

**HAWAII PUBLIC HOUSING AUTHORITY  
NOTICE OF MEETING  
REGULAR BOARD OF DIRECTORS MEETING  
April 16, 2009  
9:00 a.m.  
1002 North School Street, Building E  
Honolulu, Hawaii 96817**

**AGENDA**

**I. CALL TO ORDER / ROLL CALL**

**II. APPROVAL OF MINUTES**

- A. Regular Meeting, March 19, 2009
- B. Executive Sessions, March 19, 2009

**III. PUBLIC TESTIMONY**

Public testimony on any agenda item shall be taken at this time. Pursuant to section 92-3, Hawaii Revised Statutes, and section 17-2000-18, Hawaii Administrative Rules, the Board may limit public testimony to three minutes.

**IV. DECISION MAKING**

- A. Decision Making: To Approve the Hawaii Public Housing Authority's Five Year and Annual Public Housing Agency Plan for the Fiscal Year Beginning July 1, 2009 to June 30, 2010 and to Authorize the Executive Director to Take Required Actions to Submit the Approved Plan to the U.S. Department of Housing and Urban Development
- B. Decision Making: To Adopt the Hawaii Public Housing Authority's Updated Utility Schedule for the Fiscal Year Beginning July 1, 2009 to June 30, 2010, and Authorize the Executive Director to Publish the Utility Schedule for Public Comment
- C. Decision Making: To Adopt Resolution No. 16 Authorizing the Disposition Request and Application for a Sewer Easement over Waimanalo Homes, Lot 146, 41-555 Humuna Place, Waimanalo, Oahu, Hawaii
- D. Decision Making: Whether or Not to Pursue the Establishment of Ombudsman Position for Hawaii Public Housing Authority (HPHA)

**V. REPORTS**

- A. Report of Task Force Committees
  - Finance / Audit/Asset Management – T. Thompson, E. Beaver & L. Smith
  - Human Resources / Personnel – H. Oliva, C. Ignacio & M. Yoshioka
  - Homelessness – K. Park, C. Ignacio & R. Berthiaume
  - Public Housing Operations/Tenant/Tenant Relations – C. Hosino Yoshioka, C. Ignacio & S. Dodson
  - Mixed Income Projects – E. Beaver, R. Berthiaume, K. Park & S. Dodson
- B. Report of the Executive Director Program/Project Updates
  - A. Status of the FY 2010 Budget
  - B. MD Strum Work Statement and Status
  - C. Legislative Update

- D. Status of the Transfer to State Management on Kauai
- E. FY 2009 Budget to Actual Comparisons
- F. Property Branch
  - 1. Rent Collection
  - 2. Island Overview
  - 3. AMP Overview
  - 4. Vacant Units After 7/1/08
  - 5. Vacant Units Before 7/1/08
  - 6. Pool of Oahu Applicants
- G. Construction Services Elevator Repairs, Modernization
- H. Federal and State Capital Planning
- I. Hearings Office Evictions
- J. Contracts & Procurement Office Contracts
- K. Section 8 Subsidy Programs Report
- L. Homeless Programs Report
- M. Personnel Report

## FOR INFORMATION

- A. For Information: Update on Progress of Energy Contractor, Ameresco, in the Assessment of Energy Conservation Measures for Public Housing Projects
- B. For Information: Kuhio Park Terrace (KPT) Lawsuits: *Faletogo et al. v. Hawaii Public Housing Authority* (Civil No. 08-1-2608-12) and *McMillon et al. v. Hawaii Public Housing Authority* (Civil No. CV08-00578).

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to *Faletogo et al. v. Hawaii Public Housing Authority* (Civil No. 08-1-2608-12) and *McMillon et al. v. Hawaii Public Housing Authority* (Civil No. CV08-00578).

- C. For Information: Update on the Status of Kahikolu Ohana Hale O Waianae
 

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to Kahikolu Ohana Hale O Waianae
- D. For Information: Update on Compliance with the Consent Agreement and Final Order with the U.S. Environmental Protection Agency Relating to the Conversion of Large Capacity Cesspools

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related Update on Compliance with the Consent Agreement and Final Order with the U.S. Environmental Protection Agency Relating to the Conversion of Large Capacity Cesspools

- E. For Information: Status of Banyan Street Manor Audit
 

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to Status of Banyan Street Manor Audit
- F. For Information: Performance evaluation of the Executive Director and possible personnel action related thereto. Evaluation to cover performance to date.

The Board may go into executive session pursuant to sections 92-4, 92-5(a)(2), and 92-5(a)(4), the Board of Directors may convene in executive session to evaluate the performance of the Executive Director and possible personnel actions related thereto.

- G. For Information: Update on the Status of the American Reinvestment and Recovery Act (ARRA) Appropriation for Homeless Prevention Activities
- H. For Information: Report on Hawaii Public Housing Authority's Fiscal Performance on the Review of Bad Debts, Conversion to Accrual Based Accounting, Budgeting, Operating Procedures at the Asset Management Projects, and Analysis of HPHA's Vehicle Inventory
- I. For Information: Update on Elderly Families-Only Designation for Targeted Federal Public Housing

HAWAII PUBLIC HOUSING AUTHORITY

MINUTES OF THE REGULAR MEETING  
OF THE HAWAII PUBLIC HOUSING AUTHORITY  
HELD AT 1002 N. SCHOOL STREET, BLDG. E  
ON THURSDAY, MARCH 19, 2009,  
IN THE CITY AND COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority met for their Regular Meeting at 1002 N. School Street, on Thursday, March 19, 2009 at 9:15 a.m.

The meeting was called to order by Chairperson Travis Thompson and, on roll call, those present and absent were as follows:

ORDER/  
ROLL CALL

PRESENT: Chairperson Travis Thompson  
Director Carol Ignacio  
Director Clarissa Hosino  
Director Kaulana Park  
Director Linda Smith  
Director Matilda Yoshioka  
Director Rene Berthiaume  
Director Sam Aiona  
Director Sherrilee Dodson

Chad Taniguchi, Executive Director  
Krislen Chun, Deputy Attorney General

EXCUSED: Designee Henry Oliva  
Director Eric Beaver

STAFF PRESENT: Barbara Arashiro, Executive Assistant  
Alan Sarhan, Chief Planner  
Gary Marushige, Chief Financial Management Advisor  
Stephanie Fo, Property Management and Maintenance  
Services Branch Chief  
Shirley Befitel, Personnel Supervisor  
Rick Sogawa, Acting Contracts & Procurement Officer  
Michael Hee, Contracts Administration Section Chief  
Sandra Miyoshi, Homeless Program Administrator  
Dexter Ching, Section 8 Subsidy Branch Chief  
Allan Sagayaga, Program Specialist  
Taryn Chikamori, Secretary to the Board

OTHERS: Fetu Kolio, Mayor Wright Homes resident  
J. Buna, Attorney General's Office  
Jesse Ponce de Leon, Kalakaua Homes resident  
John Cregor, Attorney General's Office  
Jun Yang, Faith Action for Community Equity (FACE)  
Karl Mariboho, Kuhio Park Terrace resident  
Leva Amalu, resident  
Monique Ocampo, Nanakuli Homes resident  
Nancy Young, Faith Action for Community Equity (FACE)  
Paul Ruddell, AHHA  
Roy Irei, T-Mobile  
Roy Nakamura, Kalakaua Homes resident  
Theresa Cummings, Mayor Wright Homes resident  
Tim Garry, private resident  
Troy Terazomo, T-Mobile [check spelling Terazono?]  
Wilcox Choy, KMH LLP

Chairperson Thompson declared a quorum present.

QUORUM

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Director Dodson moved, Director Ignacio seconded,

That the minutes of the Regular Meeting held on February 19, 2009 be approved as circulated.

Director Yoshioka requested the sentence on page 25 which states “Director Yoshioka stated the facilitator Randy Francisco did a fantastic job.” be moved to after the sentence which states “The residents had praises for management.”

The amended minutes were unanimously approved.

Jesse Ponce De Leon, Kalakaua Homes resident, stated the financial staff position at Kalakaua is vacant, and Janice Mizusawa, Manager, has taken on the extra duties. Mr. De Leon stated that he comes to testify month after month and has never gotten a response from Hawaii Public Housing Authority (HPHA). Mr. De Leon stated he does not feel that private management is always better; there needs to be the right person managing the projects.

Chairperson Thompson asked if Mr. De Leon has received responses to his testimony from the HPHA. Mr. De Leon responded “he has not gotten any responses”.

Fetu Kolio, Mayor Wright Homes resident, asked instead of asking the Legislature for more money, the HPHA should hire police officers to train residents on how to provide security. Mr. Kolio stated his neighbor has been beaten up twice between building one and three. Security has taken a report but nothing has been done. Mr. Kolio stated he feels that the tenant association needs to live by the same standards as the rest of the residents.

Chairperson Thompson stated there is an impeachment policy in the tenant association by-laws.

Director Ignacio asked if formal complaints have been made to management regarding the events that are taking place between buildings one and three. Mr. Kolio stated that security has taken reports.

Director Ignacio requested the following within the next week: 1) historical information that has taken place between buildings one and three; 2) the reports that have been made to management; 3) what action has or has not been taken; and 4) if the perpetrators are residents or not.

Tim Garry, private resident, stated the audit finding from last year is similar to this year’s audit findings. The rent collections are going down, vacant units are still a problem, the deficit is going up, and eviction rate is low. Mr. Garry asked if the State procurement laws will be suspended for the American Recovery and Reinvestment Act.

Director Park arrived at 9:36 a.m. and Director Aiona arrived at 9:39 a.m.

Roy Nakamura, Kalakaua Homes resident, stated he has gone to the Ombudsman’s office. He stated he feels that the HPHA needs to remove the Manager and Deputy Manager at Kalakaua Homes. He stated that the manager lied under oath, the deputy manager opened someone else’s mail, and there is favoritism. Mr. Nakamura stated according to the rental agreement if a resident is arrested one time that is cause for eviction. Mr. Lopes has been arrested twice in one year and still has not been evicted.

Chairperson Thompson asked Mr. Nakamura if he has gotten a response from the Ombudsman’s office. Mr. Nakamura stated he has not gotten a response from the Ombudsman’s office.

APPROVAL  
OF MINUTES  
REGULAR  
MEETING  
02/19/09

PUBLIC  
TESTIMONY

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Monique Ocampo, Nanakuli Homes resident, stated that the manager is doing much better. She stated that the Resident Advisory Board (RAB) supports the HPHA in collecting late fees and bounced check fees, however; she feels that there should be a grace period of ten days. Ms. Ocampo stated that the HPHA should start providing security to the projects on Waianae coast.

Theresa Cummings, Mayor Wright Homes resident, stated that the tenant association participation funds have been delayed, so the tenant association decided to suspend all activities. The tenant association has just been informed that the association will be receiving the funds shortly and when the funds are received all activities will continue, as scheduled.

Director Ignacio asked if any training on accounting was given to the tenant association. Ms. Cummings responded that there has been no training.

Director Smith asked that the Board be informed on how much funds are given to each association.

Director Ignacio asked if the HPHA has given the tenant associations any guidelines on how the funds are to be spent. Ms. Cummings responded that the association has never been given any guidelines.

Karl Mariboho, Kuhio Park Terrace (KPT) resident, stated he feels the three minutes for public testimony is too short. He feels that the residents at KPT are being treated as third class citizens. Mr. Mariboho asked what HPHA is for, what does the Board do, and what is the Board going to do for me?

Director Ignacio asked what Mr. Mariboho feels are the specific problems at KPT. Mr. Mariboho stated the elevators and other problems.

Chairperson Thompson called a recess at 10:00 a.m. and reconvened at 10:05 a.m.

RECESS/  
RECONVENED

Director Ignacio moved, Director Yoshioka seconded,

To Accept the Financial Statements and Report of Independent Public Accountants Office of Management and Budget (OMB) Circular A-133 Single Audit for the Fiscal Year Ending June 30, 2008 contingent upon the Auditor's completion of the audit procedures pertaining to the Financial Data Submittal (FDS) submission.

TO ACCEPT THE FINANCIAL STATEMENTS AND REPORT OF INDEPENDENT PUBLIC ACCOUNTANTS OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-133 SINGLE AUDIT FOR THE FISCAL YEAR ENDING JUNE 30, 2008 CONTINGENT UPON THE AUDITOR'S COMPLETION OF THE AUDIT PROCEDURES PERTAINING TO THE FINANCIAL DATA SUBMITTAL

Chairperson Thompson stated that six out of ten of the findings are the same as last year's audit. The corrections proposed this year were also made last year. He requested that the Financial Task Force meet on a monthly basis with the finance staff to report on progress made.

Wilcox Choy, KMH, LLP, stated that the single audit is mandated by federal law. The Office of Management and Budget (OMB) issues a circular called A133 which provides the auditor guidelines on how the single audit should be conducted.

Mr. Choy reported that part II of the audit is the report on HPHA's internal controls for financial reporting. This report shows how well records are maintained, and the controls over these records. Part III is HPHA's major federal programs. The HPHA has ten programs but only three of these programs were audited this time around. The A133 was used to decide which programs to audit. For each program there are up to 14 compliance requirements. The three programs that were audited were Section 8, Public Housing Capital Funds, Public and Indian Housing. The HPHA is not in compliance with the following two programs: 1) Public Housing Capital Fund program and 2) with the special requirements of the Public and Indian Housing

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program. Part IV is the report on internal controls over HPHA's financial reporting process. This is the section that the HPHA has failed to correct from last year audit. Part V is the follow-up on last year's correction plan.

(FDS) SUB-MISSION

Director Ignacio asked that the HPHA put the audit findings, action taken and date completed in a simple form.

Director Aiona asked if the Emphasys software not working. Gary Marushige, Chief Financial Management Advisor, stated the problem is not with the Emphasys software. Staff was not trained in using the software and is now being trained.

Mr. Choy cautioned that Emphasys is software and procedures still need to be created.

The motion was unanimously carried.

Director Yoshioka moved, Director Ignacio seconded,

EXECUTIVE SESSION

To go into executive session at 10:28 a.m. pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to the sale of Banyan Street Manor, located at 1122 Banyan Street, Honolulu, Hawaii.

The motion was unanimously carried.

The Board reconvened from Executive Session at 11:03 a.m.

RECONVENED

Director Park left at 11:03 a.m.

Director Dodson moved, Director Yoshioka seconded,

To Authorize the Executive Director to Continue to Rent Roof Top Space on Hawaii Public Housing Authority Public Housing Facilities for Wireless Phone Antenna and Other Communication Facilities.

TO AUTHORIZE THE EXECUTIVE DIRECTOR TO CONTINUE TO RENT ROOF TOP SPACE ON HAWAII PUBLIC HOUSING AUTHORITY PUBLIC HOUSING FACILITIES FOR WIRELESS PHONE ANTENNA AND OTHER COMMUNICATION FACILITIES

Mr. Taniguchi stated since 1995 the HPHA has had contracts with cellular companies to allow wireless phone antennae on the rooftops of ten projects. The income generated is \$130,000 annually.

Director Dodson asked if the cellular company is responsible for educating the residents. Mr. Taniguchi stated yes, and the HPHA will also help educate the residents.

Director Smith stated that the Department of Accounting and General Services (DAGS) enters into these contracts for all other public buildings, and the HPHA should consult with DAGS.

Director Ignacio stated that she would like the HPHA to get residents feedback before entering into the contracts.

Michael Hee, Contracts Administration Section Chief, stated the U.S. Department of Housing and Urban Development has policies which require the HPHA to get public comments before entering into new contracts. The HPHA plans to meet with the residents and in the contract with the cellular company it would state that the company must assist the HPHA with the meetings.

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Director Ignacio moved, Director Hosino seconded,

To amend to the motion to the Board of Directors  
Authorizes the Executive Director to Rent Rooftop  
Space on the Hawaii Public Housing Authority Public  
Housing Facilities for Wireless Phone Antenna and  
Other Communication Facilities Contingent Upon 60%  
Acceptance by the Residents of that Project

Director Aiona asked if it could be contingent on approval from the Resident  
Association Board (RAB) or another entity because it may be difficult to get 60%  
approval from residents.

Director Hosino stated that the RAB should be involved in the process.

Director Yoshioka asked if all projects have associations. Director Hosino stated  
that all the projects with antennas on the rooftops have associations.

Mr. Taniguchi asked that the Board not allow the residents to make the decisions on  
policies such as this one. There has been technical data provided so the Board can  
make these decisions.

Director Smith stated she would like to support the Executive Director because there  
needs to be a relationship between landlord and tenant. The HPHA needs to educate  
and provide information to the residents, but the Board needs to make decisions on  
facts that are science-based.

Director Dodson stated it is almost impossible to get a 60% approval from any  
resident associations. This would put too much of a burden on the HPHA staff.

The amended motion unanimously failed.

Chairperson Thompson called for a vote on the original motion.

Ayes: Chairperson Thompson  
Director Yoshioka  
Director Smith  
Director Berthiaume  
Director Dodson

Nays: Director Aiona  
Director Hosino  
Director Ignacio

The motion failed.

Director Yoshioka moved, Director Berthiaume seconded,

To Reappoint Mr. Douglas Kaya and Mr. Moses S.  
Lum Hoy to the Oahu Eviction Board for a Two-Year  
Term Expiring on March 31, 2011.

The motion was unanimously carried.

TO REAPPOINT  
MR. DOUGLAS  
KAYA AND MR.  
MOSES S. LUM  
HOY TO THE  
OAHU EVICT-  
ION BOARD  
FOR A TWO-  
YEAR TERM  
EXPIRING  
ON MARCH 31,  
2011

Director Ignacio moved, Director Hosino seconded,

TO APPOINT  
MR. HUGH

HAWAII PUBLIC HOUSING AUTHORITY

To Appoint Mr. Hugh Haupu to the Maui Eviction Board for a Two-Year Term Expiring on March 31, 2011

The motion was unanimously carried.

Director Dodson moved, Director Berthiaume seconded,

To Adopt Board Resolution No. 15 to Ratify the Capital Fund Program Amendment (form HUD-52840-A) to the Consolidated Annual Contributions Contract (form HUD 53012) Due to an Increased Appropriation Under the American Recovery and Reinvestment Act

Barbara Arashiro, Executive Assistant, stated that the HPHA will be receiving \$16.245 million from the federal stimulus money, called the American Recovery and Reinvestment Act (ARRA). The HPHA was required to execute a capital fund amendment within seven days in order to receive the funds. U.S. Department of Housing and Urban Development (HUD) required all public housing authority boards to ratify the amendment and pass a resolution agreeing to the requirements.

Chairperson Thompson asked if the HPHA can change projects without getting approval from the Board every time. Ms. Arashiro stated the HPHA needs to submit an annual statement which includes the list of projects and possible projects.

Ms. Arashiro stated the administrative fee will be only used if there are left over funds.

Chairperson Thompson asked what the guidelines for the administrative fees are. Ms. Arashiro stated the fee is restricted to ten percent of the total award.

Director Smith asked that a copy of the HUD's Office of General Counsel's email be forwarded to the Board and legal counsel.

Director Smith asked if condition L on the Capital Fund Program Amendment is a waiver of State procurement laws. Ms. Arashiro responded "yes, the ARRA makes federal procurement laws supersede the state law."

Director Berthiaume stated because amendment number four states that "the PHA shall continue to operate each development as low-income housing...for a period of twenty years" does that mean that HPHA needs to continue to operate the project or can the HPHA contract out management.

Chairperson Thompson stated that the Attorney General will need to answer this legal question. He asked if the HPHA had the amendment reviewed by the Attorney General's office. Mr. Taniguchi said "no."

Director Aiona asked if all the documents regarding the ARRA have gone to Mark Anderson of the Department of Business and Economic Development (DBED).

Director Smith stated that all departments have been informed that no one is to sign any document regarding the ARRA unless it has been reviewed by Mark Anderson.

The motion was unanimously carried.

Director Park returned at 12:44 p.m.

HAUPU TO THE MAUI EVICTION BOARD FOR A TWO-YEAR TERM EXPIRING ON MARCH 31, 2011

TO ADOPT BOARD RESOLUTION NO. 15 TO RATIFY THE CAPITAL FUND PROGRAM AMENDMENT (FORM HUD-2840-A) TO THE CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT (FORM HUD 53012) DUE TO AN INCREASED APPROPRIATION UNDER THE AMERICAN RECOVERY AND RE-INVESTMENT ACT

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Director Yoshioka moved, Director Aiona seconded,

To go into Executive Session at 11:55 a.m. pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to *Faletogo et al. v. Hawaii Public Housing Authority* (Civil No. 08-1-2608-12) and *McMillon et al. v. Hawaii Public Housing Authority* (Civil No. CV08-00578).

The motion was unanimously carried.

The Board reconvened from Executive Session at 12:44 p.m.

Director Dodson moved, Director Yoshioka seconded,

To Authorize the Executive Director to Transition the Kauai Asset Management Project (AMP) 38 from Private Management in West Kauai to State Management (East Kauai)

Mr. Taniguchi stated Director Ignacio had previously requested for the staffing ratios. Mr. Taniguchi stated that the Kauai AMP meets the ratio because the neighbor islands also do their own applications.

Director Smith asked for 1) the salary of each position, 2) cost of sick and vacation leave, 3) cost of benefits, 4) cost of medical insurance, 5) retirement costs, and 6) office equipment, space and overhead costs.

Stephanie Fo, Property Management and Maintenance Services Branch Chief, stated the HPHA currently owns the office space and the equipment.

Director Berthiaume asked how the HPHA is hiring if there is a hiring freeze. Mr. Taniguchi stated the freeze is for State funded positions; these positions will be federal funded.

Chairperson Thompson stated the motion will be deferred to later in the meeting.

Director Aiona moved, Director Berthiaume seconded,

To Authorize the Executive Director to Enter into a Contract With the U.S. Department of Housing and Urban Development (HUD) for Utilization of Homeless Prevention Rapid Re-housing Funds in Hawaii, Maui, and Kauai

Director Dodson asked if this will need to go to Mark Anderson. Sandra Miyoshi, Homeless Program Administrator, stated yes but it has not gone to Mark Anderson yet because she just received the rules and procedures.

Ms. Miyoshi stated mortgage assistance will not be allowed under this program. Short-term assistance up to three months and medium rent assistance for a single client for up to 18 months will be allowed under the program.

Director Smith asked if the HPHA needs to fill out an application. Ms. Miyoshi stated the application was filled out with the consolidated plan which Hawaii Housing Finance Development Corporation (HHFDC) put together. The HPHA will need to amend the consolidated plan and submit it to HUD for approval; once HUD approves the consolidated plan it represents HUD's acceptance of the

EXECUTIVE  
SESSION

RECONVENED

TO AUTHORIZE  
THE EXECU-  
TIVE DIRECTOR  
TO TRANSI-  
TION THE  
KAUAI ASSET  
MANAGEMENT  
PROJECT (AMP)  
38 FROM  
PRIVATE  
MANAGEMENT  
IN WEST  
KAUAI TO  
STATE  
MANAGEMENT  
(EAST KAUAI)

TO AUTHORIZE  
THE EXECUTIVE  
DIRECTOR TO  
ENTER INTO A  
CONTRACT  
WITH THE U.S.  
DEPARTMENT  
OF HOUSING  
AND URBAN  
DEVELOPMENT  
(HUD) FOR  
UTILIZATION  
OF HOMELESS  
PREVENTION  
RAPID RE-  
HOUSING  
FUNDS IN  
HAWAII, MAUI,  
AND KAUAI

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application.

