STATE OF HAWAII

PHYSICAL NEEDS ASSESSMENT (PNA)

Draft: PHA Plans

5 Year Plan for Fiscal Years 2005 – 2009
Annual Plan for Fiscal Year 2007

Information Available Upon Request:

2003 PNA Master Executive Summary, June 2003
2003 PNA Inspection Report Binders #01: HI0P001003 to HI0P001009
2003 PNA Inspection Report Binders #02: HI0P001010 to HI0P001016
2003 PNA Inspection Report Binders #03: HI0P001017 to HI0P001023
2003 PNA Inspection Report Binders #04: HI0P001024 to HI0P001030
2003 PNA Inspection Report Binders #05: HI0P001031 to HI0P001039
2003 PNA Inspection Report Binders #06: HI0P001042 to HI0P001050
2003 PNA Inspection Report Binders #07: HI0P001051 to HI0P001056
2003 PNA Inspection Report Binders #08: HI0P001057 to HI0P001069
2003 PNA Inspection Report Binders #09: HI0P001070 to HI0P001088
2003 PNA Inspection Report Binders #10: HI0P001090 to HI0P001099

OMB Approval No: 2577-0226
(exp. 02/28/2006)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Draft

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009
Annual Plan for Fiscal Year 2007

HAWAII PUBLIC HOUSING AUTHORITY

HI001 – Federal Public Housing
HI901 – Section 8 Housing Choice Voucher Program

NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES

PHA Plan
Agency Identification

PHA Name: Hawaii Public Housing Authority

PHA Number: HI001 (Federal Public Housing) and HI901 (Section 8 Housing Choice Voucher Program)

PHA Fiscal Year Beginning: (mm/yyyy) 07/2007

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☒ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☒ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☒ Public library (Regional Libraries Only)
- ☒ PHA website (http://www.hcdch.hawaii.gov)
- ☒ Other (list below)
  - State of Hawaii Legislative Reference Bureau

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2005 - 2009
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

☒ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☐ The PHA's mission is: (state mission here)

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
- ☒ Reduce public housing vacancies:
  - Not to exceed 5% vacancy rate.
- ☒ Leverage private or other public funds to create additional housing opportunities:
  - Tax Credit Program
  - Rental Housing Trust Fund
- ☒ Acquire or build units or developments
- ☒ Other (list below)
  - Shelter Plus – 100 units (20 unit per year)

☒ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☒ Improve public housing management: (PHAS score) 90.0%
  - PHAS Physical Condition (REAC) - Minimum passing score of 75 out of 100 points.
  - PHAS Financial Condition - Reduce TAR by 50%.

- PHAS Management Operations -Vacant Unit Turnaround Time: Less than or equal to 20 days, Work Orders: Complete 99% of emergency work orders within 24 hours and complete non-emergency work orders within an average of 25 days, Annual Inspections: Inspected 100% of its units and systems using the Uniform Physical Condition Standard (UPCS).
- PHAS Resident Survey – refer to "Increase Customer Satisfaction" below.
- Project based accounting and management for federal public housing.
- Upgrade PHA computer software to improve financial accounting and reporting.
- Improve tenant rent collection system through timely evictions for non-payment of rents, and timely write offs.

☒ Improve voucher management: (SEMAP score) 90.0%
- o Maintain lease-up to 98% of budget utilization.
- o Continue partnership with the City and County of Honolulu, Section 8 Housing Choice Voucher Program to develop a rent reasonableness process to improve operational effectiveness.
- o Maintain an effective reporting system to improve operational efficiency.
- o Continue to develop relationships with more partners in the recruitment and retention of landlords.

☒ Increase customer satisfaction:
- Resident Services and Satisfaction Survey - Achieve at least a score of 80% in all categories (maintenance and repair, communication, safety, services and neighborhood appearance).

☒ Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- Training for PHA staff to obtain a high rating on the Resident Service and Satisfaction Survey.

☒ Renovate or modernize public housing units:
- 820 units.

☒ Demolish or dispose of obsolete public housing:

☒ Provide replacement public housing:

☒ Provide replacement vouchers:

☒ Other: (list below)
- Leverage Capital Funds to accelerate modernization projects.
- Analyze the feasibility to improve the quality of assisted housing for low income residents through the privatization and/or the sale of federal public housing properties.

☒ PHA Goal: Increase assisted housing choices
Objectives:

☐ Provide voucher mobility counseling:
☒ Conduct outreach efforts to potential voucher landlords
☒ Increase voucher payment standards
☒ Implement voucher homeownership program:
☐ Implement public housing or other homeownership programs:
☐ Implement public housing site-based waiting lists:
☐ Convert public housing to vouchers:
☒ Other: (list below)
- Geographical Wait List

HUD Strategic Goal: Improve community quality of life and economic vitality

☒ PHA Goal: Provide an improved living environment
Objectives:
☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
☒ Implement public housing security improvements:
☐ Study the possibility of designating developments or buildings for particular resident groups (elderly, persons with disabilities)
☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
☒ Increase the number and percentage of employed persons in assisted families:
- Annually assist public housing residents to attain their goals for economic self-sufficiency.

