

**State of Hawaii**  
**CONSOLIDATED PLAN**  
**DRAFT PY2023 ANNUAL ACTION PLAN**

Fourth Program Year  
(July 1, 2023 - June 30, 2024)

April 2023

Hawaii Housing Finance and Development Corporation

677 Queen Street, Suite 300

Honolulu, Hawaii 96813



**EQUAL HOUSING  
OPPORTUNITY**

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**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:** PY2023 Planned HOME Funding Allocation
- HTF Exhibit A:** PY2023 HTF Allocation Plan
- HTF Exhibit B:** PY2023 Planned HTF Funding Allocation
- ESG Exhibit A:** DHS Letter of Decline for PY2023 ESG Funds

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# 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), and Housing Opportunities for Persons with acquired immunodeficiency syndrome (AIDS) (HOPWA) programs. The ConPlan ensures that jurisdictions receiving federal assistance plan for the housing and related needs of low- 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 (City) is an entitlement jurisdiction and is required to prepare its own ConPlan. The State's ConPlan focuses its HOME, and HOPWA funds in the counties of Hawaii, Kauai, and Maui; HTF funds are used to serve those counties as well as the City.

*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, and HOPWA formula grant programs.

The HOME and HTF programs are administered by the Hawaii Housing Finance and Development Corporation (HHFDC) and the HOPWA program is administered by the Homeless Programs Office (HPO) of the Department of Human Services' Benefits, Employment and Support Services Division (DHS-BESSD). DHS has formally declined the PY2023 Emergency Solutions Grant (ESG) funding in favor the neighbor island counties or the City managing the funds directly. DHS' letter of decline to HUD for PY2023 ESG funds is attached as "**ESG Exhibit A.**" DHS will continue to seek guidance from HUD to transition administrative responsibilities of the HOPWA program to an alternative entity.

Development of PY2023 (i.e., July 1, 2023, through June 30, 2024) 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.

Note: The HTF allocation amount included throughout this draft plan is the estimated amount that the State anticipates receiving in PY2023. Once the actual allocation amount is announced, the proposed activities' budgets will be proportionally increased or decreased from the estimated funding level to match the actual allocation amount.

### 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, through 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 PY2023, 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 Community Housing Development Organization (CHDO) activities. The County of Maui will receive the PY2023 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 and pre-award costs greater than 25% will require approval by the local Housing and Urban Development (HUD) Field Office before the costs are incurred.

HHFDC anticipates receiving an HTF allocation of approximately \$3,000,000 for PY2023 and 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 to use HTF funds toward promoting decent, affordable rental housing, and to strengthen communities. HHFDC's HTF allocation plan for PY2023 is attached as "**HTF Exhibit A**" and is subject to HUD's approval.

For PY2023, the State anticipates receiving \$307,340 in HOPWA funds. DHS-BESSD shall request pre-award authority from HUD to continue the implementation of HOPWA projects without interruption. 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 human immunodeficiency virus (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, and HOPWA programs, have assisted many communities and families across the state. 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. Prior to PY2020, the other half was allocated annually to the City. 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 additional time to develop plans for effective HTF program administration, HHFDC will not award PY2023 HTF funds to the City; instead, the entire allocation of PY2023 HTF funds will be awarded to the County of Maui, which is scheduled to receive the neighbor island portion of PY2023 HTF funds. In taking this action, HHFDC's goal is to improve the overall performance of its HTF program and prevent HTF funds from being recaptured by HUD or the U.S. Treasury. HHFDC's evaluation of the program will continue, to resolve issues and improve administration of the program.

DHS-BESSD administers the HOPWA program and awards funds to service providers in the neighbor island counties through a competitive selection process. It oversees the use of 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, and HOPWA programs through the administration of the ConPlan and AAP. A copy of HUD's Annual Community Assessment Report for PY2021 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. Public hearings were held in-person and virtually using platforms such as Zoom, Teams, WebEx, or BlueJeans. Public hearing notices were published in August, September, and October 2022 in regional newspapers and in the Honolulu Star Advertiser (a newspaper of general circulation). Public hearings were held from August through October 2022 by county housing and HHFDC staff in Hilo, County of Hawaii; in Wailuku, County of Maui; in Honolulu, City and County of Honolulu; and in Lihue, County of Kauai.

On March 9, 2023, HHFDC published a public notice to solicit comments on the draft PY2023 AAP; comments will be accepted through April 8, 2023. The public notice and copies of the draft AAP are available for review at depository libraries throughout the state, the housing offices in the counties of Hawaii, Honolulu, Kauai, and Maui, at the Homeless Programs Office of the Department of Human Services, HHFDC, and on HHFDC's website at [www.hawaii.gov/dbedt/hhfdc](http://www.hawaii.gov/dbedt/hhfdc). The public notice also provides phone numbers for interested parties to call HHFDC staff and request a mailed copy of the draft AAP.

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. Members of the public expressed that they would like funds to be used toward rehabilitation and preservation of current residential units, in addition to providing first-time homebuyers with resources to become homeowners. Comments were also received emphasizing the need for resources specifically set aside for those with special needs and those who are justice-involved facing homelessness.

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

All comments received were accepted and have been considered in the development of this draft PY2023 AAP.

#### **7. Summary**

N/A

## 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)
HOPWA Administrator	Homeless Programs Office	Department of Human Services – Benefit, Employment and Supportive Services Division (DHS-BESSD)
HOME Administrator	HHFDC	DBEDT
HTF Administrator	HHFDC	DBEDT

Table 1 – Responsible Agencies

### Narrative

HHFDC administers HUD’s HOME and HTF programs and is the lead on the ConPlan 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 ConPlan, HOME and HTF programs. Her office 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 HOPWA program. His office 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 ConPlan. 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 ConPlan and AAP.

HHFDC oversees the affordable housing finance and development in Hawaii, for sale or rent to qualified residents. 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, 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 expanded the State's network by reaching out to stakeholders at the local level (e.g., nonprofit housing advocacy groups, shelter and service providers, and 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. (See current HICH membership at: <http://homelessness.hawaii.gov/hich/>.) In 2022, the legislature passed Act 252 to establish the Statewide Office on Homelessness and Housing Solutions (SOHHS) to be headed by the Governor's Coordinator on Homelessness (GCH) that, among other duties, will be responsible for providing administrative support to the HICH. The recently elected Governor appointed a new GCH in November 2022. The SOHHS is currently in the process of filling four vacant staff positions with qualified individuals experienced with homelessness.

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, a lived experience council of homeless individuals, and animal rescue organizations.

The HICH also partnered with State legislative leaders to convene a supportive housing work group between June and November 2022. The work group encompassed potential beneficiaries of supportive housing, including the following subpopulations: aging, domestic violence survivors, homeless, intellectual/developmental disabilities, mental health, justice-involved, substance use disorder, veterans, and youth. The work group also included Medicaid health care plans, housing developers, public housing agency representatives, and philanthropic allies. The work group produced a comprehensive report outlining supportive housing needs in Hawaii, best practices for supportive housing, and recommendations for legislation and policy change to scale supportive housing. The five recommendations summarized in the work group report are: 1) prioritize the development of supportive housing units; 2) create dedicated funding sources for the ongoing components of supportive housing; 3) work with the Public Housing Authorities to ensure adequate capacity for administration of Project-Based Vouchers; 4) invest in ongoing data collection and projections of need; and 5) incentivize consultation with key stakeholders, including individuals with lived experience of homelessness. The link to the full report is at: <https://homelessness.hawaii.gov/wp-content/uploads/2022/11/Supportive-Housing-Work-Group-Report-November-2022-FINAL.pdf>.

In addition, GCH staff developed a series of infographics related to the passage of Act 287 which established a landlord incentive program within the HPHA, and Act 310 which established protections against source of income discrimination for tenants receiving assistance from the Section 8 Housing Choice Voucher or permanent supportive housing programs.

**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**

Bridging the Gap (BTG) is a consortium of stakeholders representing the counties of Hawaii, Kauai, and Maui tasked with carrying 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. The BTG website can be accessed through this direct link: <https://www.btghawaii.org/>.

**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**

As mentioned in a prior section, DHS formally declined its PY2023 ESG allocation in favor of funds being administered directly by another entity such as the neighbor island counties or the City. The receiving entity shall be responsible for working with its CoC 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.

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

Sort	Agency/Group/Organization	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 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 – Persons with HIV/AIDS	<input checked="" type="checkbox"/> Homelessness Strategy	
		<input checked="" type="checkbox"/> Services – Victims of Domestic Violence	<input checked="" type="checkbox"/> Non-Homeless Special Needs	
		<input checked="" type="checkbox"/> Services – Homeless	<input checked="" type="checkbox"/> HOPWA Strategy	
		<input checked="" type="checkbox"/> Services – Health	<input checked="" type="checkbox"/> Market Analysis	
		<input checked="" type="checkbox"/> Services – Education	<input type="checkbox"/> Economic Development	
		<input checked="" type="checkbox"/> Services – Employment	<input checked="" type="checkbox"/> Lead Based Paint Strategy	
		<input checked="" type="checkbox"/> Services – Fair Housing	<input checked="" type="checkbox"/> Anti-Poverty Strategy	
		<input type="checkbox"/> Services – Victims	<input type="checkbox"/> Other	
		<input type="checkbox"/> Services – Broadband Internet Service Providers		
		<input type="checkbox"/> Services – Narrowing the Digital Divide		
		<input checked="" type="checkbox"/> Health Agency		
		<input type="checkbox"/> Child Welfare Agency		
		<input type="checkbox"/> Agency – Managing Flood Prone Areas		

Sort	Agency/Group/Organization	Agency/Group/Organization Type	What Section of the Plan was addressed by Consultation?	Action
		<input type="checkbox"/> Agency – Management of Public Land or Water Resources		
		<input type="checkbox"/> Emergency Management		
		<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 checked="" 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**

N/A

**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**

N/A

**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 PY2023 AAP, a series of virtual and in-person 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, September, and October 2022 and virtual public hearings were held from August 2022 through October 2022. 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 9, 2023, HHFDC published a public notice to solicit comments on the draft PY2023 APP. The public notice and copies of the draft AAP are available for review at public libraries, the housing offices of the counties of Hawaii, Honolulu, Kauai, and Maui, HHFDC, and on HHFDC's website at [www.hawaii.gov/dbedt/hhfdc](http://www.hawaii.gov/dbedt/hhfdc). Interested parties may contact HHFDC staff to request a copy by mail. Public comments will be accepted through April 8, 2023.

**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 and in-person 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, both rental and homeownership. Members of the public expressed that they would like funds to be used toward the rehabilitation and preservation of current residential units, in addition to providing first-time homebuyers with resources to become homeowners. Comments were also received, emphasizing the need for resources specifically set aside for those with special needs and those who are justice-involved and facing homelessness.	N/A	
2	Newspaper Ad	Non-targeted/ broad community	Public comments will be accepted through April 8, 2023.		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 will use the PY2023 HOME allocation in the amount of approximately \$3,000,000 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 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 down payment/closing cost 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. In PY2023, the County of Kauai anticipates receiving approximately \$158,260 and the County of Hawaii anticipates receiving an estimated \$250,000 in program income. Both counties will determine eligible activities in their counties for program income funds to be utilized in future program years in which they receive allocations of regular (SU) HOME program funds. The County of Maui does not anticipate receiving program income during PY2023. However, any program income received in PY2023 by Maui County will be used in their county during a future program year in which they receive an allocation of regular (SU) HOME program funds.

HHFDC anticipates receiving an HTF allocation of approximately \$3,000,000 for PY2023. HHFDC will focus its HTF solely on rental housing activities for households with incomes at or below 30% of the Area Median Income (AMI). After retaining 5% of the PY2023 allocation for administration, HHFDC will allocate the balance to the County of Maui. In past years, HHFDC allocated half of the balance to the City and the remaining 50% was rotated between the neighbor island counties, on the same rotation as the HOME program. However, due to the City's past challenges with the administration of the program, HHFDC will award the entire PY2023 HTF balance to the County of Maui, which is scheduled to receive the neighbor island portion of the PY2023 allocation. This action is intended to provide the City with additional time to build the capacity needed to administer the HTF program, should it resume administration of HTF in future program years, and will continue to improve the overall performance of HHFDC's HTF program. Once the actual HTF allocation amount is announced, the proposed activities' budgets will be proportionally increased or decreased from the estimated funding level to match actual allocation amount.

DHS-BESSD/HPO and its partners will strengthen communities through use of its PY2023 HOPWA allocation of approximately \$307,340 toward providing 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

Program	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	219,470	0	3,219,470	3,000,000	HOME funds may 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 down payment/ 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	307,340	0	0	307,340	250,000	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.
HTF	public - federal	Acq.; Admin and Planning; Homebuyer assistance; MF rental new const. MF rental rehab.; New const. for ownership	3,000,000	0	0	3,000,000	3,000,000	HTF will be used for the development or preservation of affordable rental housing for extremely low-income households earning at or below 30% AMI.