Director Smith asked if Ms. Miyoshi feel it would be more appropriate for the Director of Department of Human Services (DHS) to sign the contract because Homeless Programs will be under DHS. Ms. Miyoshi responded the problem with that is HUD requires the Governor's signature, but by statute the authority has been delegated to the HPHA executive director.

Director Berthiaume asked if the HPHA is using the funds for security deposits, will the HPHA be able to continue to use the funds when the deposits are returned. Ms. Miyoshi responded the funds would be returned to the provider, which in turn can use the funds on another client.

Director Ignacio asked if there will be an agreement with clients that if the HPHA helps with three month rental assistance that the clients will be able to continue to pay their rent after the three months. Ms. Miyoshi responded the clients are monitored every three months.

The motion was unanimously carried.

Director Ignacio moved, Director Dodson seconded

To Authorize the Executive Director to Budget a Portion of the Rent Supplement Assistance Funds for Personnel Costs in Preparation for the Budget for Fiscal Year 2009-2010.

Mr. Taniguchi stated the budget for the state funded rental supplement program will be reduced for fiscal year 2009-2010.

Dexter Ching, Section 8 Subsidy Branch Chief, stated currently the HPHA receives \$239,000 for salaries and benefits and \$994,000 for other administrative costs and rent subsidies. Three positions will be eliminated by DHS as a result of mandatory budget cuts, which mean the HPHA will lose the \$239,000. The HPHA is asking to take some of the \$994,000 in rent subsidies to pay for the salaries of the three positions. In doing so the HPHA will need to reduce the amount going to rent subsidies.

Director Ignacio asked how many staff are currently running the program. Mr. Ching responded there are seven specialists, three clerical, and three supervisors serving the Section 8 and Rent Supplement programs.

Director Smith stated the HPHA is asking to reduce funds that would be used to help people pay their rent so government employees can be paid.

Director Smith asked what positions will be used. Mr. Ching responded the current positions funded by a combination of federal and state funds.

Mr. Taniguchi stated without the funds to pay for the staff then the \$994,000 would not be used because there would be no staff to disburse the funds. Federal funds cannot be used to run state programs; this is a state program.

Director Smith asked why the three positions were eliminated. Ms. Arashiro responded because the positions were vacant and mandatory budget cuts are being required.

Director Dodson asked if the funds are not transferred what will happen. Mr. Ching responded all applications for state rent supplement will be stopped.

Director Smith asked if a service provider can do it. Mr. Taniguchi responded the HPHA will still need to pay the provider.

TO AUTHORIZE  
THE EXECUTIVE  
DIRECTOR TO  
BUDGET A  
PORTION OF  
THE RENT  
SUPPLEMENT  
ASSISTANCE  
FUNDS FOR  
PERSONNEL  
COSTS IN  
PREPARATION  
FOR THE  
BUDGET FOR  
FISCAL YEAR  
2009-2010

HAWAII PUBLIC HOUSING AUTHORITY

Director Ignacio asked what the ratio of workload is. Mr. Ching stated 80% is for Section 8 program (Federal) and 20% is for the rent supplement program (State).

Director Berthiaume stated that it does not feel right to take money from the rent supplement funds, but if the HPHA does not, then the funds can not be disbursed at all.

Director Ignacio asked how much funds are for federal rent supplement, and how much is for state rent supplement. Mr. Taniguchi stated \$19 million for 1,800 families with an average monthly subsidy of \$750 for the federal program; \$1 million for 300 families with an average monthly subsidy of less than \$200 for the state program.

Director Yoshioka asked what the standard case/staff ratio is. Mr. Ching stated the ratio is 1 staff for 324 cases. Director Yoshioka stated on Kauai it was 1 staff for 400 cases.

Chairperson Thompson called for a vote.

Aye: Director Dodson  
Director Ignacio

Nye: Chairperson Thompson  
Director Hosino  
Director Ignacio  
Director Berthiaume  
Director Park  
Director Yoshioka  
Director Smith

Abstained: Director Aiona

The motion failed.

Director Smith stated she would like to see the cost difference between the State running the program versus a provider running the program.

Director Aiona moved, Director Park seconded,

To Adopt Revisions to the Hawaii Public Housing Authority's Statement of Procurement Policy

Rick Sogawa, Acting Contracts & Procurement Officer, stated the major changes are 1) when the State Procurement Office (SPO) has granted an exemption, the HPHA will comply with Federal laws; 2) requires that staff be trained before any procurement activities; and 3) addition of the emergency pCard.

Mr. Sogawa stated the pCard holder has certain vendors/products that are restricted. In an emergency, the emergency pCard holder will have those vendors/products unrestricted.

Director Smith asked if there were any deletions to the procurement policy. Mr. Sogawa responded that there were no deletions.

Director Smith asked if the changes have been discussed with the SPO. Mr. Sogawa responded no, they have not.

Director Smith moved, Director Aiona seconded,

To Amend the Motion to Adopt Revisions to the Hawaii Public Housing Authority's Statement of

TO ADOPT REVISIONS TO THE HAWAII PUBLIC HOUSING AUTHORITY'S STATEMENT OF PROCUREMENT POLICY

TO ADOPT THE HAWAII PUBLIC HOUSING AUTHO-

HAWAII PUBLIC HOUSING AUTHORITY

Procurement Policy Subject to Concurrence by the State Procurement Office (SPO)

The amendment was unanimously carried.

The motion as amended was unanimously carried.

Director Yoshioka moved, Director Ignacio seconded,

To Adopt the Hawaii Public Housing Authority's Non-Discrimination Policy and Complaint Procedures.

Chairperson Thompson asked why the HPHA does not incorporate by reference DHS's policy and procedures.

Shirley Befitel, Personnel Supervisor, stated the HPHA is using DHS's policy, but the change is in the complaint form. In the past, any employment discrimination would go directly to DHS; the HPHA did not see the complaint. The HPHA feels because the complaint is from the HPHA's employee, the HPHA should do its own investigation. The DHS is not communicating the complaint with the HPHA.

Director Smith asked who this process applies to. Ms. Befitel responded this applies to employees, people who apply for housing, and people who apply for a job.

Chairperson Thompson asked how an applicant finds out about the complaint procedures. Ms. Befitel stated once the procedure is in place the housing managers and administrative staff will be trained to inform the applicants and residents.

Director Ignacio stated it seems like the HPHA is creating a new procedure because the old procedures are not working well. The HPHA should look into fixing the old procedures.

Director Smith stated she feels it may be helpful to have Designee Olivia present for this discussion.

Chairperson Thompson stated the motion will be deferred to next month.

Director Dodson moved, Director Aiona seconded,

To Accept the Developer Request For Proposal for the Mixed Income Redevelopment of Kuhio Park Terrace and Kuhio Homes.

The motion was unanimously carried.

Director Hosino moved, Director Berthiaume seconded,

To go into Executive Session at 2:06 p.m. pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to compliance with the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973,

RITY'S NON-DISCRIMINATION POLICY AND COMPLAINT PROCEDURES

TO ACCEPT THE DEVELOPER REQUEST FOR PROPOSAL FOR THE MIXED INCOME REDEVELOPMENT OF KUHIO PARK TERRACE AND KUHIO HOMES

EXECUTIVE SESSION

HAWAII PUBLIC HOUSING AUTHORITY

and the Uniform Federal Accessibility Standard.

The motion was unanimously carried.

The Board reconvened from Executive Session at 3:00 p.m.

Chairperson Thompson stated the Board will revisit the deferred motion

To Authorize the Executive Director to Enter into a Contract With the U.S. Department of Housing and Urban Development (HUD) for Utilization of Homeless Prevention Rapid Re-housing Funds in Hawaii, Maui, and Kauai

Ms. Fo reported that private management costs are as follows: 1) salary total is \$242,400, 2) fringe benefits total is \$93,808.80, 3) management fees are \$106,922.76, 4) liability insurance is \$3,828, 5) auto insurance is \$2,700, 6) other expenses are \$4,740, and 7) there is no office space cost; the grand total is \$454,399.56.

Ms. Fo stated the State management costs are as follows: 1) salary total is correct this! \$241,608, 2) fringe benefits total is \$99,059.28, 3) liability insurance is \$1,811, 4) projected liability insurance \$850, and 5) there is no office space cost; the grand total is \$343,328.28. Ms. Fo stated the total saving for the State would be \$111,000.

Director Aiona stated he will be voting for this motion because of the great job Ms. Sandra Kouchi is doing, but all other projects will be on a case by case basis.

Director Dodson asked if the residents are in favor with the change. Director Yoshioka stated the HPHA has not met with the residents.

Director Dodson asked if the HPHA will be meeting with the residents. Ms. Fo stated that the HPHA will be meeting with residents and informing them of the transition plan.

Mr. Taniguchi stated if the Board approves the motion then the HPHA will start the recruitment process.

The motion was unanimously carried.

Director Park left at 3:13 p.m.

Director Dodson moved, Director Hosino seconded,

To authorize the Hiring of a Consultant to Assess and Assist HPHA with the Establishment of Reasonable Projections, Recommendations or Schedules for Compliance with the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, and the Uniform Federal Accessibility Standards.

Chairperson Thompson stated this has been discussed in executive session as it pertains to KPT.

Director Berthiaume asked if this pertains to services. Krislen Chun, Deputy Attorney General, stated this pertains to converting the 115 units to comply with the American Disability Act (ADA).

Director Ignacio asked what will be the cost to hire a consultant. Ms. Arashiro stated it will be a Request for Qualifications (RFQ).

RECONVENED

TO AUTHORIZE THE EXECUTIVE DIRECTOR TO TRANSITION THE KAUAI ASSET MANAGEMENT PROJECT (AMP) 38 FROM PRIVATE MANAGEMENT IN WEST KAUAI TO STATE MANAGEMENT (EAST KAUAI)

TO AUTHORIZE THE HIRING OF A CONSULTANT TO ASSESS AND ASSIST HPHA WITH THE ESTABLISHMENT OF REASONABLE PROJECTIONS, RECOMMENDATIONS OR SCHEDULES FOR COMPLIANCE WITH THE AMERICANS WITH DIS-

HAWAII PUBLIC HOUSING AUTHORITY

The motion was unanimously carried.

ABILITIES ACT,  
SECTION 504  
OF THE RE-  
HABILITATION  
ACT OF 1973,  
AND THE  
UNIFORM  
FEDERAL  
ACCESSIBILITY  
STANDARDS

Chairperson Thompson stated the Board will discuss the policy and strategy changes contained in the public housing agency's 5-year plan for fiscal years 2010 to 2014 and annual plan for the period July 1, 2009 through June 30, 2010.

FOR  
INFORMATION  
PHA PLAN

Director Hosino stated that it is unfair that late fees, bounced check fees, and etc. will be accessed on the first of the month. She stated she brought this to Mr. Taniguchi's attention and it has been decided that there will be a grace period of five working days.

Director Aiona asked when the Board will approve this plan. Chairperson Thompson stated after the public hearing on April 9, 2009.

Mr. Taniguchi stated the HPHA would like to apply for Moving-to-Work designation. The Moving-to-Work status will allow the HPHA to be more flexible on the HUD rules, on an experimental basis.

MOVING-  
TO-WORK

Chairperson Thompson asked what impact this will have on residents. Mr. Taniguchi stated there would be no impact on residents until the HPHA puts a plan together that is approved by the board and by HUD.

Chairperson Thompson asked what are some items in the plan are. Mr. Taniguchi stated some items implemented by other housing authorities are that non-elderly and non-disabled, able-bodied residents will be allowed to live in public housing for a maximum of five years and subject to flat rent. The Moving-to-Work program encourages non-elderly and non-disabled, able-bodied residents to work so they can move out to other affordable or market rent housing. Director Dodson stated this is modeled after Welfare-to-Work.

Mr. Taniguchi stated he would like to bring a "For Action" which will seek the Moving-to-Work status through legislation.

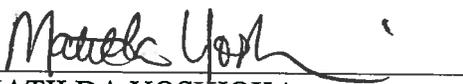
Chairperson Thompson informed Mr. Taniguchi to proceed with a plan.

There being no further items to be discussed,

ADJOURNMENT

Director Aiona moved, Director Berthiaume seconded,

That the meeting be adjourned at 3:30 p.m.

  
MATILDA YOSHIOKA  
Secretary

Approved

April 16, 2009

## FOR ACTION

**SUBJECT:** To Approve the Hawaii Public Housing Authority's Five Year and Annual Public Housing Agency Plan for the Fiscal Year Beginning July 1, 2009 to June 30, 2010 and to Authorize the Executive Director to Take Required Actions to Submit the Approved Plan to the U.S. Department Of Housing and Urban Development

### I. FACTS

- A. The Public Housing Agency (PHA) 5-Year and Annual Plans are a requirement of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) and the Housing and Economic Recovery Act (HERA) of 2008. All public housing agencies administering federal public housing and Section 8 tenant-based (housing choice voucher) assistance programs must submit their plans to the U.S. Department of Housing and Urban Development (HUD) to be eligible to receive administrative, operating, Capital Fund Program, and Section 8 Housing Choice Voucher assistance monies.
- B. The PHA 5-Year plan (2009 – 2014) states the mission of serving the needs of low-income and very low-income families for a five-year period.
- C. The Hawaii Public Housing Authority (HPHA) must submit information using a new HUD-developed template for the plans. HPHA must electronically submit the plans and required attachments to the local Honolulu HUD Office no later than April 17, 2009 for their review and subsequent approval.
- D. Beginning in July 2008 HPHA staff drafted the 2009 5-Year and Annual Plans and held a series of discussions with the Resident Advisory Board (RAB) members on a monthly basis. The results of those discussions are part of the Plan submission to HUD.
- E. On February 19, 2009, the HPHA Board of Directors authorized the required public hearings on the draft HPHA 2009 5-Year and Annual Plans. Notice of the public hearings was subsequently published in newspapers in each county. In the March rent statements, sent to all residents of public housing, there was included a copy of the notice, which also advised residents how and where they could review the draft plan.

### II. DISCUSSION

- A. Public hearings were scheduled to accept and record public testimony in each county on the evening of April 9, 2009. A summary of the testimony was prepared, and a list developed of the plan sections commented on by members of the public. These documents will be provided at the Board meeting.
- B. The draft Public Housing Agency (PHA) 5-Year and Annual Plan for 2009 and required attachments that went to the public prior to the hearings on April 9, 2009, are provided in this packet for review, along with documents which are not part of the Plan, but required by HUD to be available to the public.

- C. HPHA staff reviewed and considered all testimony received prior to and at the public hearings, and incorporated such changes as were deemed appropriate. The changes made to the draft plan are described in a separate document "Modifications Proposed to be Included in Final Plan," which will be presented at the board meeting.
- D. Changes to the plan as approved by the Board will be incorporated prior to its submission to HUD.

**III. RECOMMENDATION**

That the HPHA Board of Directors approves HPHA's final Public Housing Agency (PHA) 5-Year and Annual Plans for 2009 and authorizes the Executive Director to submit it along with required documents to the Department of Housing and Urban Development on April 17, 2009.

Prepared by: Alan Sarhan, Planner 

**Approved by the Board of Directors at its meeting on**  
**APR 16 2009**

**PLANNING OFFICE**

**Please take necessary action**



**EXECUTIVE DIRECTOR**



Hawaii Public Housing Authority  
 Annual and Five-Year Plan  
 Fiscal Years 2010-2014

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b>					
	PHA Name: Hawaii Public Housing Authority			PHA Code: HI001		
	PHA Type:	<input type="checkbox"/> Small	<input type="checkbox"/> High Performing	<input checked="" type="checkbox"/> Standard	<input type="checkbox"/> HCV (Section 8)	
	PHA Fiscal Year Beginning: (MM/YYYY): 07/2009					
<b>2.0</b>	<b>Inventory (based on ACC units at time of FY beginning in 1.0 above)</b>					
	Number of Public Housing Units: 5,331		Number of Housing Choice Voucher units: 3,128			
<b>3.0</b>	<b>Submission Type</b>					
	<input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only					
<b>4.0</b>	<b>PHA Consortia</b>					
	below.) <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
					PH	HCV
	PHA 1:					
	PHA 2:					
	PHA 3:					
<b>5.0</b>	<b>5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.</b>					
<b>5.1</b>	<b>Mission.</b>					
	The mission of the Hawaii Public Housing authority 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.					



Hawaii Public Housing Authority  
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<b>5.2</b>	<b>Goals and Objectives</b>  A. PHA Goal: Expand the supply of assisted housing Objectives: <ol style="list-style-type: none"><li>1. Apply for additional rental vouchers if available.</li><li>2. Reduce public housing vacancies: Not to exceed 5% vacancy rate.</li><li>3. Leverage private or other public funds to create additional housing opportunities: Assess the feasibility of mixed-use private redevelopment.</li><li>4. Shelter Plus – 100 units (20 unit per year)</li></ol> B. PHA Goal: Improve the quality of assisted housing Objectives: <ol style="list-style-type: none"><li>1. Improve public housing management: (PHAS score)<ul style="list-style-type: none"><li>• PHAS Physical Condition (REAC) - Passing score of 75 out of 100 points.</li><li>• PHAS Financial Condition- Increase rent collection rate to 95%.</li><li>• PHAS Management Operations -Vacant Unit Turnaround Time: Less than or equal to 20 days; Work Orders: Complete or abate 100% 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).</li><li>• PHAS Resident Survey – refer to “Increase Customer Satisfaction” below.</li><li>• Evaluate and upgrade PHA computer software to increase the efficiency of programs agency-wide.</li><li>• Improve tenant rent collection system through timely evictions for non-payment of rents.</li></ul></li><li>2. Improve voucher management: (SEMAP score) Strive for High-Performer: 90%<ul style="list-style-type: none"><li>▪ Maintain lease-up to 95% of budget utilization.</li><li>• Partner with the City and County of Honolulu, Section 8 Housing Choice Voucher Program to develop a rent reasonableness process to improve operational effectiveness.</li><li>• Develop and maintain an effective reporting system to improve operational efficiency.</li><li>• Continue to develop relationships with more partners in the recruitment and retention of landlords.</li></ul></li><li>3. 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).</li><li>4. Concentrate on efforts to improve specific management functions:<ul style="list-style-type: none"><li>• Develop strategies and training for PH managers and staff to improve rating on the Resident Service and Satisfaction Survey.</li><li>• Develop a plan to have Tenant Monitors available when managers are not available.</li></ul></li><li>5. Renovate or modernize public housing units.</li><li>6. Demolish or dispose of obsolete public housing and provide replacement housing.</li><li>7. Provide replacement vouchers.</li><li>8. Leverage Capital Funds to accelerate modernization projects.</li><li>9. Study the feasibility of utilizing public/private partnerships for the redevelopment of public housing.</li></ol> C. PHA Goal: Increase assisted housing choices Objectives: <ol style="list-style-type: none"><li>1. Conduct outreach efforts to potential voucher landlords.</li><li>2. Provide Section 8 voucher mobility counseling.</li><li>3. Increase voucher payment standards.</li></ol>
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Hawaii Public Housing Authority  
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**5.2 Goals and Objectives (cont.)**

4. Implement voucher homeownership program.
5. Implement public housing or other homeownership programs.
6. Utilize Geographical Wait Lists.
7. Pursue designated housing for elderly-only project(s).

**D. PHA Goal: Provide an improved living environment**

**Objectives:**

1. Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income developments.
2. Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments.
3. Implement public housing security improvements.
4. Designate developments or buildings for particular resident groups (elderly, persons with disabilities).

**E. PHA Goal: Promote self-sufficiency and asset development of assisted households**

**Objectives:**

1. Increase the number and percentage of employed persons in assisted families by annually assisting public housing residents to attain their goals for economic self-sufficiency.
2. Attract supportive services to improve assistance recipients' employability.
3. Attract supportive services to increase independence for the elderly or families with disabilities by annually providing or attracting supportive services at 5 public housing sites that service elderly or disabled populations.
4. Provide measures and opportunities to increase the income of residents to complement de-concentration and income targeting.
5. Encourage and support resident participation in an existing Individual Development Account (IDA).

**F. PHA Goal: Ensure equal opportunity and affirmatively further fair housing**

**Objectives:**

1. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.
2. 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.
3. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.
4. Continue on-going efforts to educate and provide information to the general population and to landlords.
5. Conduct on-going training to educate staff.
6. Continue to implement the Section 504 and ADA transition plans.
7. Implement the Limited English Proficiency (LEP) plan for applicants and residents of public housing and Section 8 programs.
8. Provide training to non-English speaking and/or Limited English Proficiency speaking groups with an interpreter available on federal and state fair housing laws.
9. Build community ties with private and non-profit organizations to affirmatively further fair housing.
10. Update the Fair Housing Analysis of Impediments in 2009.



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**5.2 Goals and Objectives (cont.)**

- G. PHA Goal: Improve the housing delivery system through cost-effective management of federal and State government programs and resources:
  - 1. Implement project based accounting and management for federal public housing.
  - 2. Evaluate and upgrade PHA computer software to improve financial accounting and reporting.
  - 3. Improve tenant rent collection system through updating policies and procedures, timely evictions for non-payment of rents, and timely write offs.
  
- H. PHA Goal: Evaluate the current administration of HPHA's Section 8 Housing Choice Voucher Program.
  
- I. PHA Goal: Due to the recent change in funding levels for the Section 8 HCV Program by HUD, HPHA will be exploring various options to maximize the number of voucher participants within the current HUD funding level, including:
  - 1. Adjusting the subsidies given to the current voucher holders to increase the number of active vouchers;
  - 2. Maintaining current subsidy amounts and not open the wait list until HUD funding is increased.
  
- J. PHA Goal: Comply with the Violence Against Women Act to support and assist victims of domestic violence, dating violence, sexual assault, or stalking. To protect certain victims as well as members of the victims' immediate families – from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim.



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6.0 PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission

- Eligibility, Selection and Admissions Policies, including De-concentration and Wait List Procedures.
- Financial Resources
- Rent Determination
- Operations and Management
- Designated Housing for Elderly
- Community Service and Self Sufficiency
- Safety and Crime Prevention

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan.

