no public oversight or input and has fallen well short of expectations, leaving thousands of residents unable to access dedicated rental assistance monies. Including this in the CAPER is misleading and insulting.
- Page 17 - HPHA's new landlord liaison position serves those on Oahu. But this report is about the other counties of the state? This is one example of the mix and matching I mentioned earlier. Why can't there be one report for the whole state and then break outs as appropriate for what is/is not happening in specific counties?
- Page 22-23 There is inconsistent language as to when the period for public comment extends until. Is it November 24, end of year or into January?
- Attachment B, page 3 - Approximately \$30M CARES funds have been unable to be spent for direct housing assistance and instead will be used to to reimburse the state's unemployment insurance fund, despite the fact that the State has an approximately \$10B credit line from the Federal Government to fund unemployment. It is insulting and misleading to omit these facts when discussing the utilization of CARES funds for homelessness prevention.
- Attachment G only shows Neighbor Island HOPWA CAPER Data. Why isn't Oahu HOPWA data included?

## ANNUAL ACTION PLAN

As the State has demonstrated concern about the City's ability to administer Federal funding in other areas, it would be helpful for the State to provide the City support and oversight as regards the HOPWA program. The public would appreciate having some economy of scale and integration of funding so that eligible applicants are best served. At least, there should be public demonstration of coordination and cooperation, even if the City and State are separately funded.

HHFDC has demonstrated capacity to host multi-island video conferencing. This capacity should be utilized across all public meetings hosted by HHFDC. Through the COVID pandemic, across the country, governments and citizens have been interacting utilizing technology like TEAMS and ZOOM to enable oral public testimony and have public discussions about essential matters of public policy. HHFDC Board meetings have failed to make use of this technology and instead use a YouTube Channel which does not allow for oral public testimony. This directly contravenes multiple Supplemental Proclamations issued by Governor Ige, wherein he tasked all boards and agencies to make a good faith effort to hear oral public testimony. HHFDC should make a commitment to utilizing technology to engage stakeholders, particularly individuals and households that are program participants and can offer lived experience.

In Hawaii, public accommodations are inclusive of gender identity and sexual orientation. However, there is no specific language in HHFDC documents that recognize the barriers experienced due to social bias and discrimination for people who have non-traditional sexual orientation or gender identity. There needs to be a greater effort toward inclusion. Without state leadership, we see that Neighbor Island organizations like Bridging the Gap fail to document disparities for vulnerable populations, notably LGBTQ+.

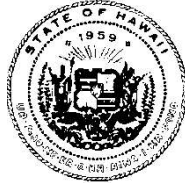
HHFDC must provide the public with a full accounting of COVID spending. There are clearly indications that there may be instances of fraud. Moreover, poor planning by the State is showing a diversion of these funds away from homelessness prevention and housing and, instead, to the Department of Labor and Industrial Relations unemployment insurance fund. Further the public deserves a full accounting of administrative expenses, as they seem quite high for the Rent Relief Program established through the CARES act.

Thank you for the opportunity to provide public testimony.

Please reply to this e-mail if you have any questions or need additional information.

Eduardo Hernandez

**Resident and Voter in Hawaii House District 26 and Senate District 12**



**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:

20:PECB/94

December 4, 2020

Mr. Eduardo Hernandez  
[eduardoworks@gmail.com](mailto:eduardoworks@gmail.com)

Dear Mr. Hernandez:

RE: Public Comment – Comments on the PY2019 CAPER  
Public Hearing - Testimony on the PY2021 Annual Action Plan

Thank you for attending our recent public hearing on the PY2021 Annual Action Plan. This letter responds to your emailed and oral testimony on the draft PY2019 CAPER and the PY2021 Annual Action Plan.

The U.S. Department of Housing and Urban Development (HUD) allocates funds to the State of Hawaii under its HOME Investment Partnerships (HOME), the Emergency Solutions Grant (ESG), the Housing Opportunities for Persons with AIDS (HOPWA), and the National Housing Trust Fund (HTF) programs. As a condition to receiving these funds, states must submit a 5-Year Consolidated Plan (ConPlan), an Annual Action Plan (AAP), and a Consolidated Annual Performance and Evaluation Report (CAPER).

HHFDC recently posted the following two notices to its website relating to the ConPlan:

1. “Notice of Virtual Public Hearing – Annual Action Plan – PY2021-2022” which provided information on the public hearing and how to connect via the TEAMS platform; and
2. “Notice of Comment – Draft Consolidated Annual Performance and Evaluation Report (CAPER) for PY2019-2020” which provided information on how the public could provide written comments on the draft PY2019 CAPER.

The purpose of HHFDC’s public hearings for the AAP is to prioritize the use of these federal program funds through consultation with stakeholders and the public with respect to the statewide housing and homeless needs for the upcoming program year. The virtual hearing held on Monday, November 23 was conducted jointly with the Kauai County Housing Agency. Virtual hearings in the County of Hawaii were held in September 2020, and virtual hearings for the County of Maui and the City and County of Honolulu will be held in December 2020.

HHFDC will continue to accept oral and written testimony from the public on the state's housing and homeless needs through mid-January 2021. This will maximize opportunities for public comment while allowing HHFDC to meet HUD's deadline for the PY2021 Annual Action Plan.

The purpose of the Notice of Comment is to accept comments on HHFDC's draft CAPER which reports on the state's achievements made in PY2019 (July 1, 2019 through June 30, 2020) under HUD's HOME, HTF, ESG and HOPWA programs. HHFDC's deadline to submit the CAPER to HUD is in December 2020. HHFDC set November 24, 2020 as the deadline to receive written comments. This November 24, 2020 deadline allows HHFDC to respond to written comments and/or revise the draft CAPER before submittal to HUD.

Much of your testimony express concerns over the scope of HHFDC's CAPER report – that it focuses on neighbor islands rather than statewide. HHFDC's AAP and CAPER report on the use of federal funds that the State of Hawaii receives from HUD. The City and County of Honolulu (City) receives its own annual allocation of HOME, ESG and HOPWA funds directly from HUD. As a result, the state's allocation focuses on the neighbor island counties. In addition, the City does not receive an allocation of HTF from HUD. As a result, HHFDC splits its annual allocation between the City and a neighbor island county. In summary, HHFDC's CAPER reports on performance in the neighbor islands for the HOME, HTF, ESG and HOPWA programs, and on performance in the City for HTF only. The City will produce its own CAPER, covering its performance under HUD's federal programs, including its administration of the HOPWA program.

You also noted HOPWA information missing from the CAPER in Section CR-05 "Goals and Outcomes." Your testimony is acknowledged, and HOPWA information will be included in the final version of the CAPER.

Other comments you provided fall outside the scope of the AAP and CAPER; however, they are acknowledged.

A summary of your comments will be included in HHFDC's CAPER and its PY2021 Annual Action Plan.

Sincerely,



Janice Takahashi  
Chief Planner

c: The Honorable Ed Case, U.S. Representative  
The Honorable Mazie Hirono, U.S. Senator  
The Honorable Scott Saiki, Representative  
The Honorable Sharon Moriwaki, Senator

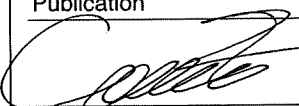
# AFFIDAVIT OF PUBLICATION

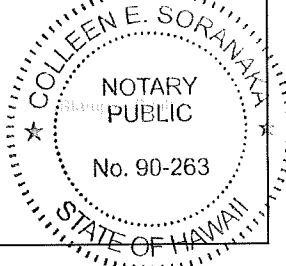
## IN THE MATTER OF NOTICE OF VIRTUAL PUBLIC HEARINGS

STATE OF HAWAII

City and County of Honolulu

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Doc. Date:	AUG 14 2020	# Pages:	1
Notary Name:	COLLEEN E. SORANAKA	First Judicial Circuit	
Doc. Description:	Affidavit of Publication		
		AUG 14 2020	
Notary Signature		Date	



Lisa Sakakida 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, MidWeek, The Garden Island, West Hawaii Today, and Hawaii Tribune-Herald, 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

Honolulu Star-Advertiser 0 times on:  
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Hawaii Tribune-Herald 1 times on:  
08/14/2020  
West Hawaii Today 0 times on:

Other Publications: 0 times on:

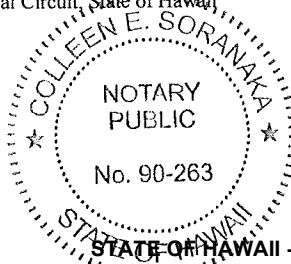
And that affiant is not a party to or in any way interested in the above entitled matter.

  
Lisa Sakakida

Subscribed to and sworn before me this 14th day of August A.D. 2020

Colleen E. Soranaka, Notary Public of the First Judicial Circuit, State of Hawaii  
My commission expires: Jan 06 2024

Ad # 0001291501



### NOTICE OF VIRTUAL PUBLIC HEARINGS (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 2021-2022 (PY2021), as part of the Consolidated Plan (CP) process. In preparation for this AAP, HHFDC will consult with local governments and residents at public hearings to be held by electronic means in each county, due to the COVID-19 pandemic. Virtual public hearings in the County of Hawaii will be held jointly with the County of Hawaii's Office of Housing and Community Development (OHCD) as follows:

- Wednesday, September 9, 2020 at 2:00 p.m.; and
- Friday, September 11, 2020 at 10:00 a.m.

Connectivity Information on attending the virtual public hearings can be found at <https://www.hawaiicounty.gov/departments/office-of-housing>.

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), National Housing Trust Fund (HTF), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs.

For PY2021, the State anticipates receiving approximately \$3,000,000 in HOME funds, \$450,000 in ESG funds, and \$250,000 in HOPWA funds, for use primarily in the Counties of Hawaii, Kauai and Maui. Approximately \$3,000,000 is expected under the HTF program, which may be used in the Counties of Hawaii, Kauai and Maui, and the City and County of Honolulu. 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.