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 funds to secure other state and federal funding such as the United States Department of Agriculture (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 \$36M in match as of 09/30/2021.

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% of the AMI or below. The State's Subgrantees have been combining their HTF with their HOME funds or provided other county resources toward 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.

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

N/A

**Discussion**

N/A

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## 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-8 HOPWA Support Services	2020	2024	Non-Homeless SpN	Rural Counties	Services for Persons with HIV/AIDS; HIV/AIDS Housing Assistance; Coordinated Entry System	HOPWA: \$69,403	Public service activities other than Low/Mod. Income Housing Benefit: 469 Persons Assisted
2	HP-9 HOPWA Financial Assistance	2020	2024	Non-Homeless SpN	Rural Counties	HIV/AIDS Housing Assistance	HOPWA: \$207,848	TBRA / Rapid Rehousing: 29 Households Assisted
3	HP-11 Adminis- tration	2020	2024	Homeless Non-Homeless SpN	Rural Counties	Services for Persons with HIV/AIDS; Trans. to Permanent Hsg.; Rapid Re-Hsg; Homelessness Prevention; HIV/AIDS Hsg. Assist.; CES	HOPWA: \$30,089	Other: 0 Other
4	HR-1 Rental Hsg - New Construction/ / Rehab	2020	2024	Affordable Housing	Rural Counties	Rental Housing	HOME: \$2,250,000	Rental units constructed: 10 Household Housing Unit
5	HO-1 For Sale Hsg – New Construc- tion / Rehab.	2020	2024	Affordable Housing	Rural Counties Statewide	Affordable Home-ownership Opportunities	HOME: \$450,000	Homeowner Housing Added: 2 Household Housing Unit
6	HR-4 HTF Rental Hsg New Construc- tion/Acq/ Rehab	2020	2024	Affordable Housing	Statewide	Rental Housing	HTF: \$2,700,000	Rental units constructed: 9 Household Housing Unit
7	HA-1 Adminis- tration	2020	2024	Adminis- tration	Rural Counties Statewide	Planning and Administration	HOME: \$300,000 HTF: \$300,000	Other: 0 Other
8	HR-2 Tenant Based Rental Assistance	2020	2024	Affordable Housing	Rural Counties	Rental Housing	HOME: \$0	TBRA / Rapid Rehousing: 0 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	HO-2 For Sale Hsg – Self Help Building Method	2020	2024	Affordable Housing	Rural Counties	Affordable Home-ownership Opportunities	HOME: \$0	Homeowner Housing Added: 0 Household Housing Unit
10	HO-3 Homebuyer Financing	2020	2024	Affordable Housing	Rural Counties	Affordable Home-ownership Opportunities	HOME: \$0	Direct Financial Assistance to Homebuyers: 0 Households Assisted

**Table 6 – Goals Summary**

### Goal Descriptions

1	<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.
2	<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).
3	<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 HOPWA funds by service providers and State Administrators.
4	<b>Goal Name</b>	HR-1 Rental Housing - New Construction / Rehab
	<b>Goal Description</b>	Rental housing for low-income households is a high priority need. HOME funds will be used with other rental housing development resources to increase the inventory of rentals for this target population.
5	<b>Goal Name</b>	HO-1 For Sale Housing - New Construction / Rehab.
	<b>Goal Description</b>	Affordable for-sale units are a high priority need. HOME funds may be used to construct new, affordable for-sale housing units.
6	<b>Goal Name</b>	HR-4 HTF Rental Housing New Construction/Acq/Rehab
	<b>Goal Description</b>	Rental housing for extremely low-income households is a high priority need. National Housing Trust Funds will be used with other resources to increase the inventory of affordable rentals for this target population.
7	<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.
8	<b>Goal Name</b>	HR-2 Tenant Based Rental Assistance
	<b>Goal Description</b>	Tenant Based Rental Assistance helps low- and very low-income households with rent, making housing more affordable for those who qualify.
9	<b>Goal Name</b>	HO-2 For Sale Housing - Self Help Building Method
	<b>Goal Description</b>	Affordable for-sale units are a high priority need. HOME funds may be used to construct new or rehabilitate existing affordable for-sale housing units using a self-help building method.
10	<b>Goal Name</b>	HO-3 Homebuyer Financing
	<b>Goal Description</b>	HOME funds may be used to provide down payment/closing cost assistance and gap loans through various county homebuyer loan programs and provide homebuyer education and counseling sessions.

**Table 7 – Goal Descriptions**

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

### Introduction:

The State's HOME 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 ConPlan. 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 Maui will receive HOME funds for PY2023. 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 based on 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 reallocate funds to the next State Recipient up on the rotation for an annual allocation of funds.

For PY2023, HHFDC anticipates the receipt of \$3,000,000 in HOME funds, which will be awarded to the County of Maui, in accordance with HHFDC's rotation schedule. The County of Maui's planned HOME funding allocation for PY2023 is shown in the attached "**HOME Exhibit A.**" DHS-BESSD's HPO receives annual formula allocations of the HOPWA grant and administers the program for the counties of Hawaii, Kauai, and Maui. In PY2023, the State anticipates receiving \$307,340 in HOPWA funds which will be utilized to promote decent, affordable housing and suitable living environments for persons with HIV/AIDS.

HHFDC anticipates receiving \$3,000,000 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 PY2023, HHFDC has elected not to award HTF funds to the City. The County of Maui, which is scheduled to receive the neighbor island allocation, will receive the City's portion of PY2023 HTF. The County of Maui's planned HTF funding allocation for PY2023 is shown in the attached "**HTF Exhibit B.**" Should the County of Maui be unable to identify an eligible HTF activity or complete tasks 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.

As previously mentioned, the HTF allocation amounts in this draft plan is the estimated amount that the State anticipates receiving in PY2023. Once the actual allocation amount is announced, the proposed activities' budgets will be proportionally increased or decreased from the estimated funding level to match the actual allocation amount.

## Funding Allocation Priorities

	HP-8 HOPWA Support Services (%)	HP-9 HOPWA Financial Assistance (%)	HP-11 Administration (%)	HR-1 Rental Housing - New Construction / Rehab (%)	HO-1 For Sale Housing - New Construction / Rehab. (%)	HR-4 HTF Rental Housing New Construction/Acq/Rehab (%)	HA-1 Administration (%)	HR-2 Tenant Based Rental Assistance (%)	HO-2 For Sale Housing - Self Help Building Method (%)	HO-3 Homebuyer Financing (%)	Total (%)
HOME	0	0	0	75	15	0	10	0	0	0	100
HOPWA	20	70	10	0	0	0	0	0	0	0	100
HTF	0	0	0	0	0	90	10	0	0	0	100

Table 5 – 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% of the AMI or below. The PY2023 HOME program will fund affordable rental and/or for-sale units in the County of Maui serving families with incomes of 80% of the AMI or below. Alternate activities include TBRA, county homebuyer loan programs, and homebuyer education. HTF will be used in Maui County for the development or preservation of affordable rental units for extremely low-income households with incomes at 30% of the AMI or below.

One provider will serve as a centralized administrative agency to provide HOPWA-funded activities, such as 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 address the priority needs and specific objectives described in the Consolidated Plan?

In accordance with HHFDC's annual rotation of HOME funds, its PY2023 HOME allocation will be distributed to the County of Maui, which anticipates use of its HOME funds for the development of affordable rental and homeownership units. In accordance with HHFDC's HTF Allocation Plan, the County of Maui is also scheduled to receive the neighbor island portion of PY2023 HTF funds. For PY2023, HHFDC has elected not to award HTF funds to the City, therefore, the County of Maui will receive these HTF funds as well, for the development of affordable rental units. As previously mentioned, the HTF allocation amount in this draft plan is the estimated amount that the State anticipates receiving in PY2023. Once the actual allocation amount is announced, the proposed activities' budgets will be proportionally increased or decreased from the estimated funding level to match the actual allocation amount.

The State anticipates receiving \$307,340 in HOPWA funds for PY2023. 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:**

HHFDC administers the HOME and HTF programs, and DHS-BESSD/HPO administers the HOPWA program. Since the City receives its own allocation of HOME and HOPWA funds, HHFDC and HPO distribute the State's HOME, 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. 10% of the annual allocation is reserved for administrative costs, and 15% is set aside for CHDO activities. Under HHFDC's rotation, the County of Maui is scheduled to receive the PY2023 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% 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 and 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 reallocate funds to the next State Recipient up on the rotation for an annual allocation of funds.

HHFDC has distributed its HTF funds statewide to all four counties as Subgrantees. More than half of the state's population resides in the City and County of Honolulu, so HHFDC initially elected to annually award half of its allocation (after retention of five percent (5%) for allocation costs) to the City, and award the other half on a rotational basis between the neighbor island counties, on the same rotation as HHFDC's HOME funds. However, for PY2023, HHFDC has elected not to award HTF funds to the City, to allow the City time to increase its capacity, should it decide to resume administration of the HTF program and accept future year HTF funds. Since the County of Maui is scheduled to receive the neighbor island portion of the PY2023 HTF, HHFDC will award the entire PY2023 HTF allocation to the County of Maui less 5% retention for HHFDC administration. HHFDC will allow pre-award costs for planning activities and preparation of the HTF allocation plan of up to five percent (5%) of its 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 other eligible recipients.



**Distribution Methods**

<b>1</b>	<b>State Program Name:</b>	Hawaii
	<b>Funding Sources:</b>	HOPWA HOME 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 implemented an annual rotation of the full allocation to one neighbor island county. The County of Maui will receive the PY2023 HOME allocation, the County of Hawaii will receive it in PY2024, and the County of Kauai will receive it in PY2025. 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.</p> <p>HHFDC initially distributed its HTF allocation to all four counties in the State of Hawaii: after retaining 5% for program administration, HHFDC allocated one-half of the balance to the City and the remaining one-half to a neighbor island county, on the same rotation as HHFDC's HOME funds. For PY2023, HHFDC has elected not to allocate HTF funds to the City, to allow the City time to increase its capacity to administer the HTF program. Since the County of Maui is scheduled to receive the neighbor island portion of the PY2023 HTF allocation, HHFDC has elected to award the entire PY2023 HTF allocation to the County of Maui.</p> <p>In 2020, the State's DHS/HPO issued a Request for Information (RFI) for its 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 a service provider and is 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 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. The County of Maui publishes a Notice of RFP in The Maui News prior to issuing the RFP, which along with the Public Notice, is posted to the County of Maui's Housing Division website. A workshop is scheduled on the RFP issuance date for interested parties. For PY2023, Maui County issued its RFP with the Affordable Housing Fund application, which was open for 45 days. The applications were reviewed for completeness and the following criteria were used by Maui County when scoring proposals: Market Analysis, Timeliness and Readiness to Proceed, Consolidated Plan Priorities, Development Expertise and Financial Capacity, Financial Feasibility of the Project, and Use of Non-Federal Funding Sources.</p> <p>DHS/HPO administers HOPWA 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 funding allocation. 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.</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>N/A</p>

<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></p>	<p>Eligible applicants (provider agencies) submit their project information in strict accordance with the RFI requirements within the specified deadline. The 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.</p>
<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>HOME and HTF funds will be allocated by HOME State Recipients and HTF Subgrantees to eligible activities in all categories. 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.</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>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 HOPWA awards are insufficient to meet demand. 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.</p>
<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p>	<p>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. For the HOPWA, number of households who receive TBRA and Short-Term Rent Mortgage and Utility financial assistance to obtain and/or retain permanent housing; and the number of households receiving supportive services.</p>

**Discussion:**  
N/A

## AP-35 Projects – (Optional)

### Introduction:

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

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 at 30% AMI or below.

As projects utilizing PY2023 HOME and HTF funds are selected, the County of Maui will fulfill its citizen participation requirements by issuing a Notice of Public Comment, which will offer detailed project information. As mentioned in prior sections, the HTF allocation amount in this draft plan is an estimated amount that the State anticipates receiving in PY2023. Once the actual allocation amounts are announced, the proposed activities' budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts.

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	HOME 2023 - HHFDC Admin
2	HOME 2023 - State Recipient Admin
3	HOME 2023 - Rental Housing Development
4	HOME 2023 - CHDO
5	HOME - Hawaii County Program Income Retainage
6	HOME - Kauai County Program Income Retainage
7	HOME 2023 - Tenant Based Rental Assistance (Alternate Activity)
8	HOME 2023 - Homeownership Housing Development (Alternate Activity)
9	HOME 2023 - Homebuyer Financing (Alternate Activity)
10	HTF 2023 - HHFDC Admin
11	HTF 2023 - State Recipient Admin
12	HTF 2023 - Rental Housing Development
13	HOPWA 2023
14	HOPWA 2022 Hawaii DHS Admin

**Table 10 – Project Information**

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

Since the City 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 priority needs and objectives identified in the State's ConPlan. The counties of Hawaii, Kauai, and Maui have assigned a high priority to housing for all types of households with incomes earning 80% of the AMI or below. 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.