Hawaii Public Housing Authority (HPHA)  
1002 North School Street, Bldg. E  
Honolulu, Hawaii 96817

Lanakila Homes  
600 Wailoa Street  
Hilo, Hawaii 96720

Ka Hale Kahaluu  
78-6725 Makolea Street  
Kailua-Kona, Hawaii 96740

Kapaa  
4726 Malu Road  
Kapaa, Hawaii 96746

Kahekili Terrace  
2015 Holowai Place  
Wailuku, Hawaii 96793

Also available on the internet at <http://www.hpha.hawaii.gov/housingplans/index.htm>

**THE FOLLOWING POLICIES ARE ALSO AVAILABLE AT THE LOCATIONS ABOVE:**

**Note: ACOP refers to the Admissions and Continued Occupancy Policy document**

1. **Eligibility, Selection and Admissions. and Wait List Policies:** ACOP Chapters 2 through 8
  - HPHA will amend this policy to establish a wait list preference for working families.
2. **De-concentration Policy:** ACOP Chapter 4  
HPHA will betaking two steps to further this policy:
  - amending this policy to establish a wait list preference for working families
  - utilizing public/private partnership mixed-use redevelopment at one or more sites
3. **Statement of Financial Resources**
4. **Rent Determination policy:** ACOP Chapter 6
  - HPHA will change its policy to impose a \$25 fee for late rent and dishonored checks.
5. **Operation and Management**
6. **Grievance Procedures:** ACOP Chapter 13



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6.0	<p>(cont.)</p> <ol style="list-style-type: none"> <li>7. Designated Housing for Elderly and Disabled Families</li> <li>8. Community Service and Self-Sufficiency</li> <li>9. Safety and Crime Prevention</li> <li>10. Pets Policy: ACOP Chapter 10</li> <li>11. Civil Rights Certification</li> <li>12. Fiscal Year Audit</li> <li>13. Asset Management</li> <li>14. Violence Against Women Act (VAWA) activities</li> </ol>
7.0	<ul style="list-style-type: none"> <li>• <b>Hope VI or Mixed Finance Modernization or Development:</b> HPHA is planning a Request for Proposals for a developer/partner mixed income/mixed finance redevelopment project at Kuhio Park Terrace (614 units) and Kuhio Homes (134 units). Timetable:       <ul style="list-style-type: none"> <li>HPHA Board approval.....February 19, 2009</li> <li>Issuance of RFP.....March, 2009</li> <li>Notice of award.....August, 2009</li> </ul> </li> <li>• <b>Demolition and/or Disposition:</b> No requests are planned at this time. HPHA may consider demolition of a limited number of units should circumstances require. Such action would only occur in consultation and with the approval of Department of Housing and Urban Development.</li> <li>• <b>Conversion of Public Housing:</b> None planned for this time period.</li> <li>• <b>Homeownership Programs:</b> Waimanalo Homes (HI10P001025) approved 1/10/2000; 28 units affected. No change in status since previous PHA plan.</li> <li>• <b>Project-based Vouchers.</b> 305 units at Pololo Homes I and II. Consistent with the HPHA's efforts to sustain and increase the availability of decent, safe, and affordable housing, HPHA plans to continue its utilization of rent subsidy vouchers through the Federal Project-Based Certificate/Voucher Program. The HPHA will earmark up to the maximum allowable vouchers as specified in 24 CFR 983 and will utilize project basing on the counties of Oahu, Kauai, Maui, and Hawaii in accordance with program guidelines and objectives.       <p>To maximize utilization and to encourage tenant development, HPHA applied for and received HUD approval on August 8, 2001 to exceed the 25 percent cap for dwelling units in any building to be assisted under a housing assistance payment (HAP) by requiring owners to offer supportive services. To minimize the loss of existing housing inventories, HPHA applied for and received HUD approval on October 4, 2001 to attach Project Based Assistance to State-owned public housing projects in areas, which exceed the 20 percent poverty rate limitation. HPHA will continue to develop these strategies to better address housing needs in Hawaii.</p> </li> </ul>



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8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p><b>ATTACHED</b></p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p><b>ATTACHED</b></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b></p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p><b>NOT APPLICABLE</b></p>



Hawaii Public Housing Authority  
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**9.0 Housing Needs of Families in the Jurisdiction.**

<b>Housing Needs of Families on the Public Housing Waiting List</b>		
	<b># of families</b>	<b>% of total families</b>
Waiting list total	8,834	
Extremely low income <=30% AMI	7,457	84.41
Very low income (>30% but <=50% AMI)	1,170	13.24
Low income (>50% but <80% AMI)	177	2.0
Families with children	4,504	50.98
Elderly families	1,797	20.34
Families with Disabilities	1,774	20.08
White	1,456	16.48
Hispanic	589	6.67
Black	203	2.3
Am Indian, etc	105	1.19
Asian/Pacific Islander/Other	7,070	80.03
<b>Characteristics by Bedroom Size (Public Housing Only)</b>		
1BR and Studio	3,911	44.27
2 BR	3,277	37.10
3 BR	1,339	15.16
4 BR	227	3.14
5 BR	30	.34
5+ BR	0	



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9.0 Housing Needs (cont.)

<b>Housing Needs of Families on the Section 8 Waiting List</b>		
	# of families	% of total families
Waiting list total	4,252	
Extremely low income <=30% AMI	4,016	94.4
Very low income (>30% but <=50% AMI)	205	4.8
Low income (>50% but <80% AMI)	31	.07
Families with children	1,508	35.5
Elderly families	261	6.1
Families with Disabilities	691	16.3
White	786	18.6
Hispanic	358	8.4
Black	109	2.6
Am Indian, etc	51	1.2
Asian/Pacific Islander/Other	3,306	77.8%

The following data is drawn from the Hawaii Housing Policy Study Update, 2006, by SMS Research for Hawaii Housing Finance and Development Corporation (HHFDC).

Shelter costs as percentage of income (Source: 2006 HHFDC Housing Policy Study):

	State of Hawaii	County of Honolulu	County of Hawaii	County of Maui	County of Kauai
Less than 30% household income	40.7	40.6	43.4	36.5	43.0
30 to 40% of household income	12.8	12.4	12.4	15.8	12.0
More than 40% household income	25.7	25.1	26.1	30.0	24.0
No shelter cost	20.8	21.9	18.1	17.7	20.9

"No shelter cost" includes those renting without payment of cash rent and homeowners with paid-up mortgages.



Hawaii Public Housing Authority  
Annual and Five-Year Plan  
Fiscal Years 2010-2014

9.0 Housing Needs (cont.)

Household income data by County (Source: 2006 HHFDC Housing Policy Study)

County	Year	Total Households	Household Income							
			Less than \$15,000	\$15,000 to \$24,999 <sup>1</sup>	\$25,000 to \$34,999	\$35,000 <sup>2</sup> to \$49,999	\$50,000 to \$74,999	\$75,000 to \$99,999	\$100,000 or more	Refused
Honolulu	1992	247,349	N/A	24%	13%	16%	12%	6%	7%	21%
	1997	272,234	9%	9%	12%	16%	15%	9%	6%	34%
	2003	292,003	8%	10%	14%	22%	18%	11%	17%	—
	2006	303,149	13%	7%	12%	14%	22%	12%	21%	—
Maui	1992	34,266	N/A	20%	17%	20%	11%	2%	3%	27%
	1997	39,252	10%	8%	16%	18%	15%	7%	8%	20%
	2003	43,687	9%	13%	13%	22%	19%	14%	11%	—
	2006	49,484	11%	8%	11%	18%	20%	15%	17%	—
Hawaii	1992	39,789	N/A	24%	19%	20%	11%	3%	4%	20%
	1997	46,271	14%	14%	15%	15%	12%	4%	4%	22%
	2003	54,644	14%	12%	17%	22%	17%	9%	9%	—
	2006	61,213	13%	10%	13%	16%	22%	10%	16%	—
Kauai	1992	18,981	N/A	20%	14%	22%	10%	5%	3%	26%
	1997	18,817	11%	13%	15%	16%	15%	5%	3%	23%
	2003	20,460	13%	12%	16%	21%	18%	9%	12%	—
	2006	21,971	10%	10%	12%	15%	23%	11%	16%	—
Total	1992	338,385	N/A	24%	14%	17%	12%	5%	6%	22%
	1997	376,574	10%	10%	13%	16%	15%	8%	6%	34%
	2003	410,794	10%	10%	14%	21%	19%	10%	15%	—
	2006	435,818	13%	7%	12%	15%	21%	12%	20%	—

Housing Cost by County (Source: 2006 HHFDC Housing Policy Study)

	Year	Total Households	Average Monthly Mortgage Payment			Average Monthly Rent	
			Total	Single-family	Multi-family	Total	2-bedroom apartment
Honolulu	1992	247,349	\$821	\$915	\$832	\$984	
	1997	272,234	\$1,430	\$1,369	\$1,335	\$928	\$923
	2003	292,003	\$1,546	\$1,650	\$1,239	\$1,014	\$1,072
	2006	303,149	\$1,142	\$1,173	\$1,029	\$1,300	\$1,393
Maui	1992	34,266	\$778	\$831	\$719	\$730	
	1997	39,252	\$1,210	\$1,654	\$789	\$850	\$1,138
	2003	43,687	\$1,310	\$1,346	\$1,104	\$979	\$1,072
	2006	49,484	\$1,461	\$1,451	\$1,456	\$1,256	\$1,253
Hawaii	1992	39,789	\$851	\$891	\$579	\$556	
	1997	46,271	\$954	\$1,069	\$940	\$897	\$844
	2003	54,644	\$1,072	\$1,078	\$919	\$859	\$843
	2006	61,213	\$1,057	\$1,039	\$1,407	\$1,146	\$1,152
Kauai	1992 <sup>3</sup>	18,981	\$726	\$773	\$612	\$907	
	1997	18,817	\$1,151	\$1,220	\$981	\$830	\$860
	2003	20,460	\$1,284	\$1,308	\$1,014	\$983	\$885
	2006	21,971	\$1,165	\$1,178	\$974	\$1,230	\$1,271
Total	1992	338,385	\$800	\$883	\$813	\$793	
	1997	376,574	\$1,319	\$1,330	\$1,286	\$897	
	2003	410,794	\$1,433	\$1,488	\$1,213	\$992	\$1,037
	2006	435,818	\$1,167	\$1,183	\$1,081	\$1,274	\$1,348



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9.0

**Housing Needs (cont.)**

Shelter to Income Ratios (Source: 2006 HHFDC Housing Policy Study)

County	Year	Total Households	Monthly Shelter Payment as a Percent of Monthly Household Income			
			Under 30 percent	30 to 40 percent	Over 40 percent	Not enough information
Honolulu	1992	247,349	55.7%	14.1%	20.2%	10.0%
	1997	272,234	55.1%	18.8%	16.4%	7.5%
	2003	292,003	55.7%	18.5%	18.0%	7.8%
	2006	303,149	54.8%	10.9%	22.0%	12.0%
Maui	1992	34,266	59.3%	18.1%	15.8%	6.7%
	1997	39,252	47.9%	18.0%	19.8%	16.4%
	2003	43,687	52.2%	18.3%	15.7%	15.8%
	2006	49,484	49.1%	14.3%	27.1%	9.4%
Hawaii	1992	39,789	70.2%	12.4%	11.5%	5.9%
	1997	46,271	51.8%	18.1%	20.4%	9.7%
	2003	54,644	52.5%	19.1%	15.8%	12.4%
	2006	61,213	54.9%	11.1%	22.0%	12.0%
Kauai	1992*	16,981	60.3%	17.7%	13.7%	8.1%
	1997	18,817	44.9%	18.7%	24.7%	11.7%
	2003	20,460	51.8%	16.8%	18.0%	13.3%
	2006	21,971	57.6%	10.8%	21.6%	10.0%
Total	1992	339,385	58.0%	14.5%	18.4%	9.1%
	1997	376,574	53.5%	18.5%	19.1%	8.8%
	2003	410,794	54.7%	18.5%	17.5%	9.5%
	2006	435,818	54.2%	11.3%	22.7%	11.6%

\*Includes both rent and mortgage payments.



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9.0 Housing Needs (cont.)

Table C-1. Average Rents for Apartments and Houses, 2006 by Type, Bedroom, and Area

County Areas	Average Rents									
	Apartment					House		Townhouse		
	Studio	1	2	Other	Total	3&4	Other	2	3	Other
<b>Honolulu</b>										
Central	\$787	\$970	\$1,253	\$1,777	\$1,208	\$2,264	\$1,738	\$1,542	\$1,977	\$1,208
Central Honolulu	\$979	\$1,240	\$2,021	\$2,820	\$1,657					
East Honolulu	\$1,100	\$1,735	\$2,289	\$3,052	\$2,257	\$3,068	\$2,899	\$2,021	\$2,602	\$2,412
Ewa Plain	\$800	\$1,194	\$1,400	\$1,500	\$1,370	\$2,335	\$2,270	\$1,516	\$2,031	\$1,290
Leeward	\$792	\$964	\$1,159	\$1,390	\$1,020	\$3,068	\$2,899			
Makiki/Manoa	\$952	\$1,120	\$1,659	\$2,421	\$1,372	\$2,857	\$1,868			
Pearl City/Aiea	\$926	\$1,228	\$1,515	\$1,908	\$1,321	\$2,252	\$1,542	\$1,610	\$1,950	\$1,543
Salt Lake	\$939	\$1,152	\$1,531	\$1,960	\$1,427					
Waialae/Kahala						\$3,541	\$2,962			
Waikiki	905.9	1415.5	2053.4	2772.3	\$1,572					
Windward	1202	1453.3	1632.94	2105.2	\$1,618	\$2,685	\$2,066	\$1,838	\$2,344	\$2,032
Other	1090	1487.8	2016.45	2002.4	\$1,698	\$2,388	\$1,809	\$1,312	\$2,022	\$2,348
<b>Total</b>	\$960	\$1,263	\$1,798	\$2,464	\$1,552	\$2,467	\$1,939	\$1,574	\$2,133	\$1,522
County Areas	Average Rents									
	Apartment					House				
	Studio	1	2	Other	Total	Cottage	2	3 & 4	Other	Total
<b>Maui</b>										
Central	\$777	\$1,075	\$1,345	\$1,809	\$1,236	\$1,008	\$1,361	\$1,987	\$2,580	\$1,599
South	\$1,217	\$1,206	\$1,460	\$1,840	\$1,433	\$1,150	\$1,580	\$2,576	\$3,083	\$1,858
Upcountry	\$750	\$1,200	\$2,117	\$2,000	\$1,712	\$1,098	\$1,494	\$2,114	\$3,175	\$1,613
West	\$1,035	\$1,478	\$1,809	\$2,355	\$1,788	\$1,102	\$2,049	\$3,016	\$1,600	\$2,330
<b>Total</b>	\$984	\$1,223	\$1,498	\$2,075	\$1,461	\$1,096	\$1,508	\$2,254	\$2,892	\$1,711
<b>Hawaii</b>										
East Hawaii	\$745	\$806	\$969	\$1,303	\$886	\$853	\$1,042	\$1,256	\$1,642	\$1,181
Kona-Keauhou	\$970	\$1,100	\$1,529	\$1,984	\$1,422	\$1,184	\$1,812	\$2,100	\$3,200	\$1,947
Capt. Cook-Kealahou	\$900	\$1,025	\$1,354		\$1,262	\$1,008	\$1,433	\$1,861	\$2,400	\$1,563
Waikoloa	\$913	\$2,274	\$1,653	\$2,494	\$1,810	\$1,225	\$1,694	\$2,158		\$1,977
Waimea-Kohala	\$838	\$983	\$1,683	\$1,800	\$1,085	\$1,178	\$1,700	\$2,047	\$2,150	\$1,813
Other	\$969	\$958	\$1,575	\$2,018	\$1,175	\$992	\$1,289	\$1,630	\$1,767	\$1,455
<b>Total</b>	\$855	\$1,027	\$1,409	\$1,880	\$1,306	\$966	\$1,303	\$1,504	\$1,803	\$1,508
<b>Kauai</b>										
West		\$950	\$750		\$850	\$1,231	\$1,354	\$1,611		\$1,477
Lihue	\$968	\$925	\$1,462	\$1,909	\$1,427	\$890	\$1,679	\$1,971		\$1,797
Wailua-Anahola	\$781	\$1,080	\$1,371	\$1,733	\$1,090	\$1,435	\$1,494	\$1,859	\$2,200	\$1,679
Poipu-Kalaheo	\$1,028	\$1,200	\$1,400	\$1,692	\$1,254	\$1,273	\$1,487	\$1,966	\$2,200	\$1,713
North Shore	\$1,097	\$1,408	\$1,553	\$2,238	\$1,622	\$1,199	\$2,106	\$2,608	\$3,250	\$2,332
Other		\$850	\$1,850	\$1,950	\$1,690	\$795	\$1,950	\$2,299	\$2,100	\$2,006
<b>Total</b>	\$929	\$1,092	\$1,469	\$1,992	\$1,357	\$1,272	\$1,600	\$2,017	\$2,533	\$1,801
<b>Total Oahu</b>	\$960	\$1,263	\$1,798	\$2,464	\$1,552					\$2,110
<b>Total Other Islands</b>	\$876	\$1,077	\$1,442	\$1,942	\$1,347					\$1,617
<b>Total All Hawaii</b>	\$929	\$1,218	\$1,693	\$2,235	\$1,490					\$1,641

Source: Rental Survey January 1 through November 30, 2006. See Technical Report for details. Sample sizes for small areas and for Kauai were affected by low ad counts and may be affected by small sample sizes.



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**9.1 Strategy for Addressing Housing Needs.**

**A. 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:**

- Employ effective maintenance and management policies to minimize the number of public housing units off-line.
- Reduce turnover time for vacated public housing units by outsourcing where appropriate.
- Seek replacement of public housing units lost to the inventory through mixed finance development.
- 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.
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies.

**Strategy 2: Increase the number of affordable housing units:**

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

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

**Strategy: Target available assistance to families at or below 30 % of AMI**

- 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
- Adopt rent policies to support and encourage work



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**9.1 Strategy for Addressing Housing Needs (cont.)**

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

**Strategy: Target available assistance to families at or below 50% of AMI**

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work

**D. Need: Specific Family Types: The Elderly**

**Strategy: Target available assistance to the elderly:**

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available

**E. Need: Specific Family Types: Families with Disabilities**

**Strategy: Target available assistance to Families with Disabilities:**

- Carry out the modifications needed in public housing based on the 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

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

**Strategy: Conduct activities to affirmatively further fair housing**

- 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
- Provide training to housing providers and to residents with limited English proficiency.

**Reasons for Selecting Strategies**

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing



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9.1	<p><b>Reasons for Selecting Strategies (cont.)</b></p> <ul style="list-style-type: none"><li>• Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA</li><li>• Influence of the housing market on PHA programs</li><li>• Community priorities regarding housing assistance</li><li>• Results of consultation with local or state government</li><li>• Results of consultation with residents and the Resident Advisory Board</li><li>• Results of consultation with advocacy groups</li></ul>
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<b>10.0</b>	<p><b>Additional Information.</b> (a) Progress in Meeting Mission and Goals in the previous 5- Year Plan (FY 2005-2009)</p> <p><b>1. PHA Goal: Expand the supply of assisted housing</b></p> <p>A. Apply for additional rental subsidies: <i>Applications for HUD Specific Section 8 Housing Choice Vouchers will be submitted provided that HUD specific funding is available and HPHA meets the criteria for the specific funding..</i></p> <p>B. Reduce public housing vacancies, not to exceed 5% vacancy rate.</p> <ul style="list-style-type: none"><li>• <i>Of the 537 units vacant as of June 30, 2008, 345 have been repaired.</i></li><li>• <i>The remaining 192 units are scheduled to be repaired or under contract for repairs by June 30, 2009.</i></li><li>• <i>Current occupancy rate is 94%</i></li></ul> <p><b>2. PHA Goal: Improve the quality of assisted housing</b></p> <p>A. Improve public housing management: (PHAS score) 90.0: <i>The 2008 PHAS score is 75% (standard performer)</i></p> <p>B. Attain SEMAP score of 90% or better: <i>The 2007-2008 final assessment SEMAP score ranks HPHA as a "Standard Performer."</i></p> <p>C. Increase customer satisfaction: <i>The HPHA scored 9 out 10 in the Resident Satisfaction Assessment Sub-System (RASS) for the fiscal year ending June 30, 2007.</i></p> <p>D. Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) <i>Implemented strategies and training for public housing managers and their staff in order to obtain a high rating on the Resident Service and Satisfaction Survey.</i></p> <p>E. Renovate or modernize public housing units: <i>the following have had substantial rehabilitation</i></p> <ul style="list-style-type: none"><li>• <i>Kalihi Valley Homes Phase II (63 units); Pumehana (7 Units); and Lanakila Homes Development Phase IIa and 2b (48 Units).</i></li><li>• <i>Modernization at Kalihi Valley Homes Phase IIIa (45 units).</i></li><li>• <i>Modernization of Ka Hale Kahaluu (50 Units) completed November 2007.</i></li><li>• <i>Kalihi Valley Homes Phase IIIb (27 Units) will be completed by April 30, 2009..</i></li><li>• <i>Minor renovation at Noelani I and II (43 Units).</i></li><li>• <i>Pumehana, Kalanihuia, and Makamae exterior structure (414 Units).</i></li></ul>
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10.0	<p><b>Progress in Meeting Mission and Goals (cont.)</b></p> <p>F. Provide replacement public housing:</p> <ul style="list-style-type: none"><li>• 48 new units were developed at Lanakila Homes in Phases IIa and IIb to replace demolished units.</li><li>• 20 new units currently in design and will be developed at Lanakila Homes in Phase IIIa to replace demolished units.</li></ul> <p><b>3. PHA Goal: Increase assisted housing choices</b></p> <ul style="list-style-type: none"><li>• Geographical Wait List: <i>Administrative rules implemented in December 2001.</i></li><li>• Conduct ongoing outreach efforts to potential voucher landlords: <i>Outreach activities to attract new voucher landlords began in March, 2005, including owners of accessible units, and is ongoing on an annual basis.</i></li></ul> <p><b>4. PHA Goal: Provide an improved living environment</b></p> <ul style="list-style-type: none"><li>• Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: <i>HPHA is considering a waiting list preference for families with income, and is investigating mixed-use redevelopment for one or more sites.</i></li><li>• Implement public housing security improvements: <i>HPHA coordinated Neighborhood Watch and Voluntary Tenant Patrol programs in fourteen public housing sites and supported the Boys and Girls Club of Maui to provide after school youth program in public housing.</i></li></ul> <p><b>5. PHA Goal: Promote self-sufficiency and asset development of assisted households</b></p> <ul style="list-style-type: none"><li>• Increase the number and percentage of employed persons in assisted families: <i>the following has been provided to federal public housing residents</i><ul style="list-style-type: none"><li>a) 40 Tenant Aide Positions filled, 19 hours per week</li><li>b) Individual Training Service Plans for 155 people</li><li>c) Case management and Congregate activities for 361 elderly residents</li></ul></li><li>• Provide or attract supportive services to increase independence for the elderly or families with disabilities: <i>Under the Resident Opportunities and Self-Sufficiency Program, case management and congregate services are being provided at Kalakaua Homes, Makua Alii, Paoakalan; services at, Punchbowl Homes, Pumehana, Kalahuia and Makamae were provided until the grant expired June, 2008.</i></li><li>• Submitted and awarded a 2006 Resident Opportunities and self-sufficiency (ROSS) grant application for \$450,000 over three years at Kalakaua Homes, Makua Alii and Paoakalani. <i>Partnering with child and Family Services/Honolulu Gerontology to provide case management/services to assist elderly residents to age in place.</i></li></ul>
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<b>10.0</b>	<b>Progress in Meeting Mission and Goals (cont.)</b> <ul style="list-style-type: none"><li>• <i>Submitted and awarded 2006 and 2007 Resident Opportunities and Self-sufficiency (ROSS) grant applications for a Family Self-sufficiency Coordinator.</i></li><li>• <i>Submitted and awarded a 2006 Resident Opportunities and Self-sufficiency (ROSS) grant application for \$388,522 to assist residents with psychiatric disabilities at Kalakaua Homes, Makua Alii, and Paoakalani to live in their homes independently, safely and to minimize potential negative interactions</i></li></ul> <p><b>6. PHA Goal: Ensure equal opportunity and affirmatively further fair housing</b></p> <ul style="list-style-type: none"><li>• <i>Policy and procedures for reasonable accommodation/modification are being implemented throughout HPHA offices.</i></li><li>• <i>Complaint process has been established for the HPHA.</i></li><li>• <i>On-going education on Fair Housing is being provided to include, but not limited to workshops, publications, etc.</i></li><li>• <i>The HPHA has established a partnership with the counties, Hawaii Civil Rights Commission, and the Legal Aid Society of Hawaii.</i></li><li>• <i>DHS Limited English Proficiency (LEP) plan has been adopted to affirmatively further fair housing.</i></li><li>• <i>Ongoing effort to post fair housing posters at all projects and offices sites; all project management offices have posters. Main office has the posters displayed.</i></li><li>• <i>On-going efforts to educate the public and landlords: free workshops have been conducted for anyone wishing to attend.</i></li><li>• <i>On-going training to educate staff: in coordination with several counties, workshops were offered to all staff members.</i></li><li>• <i>Provide information to the public: The HPHA in conjunction with the counties as coordinated training for the public, landlords, and employees on fair housing laws.</i></li><li>• <i>Implement the Section 504 and ADA transition plans: plans for carrying out the transition plans have commenced; accessibility issues are being addressed at each project as they are scheduled.</i></li></ul> <p><b>7. PHA Goal: Improve the housing delivery system through cost-effective management of federal and State government programs and resources:</b></p> <ul style="list-style-type: none"><li>• <i>Automating major operational components such as public housing and Section 8 wait list data, work order processing and tracking, materials inventory, public housing and Section 8 inspections. The computer system was upgraded to provide electronic transmission of HUD's 50058 Forms for public housing and Section 8 programs.</i></li><li>• <i>Proceeding to upgrading the computer network infrastructure to increase productivity. Personal computers are in the process of being upgraded with new models, to provide faster response time for users. HPHA is in the process of developing a hardware and network plan, including upgrading the personal computers, cabling, and switches to provide faster response time for users.</i></li><li>• <i>Ongoing SEMAP and PHAS training is being provided to HPHA staff.</i></li></ul>
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10.0	<p><b>Additional Information.</b> (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>In accordance with 24 CFR §903.7(r)(2) which requires public housing authorities to identify the basic criteria the agency will use to determine a substantial deviation from its 5-Year Plan and significant amendments or modification to the 5-Year Plan and Annual Plan, the following definitions are used:</p> <p><u>Substantial Deviation:</u> A substantial change in the goals identified in the Five-Year Plan. For example, making a formal decision not to pursue a listed goal; or substituting an entirely different set of activities to achieve the goal.</p> <p><u>Significant Amendment/Modification:</u> Adding or eliminating major strategies to address housing needs and to major policies (e.g., policies governing eligibility, selection or admissions and rent determination) or programs (e.g., demolition or disposition, designation, homeownership programs or conversion activities); or modifying a strategy such that a substantial transfer of resources away from others is necessary in order to carry it out.</p>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), HPHA will submit the following attachments:</p> <ul style="list-style-type: none"><li>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</li><li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li><li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li><li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li><li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li><li>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</li><li>(g) Elements of the Plan which were challenged in public hearings.</li><li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</li><li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</li></ul>