An informational packet describing the HOME, HTF, ESG and HOPWA programs is posted on HHFDC's website at <http://hawaii.gov/dbedt/hhfdc> and available for public viewing at the following Public Libraries: Hilo, Island of Hawaii; Lihue, Island of Kauai; Kahului, Island of Maui; Kaimuki, Kaneohe, Pearl City, Hawaii State Library's Documents Center, and UH Library's Serials Receiving, Island of Oahu. A copy can also be picked up at the following agencies 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, 1010 Richards Street, Suite 312, Honolulu, Oahu;
- Department of Community Services, 925 Dillingham Boulevard, Suite 200, Honolulu, Oahu;
- Office of Housing and Community Development, 50 Walluku Drive, Hilo, or 74-5044 Ane Keohokalole Highway, Kailua-Kona, Island of Hawaii;
- Kauai County Housing Agency, 4444 Rice Street, Room 330, Lihue, Kauai; and
- Department of Housing and Human Concerns, 35 Lunaillo Street, Room 102, Walluku, Maui.

To receive a copy by mail, interested persons may call (808) 587-0634; neighbor island county residents may call toll free, extension 70634:

From Kauai: 274-3141 From Maui: 984-2400  
From Molokai/Lanai: 1-800-468-4644 From Hawaii: 974-4000

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

Please submit written testimony HHFDC via email to [hhfdc consolidated plan@hawaii.gov](mailto:hhfdc consolidated plan@hawaii.gov), by U. S. mail to HHFDC, 677 Queen Street, Suite 300, Honolulu, Hawaii, 96813, or by fax to (808) 587-0600 by 4:30 p.m. on the day of the hearing. 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 Human Resources Office at 587-0501, by email at [hhfdchr@hawaii.gov](mailto:hhfdchr@hawaii.gov), by fax at 587-0600, or by written request at least ten business days before the hearing. 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.

Denise Iseri-Matsubara, HHFDC Executive Director  
(H11291501 8/14/20)



# AFFIDAVIT OF PUBLICATION

## IN THE MATTER OF NOTICE OF VIRTUAL PUBLIC HEARINGS

STATE OF HAWAII

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City and County of Honolulu

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Doc. Date:	AUG 14 2020	# Pages:	1
Notary Name:	COLLEEN E. SORANAKA	First Judicial Circuit	
Doc. Description:	Affidavit of Publication		
Notary Signature	Date		

Lisa Sakakida 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, MidWeek, The Garden Island, West Hawaii Today, and Hawaii Tribune-Herald, 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

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08/14/2020

Other Publications: 0 times on:

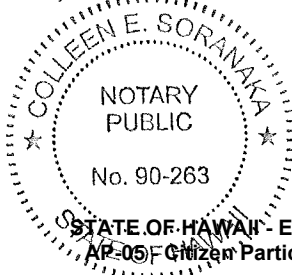
And that affiant is not a party to or in any way interested in the above entitled matter.

Lisa Sakakida

Subscribed to and sworn before me this 14th day of August A.D. 2020

Colleen E. Soranaka, Notary Public of the First Judicial Circuit, State of Hawaii  
My commission expires: Jan 06 2024

Ad # 0001291503



## NOTICE OF VIRTUAL PUBLIC HEARINGS (for consultation on housing needs)

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Denise Iseri-Matsubara, HHFDC Executive Director  
(WHT1291503 8/14/20)



STATE OF HAWAII - EXHIBIT B  
AP-05 Citizen Participation



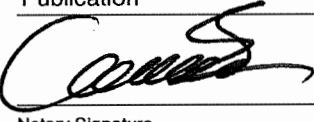
# AFFIDAVIT OF PUBLICATION

## IN THE MATTER OF NOTICE OF VIRTUAL PUBLIC HEARING

STATE OF HAWAII

SS.

City and County of Honolulu

Doc. Date: <u>NOV 06 2020</u>		# Pages: <u>1</u>
Notary Name: <u>COLLEEN E. SORANAKA</u>		First Judicial Circuit
Doc. Description: <u>Affidavit of Publication</u>		
	<u>NOV 06 2020</u>	
Notary Signature	Date	

Lisa Sakakida 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, MidWeek, The Garden Island, West Hawaii Today, and Hawaii Tribune-Herald, 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

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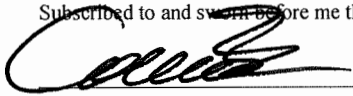
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Other Publications: 0 times on:

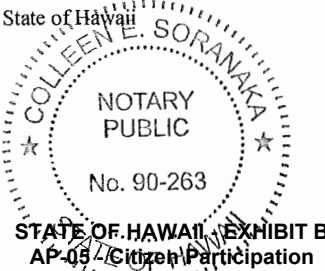
And that affiant is not a party to or in any way interested in the above entitled matter.

  
Lisa Sakakida

Subscribed to and sworn before me this 6th day of November A.D. 2020

  
Colleen E. Soranaka, Notary Public of the First Judicial Circuit, State of Hawaii  
My commission expires: Jan 06 2024

Ad # 0001302312



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Connectivity information on attending the virtual public hearing follows:

Join on your computer or mobile app: See Notice of Public Hearing on HHFDC's website at [www.dbedt.hawaii.gov/hhfdc](http://www.dbedt.hawaii.gov/hhfdc)  
Or call in (audio only): +1 808-829-4853, Phone Conference ID: 790 025 797#

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From Molokai/Lanai: 1-800-468-4644 From Hawaii: 974-4000

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Please submit written testimony HHFDC via email to [hhfdc.consolidatedplan@hawaii.gov](mailto:hhfdc.consolidatedplan@hawaii.gov), by 4:30 p.m. on the day of the hearing. 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.

Denise Iseri-Matsubara, HHFDC Executive Director  
(TGI)1302312 11/6/20



ICSP NO.: \_\_\_\_\_



## AFFIDAVIT OF PUBLICATION

STATE OF HAWAII, } ss.  
County of Maui.

Kara Durr \_\_\_\_\_ being duly sworn  
deposes and says, that she 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 VIRTUAL PUBLIC HEARING

of which the annexed is a true and correct printed notice, was  
published 1 time in THE MAUI NEWS, aforesaid, commencing  
on the 25th day of November, 2020, and ending  
on the 25th day of November, 2020, one day  
inclusive), to-wit: on \_\_\_\_\_  
November 25, 2020

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

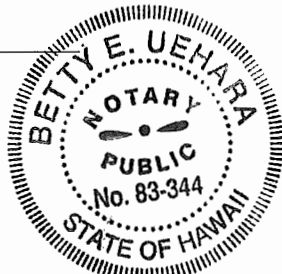
This 1 page NOTICE OF VIRTUAL PUBLIC \_\_\_\_\_, dated  
November 25, 2020,

was subscribed and sworn to before me this 25th day of  
November, 2020, in the Second Circuit of the State of Hawaii,  
by Kara Durr \_\_\_\_\_

Notary Public, Second Judicial  
Circuit, State of Hawaii

BETTY E. UEHARA

My Commission expires on 09-26-2023



STATE OF HAWAII - EXHIBIT B  
AP-05 - Citizen Participation

### NOTICE OF VIRTUAL 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 2021-2022 (PY2021), as part of the Consolidated Plan (CP) process. In preparation for this AAP, HHFDC will consult with local governments and residents at public hearings in each county. Due to the COVID-19 pandemic and recommendations for social distancing, public hearings will be held by electronic means. HHFDC will hold virtual public hearings for the City and County of Honolulu and the County of Maui, as follows:

- Honolulu: Friday, December 11, 2020 at 10:00 a.m., (to be held jointly with the City and County of Honolulu's Department of Budget and Fiscal Services); and
- Maui: Monday, December 14, 2020 at 10:00 a.m.

Connectivity information on attending the virtual public hearings follow:

Join on your computer or mobile app: See Notice of Public Hearing on HHFDC's website at [www.dbedt.hawaii.gov/hhfdc](http://www.dbedt.hawaii.gov/hhfdc)

Or call in (audio only):

- Honolulu: Friday, December 11, 2020 at 10:00 am. +1 808-829-4853.  
- Phone Conference ID: 756 759 829#
- Maui: Monday, December 14, 2020 at 10:00 am. +1 808-829-4853.  
- Phone Conference ID: 355 290 318#

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), National Housing Trust Fund (HTF), Emergency Solution Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs.

For PY2021, the State anticipates receiving approximately \$3,000,000 in HOME funds, \$450,000 in ESG funds, and \$250,000 in HOPWA funds, for use primarily in the Counties of Hawaii, Kauai and Maui. Approximately \$3,000,000 is expected under the HTF program, which may be used in the Counties of Hawaii, Kauai and Maui, and the City and County of Honolulu. 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.

An informational packet describing the HOME, HTF, ESG and HOPWA programs is posted on HHFDC's website at <http://hawaii.gov/dbedt/hhfdc> and is also available for public viewing at the following public libraries (subject to their respective hours of operation, which may have been adjusted due to the COVID-19 pandemic): Hilo, Island of Hawaii; Lihue, Island of Kauai; Kahului, Island of Maui; Kaimuki, Kaneohe, Pearl City, Hawaii State Library; Documents Center, and UH Library's Serials Receiving, Island of Oahu. To receive a copy by mail, interested parties may email a request to [HHFDC.ConsolidatedPlan@hawaii.gov](mailto:HHFDC.ConsolidatedPlan@hawaii.gov) or by calling 587-0634. Neighbor Island residents may call the toll free numbers below, ext. 70634:

From Kauai: 274-3141

From Maui: 984-2400

From Molokai/Lanai: 1-800-468-4644

From Hawaii: 974-4000

Interested persons are invited to attend the virtual hearings and state their views, orally or in writing, related to the housing needs to be considered in developing the State's AAP.