☒ Provide or attract supportive services to improve assistance recipients' employability:
☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Annually provide or attract supportive services at 5 public housing sites that service elderly or disabled populations.

☒ Other: (list below)
- Encourage and support resident participation in an existing Individual Development Account (IDA).

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☒ Other: (list below)
  - Continue on-going efforts to educate and provide information to the general population and to landlords.
  - On-going training to educate staff.
  - Continue to implement the Section 504 and ADA transition plans.
  - Develop a Limited English Proficiency (LEP) plan for applicants and residents of public housing and Section 8 programs.
  - Provide training to non-English speaking and/or Limited English Proficiency speaking groups with an interpreter available on federal and state fair housing laws.
  - Build community ties with private and non-profit organizations to affirmatively further fair housing.
  - Update the Fair Housing Analysis of Impediments in 2006 and 2009.

Other PHA Goals and Objectives: (list below)

- Improve the housing delivery system through cost-effective management of federal and State government programs and resources.
- Increase the Section 8 Housing Choice Voucher participation level by utilizing the current HUD budget allocation.
- Adjustment of subsidy amounts to the current voucher holders.
- Apply for special funded vouchers should it become available.

Annual PHA Plan
PHA Fiscal Year 2006
[24 CFR Part 903.7]

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

☒ **Standard Performer Plan (Federal Public Housing Program HI001)**

☒ **High Performer Plan (Section 8 Housing Choice Voucher Program – HI901)**

Streamlined Plan:

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]
Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

iii. Annual Plan Table of Contents
[24 CFR Part 903.7 9 (r)]
Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Admissions Policy for Deconcentration (Attachment A – hi001a01)
- ☒ FY 2007 Capital Fund Program Annual Statement (Attachment L - hi001l01)
- ☒ Progress Report on Five-Year Plan Mission and Goals Accomplishment (Attachment C - hi001c01) **update*
- ☒ Section 8 Homeownership Program Capacity Statement (Attachment D - hi001d01)
- ☒ Implementation of Public Housing Resident Community Service Requirements (Attachment E - hi001e01)
- ☒ Pet Ownership Policy (Attachment F - hi001f01)
- ☒ Resident Membership on PHA Governing Board (Attachment G - hi001g01)
- ☒ Resident Advisory Board Membership (Attachment H - hi001h01)
- ☒ Definition of "Substantial Deviation" and "Significant Amendment Or Modification" (Attachment I - hi001i01)
- ☒ Public Housing Asset Management Statement or Table (Attachment J – hi001j01) **update*
- ☒ Deconcentration of Poverty and Income Mixing (Attachment K -hi001k01) **update*
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (Attachment M - hi001m01) **receipt*
- ☒ Responses to Comments from Resident Advisory Board and State-Wide Public Hearings (Attachment N - hi001n01) **receipt*
- ☒ Required Initial Assessment (Attachment O – hi001o01)
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☒ PHA Management Organizational Chart (Attachment B – hi001b01)
- ☒ FY 2007 Capital Fund Program 5 Year Action Plan (Attachment L – hi001l01)
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan

☒ Other (List below, providing each attachment name)

- Federal Project-Based Certificate/Voucher Program – Palolo Homes I and II (Attachment P - hi001p01)
- Resident Service and Satisfaction Survey Follow Up Plan (Attachment Q – hi001q01)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	Public housing grievance procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program ☒ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	HCDCH Maintenance Plan	Annual Plan: Operations and Management Policies

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	3,290+ *6,029	5	5	3	Not Available	4	4
Income >30% but <=50% of AMI	7,910	5	5	3	Not Available	4	4
Income >50% but <80% of AMI	10,690	5	5	3	Not Available	4	4
Elderly	6,049	5	5	3	Not Available	Not Available	4
Families with Disabilities	Not Available	5	5	Not Available	4	Not Available	4
White	Not Available	5	5	3	Not Available	4	4
Black	Not Available	5	5	3	Not Available	4	4
Hispanic	Not Available	5	5	3	Not Available	4	4
Am Indian, etc.	Not Available	5	5	3	Not Available	4	4
Asian/Pacific Islander	Not Available	5	5	3	Not Available	4	4

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
  Indicate year: 2006
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data
  Indicate year:
- ☒ Other housing market study - Hawaii Housing Policy Study
  Indicate year: 2003 Update
- ☒ Other sources: (list and indicate year of information)
  1. American FactFinder data (US Census)

Indicate year: 2000 and 2004

- DP-4 General Housing Characteristics: 2000
- DP-1 Household Population and Household Type by Tenure: 2000
- Profile of General Demographic Characteristics: 2004
- Profile of Selected Economic Characteristics: 2004
- Profile of Selected Housing Characteristics: 2004

2. *Homeless Point-in-Time Count Report, 2003.
3. 2003 Analysis of Impediments in the State of Hawaii, August 21, 2003.