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

<b>PHA Name:</b> Hawaii Public Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: HI08P00150107 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2007
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Original Annual Statement as of 12/31/06  
 Reserve for Disasters/Emergencies  
 Revised Annual Statement (revision no: 2)

Performance and Evaluation Report for Period Ending: 2/26/2009

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Initial Budget	\$0.00	\$0.00	\$0.00	\$0.00
2	1406 Operations	\$2,578,478.60	\$2,578,478.60	\$0.00	\$0.00
3	1408 Management Improvements	\$650,000.00	\$650,000.00	\$0.00	\$0.00
4	1410 Administration	\$1,289,239.30	\$1,289,239.30	\$0.00	\$0.00
5	1411 Audit	\$3,376.00	\$3,376.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$182,245.84	\$1,061,238.00	\$182,245.84	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$1,585,525.70	\$1,220,694.00	\$7,484.00	\$0.00
10	1460 Dwelling Structures	\$3,951,890.63	\$5,177,473.87	\$377,473.87	\$0.00
11	1465 Dwelling Equipment - Nonexpendable	\$252,145.48	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495 Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$2,399,491.45	\$911,893.23	\$0.00	\$0.00
19	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
20	Amount of Annual Grant: (sum of lines 1-19)	\$12,892,393.00	\$12,892,393.00	\$567,203.71	\$0.00
21	Amount of line 20 Related to LBP Activities	\$191,975.00	\$191,975.00	\$0.00	\$0.00
22	Amount of line 20 Related to Section 504 Compliace	\$63,991.00	\$63,991.00	\$0.00	\$0.00
23	Amount of Line 20 Related to Security -Soft Costs	\$12,798.00	\$12,798.00	\$0.00	\$0.00
24	Amount of Line 20 Related to Security- Hard Costs	\$31,996.00	\$31,996.00	\$0.00	\$0.00
25	Amount of Line 20 Related to Energy Conservation	\$51,193.00	\$51,193.00	\$0.00	\$0.00
26	Collateralization Expenses or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00

Signature of Executive Director	Date (mm/dd/yyyy) 2/24/09	Signature of Public Housing Director	Date (mm/dd/yyyy)
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To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Replacement Housing Factor Grant No: HI08P00150107			Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA-Wide Operations	Operations	1406		2,578,478.60	2,578,478.60	0.00	0.00	
	HA-Wide Operations Total			2,578,478.60	2,578,478.60	0.00	0.00	
HA-Wide Mgmt.	Management Deficiencies	1408						
	Economic Development	1408						
	Resident Training	1408						
	Drug/Crime Prevention	1408						
	Computer Upgrade - Emphasys Elite	1408						
	HA-Wide Mgmt. Impr. Total			650,000.00	650,000.00	0.00	0.00	
HA-Wide Admin.	Non-Tech Salaries (1410.01)	1410						
	Tech Salaries (1410.02)	1410						
	Fringe Benefits (1410.09)	1410						
	Travel (1410.10)	1410						
	Sundry (1410.19)	1410						
	HA-Wide Admin. Total			1,289,239.30	1,289,239.30	0.00	0.00	
HA-Wide Audit	Audit Costs	1411		3,376.00	3,376.00	0.00	0.00	
	HA-Wide Audit Total			3,376.00	3,376.00	0.00	0.00	
HA-Wide Fees and Costs	A&E Services (1430.01) HA 1-05 Site & Dwelling Improvement Phase V (Design)	1430		400,000.00	600,000.00	182,245.84	0.00	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority		Grant Type and Number Replacement Housing Factor Grant No:			Federal FY of Grant: 2007			
		HI08P00150107						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	A&E Services (1430.01) HA 1-12 Structural Investigation & Repairs (Design)	1430		0.00	361,238.00	0.00	0.00	
	A&E Services (1430.01) HA 1-16 David Malo Circle Exterior Improvements (Design)			0.00	100,000.00			
	Inspection Costs (1430.07)	1430		25,000.00	0.00	0.00	0.00	
	Travel (1430.19)	1430		50,000.00	0.00	0.00	0.00	
	Sundry (1430.19)	1430		25,000.00	0.00	0.00	0.00	
	<b>HA-Wide Fees and Costs Total</b>			<b>182,245.84</b>	<b>1,061,238.00</b>	<b>182,245.84</b>	<b>0.00</b>	
<b>HA-Wide</b>	Extraordinary Maintenance	1450		0.00	0.00	0.00	0.00	
	Extraordinary Maintenance (Kaimalino, Nanui Olu, Hale Hookipa, Kealakehe, Noelani I & II, Paoakalani, Mayor Wrights - Emergency Health & Safety Units)	1460		1,305,437.60	0.00	0.00	0.00	
	Non-Routine Vacancy Prep - Type C Units	1460		0.00	0.00	0.00	0.00	
	Non-Routine PM Repairs - Type C Units	1460				0.00	0.00	
	Appliances	1465		0.00	0.00	0.00	0.00	
	Computers, vehicles and other equipment	1475		0.00	0.00	0.00	0.00	
	<b>HA-Wide Totals</b>			<b>1,305,437.60</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>HA-Wide Demolition</b>	Demolition	1485		0.00	0.00	0.00	0.00	
<b>HA-Wide Relocation</b>	Relocation Expenses (\$1500/unit and applicable staff time for coordination)	1495		0.00	0.00	0.00	0.00	
<b>HA-Wide Development</b>	Development Activities	1499		2,399,491.45	911,893.23	0.00	0.00	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority		Grant Type and Number Replacement Housing Factor Grant No:			Federal FY of Grant: 2007			
		HI08P00150107						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
<b>HA1-03 Mayor Wright Homes Bath and Kitchen</b>	Bath and Kitchen Renovation							Planning Phase
	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling: Dwelling improvements, accessibility, infrastructure, exterior building systems, utilities, termite control, interior building systems, energy efficient systems, hazard material abatement	1460		2,000,000.00	0.00	0.00	0.00	
	Dwelling Equipment: Appliances, H-VAC, Emergency Systems	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
<b>Mayor Wright Homes Bath &amp; Kitchen Total</b>				<b>2,000,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>HA1-05 Kalihi Valley Homes Phase 3b</b>	Site: Infrastructure walkways, landscaping, roadway, parking improvements, utilities, security, retaining walls, drainage, improvements, accessibility	1450		0.00	1,200,000.00	0.00	0.00	
	Dwelling: Dwelling improvements, accessibility, infrastructure, exterior building systems, utilities, termite control, interior building systems, energy efficient systems, hazard material abatement	1460		0.00	800,000.00	0.00	0.00	
	Dwelling Equipment:	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Kalhi Valley Homes Ph3bTotal</b>				<b>0.00</b>	<b>2,000,000.00</b>	<b>0.00</b>	
<b>HA 1-10 Kuhio Park</b>	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		0.00	0.00	0.00	0.00	
	Dwelling Equipment	1465		252,145.48	0.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number H108P00150107			Federal FY of Grant: 2007		
Replacement Housing Factor Grant No:								
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Terrace Trash Chutes	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	KPT Trash Chutes Total				252,145.48	0.00	0.00	0.00
HA 1-10 Kuhio Park Terrace Fire Alarm	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		283,948.87	283,948.87	283,948.87	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
KPT Fire Alarm System Total				283,948.87	283,948.87	283,948.87	0.00	
HA 1-10 Kuhio Park Terrace Type "C" Vacant Low Rise	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		48,775.00	48,775.00	48,775.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
KPT Type "C" Vacant Low Rise Total				48,775.00	48,775.00	48,775.00	0.00	
HA 1-36 Paoakalani	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		44,750.00	44,750.00	44,750.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
Paoakalani Total				44,750.00	44,750.00	44,750.00	0.00	
HA 1-46 Makamae	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		0.00	0.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority		Grant Type and Number Replacement Housing Factor Grant No:			Federal FY of Grant:			2007
		HI08P00150107						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Makamae Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>A 1-61 Kahale Kahale</b>	Site:	1450		0.00	0.00	0.00	0.00	Bid Phase
	Dwelling Structures:	1460		0.00	0.00	0.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Kahale Kahaluu Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>HA 1-26</b>	Site:	1450		1,578,041.70	0.00	0.00	0.00	Planning Phase
<b>Puuwai Momi</b>	Dwelling Structures:	1460		0.00	4,000,000.00	0.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Puuwai Momi Total</b>			<b>1,578,041.70</b>	<b>4,000,000.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>HA 1-32</b>	Site:	1450		7,484.00	20,694.00	7,484.00	0.00	
<b>Kaimalino Large Capacity Cesspools</b>	Dwelling Structures:	1460		0.00	0.00	0.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Kaimalino Large Capacity Cesspool Total</b>			<b>7,484.00</b>	<b>20,694.00</b>	<b>7,484.00</b>	<b>0.00</b>	
<b>HA 1-53</b>	Site:	1450		0.00	0.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number HI08P00150107		Federal FY of Grant: 2007			
			Replacement Housing Factor Grant No:					
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
<b>Hale Hookipa Roof Repair</b>	Dwelling Structures:	1460		268,979.16	0.00	0.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Hale Hookipa Total</b>				268,979.16	0.00	0.00	0.00
<b>Grand Total</b>				12,892,393.00	12,892,393.00	567,203.71	0.00	

2007-Part2

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007	
Development Number Name/HA-Wide Activities	All Fund Obligated			All Funds Expended			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE Mgmt. Imprvmnts.	9/17/2007			9/17/2009			
HA-WIDE Administration	9/17/2007			9/17/2009			
HA-WIDE Fees & Costs	9/17/2007			9/17/2009			
HA-WIDE Audit	9/17/2007			9/17/2009			
HA-WIDE Relocation Expenses	9/17/2007			9/17/2009			
HA-WIDE Development Expenses	9/17/2007			9/17/2009			
HA-WIDE Extraordinary Maintenance	9/17/2007			9/17/2009			
HA 1-03 Mayor Wright Homes	9/17/2007			9/17/2009			
HA 1-05 Kalihi Valley Homes 3	9/17/2007			9/17/2009			
HA 1-10 Kuhio Park Terrace	9/17/2007			9/17/2009			
HA 1-26 Puuwai Momi	9/17/2007			9/17/2009			
HA 1-32 Kaimalino	9/17/2007			9/17/2009			
HA 1-36 Paoakalani	9/17/2007			9/17/2009			
HA 1-46 Makamae	9/17/2007			9/17/2009			

Attachment L

Capital Fund Programs Table

2007-Part III 1

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007	
Development Number Name/HA-Wide Activities	All Fund Obligated			All Funds Expended			Reasons for Revised Target Dates
HA 1-53 Hale Hookipa	9/17/2007			9/17/2009			
HA 1-61 Kahale Kahaluu	9/17/2007			9/17/2009			

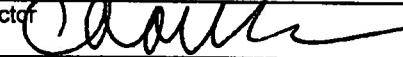
2007-Part 3

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: **Hawaii Public Housing Authority** Grant Type and Number: **Capital Fund Program Grant No: HI08P00150108** Federal FY of Grant: **2008**  
 Replacement Housing Factor Grant No:

Original Annual Statement as of 12/31/07  Reserve for Disasters/Emergencies  Revised Annual Statement (revision no: 2)  
 Performance and Evaluation Report for Period Ending: 2/26/2009

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Initial Budget	\$0.00	\$0.00	\$0.00	\$0.00
2	1406 Operations	\$2,522,746.60	\$2,522,746.60	\$0.00	\$0.00
3	1408 Management Improvements	\$856,657.29	\$856,657.29	\$0.00	\$0.00
4	1410 Administration	\$1,211,985.62	\$1,211,985.62	\$0.00	\$0.00
5	1411 Audit	\$3,376.00	\$3,376.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$500,000.00	\$1,022,000.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$400,000.00	\$1,860,000.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$6,822,359.71	\$4,840,359.71	\$0.00	\$0.00
11	1465 Dwelling Equipment - Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495 Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$296,607.78	\$296,607.78	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
19	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
20	Amount of Annual Grant: (sum of lines 1-19)	\$12,613,733.00	\$12,613,733.00	\$0.00	\$0.00
21	Amount of line 20 Related to LBP Activities	\$191,975.00	\$191,975.00	\$0.00	\$0.00
22	Amount of line 20 Related to Section 504 Complince	\$63,991.00	\$63,991.00	\$0.00	\$0.00
23	Amount of Line 20 Related to Security -Soft Costs	\$12,798.00	\$12,798.00	\$0.00	\$0.00
24	Amount of Line 20 Related to Security- Hard Costs	\$31,996.00	\$31,996.00	\$0.00	\$0.00
25	Amount of Line 20 Related to Energy Conservation	\$51,193.00	\$51,193.00	\$0.00	\$0.00
26	Collateralization Expenses or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00

Executive Director:  Date (mm/dd/yyyy): **2/24/09** Signature of Public Housing Director: \_\_\_\_\_ Date (mm/dd/yyyy): \_\_\_\_\_

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA-Wide Operations	Operations	1406		2,522,746.60	2,522,746.60	0.00	0.00	
	HA-Wide Operations Total			2,522,746.60	2,522,746.60	0.00	0.00	
Management Improvements ALL AMPS	Management Deficiencies	1408						
	Economic Development	1408						
	Resident Training	1408						
	Drug/Crime Prevention	1408						
	Computer Upgrade	1408						
Management Improvements-ALL AMPS				856,657.29	856,657.29	0.00	0.00	
Admin-COCC	Non-Tech Salaries (1410.01)	1410						
	Tech Salaries (1410.02)	1410						
	Fringe Benefits (1410.09)	1410						
	Travel (1410.10)	1410						
	Sundry (1410.19)	1410						
Admin-COCC Total				1,211,985.62	1,211,985.62	0.00	0.00	
Audit-ALL AMPS	Audit Costs	1411		3,376.00	3,376.00	0.00	0.00	
	Audit-ALL AMPS			3,376.00	3,376.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
<b>Fees &amp; Costs</b>	A&E Services - AMP 50-Palolo Valley Homes	1430		425,000.00	1,000,000.00	0.00	0.00		
	44/1091 Kau'iokalani Roof Design	1430		0.00	22,000.00	0.00	0.00		
	Inspection Costs (1430.07)	1430		50,000.00	0.00	0.00	0.00		
	Travel (1430.19)	1430		15,000.00	0.00	0.00	0.00		
	Sundry (1430.19)	1430		10,000.00	0.00	0.00	0.00		
	<b>Fees and Costs Total</b>				500,000.00	1,022,000.00	0.00	0.00	
	Extraordinary Maintenance	1450				0.00	0.00		
	Extraordinary Maintenance (Kaimalino, Nani Olu, Hale Hookipa, Kealakehe, Noelani I & II, Paoakalani, Mayor Wrights - Emergency health & safety units)	1460		385,759.63	41,915.71	0.00	0.00		
	Non-Routine Vacancy Prep - Type C Units	1460							
	Non-Routine PM Repairs - Type C Units	1460							
	Appliances	1465							
	Computers, vehicles and other equipment	1475			0.00	0.00	0.00	0.00	
	<b>Total</b>				385,759.63	41,915.71	0.00	0.00	
<b>Demolition</b>	Demolition	1485		0.00	0.00	0.00	0.00		
<b>Relocation</b>	Relocation Expenses (\$1500/unit and applicable staff time for coordination)	1495		0.00	0.00	0.00	0.00		
<b>Development Lanakila 3B</b>	Development Activities	1499		296,607.78	296,607.78	0.00	0.00		
	<b>HA-Wide Development</b>			296,607.78	296,607.78	0.00	0.00		

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: H108P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
<b>HA-Wide Collateralization or Debt Service</b>	Collateralization or Debt Service	1501		0.00	0.00	0.00	0.00	
	<b>HA-Wide Collateralization or Debt Service Totals</b>			0.00	0.00			
<b>AMP 30 - HA1-26 Puuwai Momi</b>	Electrical Distribution							
	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling:	1460		921,958.30	0.00	0.00	0.00	
	Dwelling Equipment:	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Puuwai Momi Total</b>			921,958.30	0.00	0.00	0.00	
<b>AMP 31</b>	Site: Infrastructure walkways, landscaping, roadway, parking improvements, utilities, security, retaining walls, drainage, improvements, accessibility	1450		0.00	1,860,000.00	0.00	0.00	
	Dwelling: Dwelling improvements, accessibility, infrastructure, exterior building systems, utilities, termite control, interior building systems, energy efficient systems, hazard material abatement	1460		0.00	1,240,000.00	0.00	0.00	

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

PHA Name: Hawaii Public Housing Authority		Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
<b>HA1-05 Kalihi Valley Homes</b>	Dwelling Equipment:	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Kalihi Valley Homes Total</b>				0.00	3,100,000.00	0.00	0.00
<b>AMP 32 - HA1-03 Mayor Wright Homes</b>	Bathrooms & Window Replacement							
	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling:	1460		2,807,972.00	0.00	0.00	0.00	
	Dwelling Equipment:	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470				0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
<b>Mayor Wright Homes Total</b>				2,807,972.00	0.00	0.00	0.00	
<b>AMP 33 - HA1-09 Kaahumanu Homes</b>	Elevators, Fire Systems, Trash Chutes							
	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling:	1460		0.00	1,150,000.00	0.00	0.00	
	Dwelling Equipment: Telephones, Trash Chutes, Fire Systems, Elevators	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
<b>Kuhio Park Terrace Total</b>				0.00	1,150,000.00	0.00	0.00	
<b>AMP 40 - HA1-10</b>	Elevators, Fire Systems, Trash Chutes							
	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling: Reroofing (Const.)	1460		0.00	924,000.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
<b>Kuhio Park Terrace</b>	Trash Chutes	1460		0.00	884,444.00			
	Dwelling Equipment: Telephones, Trash Chutes, Fire Systems, Elevators	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Kuhio Park Terrace Total</b>			0.00	1,808,444.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority		Grant Type and Number Capital Fund Program Grant No: H108P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
AMP 43 - HA1-63 Nani Olu Exterior repairs & sidewalks	Site	1450		400,000.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		400,000.00	0.00	0.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
Nani Olu Total				800,000.00	0.00	0.00	0.00	
AMP 43 - HA1-70 Kealakehe Roof & exterior repairs	Site	1450		0.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		706,669.78	0.00	0.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
Kealakehe Total				706,669.78	0.00	0.00	0.00	
AMP 43 - HA1-53 Hale Hookipa Roof & exterior repairs	Site	1450		0.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		1,600,000.00	0.00	0.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
Hale Hookipa Total				1,600,000.00	0.00	0.00	0.00	
AMP 49 - HA1-15 Wahiawa Terrace Roof & exterior repairs	Site	1450		0.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		0.00	600,000.00	0.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
Hale Hookipa Total				0.00	600,000.00	0.00	0.00	
<b>Grand Total</b>				<b>12,613,733.00</b>	<b>12,613,733.00</b>	<b>0.00</b>	<b>0.00</b>	

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: HAWAII PUBLIC HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008	
Development Number Name/HA-Wide Activities	All Fund Obligated			All Funds Expended			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE Mgmt. Imprvmnts.	9/17/2008			9/17/2010			
1. Management Deficiencies	9/17/2008			9/17/2010			
2. Economic Development	9/17/2008			9/17/2010			
HA-WIDE Administration	9/17/2008			9/17/2010			
HA-WIDE Fees & Costs	9/17/2008			9/17/2010			
HA-WIDE Audit	9/17/2008			9/17/2010			
HA-WIDE Relocation Expenses	9/17/2008			9/17/2010			
HA-WIDE Extraordinary Maintenance	9/17/2008			9/17/2010			
HA-WIDE Development	9/17/2008			9/17/2010			
AMP 30 - Puuwai Momi							
AMP 31 - Kalihi Valley Homes	9/17/2008			9/17/2010			
AMP 32 - Mayor Wright Homes	9/17/2008			9/17/2010			
AMP 40 - Kuhio Park Terrace	9/17/2008			9/17/2010			

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: **Hawaii Public Housing Authority** Grant Type and Number: **Capital Fund Program Grant No: HI08P00150109** Federal FY of Grant: **2009**  
 Replacement Housing Factor Grant No:

Original Annual Statement as of 12/31/08  Reserve for Disasters/Emergencies  Revised Annual Statement (revision no: 1)  
 Performance and Evaluation Report for Period Ending: 2/26/2009

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Initial Budget	\$0.00	\$0.00	\$0.00	\$0.00
2	1406 Operations	\$2,522,746.60	\$2,522,746.60	\$0.00	\$0.00
3	1408 Management Improvements	\$1,000,000.00	\$500,000.00	\$0.00	\$0.00
4	1410 Administration	\$1,211,985.62	\$1,211,985.62	\$0.00	\$0.00
5	1411 Audit	\$3,376.00	\$3,376.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$500,000.00	\$500,000.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$367,500.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$5,736,562.78	\$7,875,624.78	\$0.00	\$0.00
11	1465 Dwelling Equipment - Nonexpendable	\$1,000,000.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$271,562.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495 Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
19	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
20	Amount of Annual Grant: (sum of lines 1-19)	\$12,613,733.00	\$12,613,733.00	\$0.00	\$0.00
21	Amount of line 20 Related to LBP Activities	\$191,975.00	\$191,975.00	\$0.00	\$0.00
22	Amount of line 20 Related to Section 504 Compliace	\$63,991.00	\$63,991.00	\$0.00	\$0.00
23	Amount of Line 20 Related to Security -Soft Costs	\$12,798.00	\$12,798.00	\$0.00	\$0.00
24	Amount of Line 20 Related to Security- Hard Costs	\$31,996.00	\$31,996.00	\$0.00	\$0.00
25	Amount of Line 20 Related to Energy Conservation	\$51,193.00	\$51,193.00	\$0.00	\$0.00
26	Collateralization Expenses or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00

Executive Director  Date (mm/dd/yyyy) **2/24/09** Signature of Public Housing Director \_\_\_\_\_ Date (mm/dd/yyyy) \_\_\_\_\_

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA-Wide Operations	Operations	1406		2,522,746.60	2,522,746.60	0.00	0.00	
	HA-Wide Operations Total			2,522,746.60	2,522,746.60	0.00	0.00	
Management Improvements ALL AMPS	Management Deficiencies	1408						
	Economic Development	1408						
	Resident Training	1408						
	Drug/Crime Prevention	1408						
	Computer Upgrade	1408						
Management Improvements-ALL AMPS				1,000,000.00	500,000.00	0.00	0.00	
Admin-COCC	Non-Tech Salaries (1410.01)	1410						
	Tech Salaries (1410.02)	1410						
	Fringe Benefits (1410.09)	1410						
	Travel (1410.10)	1410						
	Sundry (1410.19)	1410						
Admin-COCC Total				1,211,985.62	1,211,985.62	0.00	0.00	
Audit-ALL AMPS	Audit Costs	1411		3,376.00	3,376.00	0.00	0.00	
	Audit-ALL AMPS			3,376.00	3,376.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Hawaii Public Housing Authority				Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No:		Federal FY of Grant: 2008			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
<b>Fees &amp; Costs</b>	A&E Services -	1430		425,000.00	425,000.00	0.00	0.00		
	Inspection Costs (1430.07)	1430		50,000.00	50,000.00	0.00	0.00		
	Travel (1430.19)	1430		15,000.00	15,000.00	0.00	0.00		
	Sundry (1430.19)	1430		10,000.00	10,000.00	0.00	0.00		
	<b>Fees and Costs Total</b>				500,000.00	500,000.00	0.00	0.00	
	Extraordinary Maintenance	1450				0.00	0.00		
	Extraordinary Maintenance (Kaimalino, Nani Olu, Hale Hookipa, Kealakehe, Noelani I & II, Paoakalani, Mayor Wrights - Emergency health & safety units)	1460				0.00	0.00		
	Non-Routine Vacancy Prep - Type C Units	1460			1,000,000.00				
	Non-Routine PM Repairs - Type C Units	1460							
	Appliances	1465							
	Computers, vehicles and other equipment	1475			0.00	0.00	0.00	0.00	
	<b>Total</b>				0.00	1,000,000.00	0.00	0.00	
<b>Demolition</b>	Demolition	1485			0.00	0.00	0.00	0.00	
<b>Relocation</b>	Relocation Expenses (\$1500/unit and applicable staff time for coordination)	1495					0.00	0.00	
<b>Development</b>	Development Activities	1499			0.00	0.00	0.00	0.00	
	<b>HA-Wide Development</b>				0.00	0.00			

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
<b>HA-Wide Collateralization or Debt Service</b>	Collateralization or Debt Service	1501		0.00	0.00	0.00	0.00	
	<b>HA-Wide Collateralization or Debt Service Totals</b>			0.00	0.00			
<b>AMP 30 - HA1-26</b>	Electrical Disbrubition							
<b>Puuwai Momi</b>	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling:	1460		0.00	0.00	0.00	0.00	
	Dwelling Equipment:	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470				0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Puuwai Momi Total</b>			0.00	0.00	0.00	0.00	
<b>AMP 31</b>	Site: Infrastructure walkways, landscaping, roadway, parking improvements, utilities, security, retaining walls, drainange, improvements, accessibility	1450		0.00	0.00	0.00	0.00	
	Dwelling: Dwelling improvements, accessibility, infrastructure, exterior building systems, utilities, termite control, interior building systems, energy efficient systems, hazard material abatement	1460		982,704.85	0.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA1-05 Kalihl Valley Homes	Dwelling Equipment:	1465		500,000.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		271,562.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Kalhi Valley Homes Total</b>				1,754,266.85	0.00	0.00	0.00
AMP 32 - HA1-03  Mayor Wright Homes	Bathrooms & Window Replacement							
	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling:	1460		2,721,357.93	0.00	0.00	0.00	
	Dwelling Equipment:	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470				0.00	0.00	
Non-Dwelling Equipment	1475			0.00	0.00	0.00	0.00	
<b>Mayor Wright Homes Total</b>				2,721,357.93	0.00	0.00	0.00	
AMP 34 - HA1-12  Makua Alii	Structural & Spall Repairs (Const)							
	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling:	1460		0.00	6,075,624.78	0.00	0.00	
	Dwelling Equipment: Telephones, Trash Chutes, Fire Systems, Elevators	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470				0.00	0.00	
Non-Dwelling Equipment	1475			0.00	0.00	0.00	0.00	
<b>Kuhlo Park Terrace Total</b>				0.00	6,075,624.78	0.00	0.00	
AMP 39 - HA1-16	Elevators, Fire Systems, Trash Chutes							
	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling:	1460		0.00	800,000.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
David Malo Circle	Dwelling Equipment: Telephones, Trash Chutes, Fire Systems, Elevators	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470				0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Kuhio Park Terrace Total</b>			0.00	800,000.00	0.00	0.00	
AMP 40 - HA1-10  Kuhio Park Terrace	Elevators, Fire Systems, Trash Chutes							
	Site:	1450		0.00	0.00	0.00	0.00	
	Dwelling:	1460		0.00	0.00	0.00	0.00	
	Dwelling Equipment: Telephones, Trash Chutes, Fire Systems, Elevators	1465		500,000.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470				0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
<b>Kuhio Park Terrace Total</b>				500,000.00	0.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
AMP 43 -  HA1-63 Nani Olu Exterior repairs & sidewalks	Site	1450		367,500.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		367,500.00	0.00	0.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Nani Olu Total</b>			735,000.00	0.00			
AMP 43 -  HA1-70 Kealakehe Roof & exterior repairs	Site	1450		0.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		538,500.00	0.00	0.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Kealakehe Total</b>			538,500.00	0.00			
AMP 43 -  HA1-53 Hale Hookipa Roof & exterior repairs	Site	1450		0.00	0.00	0.00	0.00	
	Dwelling Structures:	1460		1,126,500.00	0.00	0.00	0.00	
	Dwelling Equipment	1465		0.00	0.00	0.00	0.00	
	Non-Dwelling Structures	1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment	1475		0.00	0.00	0.00	0.00	
	<b>Hale Hookipa Total</b>			1,126,500.00	0.00	0.00	0.00	
	<b>Grand Total</b>			12,613,733.00	12,613,733.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: HAWAII PUBLIC HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: HI08P00150109 Replacement Housing Factor Grant No:			Federal FY of Grant: 2009	
Development Number Name/HA-Wide Activities	All Fund Obligated			All Funds Expended			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE Mgmt. Imprvmnts.	9/17/2009			9/17/2011			
1. Management Deficiencies	9/17/2009			9/17/2011			
2. Economic Development	9/17/2009			9/17/2011			
HA-WIDE Administration	9/17/2009			9/17/2011			
HA-WIDE Fees & Costs	9/17/2009			9/17/2011			
HA-WIDE Audit	9/17/2009			9/17/2011			
HA-WIDE Relocation Expenses	9/17/2009			9/17/2011			
HA-WIDE Extraordinary Maintenance	9/17/2009			9/17/2011			
HA-WIDE Development	9/17/2009			9/17/2011			
AMP 30 - Puuwai Momi	9/17/2009			9/17/2011			
AMP 31 - Kalihi Valley Homes	9/17/2009			9/17/2011			
AMP 32 - Mayor Wright Homes	9/17/2009			9/17/2011			
AMP 40 - Kuhio Park Terrace	9/17/2009			9/17/2011			

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

<b>Part I: Summary</b>						
PHA Name/Number		Locality (City/County & State)			<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2009	Work Statement for Year 2 FFY 2010	Work Statement for Year 3 FFY 2011	Work Statement for Year 4 FFY 2012	Work Statement for Year 5 FFY 2013
B.	Physical Improvements Subtotal	<b>Annual Statement \$7,875,624.78</b>	\$7,875,624.78	\$7,875,624.78	\$7,875,624.78	\$7,875,624.78
C.	Management Improvements	<b>\$500,000.00</b>	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00
D.	PHA-Wide Non-dwelling Structures and Equipment	<b>\$0.00</b>	\$0.00	\$0.00	\$0.00	\$0.00
E.	Administration	<b>\$1,211,985.62</b>	\$1,211,985.62	\$1,211,985.62	\$1,211,985.62	\$1,211,985.62
F.	Other	<b>\$503,376.00</b>	\$503,376.00	\$503,376.00	\$503,376.00	\$503,376.00
G.	Operations	<b>\$2,522,746.60</b>	\$2,522,746.60	\$2,522,746.60	\$2,522,746.60	\$2,522,746.60
H.	Demolition	<b>\$0.00</b>	\$0.00	\$0.00	\$0.00	\$0.00
I.	Development	<b>\$0.00</b>	\$0.00	\$0.00	\$0.00	\$0.00
J.	Capital Fund Financing – Debt Service	<b>\$0.00</b>	\$0.00	\$0.00	\$0.00	\$0.00
K.	Total CFP Funds	<b>\$12,613,733.00</b>	\$12,613,733.00	\$12,613,733.00	\$12,613,733.00	\$12,613,733.00
L.	Total Non-CFP Funds					
M.	Grand Total	<b>\$12,613,733.00</b>	\$12,613,733.00	\$12,613,733.00	\$12,613,733.00	\$12,613,733.00

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

Part I: Summary (Continuation)						
PHA Name/Number		Locality (City/county & State)			<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2009	Work Statement for Year 2 FFY 2010	Work Statement for Year 3 FFY 2011	Work Statement for Year 4 FFY 2012	Work Statement for Year 5 FFY 2013
		Annual Statement				
<b>AMP 30</b>						
1026	Puuwai Momi	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1027	Hale Lualima	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1038	Waipahu I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1039	Waipahu II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1066	Salt Lake	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500,000.00
<b>AMP 31</b>						
1005	Kalihi Valley Homes	\$0.00	\$0.00	\$0.00	\$4,302,499.12	\$2,697,500.88
<b>AMP 32</b>						
1003	Mayor Wright Homes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 33</b>						
1009	Kaahumanu Homes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1099	Kamehameha Homes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 34</b>						
1012	Makua Alii	\$6,075,624.78	\$924,375.22	\$0.00	\$0.00	\$0.00
1036	Paoakalani	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1062	Kalakaua Homes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 35</b>						
1011	Punchbowl Homes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1024	Kalanihui	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1046	Makamae	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1047	Pumehana	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1073	Spencer House	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP37</b>						
1004	Lanakila Homes I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1013	Lanakila Homes II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1014	Lanakila Homes III	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1028	Punahele Homes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

1029	Pomaikai Homes	\$0.00	\$1,000,000.00	\$1,000,000.00	\$0.00	\$0.00
1045	Pahala	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00
1051	Hale Aloha O'Puna	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00
1052	Hale Olaloa	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1097	Kauhale O'Hanakahi	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1104	Lanakila Homes IV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 38</b>						
1018	Kapaa	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1019	Hale Hoolulu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1020	Eleele Homes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1021	Hui O'Hanamaulu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1022	Kalaheo	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1023	Home Nani	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1054	Hale Nana Kai O'Kea	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1055	Hale Hoonanea	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1064	Kekaha Haaheo	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1086	Kawailehua – Federal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 39</b>						
1016	David Malo Circle	\$800,000	\$0.00	\$0.00	\$0.00	\$0.00
1017	Kahekili Terrace	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1044	Piilani Homes	\$0.00	\$0.00	\$0.00	\$1,400,000.00	\$0.00
1088	Kahale Mua	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1092	Makani Kai Hale I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1098	Makani Kai Hale II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 40</b>						
1007	Kuhio Homes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1010	Kuhio Park Terrace	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 43</b>						
1032	Kaimalino	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1053	Hale Hookipa	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1061	Ka Hale Kahaluu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1063	Nani Olu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1070	Kealakehe	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 44</b>						
1033	Maile I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1035	Nanakuli Homes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1057	Waimaha Sunflower	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1091	Kauaiokalani	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/20011

1108	Maile II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 45</b>						
1025	Waimanalo Homes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1030	Koolau Village	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1069	Kaneohe Apartments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1072	Hookipa Kahaluu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1090	Kauhale O'Hana	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1107	Waimanalo Homes II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 46</b>						
1031	Hale Hauoli	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1071	Noelani I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1078	Noelani II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1096	Ke Kumu Ekolu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 49</b>						
1015	Wahiawa Terrace	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1050	Kupuna O'Hana	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1056	Kauhale Nani	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AMP 50</b>						
1008	Palolo Valley Homes	\$0.00	\$1,951,249.56	\$3,875,624.78	\$2,173,125.66	\$2,678,123.90
	ADA Compliance	\$0.00	\$2,000,000.00	\$2,000,000.00	\$0.00	\$0.00
	Type C Units	\$1,000,000.00	\$0.00	\$1,000,000.00	\$0.00	\$0.00
	Extraordinary Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Operations	\$2,522,746.60	\$2,522,746.60	\$2,522,746.60	\$2,522,746.60	\$2,522,746.60
	Administration	\$1,211,985.62	\$1,211,985.62	\$1,211,985.62	\$1,211,985.62	\$1,211,985.62
	Fees & Costs	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00
	Relocation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Development Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Management Improvements	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00
	Audit	\$3,376.00	\$3,376.00	\$3,376.00	\$3,376.00	\$3,376.00
	Total CFP Funds (Est.)	\$12,613,733.00	\$12,613,733.00	\$12,613,733.00	\$12,613,733.00	\$12,613,733.00
	Total Replacement Housing Factor Funds					





**PHA Certifications of Compliance  
with PHA Plans and Related  
Regulations**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and Annual PHA Plan for the PHA fiscal year beginning July 1, 2009, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Hawaii Public Housing Authority

H1001

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2010 - 2014

Annual PHA Plan for Fiscal Years 2009 - 2010

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title Chairperson
Travis O. Thompson	
Signature	Date

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Hawaii Public Housing Authority

Program/Activity Receiving Federal Grant Funding

Federal Low-Income Public Housing; Capital Fund Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

See attached

Check here  if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official Chad K. Taniguchi	Title Executive Director
Signature X	Date April 16, 2009

form HUD-50070 (3/98)  
ref. Handbooks 7417.1, 7475.13, 7485.1 & .3

HAWAII PUBLIC HOUSING AUTHORITY  
INVENTORY as of February 18, 2009 (Modified w/ federal projects only)

NAME	HPHA NO.	ADDRESS	CITY	ZIP	PHONE NUMBER	TOTAL UNITS	UNIT TYPE					DATE OF INITIAL OCCUPANCY	
							0	1	2	3	4		5
<b>HPHA Administrative Offices</b>		1002 North School Street	Honolulu	96817	832-4694								
<b>Asset Management Project 30</b>													
<b>Robyn Valluzzi - Manager</b>		<b>Ph: 483-2550 Fax: 483-2552</b>				<b>363</b>							
Puuwai Momi	1026	99-132 Kohomua St.	Aiea	96701	483-2550	260	0	48	86	88	38	0	07/15/69
Hale Laulima	1027	1184 Waimano Home Rd.	Pearl City	96782	483-2550	36	0	0	20	16	0	0	03/24/81
Salt Lake	1066	2907 Ala Ilima St.	Honolulu	96818	483-2550	28	0	28	0	0	0	0	06/25/82
Waipahu I	1038	94-111 Pupuole St.	Waipahu	96797	483-2550	19	0	0	13	6	0	0	04/20/70
Waipahu II	1039	94-132 Pupupuhi St.	Waipahu	96797	483-2550	20	0	0	16	4	0	0	01/05/70
<b>Asset Management Project 31</b>													
<b>Gerald Kita - Manager</b>		<b>Ph: 832-3336 Fax: 832-3385</b>				<b>373</b>							
Kalihi Valley Homes	1005	2250 Kalena Dr.	Honolulu	96819	832-3336	373	0	52	60	123	112	26	08/25/53
<b>Asset Management Project 32</b>													
<b>Joanna Chaves - Manager</b>		<b>Ph: 832-3153 Fax: 832-3188</b>				<b>364</b>							
Mayor Wright Homes	1003	521 N. Kukui St	Honolulu	96817	832-3153	364	0	24	114	168	50	8	10/27/52
<b>Asset Management Project 33</b>													
<b>Joanna Chaves - Manager</b>		<b>Ph: 832-3153 Fax: 832-3188</b>				<b>373</b>							
Kaahumanu Homes	1009	Alokele & Kaiwiula St	Honolulu	96817	832-3153	152	0	0	116	36	0	0	10/26/58
Kamehameha Homes	1099	1541 Haka Dr.	Honolulu	96817	832-3153	221	0	62	123	36	0	0	08/26/97
<b>Asset Management Project 34</b>													
<b>Janice Mizusawa - Manager</b>		<b>Ph: 973-0193 Fax: 973-0197</b>				<b>583</b>							
Kalakaua Homes	1062	1545 Kalakaua Ave.	Honolulu	96826	973-0193	221	0	127	58	36	0	0	12/05/83
Makua Alii (E)	1012	1541 Kalakaua Ave.	Honolulu	96826	973-0193	211	0	210	0	1	0	0	12/06/67
Paoakalani (E)	1036	1583 Kalakaua Ave.	Honolulu	96826	973-0193	151	90	60	0	1	0	0	12/21/70

Built 1969

HAWAII PUBLIC HOUSING AUTHORITY  
INVENTORY as of February 18, 2009 (Modified w/ federal projects only)

NAME	HPHA NO.	ADDRESS	CITY	ZIP	PHONE NUMBER	TOTAL UNITS	UNIT TYPE					DATE OF INITIAL OCCUPANCY			
							0	1	2	3	4			5	
<b>Asset Management Project 35</b>															
<b>Gail Lee - Manager</b>															
<b>Ph: 586-9724 Fax: 586-9728</b>						<b>587</b>									
Punchbowl Homes (E)	1011	730 Captain Cooke Ave.	Honolulu	96813	586-5900	156	0	97	58	1	0	0	12/27/60		
Kalanihulia (E)	1024	1220 Aala St.	Honolulu	96817	586-9723	151	60	90	0	1	0	0	01/16/69		
Makamae (E)	1046	21 S. Kuakini St.	Honolulu	96813	586-9723	124	108	16	0	0	0	0	06/08/71		
Spencer House	1073	1035 Spencer St.	Honolulu	96822	586-9723	17	0	0	1	16	0	0	11/16/86	Built 1968	
Pumehana (E)	1047	1212 Kinau St.	Honolulu	96814	586-5900	139	98	40	1	0	0	0	04/04/72		
<b>Asset Management Project 37</b>															
<b>Tammy Passmore - Manager</b>															
<b>Ph: 933-0474 Fax: 933-0479</b>						<b>364</b>									
Lanakila Homes I	1004	600 Wailoa St.	Hilo	96720	933-0474	78	0	6	32	32	8	0	02/29/00	64 old units built in 1951	
Lanakila Homes II	1013	600 Wailoa St.	Hilo	96720	933-0474	44	0	4	16	18	6	0	02/29/00		
Lanakila Homes III	1014	600 Wailoa St.	Hilo	96720	933-0474	20	0	0	0	8	12	0	09/14/62		
Lanakila Homes IV	1104	600 Wailoa St.	Hilo	96720	933-0474	48	0	2	18	20	8	0	04/26/05	Replaced units built in 1951	
Hale Aloha O Puna (E)	1051	16-189 Pili Mua St.	Keaau	96749	933-0474	30	18	12	0	0	0	0	11/08/77		
Hale Olaloa (E)	1052	144 Kamana St.	Hilo	96720	933-0474	50	30	20	0	0	0	0	07/08/76		
Kauhale O'Hanakahi	1097	19 Pamala St.	Hilo	96720	933-0474	20	0	0	0	20	0	0	02/28/97		
Pahala (E)	1045	96-1169 Kou St.	Pahala	96777	933-0474	24	16	8	0	0	0	0	06/14/72		
Pomaikai Homes (E)	1029	929 Ululani St.	Hilo	96720	933-0474	20	10	10	0	0	0	0	04/06/67		
Punahele Homes	1028	Lokahi Pl.	Hilo	96720	933-0474	30	0	0	30	0	0	0	04/01/67		
<b>Asset Management Project 38</b>															
<b>Sandra Kouchi - Manager</b>															
<b>Ph: 821-4415 Fax: 821-6964</b>						<b>140</b>									
Kapaa	1018	4726 Malu Rd.	Kapaa	96746	821-4415	36	0	6	8	12	10	0	07/19/66		
Hale Hoolulu (E)	1019	4264 Ala Muku Pl.	Kilauea	96754	821-4415	12	8	4	0	0	0	0	04/02/74		
Hale Nana Kai O Kea (E)	1054	4850 Kawaihau Rd.	Kapaa	96746	821-4415	38	20	18	0	0	0	0	10/15/77		
Hui O Hanamaulu	1021	Laukona St.	Hanamaulu	96715	821-4415	46	0	6	12	16	12	0	05/18/66		
Kalaheo	1022	Puu Rd.	Kalaheo	96741	821-4415	8	0	0	2	4	2	0	04/03/67		

HAWAII PUBLIC HOUSING AUTHORITY  
INVENTORY as of February 18, 2009 (Modified w/ federal projects only)