Please submit written testimony to HHFDC via email to [hhfdc.consolidatedplan@hawaii.gov](mailto:hhfdc.consolidatedplan@hawaii.gov), by 4:30 p.m. on the day of the hearing. 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 HHFDC's Human Resources Office by December 1, 2020 at 587-0501, by email at [hhfchr@hawaii.gov](mailto:hhfchr@hawaii.gov). 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.

Denise Iseri-Matsubara, HHFDC Executive Director

(MN: Nov. 25, 2020)



# AFFIDAVIT OF PUBLICATION

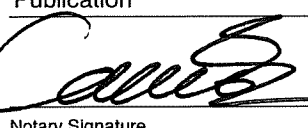
## IN THE MATTER OF NOTICE OF VIRTUAL PUBLIC HEARING

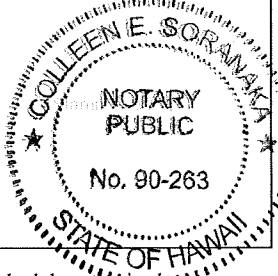
STATE OF HAWAII

} SS.

City and County of Honolulu

}

Doc. Date: NOV 06 2020 # Pages: 1  
 Notary Name: COLLEEN E. SORANAKA First Judicial Circuit  
 Doc. Description: Affidavit of  
Publication  
  
 Notary Signature Date NOV 06 2020



Lisa Sakakida 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, MidWeek, The Garden Island, West Hawaii Today, and Hawaii Tribune-Herald, 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

Honolulu Star-Advertiser 1 times on:

11/06/2020

MidWeek 0 times on:

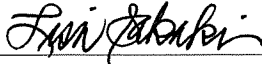
The Garden Island 0 times on:

Hawaii Tribune-Herald 0 times on:


West Hawaii Today 0 times on:

Other Publications: 0 times on:

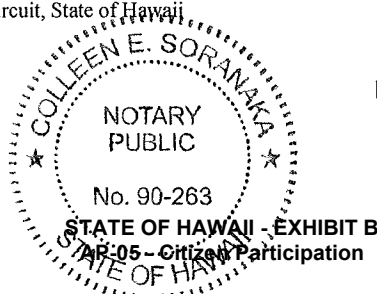
And that affiant is not a party to or in any way interested in the above entitled matter.

  
 Lisa Sakakida

Subscribed to and sworn before me this 6th day of November A.D. 20 20

  
 Colleen E. Soranaka, Notary Public of the First Judicial Circuit, State of Hawaii  
 My commission expires: Jan 06 2024

Ad # 0001302308



## NOTICE OF VIRTUAL 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 2021-2022 (PY2021), as part of the Consolidated Plan (CP) process. In preparation for this AAP, HHFDC will consult with local governments and residents at public hearings in each county. Due to the COVID-19 pandemic and recommendations for social distancing, public hearings will be held by electronic means. A virtual public hearing for the County of Kauai will be held jointly with the Kauai County Housing Agency on Monday, November 23, 2020 at 2:00 pm.

Connectivity information on attending the virtual public hearing follows:

Join on your computer or mobile app: See Notice of Public Hearing on HHFDC's website at [www.dbedt.hawaii.gov/hhfdc](http://www.dbedt.hawaii.gov/hhfdc)  
 Or call in (audio only): +1 808-829-4853, Phone Conference ID: 790 025 797#

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), National Housing Trust Fund (HTF), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs.

For PY2021, the State anticipates receiving approximately \$3,000,000 in HOME funds, \$450,000 in ESG funds, and \$250,000 in HOPWA funds, for use primarily in the Counties of Hawaii, Kauai and Maui. Approximately \$3,000,000 is expected under the HTF program, which may be used in the Counties of Hawaii, Kauai and Maui, and the City and County of Honolulu. 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.

An informational packet describing the HOME, HTF, ESG and HOPWA programs is posted on HHFDC's website at <http://hawaii.gov/dbedt/hhfdc> and is also available for public viewing at the following public libraries (subject to their respective hours of operation, which may have been adjusted due to the COVID-19 pandemic): Hilo, Island of Hawaii; Lihue, Island of Kauai; Kahului, Island of Maui; Kaimuki, Kaneohe, Pearl City, Hawaii State Library's Documents Center, and UH Library's Serials Receiving, Island of Oahu. To receive a copy by mail, interested parties may email a request to [HHFDC.ConsolidatedPlan@hawaii.gov](mailto:HHFDC.ConsolidatedPlan@hawaii.gov) or by calling 587-0634. Neighbor Island residents may call the toll free numbers below, ext. 70634:

From Kauai: 274-3141 From Maui: 984-2400  
 From Molokai/Lanai: 1-800-468-4644 From Hawaii: 974-4000

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

Please submit written testimony HHFDC via email to [hhfdc.consolidatedplan@hawaii.gov](mailto:hhfdc.consolidatedplan@hawaii.gov), by 4:30 p.m. on the day of the hearing. 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 HHFDC's Human Resources Office by November 12, 2020 at 587-0501, by email at [hhfchr@hawaii.gov](mailto:hhfchr@hawaii.gov). 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.

Denise Iseri-Matsubara, HHFDC Executive Director  
 (SA1302308 11/6/20)



ICSP NO.: \_\_\_\_\_

STATE OF HAWAII - EXHIBIT B  
 AP-05 - Citizen Participation

# AFFIDAVIT OF PUBLICATION

## IN THE MATTER OF NOTICE OF PUBLIC COMMENT

STATE OF HAWAII

City and County of Honolulu

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Doc. Date:	MAR 12 2021	# Pages:	1
Notary Name:	COLLEEN E. SORANAKA	First Judicial Circuit	
Doc. Description:	Affidavit of Publication		
Notary Signature	MAR 12 2021 Date		

Lisa Sakakida 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, MidWeek, The Garden Island, West Hawaii Today, and Hawaii Tribune-Herald, 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

Honolulu Star-Advertiser 1 times on:

03/12/2021

MidWeek 0 times on:

The Garden Island 0 times on:

Hawaii Tribune-Herald 0 times on:

West Hawaii Today 0 times on:

Other Publications: 0 times on:

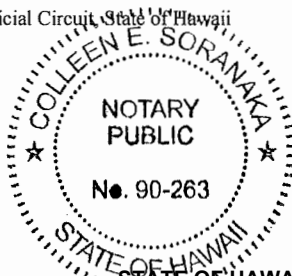
And that affiant is not a party to or in any way interested in the above entitled matter.

*Lisa Sakakida*  
Lisa Sakakida

Subscribed to and sworn before me this 12th day of March A.D. 2021

Colleen E. Soranaka, Notary Public of the First Judicial Circuit, State of Hawaii  
My commission expires: Jan 06 2024

Ad # 0001317812



STATE OF HAWAII - EXHIBIT B  
AP-05 - Citizen Participation

## NOTICE OF PUBLIC COMMENT

Pursuant to 24 CFR Part 91, notice is given that a draft Annual Action Plan (AAP) for Program Year 2021 (PY2021), covering the period from July 1, 2021 through June 30, 2022, has been prepared by the Hawaii Housing Finance and Development Corporation (HHFDC), Department of Business, Economic Development and Tourism, State of Hawaii. The HHFDC is making copies of the draft AAP available for review and comment.

HHFDC administers HUD's HOME Investment Partnerships (HOME) and National Housing Trust Fund (HTF) programs. The State's Homeless Programs Office of the Department of Human Services' Benefit, Employment and Support Services Division (DHS-BESSD) administers HUD's 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 preventative programs and activities for the homeless in the State.

The 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. For PY2021, the State of Hawaii anticipates receiving approximately \$3,000,000 in HOME funds, \$3,000,000 in HTF funds, \$444,100 in ESG funds, and \$270,474 in HOPWA funds.

HHFDC and DHS-BESSD completed the draft PY2021 AAP to prepare for proposed projects and programs supported with HOME, HTF, ESG and HOPWA funds. The draft PY2021 AAP includes information on available resources and a description of the State's method for disbursing funds to local governments and nonprofit organizations to carry out activities to address the priority of needs.

Copies of the draft AAP are available for public viewing at depository libraries and on the HHFDC's website at <http://hawaii.gov/dbedt/hhfdc>. Due to health and safety concerns caused by the global Coronavirus outbreak, state and county housing agencies, where the draft AAP would normally be available for review, may be taking precautionary measures by closing their offices to the public. Interested persons are strongly encouraged to view the draft AAP electronically on HHFDC's website (<http://hawaii.gov/dbedt/hhfdc>). You may also call (808) 587-0634 to be mailed a copy of the draft AAP. Neighbor island residents may call toll free at the numbers listed below:

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

Interested persons are invited to state their views on the draft AAP in writing no later than April 11, 2021 at 4:00 p.m. to HHFDC at 677 Queen Street, Suite 300, Honolulu, Hawaii, 96813. Written comments may also be submitted via email to [hhfdc.consolidatedplan@hawaii.gov](mailto:hhfdc.consolidatedplan@hawaii.gov) or by fax to (808) 587-0600 by April 11, 2021. All comments received by the deadline will be considered in preparing the final PY2021 AAP.