In past years, HHFDC distributed its HTF funds to the three neighbor island counties and the City. The use of HTF funds were focused on affordable rental housing for extremely low-income families earning incomes at or below 30% of the AMI. After retention of administrative funds, HHFDC designated one-half of the annual HTF allocation for the City, where the greatest need existed and continues to exist for affordable rental housing. The other half was rotated between the counties of Hawaii, Kauai, and Maui, on the same rotation as the HOME funds. Since the City continues to be challenged with capacity issues and timely administration of the HTF program, in PY2023, the County of Maui will receive the entire allocation of HTF. This action will allow the City to build capacity and develop plans to effectively administer the HTF program.

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.

DRAFT

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	HOME 2023 - HHFDC Admin
	<b>Target Area</b>	Statewide
	<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 PY2023, HHFDC will retain 5% of the annual HOME allocation for its administration of the HOME program.
	<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>	HHFDC, 677 Queen Street, Suite 300, Honolulu, Hawaii 96813
	<b>Planned Activities</b>	Planning and administration
2	<b>Project Name</b>	HOME 2023 - State Recipient 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>	State Recipient will utilize HOME funds to administer its HOME allocation to ensure effective and timely activity/program implementation in accordance with all applicable 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>	Counties of Hawaii, Kauai, and/or Maui (anticipate County of Maui for PY2023).
	<b>Planned Activities</b>	Planning and administration
3	<b>Project Name</b>	HOME 2023 - Rental Housing Development
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HR-1 Rental Housing - New Construction / Rehab
	<b>Needs Addressed</b>	Rental Housing
	<b>Funding</b>	HOME: \$2,264,974 (\$2,250,000 PY2023 Allocation + \$14,974 Program Income)
	<b>Description</b>	Develop approximately 11 HOME-assisted units with a 20-year affordability period in the counties of Hawaii, Kauai, and/or Maui (anticipate County of Maui for PY2023).
	<b>Target Date</b>	9/30/2029
	Estimate the number and type of families that will benefit from the proposed activities	The Activity will provide approximately 11 HOME-assisted affordable rental units to households earning 80% of the AMI or below.
	<b>Location Description</b>	Counties of Hawaii, Kauai, and/or Maui (anticipate County of Maui for PY2023).
<b>Planned Activities</b>	Development of affordable rental housing.	
4	<b>Project Name</b>	HOME 2023 - CHDO
	<b>Target Area</b>	Rural Counties

	<b>Goals Supported</b>	HR-1 Rental Housing - New Construction / Rehab HO-1 For Sale Housing - New Construction / Rehab.
	<b>Needs Addressed</b>	Rental Housing Affordable Homeownership Opportunities
	<b>Funding</b>	HOME: \$450,000
	<b>Description</b>	Development of affordable rental and/or homeownership housing to include, but not limited to, leasehold or fee simple ownership in the counties of Hawaii, Kauai, and/or Maui (anticipate County of Maui for PY2023).
	<b>Target Date</b>	9/30/2029
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Two households earning 80% of the AMI or below will have affordable rental and/or homeownership opportunities from the development of two single-family homes.
	<b>Location Description</b>	Counties of Hawaii, Kauai, and/or Maui (anticipate County of Maui for PY2023).
	<b>Planned Activities</b>	Development of affordable rental and/or homeownership housing for leasehold or fee simple ownership.
5	<b>Project Name</b>	HOME - Hawaii County Program Income Retainage
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	N/A
	<b>Needs Addressed</b>	N/A
	<b>Funding</b>	\$0
	<b>Description</b>	The County of Hawaii will retain its accumulated \$84,611 in HOME Program Income until it is scheduled to receive its next HOME allocation in PY2024.
	<b>Target Date</b>	N/A
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
6	<b>Location Description</b>	County of Hawaii
	<b>Planned Activities</b>	N/A
	<b>Project Name</b>	HOME – Kauai County Program Income Retainage
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	N/A
	<b>Needs Addressed</b>	N/A
	<b>Funding</b>	\$0
	<b>Description</b>	The County of Kauai will retain its accumulated \$119,885 (from PY2022 only) in HOME Program Income until it is scheduled to receive its next HOME allocation in PY2025.
7	<b>Target Date</b>	N/A
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	County of Kauai
	<b>Planned Activities</b>	N/A
	<b>Project Name</b>	HOME 2023 - Tenant Based Rental Assistance (Alternate Activity)
	<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>	\$0	

	<b>Description</b>	A TBRA program could help low- and very low-income households with rent, making housing more affordable for those who qualify. Should a county select TBRA as an alternate activity, a description of the county's applicant policies and procedures will be provided.
	<b>Target Date</b>	N/A
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	If selected as an alternate activity, a TBRA program would provide rental assistance to qualifying low- and very low-income households.
	<b>Location Description</b>	Counties of Hawaii, Kauai, and/or Maui.
	<b>Planned Activities</b>	Alternate Activity - Tenant Based Rental Assistance
8	<b>Project Name</b>	HOME 2023 - Homeownership Housing Development (Alternate Activity)
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HO-1 For Sale Housing - New Construction / Rehab. HO-2 For Sale Housing - Self Help Building Method
	<b>Needs Addressed</b>	Affordable Homeownership Opportunities
	<b>Funding</b>	\$0
	<b>Description</b>	If selected as an alternate activity, funds may be used to develop affordable homeownership units in the counties of Hawaii, Kauai, and/or Maui.
	<b>Target Date</b>	N/A
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	If selected as an alternate activity, funds may be used to develop affordable homeownerships units in the counties of Hawaii, Kauai and/or Maui for qualifying households earning below 80% of the AMI.
	<b>Location Description</b>	Counties of Hawaii, Kauai, and/or Maui.
	<b>Planned Activities</b>	Alternate activity - Development of affordable homeownership units in the counties of Hawaii, Kauai, and/or Maui.
9	<b>Project Name</b>	HOME 2023 - Homebuyer Financing (Alternate Activity)
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HO-3 Homebuyer Financing
	<b>Needs Addressed</b>	Affordable Homeownership Opportunities
	<b>Funding</b>	\$0
	<b>Description</b>	If selected as an alternate activity, HOME funds may be used to provide down payment/closing cost assistance and gap loans through various county homebuyer loan programs, and provide homebuyer education and counseling sessions.
	<b>Target Date</b>	N/A
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	If selected as an alternate activity, an estimated number and type of families that will benefit from a Homebuyer Financing Program will be determined by the county utilizing the funds.
10	<b>Location Description</b>	Counties of Hawaii, Kauai, and/or Maui.
	<b>Planned Activities</b>	Homebuyer activities may include: down payment/closing cost assistance and gap loans through various county homebuyer loan programs, and provide homebuyer education and counseling sessions.
	<b>Project Name</b>	HTF 2023 - 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: \$150,000



	<b>Description</b>	HHFDC will use PY2023 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>	6/30/2024
	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>	Planning and administration
11	<b>Project Name</b>	HTF 2023 - State Recipient 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: \$150,000
	<b>Description</b>	State Recipient will use HTF to administer and coordinate the HTF program and ensure effective, 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>	Counties of Hawaii, Kauai, and/or Maui (anticipate County of Maui for PY2023).
<b>Planned Activities</b>	Planning and administration	
12	<b>Project Name</b>	HTF 2023 - Rental Housing Development
	<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: \$2,700,000
	<b>Description</b>	Develop approximately 10 HTF-assisted units with a 30-year affordability period in the counties of Hawaii, Kauai, and/or Maui (anticipate County of Maui for PY2023).
	<b>Target Date</b>	9/30/2028
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 10 HTF-assisted rental units will be provided for households earning 30% of the AMI or below.
<b>Location Description</b>	Counties of Hawaii, Kauai, and/or Maui (anticipate County of Maui for Program Year 2023).	
<b>Planned Activities</b>	Development of affordable rental housing.	
13	<b>Project Name</b>	HOPWA 2023
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HP-8 HOPWA Support Services HP-9 HOPWA Financial Assistance HA-1 Administration
	<b>Needs Addressed</b>	Services for Persons with HIV/AIDS HIV/AIDS Housing Assistance Coordinated Entry System
	<b>Funding</b>	HOPWA: \$298,120
	<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>	6/30/2024

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Projected number of households to be served. Tenant based rental assistance: 19 Short term rent, mortgage and utility assistance: 10 Support Services: 29 with housing assistance; 425 without housing assistance; 10 Permanent Housing Placement 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: 1935 Main St., Suite 101, Wailuku, HI 96793. Sub-recipient agencies: Malama Pono Health Services, Kauai: 4366 Kukui Grove Street, Suite 207/PO Box 1950, Lihue, HI 96766 Hawaii Island HIV/AIDS Foundation: 74-5620 Palani Road, Ste 101, Kailua-Kona, HI 96740
	<b>Planned Activities</b>	Activities planned under the PY23 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. 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>14</b>	<b>Project Name</b>	HOPWA 2023 Hawaii DHS Admin
	<b>Target Area</b>	Rural Counties
	<b>Goals Supported</b>	HA-1 Administration
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	HOPWA: \$9,220
	<b>Description</b>	Funds will be utilized for administrative services by the Department of Human Services, Homeless Programs Office.
	<b>Target Date</b>	06/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	State administrative activities will be undertaken at: Department of Human Services Benefit, Employment and Support Services Division, Homeless Programs Office 1010 Richards Street, Suite 312 Honolulu, Hawaii 96813
	<b>Planned Activities</b>	General management, oversight, and coordination HOPWA grant.

**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

DRAFT

## 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 and HOPWA funds will be distributed throughout the counties of Hawaii, Kauai, and Maui. HTF funds may 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

Target Area	Percentage of Funds
Rural Counties	100
Statewide	100

Table 12 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

The City receives its own allocation of HOME and HOPWA funds from HUD. HHFDC and DHS-BESSD have therefore elected to focus the State's HOME 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.

The 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 has served all four counties in the state, including the City where more than half of the state's population reside. In the past, 50% of HHFDC's annual allocation is awarded to the City and 50% 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 PY2023, the City will not receive an HTF allocation and the County of Maui will receive an HTF allocation of approximately \$3,000,000.

### 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 ConPlan 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% of the AMI are targeted for rentals and rental assistance; households with incomes from 80% to 140% of the 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.

During the 5-year ConPlan period (PY2020 - PY2024), funds will support the production or preservation of approximately 127 affordable, HOME-assisted rental units and 61 affordable HTF-assisted rental units. Another 145 households will be assisted with HOME TBRA, and approximately 35 households will receive affordable homeownership opportunities under the HOME program.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	23
Special-Needs	0
Total	23

**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	0
The Production of New Units	23
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	23

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

**Discussion:**

For PY2023, the County of Maui, as HHFDC's State Recipient of HOME and HTF funds, intends to use these funds toward the production of approximately 23 new rental and for-sale homeownership units.

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

**Introduction:**

Demand for public housing remains high in Hawaii. As of July 1, 2022, HPHA's waitlist for federal public housing units totaled approximately 5,292. Of these, more than 84% were families with extremely low incomes at or below 30% of the AMI. More than 400 waitlisted families have children, while over 1,100 families were elderly and families with disabilities. Families on HPHA's waitlist for Section 8 as of July 1, 2022 totaled more than 6,276; of these, families with extremely low incomes totaled 5,587. 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. On January 23, 2023, HPHA published a Request for Qualifications (RFQ), seeking a Master Developer for its upcoming Ka Lei Momi Project Hawaii Awards & Notices Data System (ehawaii.gov). This ambitious public-private partnership (PPP) aims to construct 10,000 new affordable units over the next decade. With access to federal tools and programs like Rental Assistance Demonstration (RAD), Choice Neighborhood Initiative (CNI), Section 18 Demolition/Disposition, and Moving to Work (MTW), the HPHA is well-positioned to utilize mixed-finance strategies through a PPP where these new affordable units are so desperately needed. Additionally, this RFQ calls for up to 1,000 leasehold units with the first 300-unit tower at the Mayor Wright Homes public housing property thanks to the appropriation and legislative intent in the 2022 CIP budget. 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 \$10 million in General Obligation bonds appropriated by the Hawaii State Legislature in 2022 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 Plan 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:**

N/A

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

### **Introduction**

Although DHS formally declined its PY2023 ESG allocation in favor of the neighbor island counties managing the funds directly, it continues to provide a continuum of services through its programs that serve various populations.