NAME	HPHA NO.	ADDRESS	CITY	ZIP	PHONE NUMBER	TOTAL UNITS	UNIT TYPE					DATE OF INITIAL OCCUPANCY	
							0	1	2	3	4		5
<b>Asset Management Project 39</b>													
<b>Ione Godsey - Manager</b>													
<b>Ph: 243-5001 Fax: 243-5147</b>						<b>171</b>							
<b>Kahekili Terrace [a &amp; b]</b>	1017	<b>2015 Holowai Pl.</b>	Wailuku	96793	243-5001	82	0	12	22	36	12	0	05/01/66
David Malo Circle	1016	Mill St	Lahaina	96761	243-5001	18	0	2	4	10	2	0	06/01/66
Makani Kai Hale	1092	35 Koapaka Ln.	Waiehu	96793	243-5001	25	0	0	0	25	0	0	09/11/95
Piilani Homes (E)	1044	1028 Wainee St.	Lahaina	96761	243-5001	42	32	10	0	0	0	0	08/17/70
Makani Kai Hale II	1097	35 Koapaka Ln.	Waiehu	96793	243-5001	4	0	0	0	4	0	0	05/01/98
<b>Asset Management Project 40</b>													
<b>Robert Faleafine - Manager</b>													
<b>Ph: 832-6075 Fax: 832-3438</b>						<b>748</b>							
<b>Kuhio Park Terrace</b>	1010	<b>1475 Linapuni St.</b>	Honolulu	96819	832-6075	614	0	48	318	206	42	0	02/02/65
Kuhio Homes	1007	Ahonui St.	Honolulu	96819	832-6075	134	0	20	32	37	37	8	11/16/53
<b>West Kauai Management Unit 41 (Asset Management Project 38)</b>													
<b>Management Inc.</b>													
<b>Scott Cabral - Manager</b>													
<b>Ph: 337-7664 Fax: 337-7666</b>						<b>181</b>							
<b>Kekaha Ha'aheo</b>	1064	<b>8238 Iwipolena Rd.</b>	Kekaha	96752	337-7664	78	0	42	12	24	0	0	10/12/82
Eleele Homes	1020	Ahe St.	Eleele	96705	337-7664	24	0	2	6	10	6	0	06/17/66
Hale Hoonanea (E) (Port Al)	1055	4401 Waialo Rd.	Eleele	96705	337-7664	40	24	16	0	0	0	0	07/06/76
Home Nani (E)	1023	Moana & Laau Rd.	Waimea	96796	337-7664	14	10	4	0	0	0	0	07/07/70
Kawaiaehua - Federal	1086	5230 Paanau Rd.	Koloa	96756	337-7664	25	0	0	0	25	0	0	10/15/93

HAWAII PUBLIC HOUSING AUTHORITY  
INVENTORY as of February 18, 2009 (Modified w/ federal projects only)

NAME	HPHA NO.	ADDRESS	CITY	ZIP	PHONE NUMBER	TOTAL UNITS	UNIT TYPE					DATE OF INITIAL OCCUPANCY		
							0	1	2	3	4			5
<b>Asset Management Project 43</b>						<b>Hawaii Affordable Properties, Inc.</b>								
<b>Paul Sopoaga - Manager</b>						<b>Ph: 322-1915 Fax: 322-1918</b>								
<b>Ka Hale Kahaluu</b>	1061	<b>78-6725 Makolea St.</b>	Kailua-Kona	96740	322-8112	50	0	8	12	22	8	0	08/13/81	
Hale Hookipa (E)	1053	81-1038 Nani Kupuna Place	Kealakekua	96750	322-8112	32	20	12	0	0	0	0	06/01/76	
Kaimalino	1032	74-5060 Kealakaa St.	Kailua-Kona	96740	322-8112	40	0	10	14	14	2	0	06/28/71	
Kealakehe	1070	74-991 Manawale'a St.	Kailua-Kona	96740	322-8112	48	0	16	16	16	0	0	08/28/85	
Nani Olu (E)	1063	81-1011 Nani Kupuna Place	Kealakekua	96750	322-8112	32	0	32	0	0	0	0	08/31/81	
<b>Asset Management Project 44</b>						<b>Ewa Pointe Realty</b>								
<b>Tom Bentkowski - Manager</b>						<b>Ph:697-7171 Fax: 697-7174</b>								
<b>Waimaha-Sunflower</b>	1057	<b>85-186 McArthur St.</b>	Waianae	96792	697-7171	130	0	52	46	32	0	0	07/01/80	Built 1975
Kau'iokalani	1091	85-658 Farrington Hwy.	Waianae	96792	697-7171	50	0	0	0	50	0	0	07/26/95	
Maili I	1033	Maliona St.	Waianae	96792	697-7171	20	0	0	7	13	0	0	01/28/69	
Maili II	1108	Keliikipi St.	Waianae	96792	697-7171	24	0	0	12	0	12	0	11/12/99	replaced units built in 1969
Nanakuli Homes	1035	Lualei Pl. & Farrington Hwy.	Waianae	96792	697-7171	36	0	0	0	36	0	0	11/24/69	
<b>Asset Management Project 45</b>						<b>Realty Laua LLC</b>								
<b>Patrick Mauga - Manager</b>						<b>Ph: 233-3766 Fax: 233-3768</b>								
<b>Koolau Village</b>	1030	<b>45-1027 Kamau Pl.</b>	Kaneohe	96744	233-3766	80	0	8	24	36	12	0	11/05/69	
Hookipa Kahaluu	1072	47-330 Ahuimanu Rd.	Kaneohe	96744	233-3766	56	0	8	32	16	0	0	08/18/83	
Kaneohe Apartments	1069	45-507 & 45-513 Pahia Rd.	Kaneohe	96744	233-3766	24	0	5	19	0	0	0	04/19/84	Built 1965 & 1972
Kauhale O'hana	1090	41-1260 Kalaniana'ole Hwy.	Waimanalo	96795	233-3766	25	0	0	0	25	0	0	04/06/95	
Waimanalo Homes	1025	Humuniki St. & Humuna Pl.	Waimanalo	96795	233-3766	19	0	0	5	11	3	0	05/02/01	replaced units built in 1967
Waimanalo Homes II	1107	Humuniki St. & Humuna Pl.	Waimanalo	96795	233-3766	22	0	0	14	7	1	0	05/02/01	replaced units built in 1967

HAWAII PUBLIC HOUSING AUTHORITY  
INVENTORY as of February 18, 2009 (Modified w/ federal projects only)

NAME	HPHA NO.	ADDRESS	CITY	ZIP	PHONE NUMBER	TOTAL UNITS	UNIT TYPE					DATE OF INITIAL OCCUPANCY	
							0	1	2	3	4		5
<b>Asset Management Project 46 (North Hawaii)</b>						<b>Hawaii Affordable Properties, Inc.</b>							
<b>Mark Sayers - Manager</b>						<b>103</b>							
<b>Ph: 887-8130 Fax: 887-8132</b>													
Noelani II	1078	65-1191 Opelo Rd.	Kamuela	96743	887-8130	24	0	0	0	24	0	0	11/07/88
Hale Hauoli (E)	1031	45-540 Kaniaka Pl.	Honokaa	96727	887-8130	40	24	16	0	0	0	0	03/04/70
Ke Kumu 'Ekolu	1097	68-3385 Ke Kumu Pl.	Waikoloa	96738	887-8130	20	0	0	0	20	0	0	02/28/97
Noelani I	1071	65-1189 Opelo Rd.	Kamuela	96743	887-8130	19	0	7	12	0	0	0	04/15/83
<b>Molokai Management Unit 47 (Asset Management Project 39)</b>													
<b>Ione Godsey - Manager</b>						<b>25</b>							
<b>Ph: 552-2270 Fax: 552-0061</b>													
Kahale Mua - Federal	1088	P.O. Box 30	Maunaloa	96770	552-2270	25	0	0	0	25	0	0	12/10/93
<b>Asset Management Project 49</b>						<b>Realty Laua LLC</b>							
<b>Lui Faleafine - Manager</b>						<b>150</b>							
<b>Ph: 622-6360 Fax: 622-6362</b>													
Kauhale Nani	1056	310 North Cane St.	Wahiawa	96786	622-6360	50	0	14	16	20	0	0	07/10/80
Wahiawa Terrace	1015	300 Palm St.	Wahiawa	96786	622-6360	60	0	12	16	24	8	0	10/01/66
Kupuna Home O'Waialua (E	1050	67-088 Goodale Ave.	Waialua	96791	637-8244	40	24	16	0	0	0	0	02/01/77
<b>Asset Management Project 50</b>													
<b>Janice Mizusawa - Manager</b>						<b>118</b>							
<b>Ph: 973-0193 Fax: 973-0197</b>													
Palolo Valley Homes	1008	2107 Ahe Street	Honoiiulu	96816	733-9113	118	0	8	34	40	32	4	06/30/57

**Certification of Payments  
to Influence Federal Transactions**

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

Applicant Name

Hawaii Public Housing Authority

Program/Activity Receiving Federal Grant Funding

Federal Low Income Public Housing program; Section 8 Housing Choice Voucher Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Title \*

Chad K. Taniguchi

Executive Director

Signature

Date (mm/dd/yyyy)

2/19/09

Previous edition is obsolete

form HUD 50071 (3/98)  
ref. Handbooks 7417.1, 7475.13, 7485.1, & 7485.3

**DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB  
0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> b. a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	<b>2. Status of Federal Action:</b> a. a. bid/offer/application b. initial award c. post-award	<b>3. Report Type:</b> a. a. initial filing b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Hawaii Public Housing Authority <i>if known:</i> P. O. Box 17907 1002 N. School Street Honolulu, Hawaii 96817  Congressional District, <i>if known:</i>		<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>   Congressional District, <i>if known:</i>
<b>6. Federal Department/Agency:</b> Department of Housing and Urban Development	<b>7. Federal Program Name/Description:</b> Public and Indian Housing CFDA Number, <i>if applicable:</i> _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i> None	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> None	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: <u>Chad K. Taniguchi</u> Title: <u>Executive Director</u> Telephone No.: <u>808-832-4694</u> Date: <u>3/9/09</u>	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.



Hawaii Public Housing Authority  
Annual and Five-Year Plan  
Fiscal Years 2010-2014

**RESIDENT ADVISORY BOARD (RAB) RECOMMENDATIONS**  
**FOR FY 2010-2014 FIVE YEAR PLAN**

The RAB reviewed the Five-Year Plan and supports the proposed goals and objectives.

**Annual Plan**

**1. Housing Needs**

- The RAB has reviewed Component 1; Housing Needs and has no comments at this time to this section of the PHA Plan

**2. Financial Resources**

- The RAB supports HPHA's proposed late fees charged to residents for late payment on their rent and also fees for bounced checks that are written with the condition that those fees be assessed after the grace period is over and not after the due date. The RAB feels that tenants should be held accountable for payment of their rent on time but the grace period should not be taken away from them in paying their rent.

**HPHA Response: HPHA feels that rent should be paid on time and any payment made after the date agreed to on the lease agreement is considered late. As a result the late fee should be assessed right after the 1st of the month.**

**3. Polices on Eligibility, Selection and Admissions**

- The RAB supports HPHA's proposed changes of adding the working families as a preference for entrance into public housing, but the RAB strongly feels that before any new applications are accepted, a new list should be generated using the current applicants currently on the waitlist who fall into the working families category. The RAB strongly feels that there needs to be a balance between the preference on the waitlist.

**HPHA Response: HPHA is not intending to replace the homeless as a preference. Working families are being added to the preference list in an effort to generate income for the AMP. Among the preferences, applicants will still be put on the waitlist according to time and date.**

- The RAB recommends that HPHA monitor applicants more closely. Previous residents of public housing, who owe a back balance to HPHA, should not be allowed to fill out an application for housing until their outstanding balance is paid off.



**HPHA Response: The HPHA Applications section accepts ALL applications. Screening of all applications is done by the application unit and denial letters are sent to the applicants who do not qualify due to a balance owing. The outstanding balance will need to be taken care of BEFORE the applicant is put on the waiting list.**

#### **4. Rent Determination Policies**

- The RAB supports the HPHA proposed change to raising the minimum rent from \$0 to \$50.00, but a monitoring system needs to be implemented by HPHA to ensure that residents who are able to work are actively seeking employment.

**HPHA Response: HPHA supports RAB recommendation to raise the minimum rent to \$50.00. This will allow AMP's to receive added revenue.**

- The RAB recommends that HPHA implement a standard policy on calculating changes in rent on a timely basis without penalizing the tenant for their hardship. Upon discovery of an error in rent calculation made by HPHA, where the rent was determined to be higher, the tenant should not be retroactively charged. The tenant should only be charged from the time the error was discovered and the tenant should not be faced with eviction for non-payment or delinquency of rent. Upon discovery of an error in rent calculation made by HPHA where the rent was determined to be lower, the tenant should have the option of receiving a lump sum or credit towards monthly rent of the amount owed to the tenant.
- The RAB recommends that interim rents should be done in a timely basis to prevent residents from being penalized should there be an increase in rent.
- **HPHA response: HPHA is currently calculating rent in a timely manner, however, IF there is a delay in receiving salary or employment verification from the employers, this will delay interim rents from being determined for the resident. In the case of re-examinations being done, HPHA starts the re-exam process 3 months prior to the resident's re-exam date. If there is a miscalculation of rent, due to a mistake from management, the tenant is not liable for additional rent owed.**

#### **5. Operations and Management Policies**

- The RAB recommends that HPHA do a better job of monitoring management to ensure that general maintenance of the projects is maintained in a timely manner. As an example, lights that are not working in the parking lots haven't been fixed due to lack of manpower or that the truck isn't available. The RAB feels that excuses are being given for maintenance to the projects not being done.
- The HPHA must implement a system to ensure that repairs to units are being done and completed in a timely manner. The RAB recommends that HPHA implement a system to monitor the quality and timeliness of the work.

**HPHA Response: There is a current system in place by HPHA to monitor the general maintenance and work orders at the AMP's.**



Hawaii Public Housing Authority  
Annual and Five-Year Plan  
Fiscal Years 2010-2014

- With the starting of asset management, the RAB recommends that HPHA should create a report card for each project, which should be available to all residents. The report card should clearly show areas where management is deficient in and area where management is doing well.

**HPHA Response: HPHA Administration supports the evaluation of the managers on a consistent basis. State Public Housing Managers (SPHM's) have scheduled meetings with the SPHM's in HPHA's efforts to continuously monitor the AMP's overall work performance.**

- The RAB recommends hiring residents to serve as on-site managers to deal with on-site situations. The RAB feels that these on-site managers should be a priority in elderly projects but eventually should be branched to all projects. The RAB recommends that on-site managers be a program that is started at ALL public housing projects rather than just being a pilot project for one or two projects.

**HPHA Response: HPHA is in the process of implementing the tenant monitor program. HPHA feels that the initial implementation of the program must be started only at ONE property. This will allow HPHA to effectively evaluate the program and see what the financial cost will be to run the program.**

- The RAB recommends that utility allowance checks be mailed directly to the utility company, which will prevent people from "double-dipping" and going to non-profits for payments for utilities.

**Response: HPHA realizes that the utility check being sent to residents is being used for other purposes. HPHA is in full support of this recommendation although it may take some time to set this system up with the utility companies.**

## **6. Grievance Procedures**

- The RAB continues to strongly recommend that the lease agreement and other important documents such as the grievance procedures be translated into different languages (written form). Having important documents translated will help to ensure that all residents understand their rights, rules, and responsibilities.

- **HPHA Response: HPHA agrees with this recommendation and will work on getting ALL important documents translated for the benefit of the residents.**



Hawaii Public Housing Authority  
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**7. Capital Improvement Needs**

- The RAB recommends that HPHA monitor more closely contractors who are hired to do capital improvements. Monitoring should be done to prohibit contractors from using shoddy materials and to ensure that projects are completed on time and on budget.

**HPHA response:** The procurement and bid process includes building and material specifications that are required for the job being bid on. Throughout the contract, HPHA continuously monitors the contractor's quality of work done by the contractors.

**8. Demolition and Disposition**

- The RAB recommends that HPHA put more thought to which building(s) they will be demolishing. The RAB feels that HPHA has made decisions in the past to demolish units in specific projects, but have later changed their minds. As a result, HPHA has wasted time waiting for HUD approval to "de-demolish" before they can move forward to renovate the units. (Kalihi Valley Homes and Lanakila Homes)

**HPHA Response:** HPHA continuously evaluates our housing priorities. With a long waiting list of applicants waiting to move into public housing, some decisions to demolish units had to be reversed.

**9. Designation of Housing**

- The RAB recommends that HPHA continue to study the problems that arise from the elderly living in the same community with the young disabled residents. There is a growing concern from the RAB and residents statewide about putting the young disabled in the same community as the elderly. RAB suggest that HPHA look into the possibility of placing the young disabled in a different property from the elderly residents, which will alleviate a lot of problems.

**HPHA Response:** HPHA realizes that there are a lot of problems due to the young handicapped being placed in elderly housing. HPHA is looking into the possibility of designating certain projects to house elderly residents.

- The RAB recommends that as a condition of accepting a unit in public housing, applicants who receive mental health services, shall provide the appropriate assessment certifying that they do not pose a safety risk to their community and are able to live with minimal assistance from outside services. Currently, residents, who require substantial mental health services, have jeopardized the



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safety and security of others living in the project by displaying violent and intimidating behavior.

**HPHA Response: HPHA will continue to comply with rules of fair housing, including providing housing for people with disabilities.**

- The RAB recommends that HPHA do a better job of monitoring elderly projects to ensure that all residents meets the requirement of being 62 years of age. There seems to be residents living in elderly public housing, which do not fit the criteria of living in that specific elderly housing.

**HPHA Response: HPHA Application unit continues to ensure that applicants to public housing who are elderly or disabled meet the designated requirements for them to enter public housing.**

#### **10. Conversion of Public Housing**

- The RAB has reviewed Component 10; Conversion of Public Housing and has no comment at this time to this section of the PHA Plan.

#### **11. Homeownership**

- The RAB reviewed Component 11, Home Ownership and has no comment at this time to their section of the PHA Plan.

#### **12. Community Service Programs**

- The RAB strongly recommends and supports training and implementation of resident management corporations to further enhance resident self-sufficiency. HPHA must work with projects that express interest in forming and operating resident management corporations, as strongly encouraged by HUD's CFR vol. 4 part 964.

**HPHA Response: HPHA feels that the implementation of management corporations should not be dependent on the housing authority but feels that the responsibility of starting up a management corporation should lie with the residents.**

#### **13. Crime and Safety**

- The RAB recommends that security programs not only be focused on certain projects. The RAB understands that there are different safety issues at each project, but HPHA should also add some form of a security program at all projects.



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**HPHA Response:** Due to the lack of funding, HPHA is not able to place security programs at every housing site. Without on-site security, HPHA management has great difficulty enforcing the housing rules. HPHA, under the coordination of Mr. Cliff Laboy is in the process of developing a program in partnership with the Honolulu Police Department that would enable HPHA to get information on incidents happening at unsecured properties. The program will be called the HPHA's incident report card program. The implementation of this program is still in progress but the information gathered will then allow HPHA to enforce our house rules and evict any residents that don't follow our house rules.

- The RAB recommends that projects be evaluated for areas that may be detrimental and may cause a problem with crime and safety. The RAB strongly feels that HPHA has not followed through in the installation of adequate lighting and removing all physical barriers at all projects to improve the overall security at the projects.

**HPHA Response:** HPHA has started "environmental design strategies" at Kamehameha Homes, Makamae Homes and Punchbowl Homes by cutting back shrubs and bushes and other heavily vegetated areas. This has created a better environment and improved visibility for security personnel. HPHA through coordination of Mr. Cliff Laboy, is trying to fund volunteer groups that could help with performing the physical labor needed to cut down the vegetation. HPHA's installation of adequate lighting at the projects is being affected by funding.

- The RAB recommends that HPHA provide proper training to all associations interested in starting a community patrol/security watches. Without proper training, community patrol/security watches will not be effective in their community.

**HPHA Reponse:** HPHA agrees with this recommendation. The Honolulu Police Department is available to conduct training to any group interested in doing a community patrol/security watch at their project.

- The RAB recommends hiring residents to serve as on-site managers to deal with on-site situations to deal all sites but priority given to elderly projects. The RAB recommends that on-site managers be started at ALL public housing rather than just being a pilot project for one or two projects.

**HPHA Response:** HPHA is in the process of implementing the tenant monitor program. HPHA feels that the initial implementation of the program must be started only at ONE property. This will allow HPHA to effectively evaluate the program and see what the financial cost will be to run the program.

**14. Pet Policy**



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- The RAB recommends that HPHA be consistent in the enforcement of pet policy rules and guidelines. There are many residents that should be referred to evictions due to the breaking of the pet policy. In addition, the size of the animal may be a safety issue on the property, which may lead to pending lawsuits by residents should someone get hurt.

**HPHA response: HPHA will continue to work with all AMP's to consistently enforce the rules and guidelines of the pet policy statewide.**

**15. Civil Rights Certifications (included with PHA Plan Certifications)**

- The RAB reviewed Component 15, Civil Rights Certification and has no comment at this time to their section of the PHA Plan.

**16. Audit**

- The RAB reviewed Component 16, Financial Audit and has no comment at this time to their section of the PHA Plan.

**17. Asset Management**

- The RAB reviewed Component 17, Asset Management and has no comment at this time to their section of the PHA Plan.

**18. Other Information**

- The RAB reviewed Component 18, Other Information and has no comment at this time to their section of the PHA Plan.

**19. Definition of "Substantial Deviation" and "Significant Amendment Or Modification"**

- The RAB reviewed the definition of substantial deviation and significant amendment or modification and has no comment at this time to this section of PHA Plan.

**20. Additional Comments**

- The RAB strongly feels that in order to make comments and/or recommendations to HPHA's proposed changes, the PMMSB Chief or designated representative must be available to attend all RAB meetings so that RAB members can ask questions first hand as to what the changes are and who it will involve. RAB members will then have a better understanding of what those changes are and can communicate them to the residents in their geographic area.

**HPHA Response: HPHA will continue to have appropriate staff attend meetings**

## NOTICE OF PUBLIC HEARING

This notice is to inform you that, pursuant to 24 CFR Part 903.17, the Hawaii Public Housing Authority (HPHA), Department of Human Services, State of Hawaii will hold public hearings as specified below on the Public Housing Agency (PHA) 5-Year and Annual Plans.

**Background.** The HPHA is currently developing its Fiscal Year 2009 PHA 5-Year and Annual Plans as required by the Quality Housing and Work Responsibility Act (QHWRA) of 1998. The QHWRA was enacted to revitalize and improve federal public housing and tenant-based assistance programs and makes significant changes to federal and Section 8 tenant-based programs. The 5-Year Plan states the HPHA's mission, goals, and objectives for serving the needs of low-income and very low-income families during the next five years. The Annual Plan details the operations and management of federal public housing and Section 8 tenant-based assistance programs. Through these plans, HPHA will advise the U.S. Department of Housing and Urban Development (HUD), its residents, and members of the public on its strategy in addressing the needs of residents in federal public housing and recipients of Section 8 tenant-based assistance.

Copies of the draft 5-Year and Annual Plans will be available for public viewing or picked up at management offices and the following locations between 7:45 a.m. to 4:30 p.m.