Persons with special needs (e.g., needing a copy of the proposed AAP in large print or taped) may contact HHFDC's Human Resources Office at 587-0501, by written request, or by email to [hhfdchr@hawaii.gov](mailto:hhfdchr@hawaii.gov) by March 22, 2021. 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. 70501 From Hawaii, 974-4000, ext. 70501  
From Maui, 984-2400, ext. 70501 From Molokai & Lanai, 1-800-468-4644, ext. 70501

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

Denise Iseri-Matsubara, Executive Director

(SA1317812 3/12/21)





# **HOME EXHIBIT A**

## **PY2021 Planned HOME Funding and Activities**

**Referenced in**

**AP-05 – Executive Summary and  
AP-25 – Allocation Priorities**



## PY2021 HOME FUNDS AND ACTIVITIES

### PY2021 HOME Allocation:

HOME Resources	County of Hawaii	County of Kauai	County of Maui	HHFDC	Total
<b><i>FY2021 HOME</i></b>					
Regular Project	\$2,250,000	\$0	\$0	\$0	\$2,250,000
CHDO Set-Aside	\$450,000	\$0	\$0	\$0	\$450,000
Administration	\$150,000	\$0	\$0	\$150,000	\$300,000
<b>Subtotal – 2021 HOME Funds</b>	<b>\$2,850,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>	<b>3,000,000</b>
<b><i>Other HOME Funds</i></b>					
<i>Anticipated Program Income in PY2021</i>	<i>\$75,000</i>	<i>\$160,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$235,000</i>
<b>Subtotal – Other HOME Funds</b>	<b>\$75,000</b>	<b>\$160,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$235,000</b>
<b>Total Available</b>	<b>\$2,925,000</b>	<b>\$160,000</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$3,235,000</b>

*Italics = HOME Program Income*

### PY2021 HOME Activities:

HOME Activity	County of Hawaii	County of Kauai	County of Maui	HHFDC	TOTAL
HR-2: Tenant Based Rental Assistance (HOME SU + Anticipated HOME PI)	\$1,960,200 + \$75,000 (PI)	\$160,000 (Pi)	\$0	\$0	\$2,195,200
HR-3: Construct New or Rehabilitate Existing Affordable Rental Housing for Special Needs Populations	\$289,800	\$0	\$0	\$0	\$289,800
HO-2: Construct New or Rehabilitate Existing Affordable Homeownership Housing Units Using the Self-Help Building Method (CHDO Activity)	\$450,000	\$0	\$0	\$0	\$450,000
HA-1: Administration	\$150,000	\$0	\$0	\$150,000	\$300,000
<b>Total</b>	<b>\$2,925,000</b>	<b>\$160,000</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$3,235,000</b>

*Italics = HOME Program Income.*

Note: The County of Hawaii has identified alternate activities to utilize HOME funds if any of its activities are dropped.





# **HTF EXHIBIT A**

## **PY2021 HTF Allocation Plan**

**Referenced in**

**AP-05 – Executive Summary and  
AP-90 – Program Specific Requirements**



STATE OF HAWAII  
HAWAII HOUSING FINANCE AND DEVELOPMENT CORPORATION  
PROGRAM YEAR 2021  
HOUSING TRUST FUND PROGRAM  
ALLOCATION PLAN

I. INTRODUCTION

The Housing Trust Fund (HTF) program was created by Title I of the Housing and Economic Recovery Act of 2008, Section 1131 (Public Law 110-289) and is administered by the U.S. Department of Housing and Urban Development. The regulations which govern the HTF are contained in 24 CFR Part 93, Housing Trust Fund. The purpose of the HTF is to provide grants to State governments to increase and preserve the supply of decent, safe, and sanitary affordable housing for primarily extremely low-income (30% AMI) households, including homeless families. The Hawaii Housing Finance and Development Corporation (HHFDC) is designated as the HTF Grantee for the State of Hawaii.

II. DISTRIBUTION OF FUNDS

The Consolidated Plan identifies a substantial need for affordable housing throughout the State of Hawaii. Consequently, the HHFDC will make its allocation of HTF funds available on a statewide basis. HHFDC will fund projects through subgrantees (a unit of general local government that is selected to administer all or a portion of the state HTF program). The annual distribution is described below:

- a. HHFDC will retain 5% of the HTF annual allocation for allowable administrative and planning expenses.
- b. The balance of the HTF annual allocation will be provided to the designated neighbor island county that receives the HHFDC's rotated HOME allocation. For PY 2021, the County of Hawaii is anticipated to receive the HTF allocation as a Subgrantee.
- c. The HTF program requires HHFDC to commit funds within 24 months of HUD's execution of the HTF grant agreement. Should a Subgrantee be unable to identify an eligible HTF project(s) and/or complete the tasks to meet the commitment requirements within a specified timeframe, HHFDC, in its sole discretion, shall seek alternate activities from the remaining Subgrantees.
- d. Should the remaining Subgrantees be unable to identify an eligible HTF project(s) and/or complete the tasks to meet the commitment requirements within a specified timeframe, HHFDC, in its sole discretion, shall seek alternate activities from eligible recipients.

- e. The HHFDC anticipates receiving \$3,000,000 in HTF funds for the Program Year 2021 – 2022, to be distributed as follows:

Fund Type	County of Hawaii	HHFDC	Total
HTF Project Funds	\$2,700,000	\$0	\$2,700,000
Administration	\$150,000	\$150,000	\$300,000
Total HTF Funds	\$2,850,000	\$150,000	\$3,000,000

### III. ELIGIBLE ACTIVITIES AND EXPENSES

Rental Housing - HHFDC will focus its HTF funds on providing affordable rental housing to 30% AMI households. HTF funds may be used for the production, preservation, and rehabilitation of affordable rental housing through the acquisition, new construction, reconstruction, or rehabilitation of nonluxury housing with suitable amenities.

Eligible activities and expenses include: real property acquisition, site improvements and development hard costs, related soft costs, conversion, demolition, financing costs, relocation assistance, operating cost assistance and reasonable administrative and planning costs for HTF program administration.

HHFDC does not intend to use HTF funds for refinancing of existing debt.

### IV. ELIGIBLE RECIPIENTS

An organization, agency or other entity (including a public housing agency, or a for-profit entity or a nonprofit entity) is eligible to apply for HTF assistance as an owner or developer to carry out an HTF-assisted project. A recipient must:

- a. Make acceptable assurances to the Subgrantee/HHFDC that it will comply with the requirements of the HTF program during the entire period that begins upon selection of the recipient to receive HTF funds, and ending upon the conclusion of all HTF-funded activities;
- b. Demonstrate the ability and financial capacity to undertake, comply, and manage the eligible activity;
- c. Demonstrate its familiarity with the requirements of other Federal, State, or local housing programs that may be used in conjunction with HTF funds to ensure compliance with all applicable requirements and regulations of such programs; and

- d. Have demonstrated experience and capacity to conduct an eligible HTF activity as evidenced by its ability to own, construct, or rehabilitate, and manage and operate an affordable multifamily rental housing development.

## V. APPLICATION AND AWARD PROCESS

Applications for the HTF are issued, accepted and selected by the applicable county housing agencies (Subgrantees) annually for funding consideration, subject to availability of funds. Should Subgrantees be unable to identify an eligible HTF project(s) within a specified timeframe, HHFDC shall seek alternate activities from eligible recipients. Applications are reviewed for eligibility and rated using the selection criteria. Each application must describe the eligible activity, in accordance with 24 CFR 93.200, to be conducted with HTF funds and contain a certification by each eligible recipient that housing units assisted with HTF will comply with the HTF requirements.

In addition, applications will include performance goals and bench marks that the Subgrantees/HHFDC will use to monitor efforts to accomplish the rental housing objectives.

### STATE OF HAWAII SUBGRANTEES

<b>City and County of Honolulu</b>	<b>County of Kauai</b>
Department of Community Services	Kauai County Housing Agency
Kapalama Hale, Suite 200	Pi'ikoi Building
925 Dillingham Boulevard	4444 Rice Street, Suite 330
Honolulu, Hawaii 96817	Lihue, Hawaii 96766
<b>County of Hawai'i</b>	<b>County of Maui</b>
Office of Housing and Community Development	Department of Housing and Human Concerns
1990 Kinoole Street, Suite 102	2065 Main Street, Suite 108
Hilo, Hawaii 96720	Wailuku, Hawaii 96793

For PY 2021, the applicable Subgrantee to issue the HTF applications is the County of Hawaii.

#### Minimum Thresholds:

Applicants must meet all of the following Minimum Threshold requirements to receive consideration for an allocation or award of HTF.

Failure to meet any Minimum Threshold shall result in the immediate rejection of the application.

1. **Market Assessment**  
A market assessment of the housing needs of extremely low income individuals to be served by the project must be submitted as a part of the application. The assessment should review the neighborhood and other relevant market data to determine that there is current demand for the type and number of housing units being developed.
2. **Site Control**  
Evidence of site control shall be submitted with the application for HTF funds. Site control shall be substantiated by providing evidence in the form of an executed lease or sales option agreement, fee simple deed, executed land lease, or any other documentation acceptable to the County. Evidence of site control must be provided for all proposed sites.
3. **Capital Needs Assessment (For projects acquiring an existing property.)**  
To ensure that the proposed rehabilitation of the project is adequate and that the property will have a useful life that exceeds the affordability period, a capital needs assessment of the property by a competent third party shall be submitted with the application. A capital needs assessment is a qualified professional's opinion of a property's current physical condition. It identifies deferred maintenance, physical needs and deficiencies, and material building code violations that affect the property's use, structural and mechanical integrity, and future physical and financial needs. The Capital Needs Assessment shall identify any work that must be completed immediately to address health and safety issues, violation of Federal or State law, violation of local code, or any work necessary to ensure that the building can continue to operate as affordable housing.
4. **Debt Service Ratio**
  - a. **Projects with hard debt service requirements:**
    - i. The Project is required to evidence a Debt Service Ratio of no less than 1.15x on all hard debt service requirements for the first 15 years.
  - b. **Projects with no hard debt service requirements:**
    - i. The Project is required to evidence positive Net Operating Income throughout the 30-year proforma period.
  - c. **Hard Debt Service:**
    - i. Defined as scheduled regular and periodic principal and/or interest payments of project loan obligations made for its direct benefit, as evidenced by a note and loan agreement.
    - ii. The Applicant is required to support all hard debt service loans and terms with executed lenders' commitment letters, letters of interest, or term sheets.
  - d. **Underwriting Criteria and Requirements:**
    - i. Applicants are required to use the following parameters and assumptions in the preparation of the project proforma:
      1. Annual Income Inflation Rate of 2.0% and Annual Expense

- Inflation Rate of 3.0% for the first 15 years or term of the first mortgage, whichever is greater.
  - 2. Annual Income Inflation Rate of 2.0% and Annual Expenses Inflation Rate of 2.0% for the remaining term of affordability.
  - 3. Vacancy Rate of no less than 5.0%
  - 4. Annual Replacement Reserve Allocation of no less than \$300 per unit per year.
  - 5. Phase I Environmental Site Assessment  
All proposed multifamily (more than four housing units) HTF projects require a Phase I Environmental Site Assessment.
- For acquisition/rehabilitation projects, the Phase I Environmental Assessment should address lead based paint and asbestos.
- 6. Developer Fee
    - i. New Construction – maximum developer fee of 15% of the total development costs or \$3,750,000 (whichever is less)
    - ii. Acquisition/Rehabilitation – maximum developer fee of 10% of the acquisition costs and 15% of the rehabilitation costs or \$3,750,000 (whichever is less).