In addition to DHS' and BTG's efforts to address homelessness, the HICH formally adopted the "Hawaii Ten-Year Strategic Plan and Framework to End Homelessness, which was revised to focus on strengthening the homeless system through improving outcomes for individuals experiencing

homelessness. (See the 2022-2032 ten-year plan at: <https://homelessness.hawaii.gov/wp-content/uploads/2022/05/HICH-Ten-Year-Plan-FINAL-05-26-22.pdf>.)

**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 Homeless Outreach Program covers 100% of BTG's geography (Kauai, Hawaii, and Maui) in alignment with established PIT regions. Partnerships with a broad range of organizations help the CES to reach individuals and families least likely to apply for homeless assistance. BTG providers frequently partner with licensed medical and mental health professionals to diagnose disabilities or treat wounds. Legal services obtained through the Outreach program assist with procuring documents needed to transition individuals and families into permanent housing.

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

Emergency and Transitional shelters throughout the state provide a secure environment for individuals and families to stabilize their lives, address needs, and strengthen their economic situations. These facilities provide homeless clients with a broad spectrum of services or referral to services, 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.

**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 Rapid Re-Housing (RRH) Program has two main components: RRH which targets homeless households and Homeless Prevention (HP) which provides financial assistance and support services for those imminently at risk of losing their home. RRH providers focus on permanent housing placement by utilizing the Housing First (HF) approach, in which individuals and families experiencing homelessness are quickly connected with permanent housing without preconditions and barriers to entry.

BTG aligns with State and Federal requirements by using RRH resources to help households obtain housing quickly, increase self-sufficiency, and remain housed. BTG employs essential activities to achieve these goals including landlord recruitment, rental/financial assistance, housing stabilization services, connections with community resources, and acquisition of underutilized properties for housing conversion. BTG also recognizes that increasing housing inventory for those transitioning out of homelessness is critical.

**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 HICH and its partners, continues to progress with discharge planning for individuals leaving mental and physical health institutions. The HICH continues to work with the State Hospital toward providing supportive housing for forensic patients transitioning away from the hospital level of behavioral health care. Supportive housing continues to be a critical need across various populations, including the homeless, the mentally ill, and reintegrated prisoners. Hospitals and federally qualified health centers (FQHCs) across the State continue to partner with the HICH in its efforts to end homelessness. 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 on how homeless resources may be utilized to prevent exiting patients from becoming homeless again.

**Discussion**

N/A

**AP-70 HOPWA Goals – 91.320(k)(4)**

<b>One-year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	10
Tenant-based rental assistance	19
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
<b>Total</b>	<b>29</b>

**Table 15 – HOPWA Goals**

**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. Housing supply is constrained, 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, and 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 transportation costs, 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 indirectly 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 certain counties) 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 near high quality public transit.

**Resource strategies:** Continue to make government land and financing resources (e.g., Rental Housing Revolving Fund, Low-Income Housing Tax Credits) available for affordable housing developments.

Explore alternative financing sources including 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:**

N/A

**AP-85 Other Actions – 91.320(j)**

**Introduction:**

As a condition to receiving HUD Community Planning & Development funds such as HOME, HTF or HOPWA, 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 ConPlan.

In 2019, HHFDC and its housing partners HPHA (Lead), DHHL, DHS-BESSD, and the housing agencies of all four counties) pooled their resources and contracted with the University of Hawaii (UH) 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 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:

1. advocate for increases in State funding to support the development of affordable housing;
2. work with State Recipients and Subgrantees to improve the administration of the HOME and HTF programs;
3. leverage federal resources such as HOME, HTF and HOPWA funds to provide low-cost rental units for target populations; and
4. 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 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 Hawaii Department of Health (DOH) requires that with each modernization, updated test results must be provided that are no more than two years old. Therefore, when doing modernization, HPHA will include lead base paint 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 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's ConPlan, 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. The HICH is utilizing this approach toward ending homelessness, 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 DOH and DHS will provide resources either directly to clients or through nonprofit health and service providers to support low- and moderate-income households.

### **Discussion:**

N/A

## 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, 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 HOME funds expended for a project from the net proceeds of the sale of a HOME-assisted property if the program recipient fails to comply with the terms of its agreement with the County, refuses to accept conditions imposed by the County, HHFDC, or HUD, sells or otherwise transfers the property in violation of terms of the agreement during the affordability period, or if the program recipient ceases to use the property as per the terms of its agreement. Net proceeds are defined as the sales price, minus superior loan repayments (other than HOME funds) and any closing costs. Under no circumstances can the PJ capture more than is available from the net proceeds of the sales.

The **County of Kauai** 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 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 AMI.

The **County of Maui** requires recapture of the total amount of the HOME investment if the HOME-assisted unit is sold, conveyed, or transferred during the affordability period in violation of the HOME agreement provisions less the HOME investment amount prorated for the length of time the

homeowner owned and occupied the unit. The homeowner may recover their down payment and capital improvements made since purchase before the Direct Subsidy is recaptured. The County's recapture provision allows for the assumption of HOME 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 current 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 to meet the HOME affordability requirements for homeownership housing units and. State Recipients must repay HOME funds to HHFDC if affordability requirements are not met. State Recipients must require program recipients to maintain all affordability requirements through the execution of deed restrictions and lien recordation 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)  
N/A
2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.  
N/A
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).  
N/A
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.  
N/A
5. Describe performance standards for evaluating ESG.  
N/A

**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 PY2023 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; Capital Needs Assessments (if applicable); and broadband infrastructure (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:**

DHS-BESSD, Homeless Programs Office, administers the HOPWA program. Project sponsors are selected through a competitive Request for Information (RFI) process. The RFI is issued under the provisions of Chapter 103F, HRS, and its Administrative Rules.

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# **STATE OF HAWAII**

## **EXHIBIT A**

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

Referenced in

**AP-05 – Executive Summary**

DRAFT



OFFICE OF COMMUNITY PLANNING  
AND DEVELOPMENT  
9CD-22338c

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

Honolulu Field Office – Region IX  
1003 Bishop Street, Suite 2100  
Honolulu, Hawaii 96813-4918  
[www.hud.gov](http://www.hud.gov)  
[espanol.hud.gov](http://espanol.hud.gov)

October 25, 2022

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 2021**

This letter is being sent to convey HUD's assessment of the State of Hawaii's (State's) performance in Program Year 2021, from July 1, 2021 to June 30, 2022, for its Community Planning and Development (CPD) programs. The enclosed Annual Community Assessment Report provides 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,

  
for 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

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# ANNUAL COMMUNITY ASSESSMENT REPORT

## State of Hawaii

**2021 Program Year: July 1, 2021 to June 30, 2022**

### HUD Point of Contact:

Stephanie Kaimana On  
Senior Community Planning and  
Development Representative  
HUD Honolulu Field Office  
1003 Bishop Street, Suite 2100  
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 (PY) 2021 performance.

In assessing the State's performance, HUD relied primarily on the State's 2021 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 determined that the State generally met the intent of its HUD Community Planning and Development (CPD) programs, which consist of 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.

### 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. HUD's review of the State's performance and HUD's recommendations are provided in the following sections of the report.

## CPD Programs

### HOME

In PY 2021, the State received \$3,000,000 in HOME funds. Based on the State's rotational allocation between the Counties of Hawaii, Kauai, and Maui, the County of Hawaii received the HOME allocation in PY 2021. The State retained 5% from the PY 2021 allocation for the general administration of the HOME program.

The State and state recipients of HOME funds made progress towards housing goals despite challenges, such as the limited number of Community Housing Development Organizations (CHDOs) statewide, dealing with a complex and prolonged development process for the HOME activities, and new or inexperienced staff who administer the HOME program. In PY 2021, the state recipients of the Counties of Maui, Hawaii, and Kauai received technical assistance and training on the HOME and HTF programs, from a combination of contractor, State, and HUD assistance.

During PY 2021, the State reported receiving \$160,000 in program income. The State also contributed \$9,480,926 of HOME matching funds during PY 2021 and will carry over an excess match balance of \$36,227,942 to the next program year.

In PY 2021, the State completed the following HOME project:

- County of Kauai: Pua Loke Affordable Housing Development (54 rental units, 11 HOME-assisted)

The following HOME projects are underway:

- County of Maui: Kaiaulu O Halelea 64, Phase IA and Kaiaulu O Halelea 56, Phase IB in Kihei; and
- County of Hawaii: Habitat for Humanity's Puna Self-Help Housing affordable homeownership project in Puna and Kaloko Heights Affordable Rentals in Kailua-Kona.

In addition, the following projects are in the planning stages:

- County of Hawaii: Hale Na Koa O Hanakahi Senior/Veterans project in Hilo; and
- County of Kauai: Lima Ola, Phase I Multi-Family Affordable Housing Project in 'Ele'ele.

In PY2021, the County of Hawaii set aside \$450,000 for a CHDO to conduct site improvements and construction of three single family affordable self-help projects in the Puna District. Results from this activity will be reported in a future CAPER.



During the program year, the State contracted with Spectrum Seminars, Inc. to conduct on-site inspections and tenant file reviews of HOME- and Neighborhood Stabilization Program- (NSP) assisted rental housing. Spectrum completed tenant file reviews for 12 projects and on-site inspections for 25 projects. Final Reports were issued with no findings in all 12 tenant file reviews and 25 properties. Unit inspections are scheduled for October 2022. In addition, the State conducted remote monitoring of all state recipients, HOME CHDOs, and active HOME and HTF projects/activities. The State found concerns and provided recommendations for the following projects: the County of Hawaii's HOME Tenant-Based Rental Assistance (TBRA) Program and HOME and HTF Kaloko Heights Affordable Housing Project; the County of Maui's HOME COVID-19 Temporary TBRA Program; and the City and County of Honolulu's HTF Hale Makana O Maili project.

In July 2022, HUD conducted a monitoring of the State's HOME Tenant-Based Rental Assistance Program, which resulted in seven findings. HUD is providing technical assistance and the State is in the process of implementing corrective actions to resolve issues found.

The American Rescue Plan Act of 2021 appropriated funds to provide housing, services, and shelter to individuals experiencing homeless and other vulnerable populations, to be allocated by formula to jurisdictions that qualified for HOME Program allocations in Fiscal Year 2021. In April 2022, HUD approved the State's HOME Investment Partnerships – America Rescue Plan (HOME-ARP) Allocation Plan for its \$6,413,733 HOME-ARP grant award. HUD congratulates the State on its grant award and we look forward to assisting you in accomplishing your programs goals.

### **Housing Trust Fund**

In PY 2021, the State received \$3,480,969 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 Hawaii receiving the PY 2021 allocation. The State retained 5% of the funds for program administration.

In PY 2021, the State completed the following HTF projects:

- County of Kauai: Pua Loke Affordable Housing Development (54 total units, 9 HTF-assisted units; and
- City and County of Honolulu: Hale Makana O Maili Affordable Rental Housing Development in Waianae (52 total units, 5 HTF-assisted).

The following HTF projects are in the planning phase or underway:

- The County of Maui: Kaiaulu O Halelea 64 Project in Kihei is expected to produce 64 units, with seven HTF-assisted units;

- The County of Maui: Kaiaulu O Halelea 56, Phase IB is Kihei is expected to produce 56 units, with seven HTF-assisted units;
- The County of Hawaii: Kaloko Heights Affordable Housing project is expected to produce 100 units, with six HTF-assisted units; and
- The County of Hawaii: Hale Na Koa O Hanakahi Senior/Veterans project in Hilo is in the planning phase.

The State's main concern is with City and County of Honolulu's (City's) administration of the HTF program. Due to concerns with the City's past performance and to improve the overall performance of the HTF program, the State decided not to award PY 2020, PY 2021, and PY 2022 funds to the City and will evaluate the City for future HTF allocations.

### **Emergency Solutions Grant**

The State received an allocation of \$444,100 in PY 2021 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 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.

Under the ESG Program, the State reported assisting 596 persons with emergency shelter, 114 persons with rapid re-housing, and 14 persons with homelessness prevention. The State referenced the Bridging the Gap (BTG), Continuum of Care website for ESG and ESG CARES Act (ESG-CV) performance outcomes. For future CAPER submissions, the State should provide a summary of ESG and ESG-CV performance outcomes, per the System Performance Measurements provided in the State's Annual Action Plan. In addition, the State should provide the results of monitoring conducted during the program year, in forthcoming CAPER submissions.

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 deadlines for its PY 2019 and PY 2020 ESG allocations. The State requested and was granted extensions to expend remaining balances for both program years.

The State received a total of \$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 allocated ESG-CV funds for homeless prevention, rapid re-housing, street outreach, and shelter essential services. The State met HUD's 20% ESG-CV expenditure deadline on September 30, 2021. However, the State did not meet the 50% ESG-CV expenditure deadline on June 16, 2022. As a result, HUD recaptured \$630,604.62 from the State's ESG-CV grant.