Hawaii Public Housing Authority (HPHA)  
1002 North School Street, Bldg. E  
Honolulu, Hawaii 96817

Lanakila Homes  
600 Wailoa Street  
Hilo, Hawaii 96720

Ka Hale Kahaluu  
78-6725 Makolea Street  
Kailua-Kona, Hawaii 96740

Kapaa  
4726 Malu Road  
Kapaa, Hawaii 96746

Kahekili Terrace  
2015 Holowai Place  
Wailuku, Hawaii 96793

The draft of the 5-Year and Annual Plans will be posted on the HPHA web site at <http://www.hpha.hawaii.gov>

The public hearings will be held on Thursday, April 9, at 6:00 p.m. at the following locations, with the exception of the public hearing at Kealakehe Intermediate School Cafeteria, which will be at 6:30 p.m.:

Hawaii Public Housing Authority (HPHA)  
1002 No. School Street, Bldg. "E"  
Honolulu, Hawaii 96817

Kealakehe Intermediate School Cafeteria  
74-5062 Onipa'a Street  
Kailua-Kona, Hawaii 96740

(Continued on reverse side)

Lanakila Homes Community Center  
600 Wailoa Street  
Hilo, Hawaii 96720

State Kawailehua Community Hall  
5220 Pa`anau Road  
Koloa, Hawaii 96756

Makani Kai Hale Community Hall  
35 Koapaka Lane  
Wailuku, Hawaii 96793

All interested persons are invited to provide comments relating to the FY 2009 PHA 5-Year and Annual Plans either orally or in writing.

If written testimony is presented, five copies should be made available to the presiding officer at the public hearing. All written comments may also be mailed to the Hawaii Public Housing Authority, Property Management and Maintenance Branch, Attention: PHA Plans Coordinator at P.O. Box 17907, Honolulu, Hawaii 96817 or faxed to (808) 832-4679 by 4:30 p.m. on Wednesday, April 8, 2009. Comments can be sent by electronic mail to [hpha@hawaii.gov](mailto:hpha@hawaii.gov), but must arrive by Wednesday, April 8, 2009. All comments and testimony received will be considered in preparing the PHA Plans.

Any person who may require special needs (i.e., large print, taped materials, sign language interpreter, etc.) shall make all requests to HPHA. That request shall be made at least ten working days prior to the public hearings by written request or on Oahu by calling 832-4686 and for the neighbor islands by calling 1-800-468-4644, ext. 24686.

HPHA does not discriminate against any person because of race, color, religion, sex, disability, familial status, ancestry, age, marital status, or HIV infection.

Chad K. Taniguchi  
Executive Director  
Hawaii Public Housing Authority  
Department of Human Services

February 24, 2009





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**CHANGES INCLUDED IN THE DRAFT HPHA PLAN**

The following information was presented to the Hawaii Public Housing Authority Board of Directors at its meeting on March 19, 2009.

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**March 19, 2009**

**SUBJECT:** Policy and Strategy Changes Contained in the Public Housing Agency 5-Year Plan for Fiscal Years 2010 to 2014 and Annual Plan for the Period July 1, 2009 through June 30, 2010.

**I. BACKGROUND**

- A. The Public Housing Agency (PHA) 5-Year and Annual Plans are a requirement of the Quality Housing and Work Responsibility Act of 1998 (QHWRA). All public housing agencies administering federal public housing and Section 8 tenant-based (housing choice voucher) assistance programs must submit their plans to the U.S. Department of Housing and Urban Development (HUD) to be eligible to receive administrative, Capital Fund Program, and Section 8 Housing Choice Voucher assistance monies.
- B. The PHA 5-Year plan states the mission of serving the needs of low-income and very low-income families, and how the PHA will address those needs for a five-year period.
- C. The Hawaii Public Housing Authority (HPHA) will be submitting information for all required Plan components using a new HUD-developed outline for the plans. The new outline differs in format from the previous template but the components are similar. Some components of the proposed 2009-2014 plan are changes from the HUD-approved 2005-2008 plan.
- D. HPHA must electronically submit the new plan and attachments to the local Honolulu HUD office for their review and subsequent approval no later than April 17, 2009.

**II. DISCUSSION**

The PHA 5-Year and Annual Plan acts as a planning document and application for funding for HPHA and HUD, and as an informational document for tenants and other interested parties. As such, the plan changes over time in response to



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changing circumstances. The draft 2009-2014 plan notes the following changes in HPHA policies and goals:

- A. The 2005-2008 plan lists “economic hardship” as a waiting list preference. HPHA proposes to eliminate this item and substitute a preference for working families in order to encourage self-sufficiency and improve the mix of incomes in housing projects. This change would also increase rent revenue.
- B. The new plan adds mixed use redevelopment by a public/private partnership as a strategy to: increase the supply of affordable housing and improve the existing housing stock; de-concentrate poverty by co-locating households of varying income levels; and leverage scarce HPHA resources by joining them with private investment.
- C. In order to further the goals of fair housing and better assist the populations with disproportionate housing needs, HPHA will arrange for training in basic skills, such as housekeeping, for applicants and tenants with acculturation needs, especially those with limited English proficiency.
- D. A \$25 fee would be imposed for late rent and dishonored checks in order to deter those problems.
- E. HPHA will pursue elderly families-only designation for targeted federal public housing projects.



**HPHA BOARD OF DIRECTORS MEETING APRIL 16, 2009**

**CHANGES TO THE 2009 DRAFT PHA 5-YEAR AND ANNUAL PLAN BASED  
ON PUBLIC TESTIMONY RECEIVED**

The following proposed changes correct formatting deficiencies, add information requested by HUD, and incorporate changes suggested in testimony presented at the public hearings held April 9, 2009 and deemed appropriate by HPHA staff:

1. Page 5 of the Plan was re-arranged so that changes being proposed are more prominently displayed. Items being changed from the previous 5-Year and Annual Plan are specified at the top of the page in Section 6.0 (a) instead of at the bottom of the page in 6.0 (b). ACOP reference corrected in 6.0 (b) (1).
2. The \$25 fee for late payment of rent has been clarified. Rent is due and payable on the first of the month. However, many residents subsist on government benefits that are not received on the first of the month, such as Social Security (3<sup>rd</sup> of the month) and state welfare payments (3<sup>rd</sup> or 5<sup>th</sup> of the month), and would incur repeated late fees. In recognition of this, the existing rental agreement includes a grace period of seven business days before a tenant is considered out of compliance for late rent payment. The proposed final Plan clarifies that a late fee would be incurred only if rent is not paid within the grace period. (See item 6.0 *Rent Determination*, page 5 of the proposed final Plan)
3. A change in the minimum rent policy was included in the first draft of the proposed Plan, which was presented to the Resident Advisory Board (RAB) in late 2008. The proposal to increase the minimum rent from \$0 to \$50 for all units was proposed by HPHA and agreed to by the RAB, but was inadvertently left out of the draft Plan when it was converted in January 2009 to the new format mandated by HUD. Testimony was received that this omission should be corrected and HPHA agrees. (See item 6.0 *Rent Determination*, page 5 of the proposed final Plan)
4. HUD requested that additional information be included in the Demolition and Disposition section of the Plan, regarding previously approved actions. References have been included to Lanakila Homes and Waimanalo Homes. (See Item 7.0, *Demolition and/or Disposition*, page 6 of the proposed final Plan)
5. The Capital Fund Program tables have been updated to include federal stimulus fund projects; have been reformatted to new HUD forms; and include minor corrections. (See HUD-50075.1 and HUD-50075.2 attached to proposed Plan)



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<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b>					
	PHA Name: Hawaii Public Housing Authority			PHA Code: HI001		
	PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8)					
	PHA Fiscal Year Beginning: (MM/YYYY): 07/2009					
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above)					
	Number of Public Housing Units: 5,331		Number of Housing Choice Voucher units: 3,128			
<b>3.0</b>	<b>Submission Type</b>					
	<input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only					
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
					PH	HCV
	PHA 1:					
	PHA 2:					
	PHA 3:					
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.					
<b>5.1</b>	<b>Mission.</b>					
	The mission of the Hawaii Public Housing authority 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.					



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**5.2 Goals and Objectives**

**A. PHA Goal: Expand the supply of assisted housing**

**Objectives:**

1. Apply for additional rental vouchers if available.
2. Reduce public housing vacancies: Not to exceed 5% vacancy rate.
3. Leverage private or other public funds to create additional housing opportunities: Assess the feasibility of mixed-use private redevelopment.
4. Shelter Plus – 100 units (20 unit per year)

**B. PHA Goal: Improve the quality of assisted housing**

**Objectives:**

1. Improve public housing management: (PHAS score)
  - PHAS Physical Condition (REAC) - Passing score of 75 out of 100 points.
  - PHAS Financial Condition- Increase rent collection rate to 95%.
  - PHAS Management Operations -Vacant Unit Turnaround Time: Less than or equal to 20 days; Work Orders: Complete or abate 100% 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.
  - Evaluate and upgrade PHA computer software to increase the efficiency of programs agency-wide.
  - Improve tenant rent collection system through timely evictions for non-payment of rents.
2. Improve voucher management: (SEMAP score) Strive for High-Performer: 90%
  - Maintain lease-up to 95% of budget utilization.
  - Partner with the City and County of Honolulu, Section 8 Housing Choice Voucher Program to develop a rent reasonableness process to improve operational effectiveness.
  - Develop and maintain an effective reporting system to improve operational efficiency.
  - Continue to develop relationships with more partners in the recruitment and retention of landlords.
3. 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).
4. Concentrate on efforts to improve specific management functions:
  - Develop strategies and training for PH managers and staff to improve rating on the Resident Service and Satisfaction Survey.
  - Develop a plan to have Tenant Monitors available when managers are not available.
5. Renovate or modernize public housing units.
6. Demolish or dispose of obsolete public housing and provide replacement housing.
7. Provide replacement vouchers.
8. Leverage Capital Funds to accelerate modernization projects.
9. Study the feasibility of utilizing public/private partnerships for the redevelopment of public housing.

**C. PHA Goal: Increase assisted housing choices**

**Objectives:**

1. Conduct outreach efforts to potential voucher landlords.
2. Provide Section 8 voucher mobility counseling.
3. Increase voucher payment standards.



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**5.2 Goals and Objectives (cont.)**

4. Implement voucher homeownership program.
5. Implement public housing or other homeownership programs.
6. Utilize Geographical Wait Lists.
7. Pursue designated housing for elderly-only project(s).

**D. PHA Goal: Provide an improved living environment**

**Objectives:**

1. Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income developments.
2. Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments.
3. Implement public housing security improvements.
4. Designate developments or buildings for particular resident groups (elderly, persons with disabilities).

**E. PHA Goal: Promote self-sufficiency and asset development of assisted households**

**Objectives:**

1. Increase the number and percentage of employed persons in assisted families by annually assisting public housing residents to attain their goals for economic self-sufficiency.
2. Attract supportive services to improve assistance recipients' employability.
3. Attract supportive services to increase independence for the elderly or families with disabilities by annually providing or attracting supportive services at 5 public housing sites that service elderly or disabled populations.
4. Provide measures and opportunities to increase the income of residents to complement de-concentration and income targeting.
5. Encourage and support resident participation in an existing Individual Development Account (IDA).

**F. PHA Goal: Ensure equal opportunity and affirmatively further fair housing**

**Objectives:**

1. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.
2. 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.
3. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.
4. Continue on-going efforts to educate and provide information to the general population and to landlords.
5. Conduct on-going training to educate staff.
6. Continue to implement the Section 504 and ADA transition plans.
7. Implement the Limited English Proficiency (LEP) plan for applicants and residents of public housing and Section 8 programs.
8. Provide training to non-English speaking and/or Limited English Proficiency speaking groups with an interpreter available on federal and state fair housing laws.
9. Build community ties with private and non-profit organizations to affirmatively further fair housing.
10. Update the Fair Housing Analysis of Impediments in 2009.



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**5.2 Goals and Objectives (cont.)**

- G. PHA Goal: Improve the housing delivery system through cost-effective management of federal and State government programs and resources:
  - 1. Implement project based accounting and management for federal public housing.
  - 2. Evaluate and upgrade PHA computer software to improve financial accounting and reporting.
  - 3. Improve tenant rent collection system through updating policies and procedures, timely evictions for non-payment of rents, and timely write offs.
  
- H. PHA Goal: Evaluate the current administration of HPHA's Section 8 Housing Choice Voucher Program.
  
- I. PHA Goal: Due to the recent change in funding levels for the Section 8 HCV Program by HUD, HPHA will be exploring various options to maximize the number of voucher participants within the current HUD funding level, including:
  - 1. Adjusting the subsidies given to the current voucher holders to increase the number of active vouchers;
  - 2. Maintaining current subsidy amounts and not open the wait list until HUD funding is increased.
  
- J. PHA Goal: Comply with the Violence Against Women Act to support and assist victims of domestic violence, dating violence, sexual assault, or stalking. To protect certain victims as well as members of the victims' immediate families – from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim.



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**6.0 PHA Plan Update**

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission

- *Eligibility, Selection and Admissions Policies, including De-concentration and Wait List Procedures:* HPHA will establish a wait list preference for working families, and is pursuing public/private partnership mixed-use redevelopment at one or more sites to enhance de-concentration.
- *Financial Resources* amounts have changed.
- *Rent Determination:* HPHA will establish a minimum rent of at least \$50 for all tenants. This was presented to and approved by the Resident Advisory Board but inadvertently omitted from the public PHA Plan draft; public testimony was received asking that it be corrected. A new fee of \$25 will be charged for rent paid more than 7 business days after due, and for dishonored checks.
- *Operations and Management* will incorporate mixed-use redevelopment.
- *Designated Housing for Elderly:* HPHA will submit plans for elderly-only designation for one or more sites.
- *Community Service and Self Sufficiency:* a waitlist preference for working families will encourage increased self-sufficiency.
- *Safety and Crime Prevention:* additional sites have been added to those affected by safety needs; additional legislation is being pursued.

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan.

Hawaii Public Housing Authority (HPHA)  
1002 North School Street, Bldg. E  
Honolulu, Hawaii 96817

Lanakila Homes  
600 Wailoa Street  
Hilo, Hawaii 96720

Ka Hale Kahaluu  
78-6725 Makolea Street  
Kailua-Kona, Hawaii 96740

Kapaa  
4726 Malu Road  
Kapaa, Hawaii 96746

Kahekili Terrace  
2015 Holowai Place  
Wailuku, Hawaii 96793

Also available on the internet at <http://www.hpha.hawaii.gov/housingplans/index.htm>

**THE FOLLOWING POLICIES ARE ALSO AVAILABLE AT THE LOCATIONS ABOVE:**

**Note: ACOP refers to the Admissions and Continued Occupancy Policy document**

1. **Eligibility, Selection and Admissions. and Wait List Policies:** ACOP Chapters 2 and 3
2. **De-concentration Policy:** ACOP Chapter 4
3. **Statement of Financial Resources**
4. **Rent Determination policy:** ACOP Chapter 6.
5. **Operation and Management**
6. **Grievance Procedures:** ACOP Chapter 13



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6.0	<p>(cont.)</p> <ul style="list-style-type: none"><li>7. Designated Housing for Elderly and Disabled Families</li><li>8. Community Service and Self-Sufficiency</li><li>9. Safety and Crime Prevention</li><li>10. Pets Policy: ACOP Chapter 10</li><li>11. Civil Rights Certification</li><li>12. Fiscal Year Audit</li><li>13. Asset Management</li><li>14. Violence Against Women Act (VAWA) activities</li></ul>
7.0	<ul style="list-style-type: none"><li>• <b>Hope VI or Mixed Finance Modernization or Development:</b> HPHA is planning a Request for Proposals for a developer/partner mixed income/mixed finance redevelopment project at Kuhio Park Terrace (614 units) and Kuhio Homes (134 units). Timetable:<ul style="list-style-type: none"><li>HPHA Board approval.....February 19, 2009</li><li>Issuance of RFP.....March, 2009</li><li>Notice of award.....August, 2009</li></ul></li><li>• <b>Demolition and/or Disposition:</b><ul style="list-style-type: none"><li>1. Lanakila Homes, Big Island: HPHA had previously received approval to demolish a number of buildings at Lanakila Homes. Subsequently it was determined that rehabilitation of 3 of those buildings would be more appropriate, and approval to rescind demolition of 6 units was granted by HUD. On February 19, 2009 the HPHA Board of Directors authorized HPHA to pursue a plan to utilize volunteer organizations to renovate the 6 units and return them to service.</li><li>2. Waimanalo Homes, Oahu: The Department of Hawaiian Home Lands (DHHL) requested a no-cost six-foot wide sewer easement along the property line of Lot 146, in order to connect a new DHHL subdivision to the existing city sewer system. There is no adverse impact on HPHA, the property or its residents. No units are taken from service, no tenants displaced. Tenants will be informed of the planned easement.</li><li>3. No additional demolition requests are planned at this time. HPHA may consider demolition of a limited number of units should circumstances require. Such action would only occur in consultation and with the approval of Department of Housing and Urban Development.</li></ul></li><li>• <b>Conversion of Public Housing:</b> None planned for this time period.</li><li>• <b>Homeownership Programs:</b> Waimanalo Homes (HI10P001025) approved 1/10/2000; 28 units affected. No change in status since previous PHA plan.</li></ul>



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7.0	<ul style="list-style-type: none"> <li> <b>Project-based Vouchers.</b> 305 units at Pololo Homes I and II. Consistent with the HPHA's efforts to sustain and increase the availability of decent, safe, and affordable housing, HPHA plans to continue its utilization of rent subsidy vouchers through the Federal Project-Based Certificate/Voucher Program. The HPHA will earmark up to the maximum allowable vouchers as specified in 24 CFR 983 and will utilize project basing on the counties of Oahu, Kauai, Maui, and Hawaii in accordance with program guidelines and objectives.         </li> </ul> <p>To maximize utilization and to encourage tenant development, HPHA applied for and received HUD approval on August 8, 2001 to exceed the 25 percent cap for dwelling units in any building to be assisted under a housing assistance payment (HAP) by requiring owners to offer supportive services. To minimize the loss of existing housing inventories, HPHA applied for and received HUD approval on October 4, 2001 to attach Project Based Assistance to State-owned public housing projects in areas, which exceed the 20 percent poverty rate limitation. HPHA will continue to develop these strategies to better address housing needs in Hawaii.</p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p><b>ATTACHED</b></p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p><b>ATTACHED</b></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b></p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p><b>NOT APPLICABLE</b></p>



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9.0 Housing Needs of Families in the Jurisdiction.

<b>Housing Needs of Families on the Public Housing Waiting List</b>		
	# of families	% of total families
Waiting list total	8,834	
Extremely low income <=30% AMI	7,457	84.41
Very low income (>30% but <=50% AMI)	1,170	13.24
Low income (>50% but <80% AMI)	177	2.0
Families with children	4,504	50.98
Elderly families	1,797	20.34
Families with Disabilities	1,774	20.08
White	1,456	16.48
Hispanic	589	6.67
Black	203	2.3
Am Indian, etc	105	1.19
Asian/Pacific Islander/Other	7,070	80.03
<b>Characteristics by Bedroom Size (Public Housing Only)</b>		
1BR and Studio	3,911	44.27
2 BR	3,277	37.10
3 BR	1,339	15.16
4 BR	227	3.14
5 BR	30	.34
5+ BR	0	



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9.0 Housing Needs (cont.)

<b>Housing Needs of Families on the Section 8 Waiting List</b>		
	# of families	% of total families
Waiting list total	4,252	
Extremely low income <=30% AMI	4,016	94.4
Very low income (>30% but <=50% AMI)	205	4.8
Low income (>50% but <80% AMI)	31	.07
Families with children	1,508	35.5
Elderly families	261	6.1
Families with Disabilities	691	16.3
White	786	18.6
Hispanic	358	8.4
Black	109	2.6
Am Indian, etc	51	1.2
Asian/Pacific Islander/Other	3,306	77.8%

The following data is drawn from the Hawaii Housing Policy Study Update, 2006, by SMS Research for Hawaii Housing Finance and Development Corporation (HHFDC).

Shelter costs as percentage of income (Source: 2006 HHFDC Housing Policy Study):

	State of Hawaii	County of Honolulu	County of Hawaii	County of Maui	County of Kauai
Less than 30% household income	40.7	40.6	43.4	36.5	43.0
30 to 40% of household income	12.8	12.4	12.4	15.8	12.0
More than 40% household income	25.7	25.1	26.1	30.0	24.0
No shelter cost	20.8	21.9	18.1	17.7	20.9

"No shelter cost" includes those renting without payment of cash rent and homeowners with paid-up mortgages.



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9.0 Housing Needs (cont.)

Household income data by County (Source: 2006 HHFDC Housing Policy Study)

County	Year	Total Households	Household Income							
			Less than \$15,000	\$15,000 to \$24,999**	\$25,000 to \$34,999	\$35,000 to \$49,999	\$50,000 to \$74,999	\$75,000 to \$99,999	\$100,000 or more	Refused
Honolulu	1992	247,349	N/A	24%	13%	16%	12%	6%	7%	21%
	1997	272,234	9%	9%	12%	16%	15%	9%	6%	24%
	2003	292,003	8%	10%	14%	22%	18%	11%	17%	—
	2006	303,149	13%	7%	12%	14%	22%	12%	21%	—
Maui	1992	34,266	N/A	20%	17%	20%	11%	2%	3%	27%
	1997	39,252	10%	8%	16%	18%	15%	7%	6%	20%
	2003	43,687	9%	13%	13%	22%	19%	14%	11%	—
	2006	49,484	11%	8%	11%	18%	20%	15%	17%	—
Hawaii	1992	39,789	N/A	24%	19%	20%	11%	3%	4%	20%
	1997	46,271	14%	14%	15%	15%	12%	4%	4%	22%
	2003	54,644	14%	12%	17%	22%	17%	9%	9%	—
	2006	61,213	13%	10%	13%	16%	22%	10%	16%	—
Kauai	1992	18,981	N/A	20%	14%	22%	10%	5%	3%	26%
	1997	18,817	11%	13%	15%	16%	15%	5%	3%	23%
	2003	20,460	13%	12%	16%	21%	18%	9%	12%	—
	2006	21,971	10%	10%	12%	15%	23%	11%	19%	—
Total	1992	338,385	N/A	24%	14%	17%	12%	5%	6%	22%
	1997	376,574	10%	10%	13%	16%	15%	8%	6%	24%
	2003	410,794	10%	10%	14%	21%	19%	10%	15%	—
	2006	435,818	13%	7%	12%	15%	21%	12%	20%	—

Housing Cost by County (Source: 2006 HHFDC Housing Policy Study)

County	Year	Total Households	Average Monthly Mortgage Payment			Average Monthly Rent	
			Total	Single-family	Multi-family	Total	2-Bedroom apartment
Honolulu	1992	247,349	\$821	\$915	\$832	\$664	
	1997	272,234	\$1,430	\$1,369	\$1,335	\$928	\$923
	2003	292,003	\$1,548	\$1,650	\$1,239	\$1,014	\$1,072
	2006	303,149	\$1,142	\$1,173	\$1,029	\$1,300	\$1,393
Maui	1992	34,266	\$776	\$831	\$719	\$730	
	1997	39,252	\$1,210	\$1,664	\$789	\$850	\$1,138
	2003	43,687	\$1,310	\$1,346	\$1,104	\$979	\$1,072
	2006	49,484	\$1,461	\$1,451	\$1,458	\$1,256	\$1,253
Hawaii	1992	39,789	\$651	\$691	\$579	\$556	
	1997	46,271	\$954	\$1,069	\$840	\$697	\$644
	2003	54,644	\$1,072	\$1,078	\$919	\$859	\$843
	2006	61,213	\$1,057	\$1,039	\$1,407	\$1,146	\$1,152
Kauai	1992*	18,981	\$726	\$773	\$612	\$807	
	1997	18,817	\$1,151	\$1,220	\$881	\$830	\$980
	2003	20,460	\$1,284	\$1,308	\$1,014	\$983	\$985
	2006	21,971	\$1,165	\$1,178	\$974	\$1,230	\$1,271
Total	1992	338,385	\$800	\$863	\$813	\$793	
	1997	376,574	\$1,319	\$1,330	\$1,296	\$897	
	2003	410,794	\$1,433	\$1,488	\$1,213	\$992	\$1,037
	2006	435,818	\$1,167	\$1,183	\$1,081	\$1,274	\$1,348



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9.0 Housing Needs (cont.)