## VI. SELECTION CRITERIA

- a. Timeliness and Readiness to Proceed (Max. 30 pts.) – The proposed project is feasible and will meet the required timelines to commit and expend HTF funds. Applicants need to demonstrate project “readiness.” Factors to be considered are site control, financial commitments, environmental factors, zoning, utilities and site and neighborhood standards;
- b. Consolidated Plan Priorities (Max. 10 pts.) - The extent to which the project proposes accomplishments that will meet the rental housing objectives for both the HHFDC and the County. The HTF is primarily a production program meant to add units to the supply of affordable housing for extremely low-income households. Merits of the application in meeting the priority housing needs of the County where the project is located such as accessible to transit or employment centers, housing that includes green building and sustainable development features or housing that serves special needs populations;
- c. Developer Experience and Financial Capacity (Max. 25 pts.) - Applicant’s ability to obligate HTF dollars and undertake funded activities in a timely manner. Need to review evidence of experience in developing and managing projects of similar type and scope, staff qualifications, and fiscal soundness. In addition, applicants who have received federal funds in the past will be evaluated on the basis of their

past performance. Qualifications of the proposed project team, personnel and /or contractors to carry out the proposed project including proven record of experience with comparable projects;

- d. Financially Feasible Project (Max. 25 pts.) – Project pro forma to cover a minimum 30 year HTF affordability period and include rents that are affordable to extremely low-income households. Priority to be given for projects with extended affordability periods and project based rental assistance; and
- e. Use of Non-Federal Funding Sources (Max. 10 pts.) – Given the 30% AMI income targeting requirements, viable projects will require other funding sources compatible with HTF. Priority consideration to the extent project will use non-federal funding sources.

A minimum score of 50 points (out of the 100 total points) must be scored in order to be recommended for the award of HTF funds.

Successful Recipient(s) will receive a Notice of Award, which will state that the Subgrantee's intent to award HTF funds is subject to approval of the applicable HTF Allocation Plan/Action Plan by the County Council/Approving Authority, HHFDC and HUD.

## VII. MAXIMUM PER-UNIT DEVELOPMENT SUBSIDY LIMITS

Each year, HHFDC must establish maximum limitations on the total amount of HTF funds that may be invested per-unit for development of non-luxury rental housing projects. The Public Housing Total Development Cost Limits (TDCs) for elevator structures, as annually published by HUD, have been adopted for the HTF program. HUD's data is based on construction cost indices for the area and is published annually by HUD's Office of Capital Improvements. The development costs of affordable rental housing across the state are generally higher in comparison but the TDCs provide a reliable maximum subsidy limit which will produce a greater number of HTF assisted units throughout the state. The limits are applicable statewide but, in the future, should HUD's data indicate that costs vary significantly across the state, the limits may be adjusted accordingly.



The following table reflects the maximum per unit subsidy limits by bedroom size for housing assisted with HTF within the State of Hawaii, for PY 2021.

Bedrooms	PY2021 HTF Maximum Per-Unit Subsidy Limit
0	\$187,596
1	\$262,635
2	\$337,673
3	\$450,231
4+	\$562,789

## VIII. REHABILITATION STANDARDS

Rehabilitation of multi-family projects that utilize HTF funds must comply with all applicable federal, state and local codes, ordinances, requirements, County HTF rehabilitation standards and the requirements of 24 CFR 93.301(b). At a minimum, the following property standards and requirements shall apply:

- 1) Health and Safety – If the housing is occupied at the time of initial inspection, all Life-Threatening Deficiencies must be identified and addressed immediately. See Appendix A which identifies all life-threatening deficiencies (Highlighted in yellow and bold) for the property site, building exterior, building systems, common areas and unit components.
- 2) Major Systems – All projects with 26 or more units are required to have the useful remaining life of the major systems determined with a capital needs assessment. Major systems include: structural support, roofing; cladding and weatherproofing (e.g., windows, doors, siding, gutters); plumbing; electrical; heating, ventilation, and air conditioning. If the useful life of one or more major system is less than the affordability period, it must be replaced or rehabilitated or a replacement reserve must be established and monthly deposits made to the reserve account to adequately repair or replace the systems as needed.
- 3) Lead Safe Housing Rule – All HTF-funded rehabilitation must meet the requirements of the Lead Safe Housing Rule at 24 CFR Part 35.
- 4) Accessibility – Assisted housing must meet the accessibility requirements at 24 CFR part 8 (implementing section 504 of the Rehabilitation Act of 1973) and Titles II and III of the Americans with Disabilities Act implemented at 28 CFR parts 35 and 36. For “covered multifamily dwellings,” as defined at 24 CFR 100.205, standards must require that the housing meets the design and construction requirements at 24 CFR 100.205. (Note that grantees may use HTF funds for other improvements that permit use by a person with disabilities, even if they are not required by statute or regulation.)

5) Disaster Mitigation – Housing must meet state and local requirements for disaster mitigation, or requirements established by HUD, where they are needed to mitigate the risk of potential natural disasters.

6) Local/state or national codes - All rehabilitation projects must meet all applicable federal, state and local codes, standards, ordinances, rules, regulations and requirements by project completion. In cases where standards differ, the most restrictive standard will apply. The State of Hawaii has adopted the 2006 International Building Code (2006 IBC) and the 2006 International Energy Conservation Code (2006 IECC). Should the adopted codes be modified or updated, the newly adopted code standard will apply. See local government agencies for additionally adopted codes. In the absence of local building codes, the housing must meet the International Existing Building Code of the International Code Council.

7) Uniform Physical Condition Standards (UPCS) – Upon completion, the project and units must be decent, safe, sanitary, and in good repair as described in 24 CFR 5.703. Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation (“Appendix A”) identifies the type and degree of deficiencies that shall be addressed.

## Uniform Physical Condition Standards (UPCS) for Multifamily Housing Rehabilitation

All projects funded with HTF will be required to meet HUD's UPCS to ensure housing will be decent, safe, sanitary, and in good repair as described in 24 CFR 5.703. Standards include the UPCS inspectable items and observable deficiencies for the site, building exterior, building systems, common areas, and units.

Inspectable Item	Observable Deficiency	Type and Degree of Deficiency That Must Be Addressed
<b>NOTE: Deficiencies highlighted in yellow are life-threatening and must be addressed immediately if the housing is occupied.</b>		
<b>Requirements for Site:</b>		
Fencing and Gates	Damaged/Falling/Leaning	An exterior fence, security fence, or gate is damaged and does not function as it should or could threaten safety or security.
	Holes	Hole in fence or gate is larger than 6 inches by 6 inches
	Missing Sections	An exterior fence, security fence or gate is missing a section which could threaten safety or security
Grounds	Erosion/Rutting Areas	Runoff has extensively displaced soils which has caused visible damage or potential failure to adjoining structures or threatens the safety of pedestrians or makes the grounds unusable or there is a rut larger than 8 inches wide by 5 inches deep.
	Overgrown/Penetrating Vegetation	Plants have visibly damaged a component, area or system of the property or has made them unusable or unpassable
	Ponding/Site Drainage	There is an accumulation of more than 5 inches deep and/or a large section of the grounds-more than 20%-is unusable for its intended purpose due to poor drainage or ponding
Health & Safety	Air Quality - Sewer Odor Detected	Sewer odors that could pose a health risk if inhaled for prolonged periods
	<b>Air Quality - Propane/Natural Gas/Methane Gas Detected</b>	Strong propane, natural gas or methane odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	<b>Electrical Hazards - Exposed Wires/Open Panels</b>	Any exposed bare wires or openings in electrical panels (capped wires do not pose a risk)

	<b>Electrical Hazards - Water Leaks on/near Electrical Equipment</b>	Water leaking, puddling, or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	<b>Flammable Materials - Improperly Stored</b>	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	Any general defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Any physical defect that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Any physical defect in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, food preparation or storage area or other area of building substantial enough to present a health and safety risk
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings substantial enough to present a health and safety risk
Mailboxes/Project Signs	Mailbox Missing/Damaged	Mailbox cannot be locked or is missing
	Signs Damaged	The project sign is not legible or readable because of deterioration or damage
Parking Lots/ Driveways/Roads	Cracks	Cracks that are large enough to affect traffic ability over more than 5% of the property's parking lots/driveways/roads or pose a safety hazard

	Ponding	3 inches or more of water has accumulated making 5% or more of a parking lot/driveway unusable or unsafe
	Potholes/Loose Material	Potholes or loose material that have made a parking lot/driveway unusable/unpassable for vehicles and/or pedestrians or could cause tripping or falling
	Settlement/Heaving	Settlement/heaving has made a parking lot/driveway unusable/unpassable or creates unsafe conditions for pedestrians and vehicles
Play Areas and Equipment	Damaged/Broken Equipment	Equipment poses a threat to safety and could cause injury