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- ☐ Section 8 tenant-based assistance
- ☒ Public Housing
- ☐ Combined Section 8 and Public Housing
- ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	23,878		11%
Extremely low income <=30% AMI	19,854	83.1%	12.9%
Very low income (>30% but <=50% AMI)	3,225	13.5%	8.9%
Low income (>50% but <80% AMI)	799	3.3%	8.6%
Families with children	12,686	63.3%	11.0%
Elderly families	3,442	17.2%	12.5%
Families with Disabilities	3,904	19.5%	12.6%
White	4,972	20.8%	10.7%
Hispanic	1,605	6.7%	14.4%
Black	558	2.3%	13.7%
Am Indian, etc	312	1.3%	18.6%
Asian/Pacific Islander/Other	18,036	75.5%	12.4%

Form **HUD 50075** (03/2003)

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR (Includes Studio)	9,884	41.4%	13.5%
2 BR	8,770	36.7%	11.1%
3 BR	4,060	17.0%	11.9%
4 BR	1,034	4.4%	10.1%
5 BR	124	.52%	13.7%
5+ BR	6	.03%	16.7%

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

☒ Section 8 tenant-based assistance

☐ Public Housing

☐ Combined Section 8 and Public Housing

☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	775		64.6%
Extremely low income <=30% AMI	612	79%	
Very low income (>30% but <=50% AMI)	141	18.2%	
Low income (>50% but <80% AMI)	22	2.8%	
Families with children	427	55.1%	
Elderly families	118	15.2%	
Families with Disabilities	86	11.1%	
White	128	16.5%	

Housing Needs of Families on the Waiting List			
Hispanic	48	6.2%	
Black	10	1.3%	
Am Indian, etc	6	.8%	
Asian/Pacific Islander/Other	631	81.4%	

Is the waiting list closed (select one)? ☐ No ☒ Yes

If yes:

How long has it been closed (# of months)? (72 months – closed in April 1999)

Does the PHA expect to reopen the list in the PHA Plan year? ☒ No ☐ **Yes***

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ Yes

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
  - Outsourcing.
- ☒ Reduce time to renovate public housing units
  - Outsourcing.
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program

☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
☒ Other (list below)
- Analyze the potential use of Section 8 vouchers in support of Section 8 project-based housing.

Strategy 2: Increase the number of affordable housing units by:
Select all that apply

☒ Apply for additional section 8 units should they become available
☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing.
- State of Hawaii Low Income Housing Tax Credit Program.
- Rental Housing Trust Fund.

☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- State of Hawaii Hula Mae Mortgage Program.
- State of Hawaii Mortgage Credit Certificate Program.
- State of Hawaii Rent Supplement Program.

☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI
Select all that apply

☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
☒ Employ admissions preferences aimed at families with economic hardships
☒ Adopt rent policies to support and encourage work
☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

☐ Employ admissions preferences aimed at families who are working
☒ Adopt rent policies to support and encourage work
☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

☐ Seek designation of public housing for the elderly
☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

☐ Seek designation of public housing for families with disabilities
☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
☒ Affirmatively market to local non-profit agencies that assist families with disabilities
☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:
Select if applicable

☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
☒ Other: (list below)
- Evaluate the use of vouchers in a Section 8 project-based circumstance.

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies
Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

☒ Funding constraints
☒ Staffing constraints

☒ Limited availability of sites for assisted housing
☐ Extent to which particular housing needs are met by other organizations in the community
☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
☒ Influence of the housing market on PHA programs
☒ Community priorities regarding housing assistance
☒ Results of consultation with local or state government
☒ Results of consultation with residents and the Resident Advisory Board
☐ Results of consultation with advocacy groups
☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2006 grants)**		
a) Public Housing Operating Fund	$11,080,822	
b) Public Housing Capital Fund	$13,103,524	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	$17,512,768	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		-
Comprehensive Grant (Capital Fund Program)	$20,624,380	PH Capital Improvements

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
Public Housing Drug Elimination Program		
Resident Opportunities and Self Sufficiency	$116,830	PH Supportive Services
Supportive Housing	$35,401	PH Supportive Services
3. Public Housing Dwelling Rental Income	$13,848,549	PH Operations
4. Other income (list below)		
Interest Income		
Other Income		
4. Non-federal sources (list below)		
State General Fund		
Total resources	$76,322,274	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

☒ When families are within a certain number of being offered a unit: (state number)
- First 25 on wait list and correct bedroom size.