In September 2022, the State executed a substantial amendment to its 2019 Annual Action Plan, to reprogram \$2.5 million in ESG-CV funds, to acquire, renovate, and/or operate temporary emergency shelters anticipated for Kauai County and Maui County. The State should timely move forward with this project, as well as track existing projects, to ensure that all ESG-CV funds are expended by the grant deadlines of September 30, 2023, for ESG-CV rapid re-housing, emergency shelter, homelessness prevention, and street outreach; and December 31, 2023 for ESG-CV administration and HMIS expenses.

## **HOPWA**

The State received \$270,474 in PY 2021 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 five 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.

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, to prevent, prepare for, and respond to coronavirus. As of this writing, all HOPWA-CV funds have been expended so grant closeout will be initiated for this grant. HUD congratulates the State for the timely expenditure of HOPWA-CV funds.

In PY 2021, the State and the NIHAC achieved the following accomplishments with HOPWA and HOPWA-CV funds:

- Provided Tenant Based Rental Assistance (TBRA) to 25 individuals and their families;
- Assisted 13 persons and their families with STRMU assistance to stay in their current housing situations;
- Provided permanent housing placement services to 13 persons and their families; and
- Assisted 458 persons with supportive services.

## **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 (CoC) 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.

On January 23, 2022, BTG conducted the 2022 Neighbor Islands' Point-In-Time (PIT) Count of unsheltered and sheltered persons experiencing homelessness on the counties of Hawaii, Kauai and Maui. Results for the count saw a decrease in sheltered homelessness from 636 individuals/family individuals in 2021 to 628 in 2022. The unsheltered count resulted in a slight increase in total PIT homelessness from 2,010 persons in 2020 to 2,022 persons in 2022 (due to COVID-19, the CoC requested and was granted a waiver by HUD, to forego a 2021 unsheltered count).

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. 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. BTG completed CoC written standards to provide rapid re-housing and permanent housing assistance and is working to finalize its CoC written standards for transitional housing assistance.

HUD wishes the Continuum of Care continued success in implementing actions to end homelessness.

## **Community Empowerment**

The State provided opportunities for citizen participation during the development of the CAPER. A Notice of Public Comment (Notice) was published in the Honolulu Star Advertiser newspaper. The Notice and draft CAPER were also posted on the Hawaii Housing Finance and Development Corporation's website. 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. However, the State did not meet the expenditure deadlines for its PY 2019 and PY 2020 ESG allocations. The State requested and was granted extensions to expend remaining balances for both program years. In addition, the State did not meet the 50% ESG-CV expenditure deadline on June 16, 2022. As a result, HUD recaptured \$630,604.62 from the State's ESG-CV grant.

The State received \$39,007 in HOPWA-CV funds, as authorized by the CARES Act. As of this writing, all HOPWA-CV funds have been expended. HUD congratulates the State for the timely expenditure of HOPWA-CV funds.

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 to strengthen its CPD programs.

While the 24-month commitment deadline for HOME funds is currently suspended, HUD expects each Participating Jurisdiction (PJ) to monitor its commitment and expenditure rates to ensure the timely use of HOME program funds. The State should monitor whether or not HUD continues to suspend the 24-month HOME commitment requirement or resumes it in future program years. In addition, the 24-month commitment deadline for HTF funds is still in place. The State should therefore ensure that projects are timely in meeting the requirements for committing HOME and HTF funds. The State should regularly evaluate uncommitted HOME and HTF funds, to ensure that the community is assisted with available resources.

Timely expenditure of ESG funds continues to be an issue for the last several program years and ESG-CV funds were recaptured by HUD during PY 2021, due to failure to meet the 50% expenditure deadline. The State should work with its subrecipients to ensure that ESG funds are expended within the 24-month expenditure deadline. In addition, ESG-CV funds must be expended by the grant deadlines of September 30, 2023, for ESG-CV rapid re-housing, emergency shelter, homelessness prevention, and street outreach; and December 31, 2023 for ESG-CV administration and HMIS expenses. The State should carefully track project progress and expenditures so that all available funds are utilized to serve persons experiencing or at-risk of homelessness.

### **Fair Housing & Equal Opportunity**

During PY 2021, fair housing education and training was provided to State and County staff, the general public, landlords, property managers, and Section 8 participants through various trainings in all counties, per the recommendation in the State's Analysis of Impediments to Fair Housing (AI), to provide fair housing information and training. The Counties facilitated attendance from each respective island, to participate in the City and County of Honolulu's virtual fair housing training in April 2022, which was attended by 727 individuals. The Counties also tracked usage of their respective fair housing websites and responded to fair housing inquiries by phone, email, and in person.

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**

HUD determined that the State is generally meeting the intent of the CPD programs and provided recommendations to ensure that funds are timely expended, especially ESG and ESG-CV funds.

Overall, the State is addressing community needs by implementing a Consolidated Plan with a vision for the future through its Action Plan. As a result, the State has assisted many low-, very low-, and extremely low-income households in the community. HUD encourages the State to continue supporting various housing and community development programs and wants to recognize the HHFDC and DHS-BESSD-HPO staff for their dedication to the CPD programs. HUD will continue to work with the State to improve the efficiency and effective administration of CPD programs.



EXECUTIVE CHAMBERS  
KE KE'ENA O KE KIA'ĀINA

DAVID Y. IGE  
GOVERNOR  
KE KIA'ĀINA

NOV - 9 2022

Mr. Mark A. Chandler  
Director, Office of Community Planning and Development  
Honolulu Field Office – Region IX  
U.S. Department of Housing and Urban Development  
1003 Bishop Street, Suite 2100  
Honolulu, Hawai'i 96813

RE: Annual Community Assessment Report for Program Year 2021

Dear Mr. Chandler:

This letter provides comments on your Annual Community Assessment Report dated October 25, 2022, which determined that the State of Hawai'i (the State) is generally meeting the intent of the U.S. Department of Housing and Urban Development's (HUD) Community Planning and Development (CPD) programs.

I am pleased that the Hawai'i Housing Finance and Development Corporation (HHFDC) and Department of Human Services (DHS) have been successfully leveraging the funds made available through HUD's CPD programs to address the needs of low-, very low-, and extremely low-income households in our community.

In the Program Year (PY) 2021 report, it was noted that HUD's July 2022 monitoring of the HOME Investment Partnerships Tenant-Based Rental Assistance (TBRA) Program administered by HHFDC resulted in seven findings. HHFDC noted the corrective actions being taken for each finding in its response letter to HUD dated September 29, 2022. With technical assistance from HUD, HHFDC is committed to implementing these corrective actions to ensure compliance with program requirements.

The PY 2021 report noted recent challenges with the timely expenditure of Emergency Solutions Grant (ESG) Program funds. In response to this matter, DHS requested and was granted extensions to expend the balance of PY 2019 and PY 2020 ESG Program funds. Diligent efforts are being made to ensure that the remaining funds available under the ESG CARES Act (ESG-CV) are expended by September 30, 2023. As

recommended in your report, future Consolidated Annual Performance and Evaluation Report submissions will provide a summary of ESG and ESG-CV performance outcomes and results of monitoring conducted during the program year.

In partnership with HUD, the State will continue to improve its administration of CPD programs to ensure that activities are compliant with HUD requirements and that funds are timely expended to support the needs of our residents and communities. I look forward to this continued partnership to address the housing needs of Hawai'i's homeless, special needs, and lower-income populations.

With warmest regards,



David Y. Ige  
Governor, State of Hawai'i

c: Denise Iseri-Matsubara, Executive Director, HHFDC, Attn: Keri Higa  
Catherine Betts, Director of Human Services, Attn: Harold Brackeen, III  
CPDHonolulu@HUD.gov





OFFICE OF COMMUNITY PLANNING  
AND DEVELOPMENT  
9CD-22338e

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

Honolulu Field Office – Region IX  
1003 Bishop Street, Suite 2100  
Honolulu, Hawaii 96813  
<http://www.hud.gov>  
<http://www.espanol.hud.gov>

November 23, 2022

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 2021**

The U.S. Department of Housing and Urban Development (HUD) received the State of Hawaii's (State's) comments provided by letter, dated November 9, 2022, responding to HUD's assessment of the State's 2021 Annual Community Assessment (ACA) Report.

HUD acknowledges the additional information provided by the State. The ACA is considered final. This letter should be included as part of the State's ACA process for review of Program Year 2021. 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,

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

DRAFT

# **STATE OF HAWAII**

## **EXHIBIT B**

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

Referenced in

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

DRAFT

**SUMMARY OF 2022 JOINT VIRTUAL AND IN-PERSON PUBLIC HEARINGS  
For the PY2023 Annual Action Plan**

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

**I. ATTENDEES:**

**BIG ISLAND:**

<b>August 16, 2022 (virtual - Zoom)</b>	
County of Hawaii – Office of Housing and Community Development (OHCD)	Susan Kunz, Alisa Hanselman, Beryl Manlinguis, Brian Ishimoto, Royce Shiroma, Cristina Pineda, Marcia Yoshiyama
County of Hawaii – Department of Public Works	Neal Tanaka
County of Hawaii – Mass Transit Agency	John Andoh
State of Hawaii – Hawaii Housing Finance and Development Corporation (HHFDC)	Keri Higa, Dean Watase, Danielle Guthrie
State of Hawaii – Office of Housing and Homeless Solutions	Cheryl Bellisario
State of Hawaii – DHS-BESSD, Homeless Programs Office (HPO)	Harold Brackeen III, Anamarie Piloton
Going Home Hawaii	Les Estrella, Kimi Palacio
Citizen of Hawaii County	Connie Fairbanks
R7 Investments, LLC	Lee Soares
HOPE Services, Hawaii	Sarah Figueroa
Friends of the Future	Susan Maddox
Neighborhood Place of Puna	Paul Normann
Hawaii Island Community Development Corporation	Keith Kato
Hawaii County Economic Opportunity Council	Tara Hasegawa
YWCA of Hawaii Island	John Ciambrone
Hawaii Island Home For Recovery, Inc.	Amanda Sorenson, Maryam Palma, Carlos Palma, Rita Palma

<b>August 25, 2022 (in-person)</b>	
County of Hawaii – Office of Housing and Community Development (OHCD)	Alisa Hanselman, Beryl Manlinguis, Brian Ishimoto, Royce Shiroma, Cristina Pineda, Harry Yada, Sharon Hirota, Dennis Kauka, Jr.
HHFDC	Keri Higa, Danielle Guthrie, David Oi, Jeffrey Martin, Magdalene Turangan
State of Hawaii – DHS-BESSD, HPO	Anamarie Piloton
Going Home Hawaii	Les Estrella, Michelle Mitsumori
Citizen of Hawaii County	Olivia Cockroft
YWCA of Hawaii Island	Kathleen McGilvray

**HONOLULU**

<b>September 20, 2022 (virtual – Teams)</b>	
City & County of Honolulu – Department of Community Services	Darrell Young
City & County of Honolulu – Department of Budget and Fiscal Services	Holly Kawano, Randall Goto, Cynthia Emoto
HHFDC	Dean Watase, Keri Higa, Chris Woodard, Cynthia Nyross, David Oi, Danielle Guthrie, Magdalene Turangan
State of Hawaii – DHS-BESSD, HPO	Anamarie Piloton
Catholic Charities Hawaii	Shellie Niles

<b>September 22, 2022 (in-person)</b>	
City & County of Honolulu – (BFS)	Holly Kawano, Randall Goto
HHFDC	Dean Watase, Keri Higa, David Oi, Danielle Guthrie, Magdalene Turangan

**KAUAI**

<b>October 12, 2022 (virtual)</b>	
County of Kauai – Kauai County Housing Agency	Kerrilyn Barros, Steven Franco, Jocelyn Marie, Chong Su, Donna Ephan
HHFDC	Keri Higa, Dean Watase, David Oi, Magdalene Turngan
State of Hawaii – DHS-BESSD, HPO	Anamarie Piloton
Permanently Affordable Living Kauai	Larry Graff
Kauai Economic Opportunity (KEO)	MayBel Fujiuchi
Zero Waste Kauai	Ruta Jordans
Kauai Fire Department	Kilipaki Vaughan
California Pollution Control Financing Authority	Nancee Robles
Kauai Path, Inc.	Tommy Noyes
Citizens of Kauai County	Tanya Evslin Gamby, PH.D., Rachel Porter

<b>October 17, 2022 (in-person)</b>	
County of Kauai – Kauai County Housing Agency	Kerrilyn Barros, Steven Franco
HHFDC	Keri Higa
KEO	Brian Alston

**MAUI**

<b>October 19, 2022 (virtual)</b>	
County of Maui – Mayor’s Office	Joe Pontanilla
County of Maui – Office of Climate Change, Resiliency and Sustainability	Maria Ornellas
County of Maui – Department of Housing and Human Concerns (DHHC)	Lori Tshako, Jessica Crouse, Regina Freeman
HHFDC	Keri Higa, Dean Watase, Donna Ho, David Oi, Danielle Guthrie
State of Hawaii – DHS-BESSD, HPO	Anamarie Piloton
Ka Hale A Ke Ola Homeless Resources, Inc.	Thanaid Uralwong

<b>October 21, 2022 (in-person)</b>	
County of Maui – Mayor’s Office	Joe Pontanilla
County of Maui – Office of Climate Change, Resiliency and Sustainability	Maria Ornellas
County of Maui – DHHC	Jessica Crouse, Regina Freeman
HHFDC	Keri Higa
Ka Hale A Ke Ola Homeless Resources, Inc.	Thanaid Uralwong, Monique Ibarra

**II. SUMMARY and PUBLIC TESTIMONY:**

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

**County of Hawaii – 08/16/2022 (virtual – Teams):**

No public comments were offered by attendees.