	Deteriorated Play Area Surface	More than 50% of the play surface area shows deterioration or the play surface area could cause tripping or falling and thus poses a safety risk
Refuse Disposal	Broken/Damaged Enclosure- Inadequate Outside Storage Space	A single wall or gate of the enclosure has collapsed or is leaning and in danger of falling or trash cannot be stored in the designated area because it is too small to store refuse until disposal
Retaining Walls	Damaged/Falling/Leaning	A retaining wall is damaged and does not function as it should or is a safety risk
Storm Drainage	Damaged/Obstructed	The system is partially or fully blocked by a large quantity of debris, causing backup into adjacent areas or runoffs into areas where runoff is not intended
Walkways/Steps	Broken/Missing Hand Railing	The hand rail for four or more stairs is missing, damaged, loose or otherwise unusable
	Cracks/Settlement/Heaving	Cracks greater than $\frac{3}{4}$ ", hinging/tilting, or missing section(s) that affect traffic ability over more than 5% of the property's walkways/steps
	Spalling/Exposed rebar	More than 5% of walkways have large areas of spalling-larger than 4 inches by 4 inches--that affects traffic ability
<b>Requirements for Building Exterior:</b>		
Doors	Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
	Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
	Damaged Surface (Holes/Paint/Rusting/Glass)	Any door that has a hole or holes greater than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
	Damaged/Missing Screen/Storm/Security Door	A security door that is not functioning or is "missing" (Security door should be there but isn't there)
	Deteriorated/Missing Caulking/Seals	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
	Missing Door	Any exterior door that is missing
Fire Escapes	<b>Blocked Egress/Ladders</b>	Stored items or other barriers restrict or block people from exiting

	Visibly Missing Components	Any of the functional components that affect the function of the fire escape--one section of a ladder or railing, for example--are missing
Foundations	Cracks/Gaps	Large cracks in foundation more than 3/8 inches wide by 3/8 inches deep by 6 inches long that present a possible sign of a serious structural problem, or opportunity for water penetration or sections of wall or floor that are broken apart
	Spalling/Exposed Rebar	Significant spalled areas affecting more than 10% of any foundation wall or any exposed reinforcing material—rebar or other

Health and Safety	<b>Electrical Hazards - Exposed Wires/Open Panels</b>	Any exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	<b>Electrical Hazards - Water Leaks on/near Electrical Equipment</b>	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	<b>Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable</b>	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	<b>Emergency Fire Exits - Missing Exit Signs</b>	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	<b>Flammable/Combustible Materials - Improperly Stored</b>	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Outdoors	Too much garbage has gathered--more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	Any general defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Any physical defect that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Any physical defect in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects--including roaches and ants--throughout a unit or room, food preparation or storage area or other area of building substantial enough to present a health and safety risk
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings substantial enough to present a health and safety risk

Lighting	Broken Fixtures/Bulbs	20% or more of the lighting fixtures and bulbs surveyed are broken or missing
Roofs	Damaged Soffits/Fascia	Soffits or fascia that should be there are missing or so damaged that water penetration is visibly possible
	Damaged Vents	Vents are missing or so visibly damaged that further roof damage is possible
	Damaged/Clogged Drains	The drain is so damaged or clogged with debris that the drain no longer functions—as shown by ponding
	Damaged/Torn Membrane/Missing Ballast	Ballast has shifted and no longer functions as it should or there is damage to the roof membrane that may result in water penetration
	Missing/Damaged Components from Downspout/Gutter	Drainage system components are missing or damaged causing visible damage to the roof, structure, exterior wall surface, or interior
	Missing/Damaged Shingles	Roofing shingles are missing or damaged enough to create a risk of water penetration
	Ponding	Evidence of standing water on roof, causing potential or visible damage to roof surface or underlying materials
Walls	Cracks/Gaps	Any large crack or gap that is more than 3/8 inches wide or deep and 6 inches long that presents a possible sign of serious structural problem or opportunity for water penetration
	Damaged Chimneys	Part or all of the chimney has visibly separated from the adjacent wall or there are cracked or missing pieces large enough to present a sign of chimney failure or there is a risk of falling pieces that could create a safety hazard
	Missing/Damaged Caulking/Mortar	Any exterior wall caulking or mortar deterioration that presents a risk of water penetration or risk of structural damage

	Missing Pieces/Holes/Spalling	Any exterior wall deterioration or holes of any size that present a risk of water penetration or risk of structural damage
	Stained/Peeling/Needs Paint	More than 50% of the exterior paint is cracking, flaking, or otherwise deteriorated. Water damage or related problems have stained the paint.
Windows	Broken/Missing/Cracked Panes	Any missing panes of glass or cracked panes of glass where the crack is either greater than 4" and/or substantial enough to impact the structural integrity of the window pane

	Damaged Sills/Frames/Lintels/Trim	Sills, frames, lintels, or trim are missing or damaged, exposing the inside of the surrounding walls and compromising its weather tightness
	Damaged/Missing Screens	Missing screens or screens with holes greater than 1 inch by 1 inch or tears greater than 2 inches in length
	Missing/Deteriorated Caulking/Seals/Glazing Compound	There are missing or deteriorated caulk or seals--with evidence of leaks or damage to the window or surrounding structure
	Peeling/Needs Paint	More than 20% of the exterior window paint is peeling or paint is missing and window frame surface is exposed thereby exposing window frame to water penetration and deterioration
	<b>Security Bars Prevent Egress</b>	The ability to exit through egress window is limited by security bars that do not function properly and, therefore, pose safety risks
<b>Requirements for Building Systems</b>		
Domestic Water	Leaking Central Water Supply	Leaking water from water supply line is observed
	Missing Pressure Relief Valve	There is no pressure relief valve or pressure relief valve does not drain down to the floor
	Rust/Corrosion on Heater Chimney	The water heater chimney shows evidence of flaking, discoloration, pitting, or crevices that may create holes that could allow toxic gases to leak from the chimney
	Water Supply Inoperable	There is no running water in any area of the building where there should be
Electrical System	Blocked Access/Improper Storage	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency
	Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Evidence of Leaks/Corrosion	Any corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures, or any evidence of water leaks in the enclosure or hardware
	Frayed Wiring	Any nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	Missing Breakers/Fuses	Any open and/or exposed breaker port
	<b>Missing Outlet Covers</b>	A cover is missing, which results in exposed visible electrical connections



Elevators	Not Operable	The elevator does not function at all or the elevator doors open when the cab is not there
Emergency Power	Auxiliary Lighting Inoperable (if applicable)	Auxiliary lighting does not function
Fire Protection	Missing Sprinkler Head	Any sprinkler head is missing, visibly disabled, painted over, blocked, or capped
	<b>Missing/Damaged/Expired Extinguishers</b>	There is missing, damaged or expired fire extinguisher in any area of the building where a fire extinguisher is required

Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	<b>Air Quality - Propane/Natural Gas/Methane Gas Detected</b>	Strong propane, natural gas or methane odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	Air Quality - Sewer Odor Detected	Sewer odors that could pose a health risk if inhaled for prolonged periods
	<b>Electrical Hazards - Exposed Wires/Open Panels</b>	Any exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	<b>Electrical Hazards - Water Leaks on/near Electrical Equipment</b>	Water leaking, puddling, or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	Elevator - Tripping	An elevator is misaligned with the floor by more than 3/4 of an inch. The elevator does not level as it should, which causes a tripping hazard
	<b>Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable</b>	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	<b>Emergency Fire Exits - Missing Exit Signs</b>	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	<b>Flammable Materials - Improperly Stored</b>	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	Any general defects or hazards that pose risk of bodily injury

	Hazards - Sharp Edges	Any physical defect that could cause cutting or breaking of human skin or other bodily harm
	Hazards – Tripping Hazards	Any physical defect in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, food preparation or storage area or other area of building substantial enough to present a health and safety risk
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings substantial enough to present a health and safety risk
HVAC	Boiler/Pump Leaks	Evidence of water or steam leaking in piping or pump packing to the point that the system or pumps should be shut down.
	Fuel Supply Leaks	Evidence of any amount of fuel leaking from the supply tank or piping
	General Rust/Corrosion	Significant formations of metal oxides, significant flaking, discoloration, or the development of a noticeable pit or crevice
	<b>Misaligned Chimney/Ventilation System</b>	A misalignment of an exhaust system on a combustion fuel-fired unit (oil, natural gas, propane, wood pellets etc.) that causes improper or dangerous venting of gases
Roof Exhaust System	Roof Exhaust Fan(s) Inoperable	The roof exhaust fan unit does not function
Sanitary System	Broken/Leaking/Clogged Pipes or Drains	Evidence of active leaks in or around the system components or evidence of standing water, puddles or ponding--a sign of leaks or clogged drains
	Missing Drain/Cleanout/Manhole Covers	A protective cover is missing
<b>Requirements for Common Areas</b>		
Basement/Garage/Carport	Baluster/Side Railings - Damaged	Any damaged or missing balusters or side rails that limit the safe use of an area

Closet/Utility/Mechanical	Cabinets - Missing/Damaged	More than 10% of cabinet, doors, or shelves are missing or the laminate is separating
Community Room	Call for Aid - Inoperable	The system does not function as it should
Halls/Corridors/Stairs	Ceiling - Holes/Missing Tiles/Panels/Cracks	Any holes in ceiling, missing tiles or large cracks wider than 1/4 of an inch and greater than 11 inches long