☐ When families are within a certain time of being offered a unit: (state time)

☒ Other: (describe)
- Special Needs units, which is verified during the initial application process.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

☒ Criminal or Drug-related activity

☒ Rental history

☐ Housekeeping

☒ Other (describe)
- Eviction from PHA on or after March 1,1985.
- Sex Offender Registry

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

☐ Community-wide list
☐ Sub-jurisdictional lists
☐ Site-based waiting lists
☒ Other (describe)

- Geographical Areas (By Island)
  - Island of Oahu
    - Honolulu (Red Hill to Palolo)
    - Central Oahu (Wahiawa to Waialua)
    - Windward and
    - Leeward (Aiea to Waianae)
  - Island of Hawaii
    - East Hawaii (Hilo, Honokaa to Kau) and
    - West Hawaii (Kona, Kohala, Waimea)
  - Island of Maui
    - Central Maui (Kahului to Wailuku)
    - West Maui (Lahaina)
  - Island Molokai
  - Island of Kauai
    - East Kauai (Hanamaulu to Kapaa, Kilauea), and
    - West Kauai (Koloa to Kekaha)

b. Where may interested persons apply for admission to public housing?

☒ PHA main administrative office
☒ PHA development site management office
☒ Other (list below)

- By mailing in application.

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?0

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- ☒ One
- ☐ Two
- ☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:
☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
- ☒ Emergencies
  - Health and safety reasons.
- ☒ Overhoused
- ☒ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
  - To allow tenants with disabilities to transfer from State to Federal or from Federal to State housing projects.
- ☐ Resident choice: (state circumstances below)

☒ Other: (list below)
- Employment and education opportunities.

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
☒ Victims of domestic violence (Must be in or graduated from a program with case management in a domestic violence shelter or clearance house.)
☐ Substandard housing
☒ Homelessness (Must be in compliance with or graduated from a transitional or supportive services housing program with case management.)
☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

☐ Working families and those unable to work because of age or disability
☒ Veterans and veterans' families
☐ Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
1 Victims of domestic violence (Must be participating in or graduated from a program with case management in a domestic violence shelter or clearance house.)

1 Homelessness (Must be in compliance with or graduated from a transitional or supportive services housing program with case management.)

Other preferences (select all that apply)
- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:
- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)
- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☒ Other source (list)
  - HCDCH Administrative Rule - §17-2028-5 and 6 (http://www.hcdch.hawaii.gov)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
- ☐ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

(The following section on (6) Deconcentration and Income Mixing is being disregarded and completed as instructed in NOTICE PIH 99-51, NOTICE PIH 2001-4, NOTICE PIH 2001-26, and 24 CFR 903.2 dated August 6, 2002 in its place see Attachment K - hi001k01.)

a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the

need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

☐ Additional affirmative marketing
☐ Actions to improve the marketability of certain developments
☐ Adoption or adjustment of ceiling rents for certain developments
☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

☐ Criminal or drug-related activity only to the extent required by law or regulation

☒ Criminal and drug-related activity, more extensively than required by law or regulation

- Convictions against a person(s) and/or property.

☐ More general screening than criminal and drug-related activity (list factors below)

☒ Other (list below)

- Sex Offender Registry.

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

☒ Criminal or drug-related activity

☐ Other (describe below)

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

☒ None

☐ Federal public housing

☐ Federal moderate rehabilitation

☐ Federal project-based certificate program

☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

☐ PHA main administrative office

☒ Other (list below)

- Section 8 Subsidy Branch Office.

(3) Search Time

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

- Written request with "reasonable" reasons for extension (60 day extension).

If yes, state circumstances below:

- Medical Hardships.
- Availability of units in the local rental market.

(4) Admissions Preferences

a. Income targeting

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
☒ Victims of domestic violence (Must be participating in or graduated from a program with case management in a domestic violence shelter or clearance house.)
☐ Substandard housing
☒ Homelessness (Must be in compliance with or graduated from a transitional or supportive services housing program with case management.)
☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

☐ Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
☐ Residents who live and/or work in your jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)

☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
1 Victims of domestic violence (Must be participating in or graduated from a program with case management in a domestic violence shelter or clearance house.)
1 Homelessness (Must be participating or graduated from a transitional or supportive services housing program with case management.)

Other preferences (select all that apply)

☐ Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
☐ Residents who live and/or work in your jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☒ Other preference(s) (list below)
- Doubled up with other family members.

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

☒ Date and time of application
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

☐ This preference has previously been reviewed and approved by HUD
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

☐ The PHA applies preferences within income tiers

☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

☒ The Section 8 Administrative Plan

☒ Briefing sessions and written materials

☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

☒ Through published notices

☒ Other (list below)

Special Purpose Agencies:

- State of Hawaii - Department of Human Services.
- Financial Assistance Advisory Council.
- State of Hawaii - Department of Labor and Industrial Relations, Workforce Development Division - Welfare to Work program.
- City and County of Honolulu - Work Hawaii.
- Kauai County - Family Self-Sufficiency Program.
- Hawaii County - Hawaii Economic Development Council.
- Maui County - Maui Economic Development Council.
- U.S. Small Business Administration.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent,

or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)
☒ $0
☐ $1-$25
☐ $26-$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☒ Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)
☐ For the earned income of a previously unemployed household member
☒ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☐ Yes for all developments
☐ Yes but only for some developments
☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

☐ For all developments
☐ For all general occupancy developments (not elderly or disabled or elderly only)
☐ For specified general occupancy developments
☐ For certain parts of developments; e.g., the high-rise portion
☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

☐ Market comparability study
☐ Fair market rents (FMR)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments
☐ Operating costs plus debt service
☐ The "rental value" of the unit
☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

☐ Never
☒ At family option (Whenever the family is requesting an interim rent adjustment.)
☒ Any time the family experiences an income increase
☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
☒ Other (list below)
- Any time there is a change in family composition.