**County of Hawaii – 08/25/2022 (in-person):**

- Incorporate Recovery Housing Program funds in the next 5-year Consolidated Plan.
- Recognize those who are justice-involved and facing homelessness as a sub-category.
- Set aside funds for those with special needs.
- Rehabilitate and preserve residential units for households on a fixed income.
- Provide first-time homebuyers resources to become homeowners.

**City & County of Honolulu – 09/20/2022 (virtual – Teams):**

There were no public comments offered by attendees. However, following the hearing, written testimony was received from Catholic Charities Hawaii stating:

-Federal funds such as HTF are critical for developers to build much needed affordable units for households below 30% AMI on Oahu.

-The allocation of HTF on the neighbor islands is helping to increase affordable housing units for low-income households.

-Catholic Charities Honolulu urges HHFDC's support for funding of affordable housing units in the City and County of Honolulu.

**City & County of Honolulu – 09/22/2022 (in-person):**

There were no attendees from the public.

**County of Kauai – 10/12/2022 (virtual – Teams):**

No comments were provided, however, KCHA and HHFDC staff addressed questions from attendees regarding the HOME CHDO annual 15% set-aside and certification process; Status on county permitting delays; Availability of funding for businesses interested in building affordable housing; High transportation costs (resulting from affordable housing being built away from population centers) and efforts to place amenities within walking or biking distance in future developments

**County of Kauai – 10/17/2022 (in-person):**

An attendee inquired about whether a minimum number of units must be produced with each annual allocation of HOME and HTF; the CHDO certification process; and the possibility of establishing a service purposed with quickly connecting clients with available HUD-assisted units as an eligible activity under the CPD programs. KCHA and HHFDC staff addressed the attendee's inquiries and the concern of unoccupied homes and condo units with potential to become much needed affordable rentals was also discussed.

**County of Maui – 10/19/2022 (virtual – Blue Jeans):**

No public comments were offered by attendees.

**County of Maui – 10/21/2022 (in-person):**

Attendees voiced the need for smaller rental units in high-density types of projects, preferably through rehabilitation of unoccupied buildings to meet the needs of elderly individuals and those who don't require a lot of space.

DRAFT



AFFIDAVIT OF PUBLICATION

IN THE MATTER OF
NOTICE OF PUBLIC COMMENT

STATE OF HAWAII
City and County of Honolulu

Doc. Date: MAR 09 2023 # Pages: 1
Notary Name: COLLEEN E. SORANAKA First Judicial Circuit
Doc. Description: Affidavit of Publication
Notary Signature: [Signature] Date: MAR 09 2023
Notary Public Seal: COLLEEN E. SORANAKA, No. 90-263

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: 03/09/2023
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:

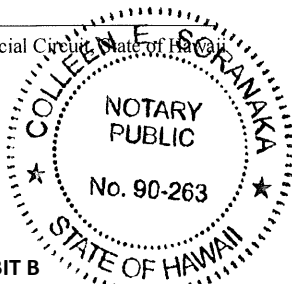
And that affiant is not a party to or in any way interested in the above entitled matter.

[Signature]
Lisa Sakakida

Subscribed to and sworn before me this 9th day of March A.D. 2023

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

Ad # 0001406605



STATE OF HAWAII EXHIBIT B

AP-05 - Executive Summary and AP-12 - Citizen Participation

NOTICE OF PUBLIC COMMENT

Pursuant to Title 24 of the Code of Federal Regulations Part 91, notice is given that a draft Annual Action Plan (AAP) for Program Year 2023 (PY2023), covering the period between July 1, 2023, and June 30, 2024, has been prepared by the State of Hawaii (State); Department of Business, Economic Development and Tourism; Hawaii Housing Finance and Development Corporation (HHFDC). HHFDC is making copies of the draft AAP available for review and comment.

The AAP is an application for federal assistance and is used by jurisdictions as a planning tool to meet 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 PY2023, the State anticipates receiving approximately \$3,000,000 in HOME Investment Partnerships funds, \$3,000,000 in Housing Trust Funds, and \$250,000 in Housing Opportunities for Persons With Aids funds. The draft 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.

To review a copy of the draft AAP, interested parties may 1) download an electronic copy from HHFDC's website at http://hawaii.gov/dbedt/hhfdc, 2) view a copy at public libraries (subject to their respective hours of operation), 3) email a request to view a paper copy to hhfdc.consolidatedplan@hawaii.gov, or 4) call one of the toll-free numbers listed below to receive viewing instructions:

- From Oahu: (808) 587-0577
From Kauai: (808) 274-3141, ext. 70577
From Hawaii Island: (808) 974-4000, ext. 70577
From Maui: (808) 984-2400, ext. 70577
From Molokai/Lanai: 1-800-468-4644, ext. 70577

Finally, a paper copy will be available for viewing by visiting one of the agencies listed below between the hours of 7:45 a.m. and 4:30 p.m. from Monday through Friday (except for weekends and State holidays).

AGENCIES:

Hawaii Housing Finance and Development Corporation
677 Queen Street, Suite 300; Honolulu, Oahu

Department of Human Services, Homeless Programs
Benefits, Employment and Supportive Services Division
1010 Richards Street, Suite 312; Honolulu, Oahu

County of Hawaii, Office of Housing and Community Development
1900 Kinoole Street, Suite 102; Hilo, Hawaii

County of Maui, Department of Housing and Human Concerns
2200 Main Street, Suite 546; Wailuku, Maui

County of Kauai, Kauai County Housing Agency
4444 Rice Street, Suite 330; Lihue, Kauai

City and County of Honolulu, Department of Budget and Fiscal Services
925 Dillingham Boulevard, Suite 200; Honolulu, Oahu

To provide written comments, interested parties may 1) mail comments to HHFDC at 677 Queen Street, Suite 300; Honolulu, Hawaii, 96813; 2) email to hhfdc.consolidatedplan@hawaii.gov; or 3) fax to (808) 587-0600 no later than April 8, 2023 at 4 p.m. All comments received by the deadline will be considered in preparing the final PY2023 AAP.

If you need an auxiliary aid/service or other accommodation due to a disability (e.g., needing a copy of the draft AAP in large print, Braille, electronic copy, or tape recorded), contact HHFDC's Human Resources Office at (808) 587-0501, or by written request, or by email to hhfdchr@hawaii.gov by March 31, 2023 to ensure the availability of appropriate accommodations. Persons on the Neighbor Islands may call the following toll-free numbers:

- From Oahu: (808) 587-0501
From Kauai: (808) 274-3141, ext. 70501
From Hawaii Island: (808) 974-4000, ext. 70501
From Maui: (808) 984-2400, ext. 70501
From Molokai/Lanai: 1-800-468-4644, ext. 70501

Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy.

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 status.

Denise Iseri-Matsubara, Executive Director

(SA1406605 3/9/23)



AFFIDAVIT OF PUBLICATION

IN THE MATTER OF
NOTICE OF PUBLIC HEARINGS

STATE OF HAWAII
City and County of Honolulu

Doc. Date: AUG 02 2022 # Pages: 1
Notary Name: COLLEEN E. SORANAKA First Judicial Circuit
Doc. Description: Affidavit of Publication
Notary Signature: [Signature] Date: AUG 02 2022
Notary Public Seal: COLLEEN E. SORANAKA, No. 90-263

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

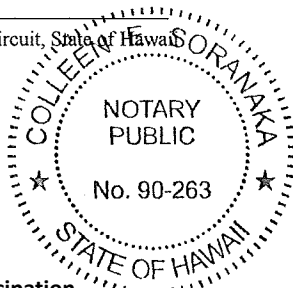
Honolulu Star-Advertiser 0 times on:
MidWeek 0 times on:
The Garden Island 0 times on:
Hawaii Tribune-Herald 0 times on:
West Hawaii Today 1 times on:
08/01/2022
Other Publications: 0 times on:

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

[Signature]
Lisa Sakakida
Subscribed to and sworn before me this 2nd day of August A.D. 2022

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

Ad # 0001380734



NOTICE OF 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 2023-2024 (PY2023), as part of the Consolidated Plan (CP) process.

Virtual Public Hearing:
Tuesday, August 16, 2022 at 10:00 a.m.

Connectivity information on attending the virtual public hearing can be found at https://www.hawaiicounty.gov/office-of-housing.

In-Person Public Hearing:
Thursday, August 25, 2022 at 1:00 p.m. at the County of Hawaii's Office of Housing and Community Development, Existing Housing Conference Room, 1990 Kinoole Street, Suite 104, Hilo, Hawaii

The CP's purpose is to ensure that jurisdictions receiving federal assistance plan for the housing and related needs of low- and moderate-income families in a way that improves the availability and affordability of decent, safe, and sanitary housing in suitable living environments.

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 PY2023, 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.

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.

AGENCIES:
HHFDC, 677 Queen Street, Suite 300, Honolulu, Oahu
County of Hawaii
Office of Housing and Community Development
1990 Kinoole Street, Suite 102, Hilo, Hawaii or
74-5044 Ane Keohokaloie Highway, Building B, Kailua-Kona, Hawaii

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: (808) 274-3141 From Maui: (808) 984-2400
From Molokai/Lanai: 1-800-468-4644 From Hawaii: (808) 974-4000

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

Please make five copies of written testimony available to the presiding officer at the hearing. Written testimony may also be submitted via email to hhfdc.consolidatedplan@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.

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 at (808) 587-0501, by email at hhfdchr@hawaii.gov, by fax at (808) 587-0600, or by written request at least ten business days before the hearing. Prompt requests help to ensure the availability of appropriate accommodations.

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

August 1, 2022
(WHT1380734 8/1/22)



AFFIDAVIT OF PUBLICATION

IN THE MATTER OF
NOTICE OF PUBLIC HEARINGS

STATE OF HAWAII
City and County of Honolulu

Doc. Date: AUG 02 2022 # Pages: 1
Notary Name: COLLEEN E. SORANAKA First Judicial Circuit
Doc. Description: Affidavit of Publication
Notary Signature: [Signature] Date: AUG 02 2022
Notary Public Seal: COLLEEN E. SORANAKA, No. 90-263, STATE OF HAWAII

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

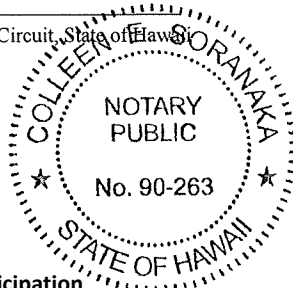
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And that affiant is not a party to or in any way interested in the above entitled matter.

[Signature]
Lisa Sakakida
Subscribed to and sworn before me this 2nd day of August A.D. 20 22

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

Ad # 0001380729



NOTICE OF 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 2023-2024 (PY2023), 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 in each county. In the County of Hawaii, HHFDC will conduct virtual and in-person hearings with the County of Hawaii's Office of Housing and Community Development (OHCD) as follows:

Virtual Public Hearing:
Tuesday, August 16, 2022 at 10:00 a.m.

Connectivity information on attending the virtual public hearing can be found at https://www.hawaiicounty.gov/office-of-housing.

In-Person Public Hearing:
Thursday, August 25, 2022 at 1:00 p.m. at the County of Hawaii's Office of Housing and Community Development, Existing Housing Conference Room, 1990 Kimoole Street, Suite 104, Hilo, Hawaii

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

The AAP describes the State's funding plans for the coming program year and certifies program compliance with the CP, HOME Investment Partnerships (HOME), National Housing Trust Fund (HTF), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs.

For PY2023, 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 anticipated under the HTF program, which may be used in the counties of Hawaii, Kauai, 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, reduce homelessness, and provide preventative programs and activities for homeless individuals and families 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 may also be picked up at the agencies listed below between the hours of 7:45 a.m. and 4:30 p.m. from Monday through Friday (except for weekends and State holidays).