Kitchen	Ceiling - Peeling/Needs Paint	More than 10% of ceiling has peeling paint or is missing paint
Laundry Room	Ceiling - Water Stains/Water Damage/Mold/Mildew	Evidence of a leak, mold or mildew--such as a darkened area--over a ceiling area greater than 1 square foot
Lobby	Countertops - Missing/Damaged	10% or more of the countertop working surface is missing, deteriorated, or damaged below the laminate-not a sanitary surface to prepare food
Office	Dishwasher/Garbage Disposal - Inoperable	The dishwasher or garbage disposal does not operate as it should
Other Community Spaces	Doors - Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel, or trim.
Patio/Porch/Balcony	Doors - Damaged Hardware/Locks	A restroom door, entry door, or fire door that does not function as it should or cannot be locked because of damage to the door's hardware
Restrooms	Doors - Damaged Surface (Holes/Paint/Rust/Glass)	Any door that has a hole or holes greater than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
Storage	Doors - Damaged/Missing Screen/Storm/Security Door	Any security door that is not functioning or is missing
	Doors - Deteriorated/Missing Seals (Entry Only)	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
	Doors - Missing Door	Any door that is missing that is required for the functional use of the space
	Dryer Vent - Missing/Damaged/Inoperable	The dryer vent is missing or it is not functioning because it is blocked. Dryer exhaust is not effectively vented to the outside
	Electrical - Blocked Access to Electrical Panel	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency
	Electrical - Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Electrical - Evidence of Leaks/Corrosion	Any corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures or any evidence of water leaks in the enclosure or hardware
	Electrical - Frayed Wiring	Any nicks, abrasion, or fraying of the insulation that exposes any conducting wire

	Electrical - Missing Breakers	Any open and/or exposed breaker port
	<b>Electrical - Missing Covers</b>	A cover is missing, which results in exposed visible electrical connections
	Floors - Bulging/Buckling	Any flooring that is bulging, buckling or sagging or a problem with alignment between flooring types
	Floors - Floor Covering Damaged	More than 50% of floor covering has stains, surface burns, shallow cuts, small holes, tears, loose areas or exposed seams.
	Floors - Missing Floor/Tiles	More than 50% of the flooring or tile flooring is missing
	Floors - Peeling/Needs Paint	Any painted flooring that has peeling, cracking, flaking, or missing paint if the affected area is more than 4 square feet
	Floors - Rot/Deteriorated Subfloor	Large areas of rot--more than 4 square feet--and applying weight causes noticeable deflection.
	Floors - Water Stains/Water Damage/Mold/Mildew	Evidence of a leak, mold or mildew--such as a darkened area--covering a flooring area greater than 1 square foot

	GFI - Inoperable	The GFI does not function
	Graffiti	Graffiti in 6 or more places
	HVAC - Convection/Radiant Heat System Covers Missing/Damaged	Cover is missing or substantially damaged, allowing contact with heating/surface elements or associated fans
	HVAC - General Rust/Corrosion	Significant formations of metal oxides, flaking, or discoloration--or a pit or crevice
	HVAC - Inoperable	HVAC does not function. It does not provide the heating and cooling it should. The system does not respond when the controls are engaged
	<b>HVAC - Misaligned Chimney/Ventilation System</b>	Any misalignment that may cause improper or dangerous venting of gases
	HVAC - Noisy/Vibrating/Leaking	HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged
	Lavatory Sink - Damaged/Missing	The sink or associated hardware have failed or are missing. The sink cannot be used
	Lighting - Missing/Damaged/Inoperable Fixture	In more than two rooms, permanent lighting fixtures are missing or not functioning and no other switched light source is functioning in the room

	Mailbox - Missing/Damaged	The U.S Postal Service mailbox cannot be locked or is missing
	<b>Outlets/Switches/Cover Plates - Missing/Broken</b>	Outlet or switch is missing or a cover plate is missing or broken, resulting in exposed wiring
	Pedestrian/Wheelchair Ramp	A walkway or ramp is damaged and cannot be used by people on foot, in wheelchairs, or using walkers
	Plumbing - Clogged Drains	Drain is substantially or completely clogged or has suffered extensive deterioration
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Range Hood /Exhaust Fans - Excessive Grease/Inoperable	The exhaust fan does not function
	Range/Stove - Missing/Damaged/Inoperable	Two or more burners are not functioning or oven is not functioning
	Refrigerator - Damaged/Inoperable	The refrigerator does not cool adequately for the safe storage of food
	Restroom Cabinet - Damaged/Missing	Damaged or missing shelves, vanity top, drawers, or doors that are not functioning as they should for storage or their intended purpose
	Shower/Tub - Damaged/Missing	The shower or tub cannot be used for any reason. The shower, tub, faucets, drains, or associated hardware is missing or has failed.
	Sink - Missing/Damaged	The sink or hardware is either missing or not functioning
	<b>Smoke Detector - Missing/Inoperable</b>	Smoke detector is missing or does not function as it should
	Stairs - Broken/Damaged/Missing Steps	A step is missing or broken
	Stairs - Broken/Missing Hand Railing	The hand rail for 4 or more stairs is missing, damaged, loose or otherwise unusable
	Ventilation/Exhaust System - Inoperable	Exhaust fan is not functioning or window designed for ventilation does not open
	Walls - Bulging/Buckling	Bulging, buckling or sagging walls or a lack of horizontal alignment
	Walls - Damaged	Any hole in the wall greater than 2 inches by 2 inches
	Walls - Damaged/Deteriorated Trim	More than 50% of the wall trim has significant areas of deterioration

	Walls - Peeling/Needs Paint	Peeling, cracking, flaking, or otherwise deteriorated paint over more than 4 square feet on any wall
	Walls - Water Stains/Water Damage/Mold/Mildew	Evidence of a leak, mold or mildew--such as a common area--covering a wall area greater than 1 square foot
	Water Closet/Toilet - Damaged/Clogged/Missing	The bowl is fractured or broken and cannot take in water, water closet/toilet cannot be flushed, because of obstruction or another defect or there is a hazardous condition
	Windows - Cracked/Broken/Missing Panes	Missing or cracked panes of glass
	Windows - Damaged Window Sill	The sill is damaged enough to expose the inside of the surrounding walls and compromise its weather tightness
	Windows - Inoperable/Not Lockable	Any window that is not functioning or cannot be secured because lock is broken
	Windows - Missing/Deteriorated Caulking/Seals/Glazing Compound	There are missing or deteriorated caulk or seals--with evidence of leaks or damage to the window or surrounding structure
	Windows - Peeling/Needs Paint	More than 10% of interior window paint is cracking, flaking or otherwise failing
	<b>Windows - Security Bars Prevent Egress</b>	The ability to exit through the window is limited by security bars that do not function properly and, therefore, pose safety risks
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	<b>Air Quality - Propane/Natural Gas/Methane Gas Detected</b>	Strong propane, natural gas or methane odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	Air Quality - Sewer Odor Detected	Sewer odors that could pose a health risk if inhaled for prolonged periods
	<b>Electrical Hazards - Exposed Wires/Open Panels</b>	Any exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	<b>Electrical Hazards - Water Leaks on/near Electrical Equipment</b>	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	<b>Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable</b>	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit

	<b>Emergency Fire Exits - Missing Exit Signs</b>	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	<b>Flammable/Combustible Materials - Improperly Stored</b>	Flammable or combustible materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	Any general defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Any physical defect that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Any physical defect in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, food preparation or storage area or other area of building substantial enough to present a health and safety risk
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings substantial enough to present a health and safety risk

Pools and Related Structures	Fencing - Damaged/Not Intact	Any damage that could compromise the integrity of the fence
Trash Collection Areas	Chutes - Damaged/Missing Components	Garbage has backed up into chutes, because the collection structure is missing or broken or compactors or components--chute, chute door, and other components--have failed
<b>Requirements for Units:</b>		
Bathroom	Bathroom Cabinets - Damaged/Missing	Damaged or missing shelves, vanity tops, drawers, or doors that are not functioning as they should for storage or their intended purpose
	Lavatory Sink - Damaged/Missing	The sink cannot be used, because the sink or associated hardware is missing or has failed.
	Plumbing - Clogged Drains, Faucets	Drain or faucet is substantially or completely clogged or has suffered extensive deterioration

	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Shower/Tub - Damaged/Missing	The shower, tub, faucets, drains, or associated hardware is missing or has failed.
	Ventilation/Exhaust System – Absent/Inoperable	Exhaust fan is not functioning or window designed for ventilation does not open
	Water Closet/Toilet - Damaged/Clogged/Missing	The bowl is fractured or broken or the water closet/toilet is missing, hazardous or cannot be flushed
Call-for-Aid (if applicable)	Inoperable	The system does not function as it should
Ceiling	Bulging/Buckling/Leaking	Bulging, buckling or sagging ceiling or problem with alignment
	Holes/Missing Tiles/Panels/Cracks	Any holes in ceiling, missing tiles or large cracks wider than 1/4 of an inch and greater than 6 inches long
	Peeling/Needs Paint	More than 10% of ceiling has peeling paint or is missing paint
	Water Stains/Water Damage/Mold/Mildew	Evidence of a leak, mold or mildew--such as a darkened area--over a ceiling area greater than 1 square foot
Doors	Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
	Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
	Damaged/Missing Screen/Storm/Security Door	Any screen door or storm door that is damaged or is missing screens or glass--shown by an empty frame or frames or any security door that is not functioning or is missing
	Damaged Surface - Holes/Paint/Rusting/Glass/Rotting	Any door that has a hole or holes greater than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
	Deteriorated/Missing Seals (Entry Only)	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
	Missing Door	Any door that is required for security (entry) or privacy (Bathroom) that is missing or any other unit door that is missing and is required for proper unit functionality
Electrical System	Blocked Access to Electrical Panel	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency



	Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Evidence of Leaks/Corrosion	Any corrosion that affects the condition of the components

		that carry current or any stains or rust on the interior of electrical enclosures or any evidence of water leaks in the enclosure or hardware
	Frayed Wiring	Any nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	GFI - Inoperable	The GFI does not function
	Missing Breakers/Fuses	Any open and/or exposed breaker port
	<b>Missing Covers</b>	A cover is missing, which results in exposed visible electrical connections
Floors	Bulging/Buckling	Any flooring that is bulging, buckling or sagging or a problem with alignment between flooring types
	Floor Covering Damage	More than 10% of floor covering has stains, surface burns, shallow cuts, small holes, tears, loose areas or exposed seams.
	Missing Flooring Tiles	Missing or broken flooring causes a single safety problem
	Peeling/Needs Paint	Any painted flooring that has peeling, cracking, flaking, or missing paint if the affected area is more than 4 square feet
	Rot/Deteriorated Subfloor	Any rotted or deteriorated subflooring greater than 6 inches by 6 inches
	Water Stains/Water Damage/Mold/Mildew	Evidence of a leak, mold or mildew--such as a darkened area--covering a flooring area greater than 1 square foot
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	Air Quality - Sewer Odor Detected	Sewer odors that could pose a health risk if inhaled for prolonged periods
	<b>Air Quality - Propane/Natural Gas/Methane Gas Detected</b>	Strong propane, natural gas or methane odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	<b>Electrical Hazards - Exposed Wires/Open Panels</b>	Any exposed bare wires or openings in electrical panels (capped wires do not pose a risk)