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month

disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

☒ The section 8 rent reasonableness study of comparable housing
☐ Survey of rents listed in local newspaper
☒ Survey of similar unassisted units in the neighborhood
☒ Other (list/describe below)
- Fair Market Rents

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

☐ At or above 90% but below100% of FMR
☐ 100% of FMR
☐ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)
☒ Other:
- At or above 90%, but at or below 110% of FMR. (Hawaii Administrative Rules, Title 15 Subtitle 14, Chapter 185-55 (Section 8 - Housing Voucher Program)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ The PHA has chosen to serve additional families by lowering the payment standard
☐ Reflects market or submarket
☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

☐ Reflects market or submarket
☐ To increase housing options for families
☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)
☒ Annually
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
☒ Success rates of assisted families
☒ Rent burdens of assisted families
☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)
☒ $0
☐ $1-$25
☐ $26-$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.
(select one)
☒ An organization chart showing the PHA's management structure and organization is attached. Attachment B (hi001b01)
☒ A brief description of the management structure and organization of the PHA follows: Attachment B (hi001b01)

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover

Public Housing	4611	312
Section 8 Vouchers	2148	420
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	213	0
Special Purpose Section 8 Certificates/Vouchers (Welfare-To-Work)	653	132
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)		
Family Investment Center	N/A	
Resident Opportunities and Supportive Services (ROSS – Elderly)	200	
Resident Opportunities and Supportive Services (ROSS – Neighborhood Networks)	168	
Family Self-Sufficiency Program	157	

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

- Maintenance – Policy and Procedures Manual. (Implemented in August 2005)
- Admissions and Continued Occupancy Plan. (Being updated)
- Hawaii Administrative Rules, Title 17, Subtitle 5, Chapter 2028 (Federally-Assisted Housing Projects).
- Hawaii Administrative Rules, Title 17, Subtitle 5, Chapter 2021 (Grievance Procedures).
- Hawaii Administrative Rules, Title 17, Subtitle 5, Chapter 2020 (Eviction – Practice and Procedure).
- Hawaii Revised Statutes, Volume 14, Chapter 201-G

(2) Section 8 Management: (list below)

- Section 8 Administrative Plan.
- Hawaii Administrative Rules, Title 15 Subtitle 14, Chapter 185 (Section 8 - Housing Voucher Program).
- Hawaii Administrative Rules, Title 15 Subtitle 14, Chapter 195 (Section 8 - Homeownership Program)
- Hawaii Revised Statutes, Volume 14, Chapter 201-G

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☒ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

- Purpose – clarification that grievance procedure is for tenants in federally-assisted public housing projects of the Authority.
- Applicability
  - The Grievance Procedure applies to grievances between a tenant of the federally–assisted public housing projects and the Authority.
  - All grievances involving an act or omission of the Authority relating to delinquent payment of rent shall commence within 30 days from: receipt of the written notice, sent when a tenant fails to attend or reschedule a meeting between the tenant and the Authority or its agent per HRS 356-D-92 (e); or (2) receipt of the written decision of the Authority, which is based on the facts discussed at the meeting between the tenant and the Authority per HRS 356-D-92(f). All other grievances involving an act or omission of the Authority relating to a rental agreement shall be commenced within 10 business days of such act or omission.
  - Untimely requests preclude a request for grievance unless waived in writing by the Authority.
- Definitions "Drug-related criminal activity", "Federally-assisted public housing projects" defined.
- Informal Settlement of Grievance
  - The request for grievance must be explicitly made to management if complainant is invoking the grievance procedure. If the grievance is resolved, it shall be put in writing and the grievance shall be terminated.

- If the matter is not informally resolved, the written summary of the informal settlement meeting shall be prepared within 5 business days.
- The complainant shall submit a written request for a hearing to HPHA within 30 business days for delinquent payment of rent issues and 10 business days for all other issues after receipt of the written summary of the informal settlement meeting.