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

County of Hawaii
Office of Housing and Community Development
1990 Kimoole Street, Suite 102, Hilo, Hawaii or
74-5044 Ane Keohokalole Highway, Building B, Kailua-Kona, Hawaii

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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

August 1, 2022
(HTH1380729 8/1/22)



AFFIDAVIT OF PUBLICATION

IN THE MATTER OF
NOTICE OF PUBLIC HEARINGS

STATE OF HAWAII
City and County of Honolulu

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Honolulu Star-Advertiser 1 times on: 08/01/2022
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:

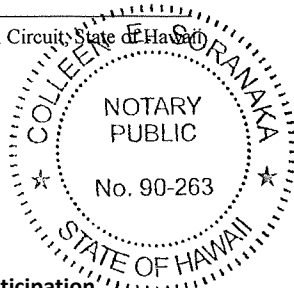
And that affiant is not a party to or in any way interested in the above entitled matter.

[Signature]
Lisa Sakakida

Subscribed to and sworn before me this 2nd day of August A.D. 20 22

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

Ad # 0001380718



NOTICE OF 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 2023-2024 (PY2023), 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 in each county. In the County of Hawaii, HHFDC will conduct virtual and in-person hearings with the County of Hawaii's Office of Housing and Community Development (OHCD) as follows:

Virtual Public Hearing:
Tuesday, August 16, 2022 at 10:00 a.m.

Connectivity information on attending the virtual public hearing can be found at https://www.hawaiicounty.gov/office-of-housing.

In-Person Public Hearing:
Thursday, August 25, 2022 at 1:00 p.m. at the County of Hawaii's Office of Housing and Community Development, Existing Housing Conference Room, 1990 Kinooles Street, Suite 104, Hilo, Hawaii

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

The AAP describes the State's funding plans for the coming program year and certifies program compliance with the CP, HOME Investment Partnerships (HOME), National Housing Trust Fund (HTF), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs.

For PY2023, 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 anticipated under the HTF program, which may be used in the counties of Hawaii, Kauai, 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, reduce homelessness, and provide preventative programs and activities for homeless individuals and families 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 may also be picked up at the agencies listed below between the hours of 7:45 a.m. and 4:30 p.m. from Monday through Friday (except for weekends and State holidays).

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

County of Hawaii
Office of Housing and Community Development
1990 Kinooles Street, Suite 102, Hilo, Hawaii or
74-5044 Ane Keohokalole Highway, Building B, Kailua-Kona, Hawaii

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: (808) 274-3141 From Maui: (808) 984-2400
From Molokai/Lanai: 1-800-468-4644 From Hawaii: (808) 974-4000

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

Please make five copies of written testimony available to the presiding officer at the hearing. Written testimony may also be submitted via email to hfhdc.consolidatedplan@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 State's final 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 at (808) 587-0501, by email at hfhdc@hawaii.gov, by fax at (808) 587-0600, or by written request at least ten business days before the hearing. Prompt requests help to ensure the availability of appropriate accommodations.

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

August 1, 2022
(SA1380718 8/1/22)





AFFIDAVIT OF PUBLICATION

IN THE MATTER OF
NOTICE OF VIRTUAL PUBLIC HEARING

STATE OF HAWAII
City and County of Honolulu

Doc. Date: SEP 06 2022 # Pages: 1
Notary Name: COLLEEN E. SORANAKA First Judicial Circuit
Doc. Description: Affidavit of Publication
Notary Signature: [Signature] Date: SEP 06 2022
Notary Public Seal: COLLEEN E. SORANAKA, No. 90-263

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

Table with 2 columns: Publication Name and Times on. Rows include Honolulu Star-Advertiser (1), MidWeek (0), The Garden Island (0), Hawaii Tribune-Herald (0), West Hawaii Today (0), and Other Publications (0).

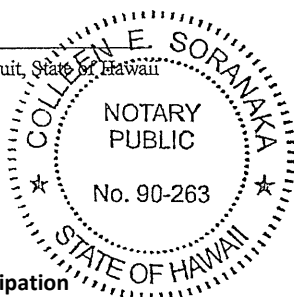
And that affiant is not a party to or in any way interested in the above entitled matter.

[Signature]
Lisa Sakakida

Subscribed to and sworn before me this 6th day of September A.D. 2022

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

Ad # 0001385313



NOTICE OF PUBLIC HEARINGS
(for consultation on housing needs)

Pursuant to 24 Code of Federal Regulations Part 91, notice is hereby given that the State of Hawaii (State); Department of Business, Economic Development and Tourism; Hawaii Housing Finance and Development Corporation (HHFDC), will prepare an Annual Action Plan (AAP) for Program Year 2023-2024 (PY2023), as part of the Consolidated Plan (CP) process.

Virtual Public Hearing:
Tuesday, September 20, 2022 at 1:00 p.m.

Connectivity information on attending the virtual public hearing can be accessed as follows:

Join on your computer or mobile app: See Notice of Public Hearing on HHFDC's website at www.dbedt.hawaii.gov/hhfdc
Or call in (audio only): +1 808-829-4853, Phone Conference ID: 86161044#

In-Person Public Hearing:
Thursday, September 22, 2022 at 1:00 p.m. at HHFDC's Board Room, 677 Queen Street, Suite 300, Honolulu, Oahu

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.

The State and City's AAP will describe 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.

In addition to the PY2023 AAP, the City will cover its Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2021-2022 (PY2021), which describes its accomplishments during PY2021.

For PY2023, 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.

An Informational Packet describing the HOME, HTF, ESG and HOPWA programs is posted on HHFDC's website at http://hawaii.gov/dbedt/hhfdc and are 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.

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

City and County of Honolulu
Department of Budget and Fiscal Services, Federal Grants Unit
925 Dillingham Boulevard, Room 240, Honolulu, Oahu

Department of Community Services
925 Dillingham Boulevard, Room 200, Honolulu, Oahu

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: (808) 274-3141 From Maui: (808) 984-2400
From Molokai/Lanai: 1-800-468-4644 From Hawaii: (808) 974-4000

Interested persons are invited to attend the hearings and state their views, orally or in writing, related to the housing and homeless needs to be considered in developing the State's and/or the City's AAPs, and on the City's CAPER.

ICSP Please make five copies of written testimony available to the presiding officer at the hearing. Written testimony may also be submitted via email to hhfdc.consolidatedplan@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. or before the day of the hearing.

Affidavit of Publication - Notice of Public Hearing (cont'd)

If access or communication assistance and/or services (e.g., large print, tape materials, sign language interpreter, or translator) are required to participate in the public hearing, please contact the HHFDC's Human Resources Office at (808) 587-0501, by email at [hhfchr@hawaii.gov](mailto:hhfchr@hawaii.gov), by fax at (808) 587-0600, or written request at least ten business days before the hearing. Requests for access or communication assistance may also be made by contacting the City Department of Budget and Fiscal Services by email at [bfsedbmail@honolulu.gov](mailto:bfsedbmail@honolulu.gov). Prompt requests help to ensure the availability of appropriate accommodations.

HHFDC and the City do 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

(SA1385313 9/6/22)



STATE OF HAWAII EXHIBIT B

AP-05 - Executive Summary and AP-12 Citizen Participation

DRAFT

AFFIDAVIT OF PUBLICATION

IN THE MATTER OF
NOTICE OF PUBLIC HEARINGS

STATE OF HAWAII
City and County of Honolulu

Doc. Date: SEP 27 2022 # Pages: 1
Notary Name: COLLEEN E. SORANAKA First Judicial Circuit
Doc. Description: Affidavit of Publication
Notary Signature: [Signature] Date: SEP 27 2022
Notary Public Seal: COLLEEN E. SORANAKA, No. 90-263, STATE OF HAWAII

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: 09/27/2022
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:

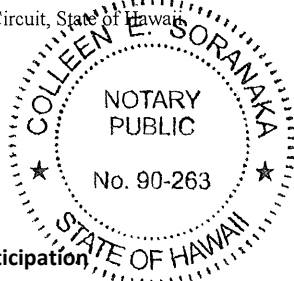
And that affiant is not a party to or in any way interested in the above entitled matter.

[Signature]
Lisa Sakakida

Subscribed to and sworn before me this 27th day of September A.D. 2022

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

Ad # 0001387342



NOTICE OF PUBLIC HEARINGS
(for consultation on housing needs)

Pursuant to 24 Code of Federal Regulations Part 91, notice is hereby given that the State of Hawaii (State); Department of Business, Economic Development and Tourism; Hawaii Housing Finance and Development Corporation (HHFDC), will prepare an Annual Action Plan (AAP) for Program Year 2023-2024 (PY2023), 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 in each county. In the County of Kauai (County), HHFDC will conduct virtual and in-person hearings with the County's Kauai County Housing Agency as follows:

Virtual Public Hearing:
Wednesday, October 12, 2022 at 2:00 p.m.

Connectivity information on attending the virtual public hearing:

Join on your computer or mobile app: See Notice of Public Hearing on HHFDC's website at www.dbedt.hawaii.gov/hhfdc
Or call in (audio only): +1 808-829-4853, Phone Conference ID: 837 077 217#

In-Person Public Hearing:
Monday, October 17, 2022 at 10:00 a.m. at the Moikeha Building, 4444 Rice Street, Suite 120, Lihue, Kauai.

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 PY2023, 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 anticipated under the HTF program, which may be used in the counties of Hawaii, Kauai, 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, reduce homelessness, and provide preventative programs and activities for homeless individuals and families 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 may also be picked up at the agencies listed below between the hours of 7:45 a.m. and 4:30 p.m. from Monday through Friday (except for weekends and State holidays).

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

County of Kauai
Kauai County Housing Agency
4444 Rice Street, Suite 330, Lihue, Kauai

To receive a copy by mail, interested persons may call (808) 587-0577; neighbor island county residents may call toll free, extension 70577:
From Kauai: (808) 274-3141 From Maui: (808) 984-2400
From Molokai/Lanai: 1-800-468-4644 From Hawaii: (808) 974-4000

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

Please make five copies of written testimony available to the presiding officer. Written testimony may also be submitted via email to hhfdc.consolidatedplan@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 (808) 587-0501, by email at hhfdchr@hawaii.gov, by fax at (808) 587-0600, or by written request at least ten business days before the hearing. Prompt requests help to ensure the availability of appropriate accommodations.

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.

ICSP
Denise Iseri-Matsubara, HHFDC Executive Director
(SA1387342 9/27/22)



NOTICE OF PUBLIC HEARINGS  
(for consultation on housing needs)

AFFIDAVIT OF PUBLICATION

IN THE MATTER OF  
NOTICE OF PUBLIC HEARINGS

STATE OF HAWAII }  
 } SS.  
City and County of Honolulu }

Pursuant to 24 Code of Federal Regulations Part 91, notice is hereby given that the State of Hawaii (State); Department of Business, Economic Development and Tourism; Hawaii Housing Finance and Development Corporation (HHFDC), will prepare an Annual Action Plan (AAP) for Program Year 2023-2024 (PY2023), 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 in each county. In the County of Kauai (County), HHFDC will conduct virtual and in-person hearings with the County's Kauai County Housing Agency as follows:

Virtual Public Hearing:  
Wednesday, October 12, 2022 at 2:00 p.m.

Connectivity information on attending the virtual public hearing:

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: 837 077 217#

In-Person Public Hearing:  
Monday, October 17, 2022 at 10:00 a.m. at the Moikeha Building, 4444 Rice Street, Suite 120, Lihue, Kauai.

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 PY2023, 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 anticipated under the HTF program, which may be used in the counties of Hawaii, Kauai, 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, reduce homelessness, and provide preventative programs and activities for homeless individuals and families 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 may also be picked up at the agencies listed below between the hours of 7:45 a.m. and 4:30 p.m. from Monday through Friday (except for weekends and State holidays).

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

County of Kauai  
Kauai County Housing Agency  
4444 Rice Street, Suite 330, Lihue, Kauai

To receive a copy by mail, interested persons may call (808) 587-0577; neighbor island county residents may call toll free, extension 70577:  
From Kauai: (808) 274-3141 From Maui: (808) 984-2400  
From Molokai/Lanai: 1-800-468-4644 From Hawaii: (808) 974-4000

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

Please make five copies of written testimony available to the presiding officer. Written testimony may also be submitted via email to [hhfdc.consolidatedplan@hawaii.gov](mailto:hhfdc.consolidatedplan@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 (808) 587-0501, by email at [hhfdchr@hawaii.gov](mailto:hhfdchr@hawaii.gov), by fax at (808) 587-0600, or by written request at least ten business days before the hearing. Prompt requests help to ensure the availability of appropriate accommodations.

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

(TG1387734 9/27/22)



Doc. Date: SEP 27 2022 # Pages: 1  
 Notary Name: COLLEEN E. SORANAKA First Judicial Circuit  
 Doc. Description: Affidavit of Publication  
 Notary Signature: [Signature] Date: SEP 27 2022  
 NOTARY PUBLIC  
 No. 90-263  
 STATE OF HAWAII

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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 09/27/2022  
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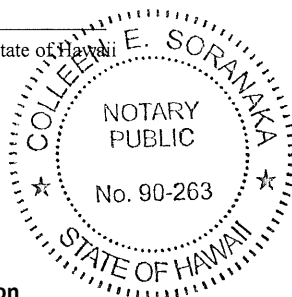
And that affiant is not a party to or in any way interested in the above entitled matter.