	<b>Electrical Hazards - Water Leaks on/near Electrical Equipment</b>	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	<b>Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable</b>	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	<b>Emergency Fire Exits - Missing Exit Signs</b>	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	<b>Flammable Materials - Improperly Stored</b>	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	Any general defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Any physical defect that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Any physical defect in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, food preparation or storage area or other area of building substantial enough to present a health and safety risk
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings substantial enough to present a health and safety risk

Hot Water Heater	<b>Misaligned Chimney/Ventilation System</b>	Any misalignment that may cause improper or dangerous venting of gases
	Inoperable Unit/Components	Hot water from hot water taps is no warmer than room temperature indicating hot water heater is not functioning properly
	Leaking Valves/Tanks/Pipes	There is evidence of active water leaks from hot water heater or related components
	Pressure Relief Valve Missing	There is no pressure relief valve or pressure relief valve does not drain down to the floor

	Rust/Corrosion	Significant formations of metal oxides, flaking, or discoloration--or a pit or crevice
HVAC System	Convection/Radiant Heat System Covers Missing/Damaged	Cover is missing or substantially damaged, allowing contact with heating/surface elements or associated fans
	Inoperable	HVAC does not function. It does not provide the heating and cooling it should. The system does not respond when the controls are engaged
	<b>Misaligned Chimney/Ventilation System</b>	Any misalignment that may cause improper or dangerous venting of gases
	Noisy/Vibrating/Leaking	The HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged
	Rust/Corrosion	Deterioration from rust or corrosion on the HVAC system in the dwelling unit
Kitchen	Cabinets - Missing/Damaged	10% or more of cabinet, doors, or shelves are missing or the laminate is separating
	Countertops - Missing/Damaged	10% or more of the countertop working surface is missing, deteriorated, or damaged below the laminate -- not a sanitary surface to prepare food
	Dishwasher/Garbage Disposal - Inoperable	The dishwasher or garbage disposal does not operate as it should
	Plumbing - Clogged Drains	Drain is substantially or completely clogged or has suffered extensive deterioration
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Range Hood/Exhaust Fans - Excessive Grease/Inoperable	The exhaust fan does not function or you estimate that the flue may be completely blocked
	Range/Stove - Missing/Damaged/Inoperable	The unit is missing or 2 or more burners or the oven is not functioning
	Refrigerator- Missing/Damaged/Inoperable	The refrigerator is missing or it does not cool adequately for the safe storage of food
	Sink - Damaged/Missing	The sink or hardware is either missing or not functioning.
Laundry Area (Room)	Dryer Vent - Missing/Damaged/Inoperable	The dryer vent is missing or it is not functioning because it is blocked. Dryer exhaust is not effectively vented to the outside
Lighting	Missing/Inoperable Fixture	A permanent light fixture is missing or not functioning, and no other switched light source is functioning in the room

Outlets/Switches	Missing	An outlet or switch is missing
	<b>Missing/Broken Cover Plates</b>	A cover plate is missing, which causes wires to be exposed
Patio/Porch/Balcony	Baluster/Side Railings Damaged	Any damaged or missing balusters or side rails that limit the safe use of an area
Smoke Detector	<b>Missing/Inoperable</b>	Smoke detector is missing or does not function as it should
Stairs	Broken/Damaged/Missing Steps	A step is missing or broken
	Broken/Missing Hand Railing	The hand rail for four or more stairs is missing, damaged, loose or otherwise unusable
Walls	Bulging/Buckling	Bulging, buckling or sagging walls or a lack of vertical alignment
	Damaged	Any hole in wall greater than 2 inches by 2 inches
	Damaged/Deteriorated Trim	10% or more of the wall trim is damaged
	Peeling/Needs Paint	10% or more of interior wall paint is peeling or missing
	Water Stains/Water Damage/Mold/Mildew	Evidence of a leak, mold or mildew covering a wall area greater than 1 square foot
Windows	Cracked/Broken/Missing Panes	Missing or cracked panes of glass
	Damaged Window Sill	The sill is damaged enough to expose the inside of the surrounding walls and compromise its weather tightness
	Missing/Deteriorated Caulking/Seals/Glazing Compound	There are missing or deteriorated caulk or seals--with evidence of leaks or damage to the window or surrounding structure
	Inoperable/Not Lockable	Any window that is not functioning or cannot be secured because lock is broken
	Peeling/Needs Paint	More than 10% of interior window paint is peeling or missing
	<b>Security Bars Prevent Egress</b>	The ability to exit through the window is limited by security bars that do not function properly and, therefore, pose safety risks

## **HTF EXHIBIT B**

# **PY2021 Planned HTF Funding and Activities**

**Referenced in**

**AP-25 – Allocation Priorities**



## PY2021 HTF FUNDING AND ACTIVITIES

**\$3,480,969**

HTF activities are rental housing projects. HTF-assisted units will serve households with incomes at or below 30% AMI.

### **\*PY2021 HTF Allocation:**

<b>**HTF Activity</b>	<b>County of Hawaii</b>	<b>HHFDC</b>	<b>Total</b>
Rental Housing for Special Needs Populations	\$3,132,873	\$0	\$3,132,873
Administration	\$174,048	\$174,048	\$348,096
<b>Total PY2021 HTF Funds</b>	<b>\$3,306,921</b>	<b>\$174,048</b>	<b>\$3,480,969</b>

### **\*PY2021 HTF Activities:**

<b>**HTF Activity</b>	<b>Location/ County</b>	<b>HTF Funds</b>	<b>Est. Total Units</b>	<b>Est. HTF Units</b>
West Kawili Senior / Veteran Housing	Hilo, Hawaii	\$3,132,873	92***	12
Administration - Hawaii County	Countywide	\$174,048	n/a	n/a
Administration – HHFDC	Statewide	\$174,048	n/a	n/a
<b>Total PY2021 HTF Funds</b>		<b>\$3,480,969</b>	<b>92</b>	<b>12</b>

\* For PY2021, the City and County of Honolulu will not receive an allocation of HTF funds from HHFDC and will use the time to build capacity to administer the HTF program. Since the County of Hawaii is the designated county to receive the neighbor island portion of the PY2021 HTF allocation, it will receive Honolulu's portion as well.

\*\* The County of Hawaii has identified alternate eligible activities to utilize HTF funds if any of its proposed activities are dropped.

\*\*\* The West Kawili Senior/Veterans Housing will consist of 92 units, one of which will be a manager's unit. Of the 91 affordable rental housing units, twelve units will be HTF-assisted.





# **ESG EXHIBIT A**

## **Emergency Solutions Grant Standards for Providing Assistance**

Referenced in

**AP-90 Program Specific Requirements**



# **PY2021 Emergency Solutions Grant Standards for Providing Assistance**

## **ELIGIBLE PARTICIPANTS**

- a. Participants of the ESG Program must meet one of the following definitions of homelessness:

### **Category 1 – Literally Homeless**

(1) Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: (i) Has a primary nighttime residence that is a public or private place not meant for human habitation; (ii) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or (iii) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

### **Category 2 – Imminent Risk Of Homelessness**

(2) Individual or family who will imminently lose their primary nighttime residence, provided that: (i) Residence will be lost within 14 days of the date of application for homeless assistance; (ii) No subsequent residence has been identified; and (iii) The individual or family lacks the resources or support networks needed to obtain other permanent housing

### **Category 3 – Homeless Under Other Federal Statutes**

Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who: (i) Are defined as homeless under the other listed federal statutes; (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application; (iii) Have experienced persistent instability as measured by two moves or more during in the preceding 60 days; and (iv) Can be expected to continue in such status for an extended period of time due to special needs or barriers

### **Category 4 – Fleeing/Attempting To Flee Domestic Violence**

Any individual or family who: (i) Is fleeing, or is attempting to flee, domestic violence; (ii) Has no other residence; and (iii) Lacks the resources or support networks to obtain other permanent housing

- b. Eligibility by Component:

### **Emergency Shelter (ES):**

Individuals and Families defined as Homeless under the following categories are eligible for assistance in ES projects:

- Category 1 – Literally Homeless
- Category 2 – Imminent Risk of Homeless
- Category 3 – Homeless Under Other Federal Statutes
- Category 4 – Fleeing/Attempting to Flee DV

**Rapid Re-Housing (RRH):**

Individuals defined as Homeless under the following categories are eligible for assistance in RRH projects:

- Category 1 – Literally Homeless
- Category 4 – Fleeing/Attempting to Flee DV (where the individual or family also meets the criteria for Category 1)

**Homelessness Prevention (HP):**

Individuals and Families defined as Homeless under the following categories are eligible for assistance in HP projects:

- Category 2 –Imminent Risk of Homeless
- Category 3 – Homeless Under Other Federal Statutes
- Category 4 – Fleeing/Attempting to Flee DV

Individuals and Families who are defined as “At Risk of Homelessness” are eligible for assistance in HP projects.

HP projects have the following additional limitations on eligibility with homeless and at risk of homeless: must only serve individuals and families that have an annual income below 30% of AMI

- c. Priority shall be given to eligible homeless families and persons in the following order:  
First: Unsheltered homeless, including those staying at homeless shelters;  
Second: At-risk homeless, including those staying at abuse shelters.