- Selection of Hearing Officer – HPHA shall consult with the resident organizations to compile a list of hearings officers. HPHA shall randomly select a hearings officer from the list of persons.
- Escrow deposit
  - Concurrent with their request for grievance hearing, complainant shall pay the Authority the full amount due instead of putting it into an escrow account. Future rents are paid timely to the Authority until the grievance is resolved. If the dispute involves the amount of rent which HPHA claims is due, the tenant specifies the portion in dispute and HPHA holds the disputed amount in escrow until the disposition of the grievance.
  - The payment requirement may be waived by the Authority for good cause shown by the tenant to the Authority. Waivers shall be in writing with reasons given.
- Scheduling of Hearing - A hearing shall be scheduled promptly after selection of a hearing officer.
- Procedures governing the hearing – complainants requesting documents to prepare for the hearing must provide reasonable notice of their request to HPHA.
- Decision of the Hearing Officer.
  - A reasonable time for the Hearing Officer to prepare the written decision is ten business days.
  - Request for grievance hearing does not interfere with progress of an eviction case that has already commenced – the eviction action is stopped temporarily until disposition of the grievance then continues from the point where it was stopped.
  - If the hearing officer upholds the Authority's action to terminate the tenancy of a complainant, HPHA shall not commence the eviction action until it has served a written notice to vacate on the complainant. The notice to vacate shall not be issued prior to the decision of the hearing officer having been mailed or delivered to complainant.
- Expedited Grievance Procedure – this section provides that complainants have five business days to initiate grievances involving criminal activity that threatens the health and safety of other residents or drug-related criminal activity on or near the premises. The informal settlement of grievance process is not available for these types of grievances.

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

☒ PHA main administrative office
☒ PHA development management offices
☒ Other (list below)
- HPHA Hearings Office
- Property Management and Maintenance Services Branch Office
- Area Management Office where the resident resides

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

☒ PHA main administrative office
☒ Other (list below)
- Section 8 Subsidy Programs Branch Office

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]
Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment L (state name) hi001l01

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment L hi001l01

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
   - ☐ Revitalization Plan under development
   - ☐ Revitalization Plan submitted, pending approval
   - ☐ Revitalization Plan approved
   - ☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]
Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: Lanakila Homes (Phase III and IV) 1b. Development (project) number: HI10P001004 and HI10P001014
2. Activity type: Demolition ☒ Disposition ☒ 8 Units and related site in Phase IV.
3. Application status (select one) Approved ☒ Submitted, pending approval ☐ Planned application ☒ Disposition of 8 units to be submitted in early 2006 to HUD for approval.
4. Date application approved, submitted, or planned for submission: DD/MM/YY 09/12/99 (Demolition) 7/01/06 (Planned Disposition)
5. Number of units affected: 46 - Phase III, 48 - Phase IV (Demolition) 8 – Phase IV (Planned Disposition) 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: 46 Units (06/06) – Phase III, 48 Units (06/08) - Phase IV

b. Projected end date of activity: 46 Units (06/08) – Phase III, 48 Units (06/10) - Phase IV

Demolition/Disposition Activity Description
1a. Development name: Kalihi Valley Homes 1b. Development (project) number: HI10P001005
2. Activity type: Demolition ☒ Disposition ☐
3. Application status (select one) Approved ☒ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (27/02/01)
5. Number of units affected: 99 (27 units demolished to date) 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: 99 Units (12/04) b. Projected end date of activity: 99 Units (12/14)

Demolition/Disposition Activity Description
1a. Development name: Kuhio Park Terrace 1b. Development (project) number: HI10P001010
2. Activity type: Demolition ☒ Disposition ☒
3. Application status (select one) Approved ☒ Two buildings (4 units) approved for demolition. Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission:
5. Number of units affected: 4 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: TBD b. Projected end date of activity: TBD

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description
☒ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]
Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) ☐ Units addressed in a pending or approved demolition application (date submitted or approved: ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) ☐ Requirements no longer applicable: vacancy rates are less than 10 percent ☐ Requirements no longer applicable: site now has less than 300 units ☐ Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

See Voluntary Conversion Initial Assessment (Attachment O – hi001o01)

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Waimanalo Homes 1b. Development (project) number: HI10P001025
2. Federal Program authority: ☐ HOPE I ☒ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☒ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (1/10/2000)

5. Number of units affected: 28
6. Coverage of action: (select one)
☒ Part of the development
☐ Total development

B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: The HPHA is finalizing a Section 8 Homeownership Program pursuant to 24 CFR 982.625, Section 8 Housing Choice Voucher Assistance: Housing Choice Voucher Program, Homeownership Option. This program provides an option for eligible tenants to use their Section 8 Housing Choice Voucher assistance vouchers for homeownership assistance rather than for rental assistance. The intent of the program is to promote and encourage homeownership, self-sufficiency, and in time, complete independence of government assistance. This program requires homebuyer education classes prior to purchasing a home. Preference is given to applicants who complete or are enrolled in and in full compliance with the HPHA's family self-sufficiency program or are enrolled in and in full compliance with the HPHA's welfare-to-work program or other self-sufficiency program. See HPHA Section 8 Homeownership Program - Capacity Statement at Attachment D (hi001d01).

a. Size of Program
☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)
☒ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria
☒ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