[Signature]  
 Lisa Sakakida

Subscribed to and sworn before me this 27th day of September A.D. 20 22

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

Ad # 0001387734



ICSI



**AFFIDAVIT OF PUBLICATION**

STATE OF HAWAII, }  
County of Maui. } ss.

Brandy Emmanuel 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 PUBLIC HEARINGS

of which the annexed is a true and correct printed notice, was  
published 1 time in THE MAUI NEWS, aforesaid, commencing  
on the 4th day of October, 2021, and ending  
on the 4th day of October, 2021, (one day  
inclusive), to-wit: on \_\_\_\_\_  
October 4 , 2022

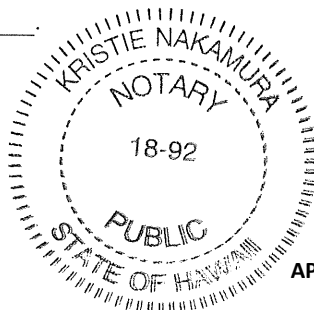
and that affiant is not a party to or in any way interested in the above  
entitled matter.

*Brandy Emmanuel*

This 2 page NOTICE OF PUBLIC HEARINGS, dated  
October 4 , 2021,

was subscribed and sworn to before me this 06 day of  
October, 2021, in the Second Circuit of the State of Hawaii,  
by Brandy Emmanuel

*Kristie Nakamura*  
Notary Public, Second Judicial  
Circuit, State of Hawaii



**NOTICE OF PUBLIC HEARINGS**  
(for consultation on housing needs)

Pursuant to 24 Code of Federal Regulations Part 91, notice is hereby given that the State of Hawaii (State); Department of Business, Economic Development and Tourism; Hawaii Housing Finance and Development Corporation (HHFDC), will prepare an Annual Action Plan (AAP) for Program Year 2023-2024 (PY2023), 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 in each county. In the County of Maui (County), HHFDC will conduct virtual and in-person hearings with the County's Office of the Mayor's CDBG Program Office and the Department of Housing and Human Concerns' Housing Division as follows:

Virtual Public Hearing:

Wednesday, October 19, 2022 at 9:00 a.m.

Connectivity information on attending the virtual public hearing can be found at:

**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):** +1.408.915.6290. Phone Conference ID: 299 921 067

In-Person Public Hearing:

Friday, October 21, 2022 at 9:00 a.m. at the Kalana O Maui Building, 200 South High Street, 9th Floor, Mayor's Conference Room, Wailuku, Maui.

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 PY2023, 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 anticipated under the HTF program, which may be used in the counties of Hawaii, Kauai, 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, reduce homelessness, and provide preventative programs and activities for homeless individuals and families 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 may also be picked up at the agencies listed below between the hours of 7:45 a.m. and 4:30 p.m. from Monday through Friday (except for weekends and State holidays).

AGENCIES:

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

County of Maui

Department of Housing and Human Concerns  
2200 Main Street, Suite 546, Wailuku, Maui

To receive a copy by mail, interested persons may call (808) 587-0577; neighbor island county residents may call toll free, extension 70577:

From Kauai: (808) 274-3141

From Maui: (808) 984-2400

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

From Hawaii: (808) 974-4000

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

Please make five copies of written testimony available to the presiding officer. Written testimony may also be submitted via email to [hhfdc.consolidatedplan@hawaii.gov](mailto:hhfdc.consolidatedplan@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 (808) 587-0501, by email at [hhfdchr@hawaii.gov](mailto:hhfdchr@hawaii.gov), by fax at (808) 587-0600, or by written request as soon as possible, preferably by Monday, October 10, 2022. If a response is received after October 10, 2022, we will try to obtain the auxiliary aid/service or accommodation, but we cannot guarantee that the request will be fulfilled. Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy.

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: Oct. 4, 2022)



STATE OF HAWAII EXHIBIT B

AP-05 - Executive Summary and AP-12 Citizen Participation

AFFIDAVIT OF PUBLICATION

IN THE MATTER OF
NOTICE OF PUBLIC HEARINGS

STATE OF HAWAII }
} SS.
City and County of Honolulu }

Doc. Date: OCT 04 2022 # Pages: 1
Notary Name: COLLEEN E. SORANAKA First Judicial Circuit
Doc. Description: Affidavit of Publication
Notary Signature: [Signature] Date: OCT 04 2022
No. 90-263
STATE OF HAWAII

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: 10/04/2022
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:

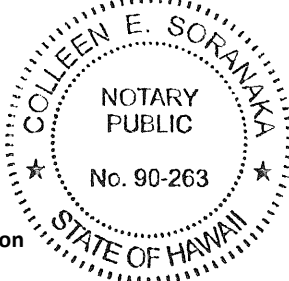
And that affiant is not a party to or in any way interested in the above entitled matter.

[Signature]
Lisa Sakakida

Subscribed to and sworn before me this 4th day of October A.D. 2022

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

Ad # 0001388616



NOTICE OF PUBLIC HEARINGS
(for consultation on housing needs)

Pursuant to 24 Code of Federal Regulations Part 91, notice is hereby given that the State of Hawaii (State); Department of Business, Economic Development and Tourism; Hawaii Housing Finance and Development Corporation (HHFDC), will prepare an Annual Action Plan (AAP) for Program Year 2023-2024 (PY2023), 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 in each county. In the County of Maui (County), HHFDC will conduct virtual and in-person hearings with the County's Office of the Mayor's CDBG Program Office and the Department of Housing and Human Concerns' Housing Division as follows:

Virtual Public Hearing:
Wednesday, October 19, 2022 at 9:00 a.m.

Connectivity information on attending the virtual public hearing can be found at:
Join on your computer or mobile app: See Notice of Public Hearing on HHFDC's website at www.dbedt.hawaii.gov/hhfdc
Or call in (audio only):
+1.408.915.6290, Phone Conference ID: 299 921 067

In-Person Public Hearing:
Friday, October 21, 2022 at 9:00 a.m. at the Kalana O Maui Building, 200 South High Street, 9th Floor, Mayor's Conference Room, Wailuku, Maui.

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 PY2023, 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 anticipated under the HTF program, which may be used in the counties of Hawaii, Kauai, 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, reduce homelessness, and provide preventative programs and activities for homeless individuals and families 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 may also be picked up at the agencies listed below between the hours of 7:45 a.m. and 4:30 p.m. from Monday through Friday (except for weekends and State holidays).

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

County of Maui
Department of Housing and Human Concerns
2200 Main Street, Suite 546, Wailuku, Maui

To receive a copy by mail, interested persons may call (808) 587-0577; neighbor island county residents may call toll free, extension 70577:
From Kauai: (808) 274-3141 From Maui: (808) 984-2400
From Molokai/Lanai: 1-800-468-4644 From Hawaii: (808) 974-4000

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

Please make five copies of written testimony available to the presiding officer. Written testimony may also be submitted via email to hhfdc.consolidatedplan@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.

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Denise Iseri-Matsubara, HHFDC Executive Director



(SA1388616 10/4/22)

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# **HOME EXHIBIT A**

## **PY2023 Planned HOME Funding Allocation**

Referenced in

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

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## PY2023 HOME FUNDING ALLOCATION

### PY2023 HOME Allocation:

HOME Resources	County of Hawaii	County of Kauai	County of Maui	HHFDC	Total
<b>FY2023 HOME</b>					
Regular Project	\$0	\$0	\$2,250,000	\$0	\$2,250,000
CHDO Set-Aside	\$0	\$0	\$450,000	\$0	\$450,000
Administration	\$0	\$0	\$150,000	\$150,000	\$300,000
<b>Subtotal – 2023 HOME Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,850,000</b>	<b>\$150,000</b>	<b>\$3,000,000</b>
<b>Other HOME Funds</b>					
Program Income	\$84,611	\$119,885	\$14,974	\$0	\$219,470
<b>Subtotal – Other HOME Funds</b>		<b>\$219,470</b>		<b>\$0</b>	<b>\$219,470</b>
<b>Total Available</b>		<b>\$3,069,470</b>		<b>\$150,000</b>	<b>\$3,219,470</b>

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# **HTF EXHIBIT A**

## **PY2023 HTF Allocation Plan**

**Referenced in**

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

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STATE OF HAWAII  
HAWAII HOUSING FINANCE AND DEVELOPMENT CORPORATION  
PROGRAM YEAR 2023  
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 HTF funds are allocated to the neighbor island counties on the same rotational basis as the HOME funds. Maui County is the neighbor island county to receive HOME funds for PY2023. It is proposed that the balance of the HTF annual allocation will be provided to the County of Maui for PY2023, 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 2023 – 2024 (PY2023), to be distributed as follows:

Fund Type	County of Maui	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 benchmarks 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 2023, the applicable Subgrantee to issue the HTF applications is the County of Maui.

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 (TDC) Limits for elevator structures, as annually published by HUD's Office of Capital Improvements, have been adopted for the HTF program. HUD's data is based on construction cost indices for the area. 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.

To allow maximum flexibility, the maximum per-unit subsidy limits for HTF will be set at HUD's Public Housing TDC limits in effect at the time of commitment of HTF funds.



The current HTF limits are shown in the chart below:

Bedrooms	HTF Program Maximum Per-Unit Subsidy Limit
0	\$196,026
1	\$274,436
2	\$352,846
3	\$470,462
4+	\$588,077

Data Source: 2022 UNIT TOTAL DEVELOPMENT COST (TDC) LIMITS

### 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.

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## 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 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 an 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**

## **PY2023 Planned HTF Funding Allocation**

Referenced in

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

DRAFT

## PY2023 HTF FUNDING ALLOCATION

**\$3,000,000**

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

### \*PY2023 HTF Allocation:

<b>HTF Activity</b>	<b>County of Maui</b>	<b>HHFDC</b>	<b>Total</b>
New Construction/Acquisition/Rehabilitation of Affordable Rental Housing	\$2,700,000	\$0	\$2,700,000
Administration	\$150,000	\$150,000	\$300,000
<b>Total PY2023 HTF Funds</b>	<b>\$2,850,000</b>	<b>\$150,000</b>	<b>\$3,000,000</b>

\*For PY2023, 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 Maui is the designated county to receive the neighbor island portion of the PY2023 HTF allocation, it will receive Honolulu's portion as well.

DRAFT



## **ESG EXHIBIT A**

# **DHS Letter of Decline for PY2023 ESG Funds**

Referenced in

AP-05 Executive Summary

DRAFT

**JOSH GREEN, M.D.**  
GOVERNOR  
KE KIA'ĀINA



**CATHY BETTS**  
DIRECTOR  
KA LUNA HO'OKELE

**JOSEPH CAMPOS II**  
DEPUTY DIRECTOR  
KA HOPE LUNA HO'OKELE

**STATE OF HAWAII**  
KA MOKU'ĀINA O HAWAI'I  
**DEPARTMENT OF HUMAN SERVICES**  
KA 'OIHANA MĀLAMA LAWELAWE KANAKA  
Office of the Director  
P. O. Box 339  
Honolulu, Hawaii 96809-0339

BESSD 23.H0203

February 23, 2023

Mr. Mark Chandler, Director  
Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
1003 Bishop Street, Pauahi Tower, Suite 2100  
Honolulu, Hawaii 96813

Dear Mr. Chandler:

RE: Emergency Solutions Grant (ESG)  
Program Year (PY) 2023

The State of Hawaii, Department of Human Services (DHS) would like to express our sincere appreciation for the opportunity to administer the ESG program with support and guidance from your office these many years. However, this letter will serve as confirmation that the DHS has opted not to accept ESG funds in PY23 for the reasons stated below.

DHS's Homeless Programs Office has encountered many challenges to effectively administer the ESG program due to limited in-house staff capacity. At the same time, the neighbor island counties and its Continuum of Care, Bridging the Gap, developed into knowledgeable, capable colleagues prepared to assume administrative responsibilities of the ESG program. Each county which accepts the grant funds will be able to align the program with local strategic plans and customize services relative to unique community needs. Furthermore, direct management of the ESG funds will provide the opportunity to build subrecipient capacity in each county.

Accordingly, DHS will not accept ESG funds in PY23. If you have any questions or concerns, please contact Mr. Harold Brackeen III, Homeless Programs Administrator, at (808) 586-7072 or via email at [hbrackeeniii@dhs.hawaii.gov](mailto:hbrackeeniii@dhs.hawaii.gov). Thank you for your continued support in the effort to end homelessness in Hawaii.

Sincerely,

Cathy Betts  
Director

AN EQUAL OPPORTUNITY AGENCY

**ESG EXHIBIT A**  
**AP-05 Executive Summary**

DRAFT