- Has been admitted to the Section 8 Housing Choice Voucher Program;
- Is in compliance with the terms of the lease and the Section 8 Housing Choice Voucher Program;
- Satisfies the first-time homeowner requirements in that the participant shall be a first-time homeowner or cooperative member which is an individual or family of which no member owned or has any present ownership interest in a residence during the three years before and at the commencement of homeownership assistance for the purchase of a home or is a family of which a family member is a person with disabilities and the use of the homeownership option is needed as a reasonable accommodation so that the Program is readily accessible to and usable by such person;
- Satisfies the minimum income requirements in that the participant shall demonstrate that the annual income of the adult family members who will own the home at commencement of homeownership assistance is not less than the federal minim hourly wage multiplied by 2000 hours, or for a disabled family, the monthly Federal Supplemental Security Income (SSI) benefit for an individual living alone (or paying his or her share of food and housing costs) multiplied by twelve, and except for an elderly family or a disabled family, any welfare assistance received by the family shall not count in determining annual income;
- Satisfies the employment requirements in that the participant shall demonstrate that one or more adult family members who will own the home at commencement of homeownership assistance is currently employed on a full-time basis with an average of not less than thirty (30) hours per week and has been continuously so employed during the year before commencement of homeownership assistance for the family, except for an elderly family, a disabled family, or a family that includes a person with disabilities and the corporation has determined that an exemption is needed as a reasonable accommodation so that the Program is readily accessible to and useable by persons with disabilities ;
- Has not defaulted on a mortgage securing debt to purchase a home under the Program;
- Meets the definition of a qualified resident of Hawaii for those adult family members who will be purchasers; a qualified resident is one who is a citizen of the United States or a resident alien, or a citizen of the freely associated states (Federated States of Micronesia and Palau, and the Marshall Islands), is at least eighteen years of age, and is domiciled in the State of Hawaii and shall physically reside in the dwelling unit purchased;

- Shall satisfactorily complete a pre-assistance homeownership counseling program approved by the corporation; and
- Shall pre-qualify for a loan.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]
Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY
04/08/97 MOU

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

☒ Client referrals
☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
☐ Jointly administer programs
☐ Partner to administer a HUD Welfare-to-Work voucher program
☐ Joint administration of other demonstration program
☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies
Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

☐ Public housing rent determination policies
☐ Public housing admissions policies
☐ Section 8 admissions policies
☐ Preference in admission to section 8 for certain public housing families
☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
☐ Preference/eligibility for public housing homeownership option participation
☐ Preference/eligibility for section 8 homeownership option participation
☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Child & Family Services Case management and congregate activities for elderly residents to improve the quality of life.	380 adult residents	First come, first served with outreach; open to all interested	Child & Family Services/ outreach and PHA referrals	Public housing residents at Kalakaua Homes, Makua Alii, Paoakalani, Pumehana, Punchbowl, Makamae and Kalanihuia

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	25 Voluntary Program Size	23 as of 6/30/07 *2 graduates(10/04,12/04)
Section 8	161 Mandatory Program Size	134 as of 6/30/05

b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
☒ Informing residents of new policy on admission and reexamination
☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

See Attachment E (hi001e01) for a summary of the HPHA's Implementation of Community Service Requirement.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]
Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
☒ Residents fearful for their safety and/or the safety of their children
☒ Observed lower-level crime, vandalism and/or graffiti
☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

☒ Safety and security survey of residents
☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
☒ Resident reports
☒ PHA employee reports
☒ Police reports
☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
☐ Other (describe below)

3. Which developments are most affected? (list below)

Oahu	Kauai	Maui/Molokai	Hawaii
Hale laulima	Hale Hoolulu	David Malo Circle	Hale Hookipa
Hookipa Kahaluu	Hale Hoonanea	Kahekili Terrace	Kealakehe
Kaahumanu Homes	Hui O Hanamaulu	Piilani Homes	Lanakila Homes
Kalihi Valley Homes	Kapaa	Kahale Mua	Noelani I & II
Kamehameha Homes	Kawailehua		Hale Hauoli
Kuhio Homes	Kekaha Ha'aheo		Kaimalino
Kuhio Park Terrace			Punahele Homes
Puuwai Momi			Nani Olu
Wahiawa Terrace			
Waimaha/Sunflower			
Waipahu I & II			

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
☒ Crime Prevention Through Environmental Design
☒ Activities targeted to at-risk youth, adults, or seniors
☒ Volunteer Resident Patrol/Block Watchers Program
☒ Other (describe below)

- Combined neighborhood walks between housing projects and community groups.
- Continued support training for staff, residents, and community partners who participate in community activities, voluntary resident patrols, and/or resident associations.

2. Which developments are most affected? (list below)

Oahu	Kauai	Maui	Hawaii
Kaahumanu Homes	Hui O Hanamaulu	Kahekili Terrace	Lanakila Homes
Kalakaua Homes	Kapaa	Makani Kai Hale	Noelani I/II
Kalanihuia	Kekaha Ha'aheo		
Kalihi Valley Homes			
Kamehameha Homes			
Kau'iokalani			
Kuhio Homes			

Kuhio Park Terrace
Mayor Wright Homes
Nanakuli Homes
Palolo Valley Homes
Punchbowl Homes
Puuwai Momi Homes
Waipahu I & II
Waimaha/Sunflower

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
☒ Police provide crime data to housing authority staff for analysis and action
☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
☒ Police regularly testify in and otherwise support eviction cases
☒ Police regularly meet with the PHA management and residents
☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
☒ Other activities (list below)
- Encourage development of additional Voluntary Resident Patrols developed with the local Police Departments.
- Proposed statutory or regulatory amendments allowing police access to public housing properties to curb criminal trespass.

2. Which developments are most affected? (list below)

Oahu	**Kauai**	**Maui**	**Hawaii**
Kaahumanu Homes	Hui O Hanamaulu	Kahekili Terrace	Lanakila Homes
Kalakaua Homes	Kapaa	Makani Kai Hale	Noelani I/II
Kalanihuia	Kekaha Ha'aheo		
Kalihi Valley Homes			
Kamehameha Homes			
Kau'iokalani			
Kuhio Homes			

Kuhio Park Terrace
Mayor Wright Homes
Nanakuli Homes
Palolo Valley Homes
Punchbowl Homes
Puuwai Momi Homes
Waipahu I & II
Waimaha/Sunflower

D. Additional information as required by PHDEP/PHDEP Plan
PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: ___)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)] (See Attachment F - hi001f01)

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U S.C. 1437c(h))? (If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD? (March 2006)
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain?
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)] Public Housing Asset Management Statement (Attachment J – hi001j01)

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

☐ Not applicable
☒ Private management - Only preliminary analysis has been completed and no specific location (s) and/or management unit(s) have been identified for possible privatization.
☒ Development-based accounting
☒ Comprehensive stock assessment
☒ Other: (list below)

- Request for Proposal with the assistance from the State of Hawaii, Department of Business, Economic Development & Tourism to evaluate and identify for implementation of energy efficiency retrofitting through performance contracting.

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

☒ Attached at Attachment M (File name) hi001m01
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

☐ Considered comments, but determined that no changes to the PHA Plan were necessary. See Attachment N (hi001n01)
☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:

☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)
- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)
- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)
- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (State of Hawaii)

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

- Based upon funding availability, the Physical Needs Assessment, consultation with public housing resident associations, and the Resident Advisory Board, the following projects are being undertaken in 2006:
  - Lanakila Homes III is in Hilo, Hawaii. Lanakila III consists of 30 three and four bedroom units. Modernization includes abatement of hazardous materials where applicable, site grading and utilities, demolition of existing buildings and site elements, site appurtenances, parking, site improvements, landscaping, etc.
  - Kalihi Valley Homes is located in Kalihi/Kapalama area in Honolulu. It consists of 373 one to five bedroom units. Phase III-A is part of an overall Master Plan and work consists of abatement of hazardous materials where applicable, site grading and utilities, selective demolition of existing buildings and site elements, renovation and alterations of existing buildings and site appurtenances, parking, site improvements, landscaping, etc.
  - Ka Hale Kahaluu is located in Kailua-Kona. It consists of 50 one to four bedrooms units. The scope of work consists of the modernization of all 50 units to include abatement of hazardous materials where applicable, site grading and utilities, selective demolition of existing buildings and site elements, renovation and alterations of existing buildings and site appurtenances, parking, site improvements, landscaping, etc.
  - Kuhio Park Terrace is high-rise apartment complex located in Kalihi/Kapalama area in Honolulu. The scope of work intends to address health/safety issues including the fire alarm system, elevator repairs, trash chute, and telecommunication systems.

- Committed to meeting all requirements of Section 504 as it relates to accessible units including the requirement to make 5% of the total units or at least one unit, which ever is greater accessible and an additional 2% of the total units or at least one unit accessible for persons with hearing or vision impairments. The work will be prioritized on the overall needs of each project, and the actions will be based on the funding ability of HPHA. To reaffirm this commitment, the HPHA has developed a transition plan as required by Section 504 of the Rehabilitation Action of 1973 (section 504).
- Focused on the formation of duly-elected resident associations in its public housing projects. These resident associations play a key role in the management of public housing projects.
- Established a resident advisory board pursuant to section 511 of the federal Quality Housing and Work Responsibility Act of 1998. The purpose of the Resident Advisory Board is to assist and make recommendations regarding the development of the HPHA's five year and annual public housing agency (PHA) plans. The Resident Advisory Board

also provides a list of 5 nominees to the Governor for appointment to the HPHA Board of Directors.

- Provide opportunities for public housing residents to move up the economic ladder and work towards homeownership. The HPHA's Family Self-Sufficiency Program assists Section 8 Housing Choice Voucher recipients and the Waimanalo Homeownership Program for a number of public housing residents residing in the housing project to move towards self-sufficiency.

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

Definition of "Substantial Deviation" and "Significant Amendment or Modification"

[24 CFR Part 903.7 (r)(2)] (See Attachment I - hi001i01)