Shelter to Income Ratios (Source: 2006 HHFDC Housing Policy Study)

County	Year	Total Households	Monthly Shelter Payment as a Percent of Monthly Household Income			
			Under 30 percent	30 to 40 percent	Over 40 percent	Not enough information
Honolulu	1992	247,349	55.7%	14.1%	20.2%	10.0%
	1997	272,234	55.1%	18.9%	18.4%	7.5%
	2003	292,003	55.7%	18.5%	18.0%	7.8%
	2006	303,149	54.8%	10.9%	22.0%	12.0%
Maui	1992	34,266	59.3%	18.1%	15.8%	6.7%
	1997	39,252	47.9%	18.0%	19.8%	16.4%
	2003	43,687	52.2%	18.3%	15.7%	15.8%
	2006	49,484	49.1%	14.3%	27.1%	9.4%
Hawaii	1992	39,789	70.2%	12.4%	11.5%	5.9%
	1997	46,271	51.8%	18.1%	20.4%	9.7%
	2003	54,644	52.5%	19.1%	15.9%	12.4%
	2006	61,213	54.9%	11.1%	22.0%	12.0%
Kauai	1992*	16,981	60.3%	17.7%	13.7%	8.1%
	1997	18,817	44.9%	18.7%	24.7%	11.7%
	2003	20,460	51.8%	16.8%	18.0%	13.3%
	2006	21,971	57.6%	10.8%	21.6%	10.0%
Total	1992	338,385	58.0%	14.5%	18.4%	9.1%
	1997	376,574	53.5%	18.5%	19.1%	8.9%
	2003	410,794	54.7%	18.5%	17.5%	9.5%
	2006	435,818	54.2%	11.3%	22.7%	11.8%

Includes both rent and mortgage payments.



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9.0 Housing Needs (cont.)

Table C-1. Average Rents for Apartments and Houses, 2006 by Type, Bedroom, and Area

County Areas	Average Rents									
	Apartment					House		Townhouse		
	Studio	1	2	Other	Total	3&4	Other	2	3	Other
<b>Honolulu</b>										
Central	\$787	\$970	\$1,253	\$1,777	\$1,208	\$2,264	\$1,738	\$1,542	\$1,977	\$1,208
Central Honolulu	\$979	\$1,240	\$2,021	\$2,820	\$1,657					
East Honolulu	\$1,100	\$1,735	\$2,289	\$3,052	\$2,257	\$3,068	\$2,899	\$2,021	\$2,602	\$2,412
Ewa Plain	\$800	\$1,194	\$1,400	\$1,500	\$1,370	\$2,335	\$2,270	\$1,516	\$2,031	\$1,290
Leeward	\$792	\$964	\$1,159	\$1,390	\$1,020	\$3,068	\$2,899			
Makiki/Manoa	\$952	\$1,120	\$1,659	\$2,421	\$1,372	\$2,857	\$1,868			
Pearl City/Aiea	\$926	\$1,228	\$1,515	\$1,908	\$1,321	\$2,252	\$1,542	\$1,610	\$1,950	\$1,543
Salt Lake	\$939	\$1,152	\$1,531	\$1,960	\$1,427					
Waialae/Kahala						\$3,541	\$2,982			
Waikiki	905.9	1415.5	2053.4	2772.3	\$1,572					
Windward	1202	1453.3	1632.94	2105.2	\$1,618	\$2,685	\$2,066	\$1,838	\$2,344	\$2,032
Other	1090	1487.8	2016.45	2002.4	\$1,698	\$2,388	\$1,809	\$1,312	\$2,022	\$2,348
<b>Total</b>	<b>\$960</b>	<b>\$1,263</b>	<b>\$1,798</b>	<b>\$2,464</b>	<b>\$1,552</b>	<b>\$2,467</b>	<b>\$1,939</b>	<b>\$1,574</b>	<b>\$2,133</b>	<b>\$1,522</b>
<b>Maui</b>										
Central	\$777	\$1,075	\$1,345	\$1,809	\$1,236	\$1,008	\$1,361	\$1,987	\$2,580	\$1,599
South	\$1,217	\$1,206	\$1,460	\$1,840	\$1,433	\$1,150	\$1,580	\$2,576	\$3,083	\$1,858
Upcountry	\$750	\$1,200	\$2,117	\$2,000	\$1,712	\$1,098	\$1,494	\$2,114	\$3,175	\$1,613
West	\$1,035	\$1,478	\$1,809	\$2,355	\$1,788	\$1,102	\$2,049	\$3,016	\$1,600	\$2,330
<b>Total</b>	<b>\$984</b>	<b>\$1,223</b>	<b>\$1,498</b>	<b>\$2,075</b>	<b>\$1,461</b>	<b>\$1,096</b>	<b>\$1,508</b>	<b>\$2,254</b>	<b>\$2,892</b>	<b>\$1,711</b>
<b>Hawaii</b>										
East Hawaii	\$745	\$806	\$969	\$1,303	\$886	\$853	\$1,042	\$1,256	\$1,642	\$1,181
Kona-Keauhou	\$970	\$1,100	\$1,529	\$1,984	\$1,422	\$1,184	\$1,812	\$2,100	\$3,200	\$1,947
Capt. Cook-Kealahou	\$900	\$1,025	\$1,354		\$1,262	\$1,008	\$1,433	\$1,861	\$2,400	\$1,563
Waikoloa	\$913	\$2,274	\$1,653	\$2,494	\$1,810	\$1,225	\$1,694	\$2,158		\$1,977
Waimea-Kohala	\$838	\$983	\$1,683	\$1,800	\$1,085	\$1,178	\$1,700	\$2,047	\$2,150	\$1,813
Other	\$969	\$958	\$1,575	\$2,018	\$1,175	\$992	\$1,289	\$1,630	\$1,767	\$1,455
<b>Total</b>	<b>\$855</b>	<b>\$1,027</b>	<b>\$1,409</b>	<b>\$1,880</b>	<b>\$1,306</b>	<b>\$966</b>	<b>\$1,303</b>	<b>\$1,504</b>	<b>\$1,803</b>	<b>\$1,508</b>
<b>Kauai</b>										
West		\$950	\$750		\$850	\$1,231	\$1,354	\$1,611		\$1,477
Lihue	\$988	\$925	\$1,462	\$1,909	\$1,427	\$890	\$1,679	\$1,971		\$1,797
Wailua-Anahola	\$781	\$1,080	\$1,371	\$1,733	\$1,090	\$1,435	\$1,494	\$1,859	\$2,200	\$1,679
Poipu-Kalaheo	\$1,028	\$1,200	\$1,400	\$1,692	\$1,254	\$1,273	\$1,487	\$1,968	\$2,200	\$1,713
North Shore	\$1,097	\$1,408	\$1,553	\$2,238	\$1,622	\$1,199	\$2,108	\$2,608	\$3,250	\$2,332
Other		\$850	\$1,850	\$1,950	\$1,690	\$795	\$1,950	\$2,299	\$2,100	\$2,006
<b>Total</b>	<b>\$929</b>	<b>\$1,092</b>	<b>\$1,469</b>	<b>\$1,992</b>	<b>\$1,357</b>	<b>\$1,272</b>	<b>\$1,600</b>	<b>\$2,017</b>	<b>\$2,533</b>	<b>\$1,801</b>
<b>Total Oahu</b>	<b>\$960</b>	<b>\$1,263</b>	<b>\$1,798</b>	<b>\$2,464</b>	<b>\$1,552</b>					<b>\$2,110</b>
<b>Total Other Islands</b>	<b>\$876</b>	<b>\$1,077</b>	<b>\$1,442</b>	<b>\$1,942</b>	<b>\$1,347</b>					<b>\$1,617</b>
<b>Total All Hawaii</b>	<b>\$929</b>	<b>\$1,218</b>	<b>\$1,693</b>	<b>\$2,235</b>	<b>\$1,490</b>					<b>\$1,641</b>

Source: Rental Survey January 1 through November 30, 2006. See Technical Report for details. Sample sizes for small areas and for Kauai were affected by low ad counts and may be affected by small sample sizes.



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**9.1 Strategy for Addressing Housing Needs.**

**A. 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:**

- Employ effective maintenance and management policies to minimize the number of public housing units off-line.
- Reduce turnover time for vacated public housing units by outsourcing where appropriate.
- Seek replacement of public housing units lost to the inventory through mixed finance development.
- 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.
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies.

**Strategy 2: Increase the number of affordable housing units:**

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

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

**Strategy: Target available assistance to families at or below 30 % of AMI**

- 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
- Adopt rent policies to support and encourage work



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9.1 Strategy for Addressing Housing Needs (cont.)

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

**Strategy: Target available assistance to families at or below 50% of AMI**

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work

**D. Need: Specific Family Types: The Elderly**

**Strategy: Target available assistance to the elderly:**

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available

**E. Need: Specific Family Types: Families with Disabilities**

**Strategy: Target available assistance to Families with Disabilities:**

- Carry out the modifications needed in public housing based on the 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

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

**Strategy: Conduct activities to affirmatively further fair housing**

- 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
- Provide training to housing providers and to residents with limited English proficiency.

**Reasons for Selecting Strategies**

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing



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9.1	<p><b>Reasons for Selecting Strategies (cont.)</b></p> <ul style="list-style-type: none"><li>• Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA</li><li>• Influence of the housing market on PHA programs</li><li>• Community priorities regarding housing assistance</li><li>• Results of consultation with local or state government</li><li>• Results of consultation with residents and the Resident Advisory Board</li><li>• Results of consultation with advocacy groups</li></ul>
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**Additional Information.** (a) Progress in Meeting Mission and Goals in the previous 5- Year Plan (FY 2005-2009)

**1. PHA Goal: Expand the supply of assisted housing**

A. Apply for additional rental subsidies: *Applications for HUD Specific Section 8 Housing Choice Vouchers will be submitted provided that HUD specific funding is available and HPHA meets the criteria for the specific funding..*

B. Reduce public housing vacancies, not to exceed 5% vacancy rate.

- *Of the 537 units vacant as of June 30, 2008, 345 have been repaired.*
- *The remaining 192 units are scheduled to be repaired or under contract for repairs by June 30, 2009.*
- *Current occupancy rate is 94%*

**2. PHA Goal: Improve the quality of assisted housing**

A. Improve public housing management: (PHAS score) 90.0: *The 2008 PHAS score is 75% (standard performer)*

B. Attain SEMAP score of 90% or better: *The 2007-2008 final assessment SEMAP score ranks HPHA as a "Standard Performer."*

C. Increase customer satisfaction: *The HPHA scored 9 out of 10 in the Resident Satisfaction Assessment Sub-System (RASS) for the fiscal year ending June 30, 2007.*

D. Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) *Implemented strategies and training for public housing managers and their staff in order to obtain a high rating on the Resident Service and Satisfaction Survey.*

E. Renovate or modernize public housing units: *the following have had substantial rehabilitation*

- *Kalihi Valley Homes Phase II (63 units); Pumehana (7 Units); and Lanakila Homes Development Phase IIa and 2b (48 Units).*
- *Modernization at Kalihi Valley Homes Phase IIIa (45 units).*
- *Modernization of Ka Hale Kahaluu (50 Units) completed November 2007.*
- *Kalihi Valley Homes Phase IIIb (27 Units) will be completed by April 30, 2009..*
- *Minor renovation at Noelani I and II (43 Units).*
- *Pumehana, Kalanikuia, and Makamae exterior structure (414 Units).*



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**Progress in Meeting Mission and Goals (cont.)**

**F. Provide replacement public housing:**

- *48 new units were developed at Lanakila Homes in Phases IIa and IIb to replace demolished units.*
- *20 new units currently in design and will be developed at Lanakila Homes in Phase IIIa to replace demolished units.*

**3. PHA Goal: Increase assisted housing choices**

- *Geographical Wait List: Administrative rules implemented in December 2001.*
- *Conduct ongoing outreach efforts to potential voucher landlords: Outreach activities to attract new voucher landlords began in March, 2005, including owners of accessible units, and is ongoing on an annual basis.*

**4. PHA Goal: Provide an improved living environment**

- *Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: HPHA is considering a waiting list preference for families with income, and is investigating mixed-use redevelopment for one or more sites.*
- *Implement public housing security improvements: HPHA coordinated Neighborhood Watch and Voluntary Tenant Patrol programs in fourteen public housing sites and supported the Boys and Girls Club of Maui to provide after school youth program in public housing.*

**5. PHA Goal: Promote self-sufficiency and asset development of assisted households**

- *Increase the number and percentage of employed persons in assisted families: the following has been provided to federal public housing residents*
  - a) *40 Tenant Aide Positions filled, 19 hours per week*
  - b) *Individual Training Service Plans for 155 people*
  - c) *Case management and Congregate activities for 361 elderly residents*
- *Provide or attract supportive services to increase independence for the elderly or families with disabilities: Under the Resident Opportunities and Self-Sufficiency Program, case management and congregate services are being provided at Kalakaua Homes, Makua Alii, Paoakalan; services at, Punchbowl Homes, Pumehana, Kalahuia and Makamae were provided until the grant expired June, 2008.*
- *Submitted and awarded a 2006 Resident Opportunities and self-sufficiency (ROSS) grant application for \$450,000 over three years at Kalakaua Homes, Makua Alii and Paoakalani. Partnering with child and Family Services/Honolulu Gerontology to provide case management/services to assist elderly residents to age in place.*



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10.0 Progress in Meeting Mission and Goals (cont.)

- Submitted and awarded 2006 and 2007 Resident Opportunities and Self-sufficiency (ROSS) grant applications for a Family Self-sufficiency Coordinator.
- Submitted and awarded a 2006 Resident Opportunities and Self-sufficiency (ROSS) grant application for \$388,522 to assist residents with psychiatric disabilities at Kalakaua Homes, Makua Alii, and Paoakalani to live in their homes independently, safely and to minimize potential negative interactions

**6. PHA Goal: Ensure equal opportunity and affirmatively further fair housing**

- Policy and procedures for reasonable accommodation/modification are being implemented throughout HPHA offices.
- Complaint process has been established for the HPHA.
- On-going education on Fair Housing is being provided to include, but not limited to workshops, publications, etc.
- The HPHA has established a partnership with the counties, Hawaii Civil Rights Commission, and the Legal Aid Society of Hawaii.
- DHS Limited English Proficiency (LEP) plan has been adopted to affirmatively further fair housing.
- Ongoing effort to post fair housing posters at all projects and offices sites; all project management offices have posters. Main office has the posters displayed.
- On-going efforts to educate the public and landlords: free workshops have been conducted for anyone wishing to attend.
- On-going training to educate staff: in coordination with several counties, workshops were offered to all staff members.
- Provide information to the public: The HPHA in conjunction with the counties as coordinated training for the public, landlords, and employees on fair housing laws.
- Implement the Section 504 and ADA transition plans: plans for carrying out the transition plans have commenced; accessibility issues are being addressed at each project as they are scheduled.

**7. PHA Goal: Improve the housing delivery system through cost-effective management of federal and State government programs and resources:**

- Automating major operational components such as public housing and Section 8 wait list data, work order processing and tracking, materials inventory, public housing and Section 8 inspections. The computer system was upgraded to provide electronic transmission of HUD's 50058 Forms for public housing and Section 8 programs.
- Proceeding to upgrading the computer network infrastructure to increase productivity. Personal computers are in the process of being upgraded with new models, to provide faster response time for users. HPHA is in the process of developing a hardware and network plan, including upgrading the personal computers, cabling, and switches to provide faster response time for users.
- Ongoing SEMAP and PHAS training is being provided to HPHA staff.



Hawaii Public Housing Authority  
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10.0	<p><b>Additional Information.</b> (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>In accordance with 24 CFR §903.7(r)(2) which requires public housing authorities to identify the basic criteria the agency will use to determine a substantial deviation from its 5-Year Plan and significant amendments or modification to the 5-Year Plan and Annual Plan, the following definitions are used:</p> <p><u>Substantial Deviation:</u> A substantial change in the goals identified in the Five-Year Plan. For example, making a formal decision not to pursue a listed goal; or substituting an entirely different set of activities to achieve the goal.</p> <p><u>Significant Amendment/Modification:</u> Adding or eliminating major strategies to address housing needs and to major policies (e.g., policies governing eligibility, selection or admissions and rent determination) or programs (e.g., demolition or disposition, designation, homeownership programs or conversion activities); or modifying a strategy such that a substantial transfer of resources away from others is necessary in order to carry it out.</p>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), HPHA will submit the following attachments:</p> <ul style="list-style-type: none"><li>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</li><li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li><li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li><li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li><li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li><li>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</li><li>(g) Elements of the Plan which were challenged in public hearings.</li><li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</li><li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</li></ul>



Hawaii Public Housing Authority  
Annual and Five-Year Plan  
Fiscal Years 2010-2014

### **SUMMARY OF PUBLIC TESTIMONY**

Notice of a public hearing was published in newspapers in each county on February 24, 2009. On April 9, 2009 hearings were held on Kauai, Oahu, Maui and the Big Island. The vast majority of testimony centered on the \$25 fee for late payment of rent.

No members of the public attended the hearings on Kauai, but written testimony was submitted by 8 people, all in opposition to charging a late fee without a grace period.

No one attended or submitted testimony on Maui.

At the Big Island hearing in Kailua Kona, 9 people attended but no testimony was received. In Hilo 2 people attended and one of them gave oral testimony against the proposal to raise the minimum rent to \$50, stating it was wrong to do so without regard to income or circumstances.

On Oahu approximately 30 to 35 people attended the hearing and 25 presented oral testimony.

#### **Late Fee on Rent**

The fee for late rent was not opposed in principle, for the most part; what created opposition was that it did not expressly allow for a grace period. Most testimony made the point that the current rental agreement has a 7 day grace period, and that residents don't get their income on the first of the month. Social Security comes on the 3<sup>rd</sup>, welfare comes on the 3<sup>rd</sup> or the 5<sup>th</sup>, and paychecks are throughout the month. The majority of testimony acknowledged the duty to pay rent and the idea that a late fee is appropriate, but only with a grace period.

In all, 10 people submitted written testimony about the late fee, another 18 presented oral testimony, and 407 people signed petitions against it.

HPHA proposes to clarify in the 2009-2014 5-Year and Annual Plan that the late fee will be assessed only if rent is not paid within the existing 7 business day grace period.

#### **Other Plan Components**

1. Designation of elderly-only housing: several people testified in support and a couple in opposition, noting that having younger people around assists the elderly and keeps them more physically and mentally active than they might otherwise be.
2. Three people expressed concern that the published draft plan did not contain the change to a \$50 minimum rent that was presented as a Plan component to the



Hawaii Public Housing Authority  
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- Resident Advisory Board. This was an oversight in converting the old HUD format to the new one, and has been added to the draft before the Board today.
3. Tenant Monitors: several people said that tenant monitors should be tested in more than one housing project, preferably at all locations. One said resident police officers are a bad idea.
  4. Mixed-Use Redevelopment: two testifiers expressed concern that mixed-use redevelopment will drive out the poorest residents, those who need public housing the most.
  5. Several people expressed concern that interim rent changes are not processed quickly, and that redeterminations take too long.
  6. Two people asked that HPHA give more assistance to those wanting to start resident management corporations.
  7. Two testified that home ownership programs should be established on other islands.
  8. One testified that Resident Association leaders need more training.

### **Other Comments**

A number of people presented oral testimony on matters not pertaining to the PHA Plan specifically, but similar to the public testimony received at month HPHA Board of Directors meetings. Topics included:

- oversight of property managers and HPHA;
- managers should be evaluated by the tenants
- failure to enforce pet policies consistently;
- the need for more ADA-compliant units;
- vacant units need to be fixed and rented more quickly; “the 20-day turnaround is not happening.”
- Some tenants need to be evicted more quickly
- Honolulu Police do not enforce the law
- Honolulu Police violate civil rights

**FOR ACTION**

**SUBJECT:** To Adopt the Hawaii Public Housing Authority's Updated Utility Schedule for the Fiscal Year Beginning July 1, 2009 to June 30, 2010, and Authorize the Executive Director to Publish the Utility Schedule for Public Comment

**I. FACTS**

- A. Volume 24 Code of Federal Regulations, part 965.507 requires that public housing agencies annually review the basis on which tenant paid utility allowances are determined.
- B. The Hawaii Public Housing Authority's Administrative Rules specify that the average monthly cost (rate plus fuel adjustment factors) of the various utilities for previous calendar year shall be used to determine utility allowance adjustments for the next fiscal year.

**II. DISCUSSION**

- A. HPHA engaged the services of National Facilities Consultants, Inc. to collect the utility cost data and calculate the tenant paid allowances for the upcoming fiscal year.
- B. The Hawaii Administrative Rules require a notice period for public comment before the new allowances are implemented.
- C. The new allowances are shown in the attachment.

**III. RECOMMENDATION**

Staff recommends that the Board of Directors authorize the Executive Director to publish a Notice for Public Comment to changes to tenant paid utility allowances for the Federal Low Rent Program effective July 1, 2009.

Attachment:

Prepared by: Michael J. Hee, Contract Administration Section Chief   
Reviewed by: Stephanie Fo, Property Management and Maintenance Services Branch Chief 

**Approved by the Board of Directors at its meeting on**  
**APR 16 2009**  
**PROPERTY MANAGEMENT & MAINTENANCE BRANCH**  
**Please take necessary action**  
  
**EXECUTIVE DIRECTOR**

**NOTICE OF PUBLIC COMMENT**

**HAWAII PUBLIC HOUSING AUTHORITY (HPHA)  
REVISED UTILITY RATES AND ALLOWANCES  
FOR FEDERAL PUBLIC HOUSING RESIDENTS WHO PURCHASE THEIR OWN  
UTILITIES, EFFECTIVE FISCAL YEAR BEGINNING JULY 1, 2009**

NOTICE IS HEREBY GIVEN that pursuant to Hawaii Administrative Rule, Section 17-2028-7, the HAWAII PUBLIC HOUSING AUTHORITY ("HPHA") will be revising the monthly utility allowances for federal public housing residents who purchase their own utilities, for Fiscal Year beginning July 1, 2009.

The revised rates and allowances as listed below will be made effective on **July 1, 2009**.

Please note that written or oral comments on the revised utility rates or allowances may be submitted until **May 26, 2009** to the:

Hawaii Public Housing Authority  
Property Management and Maintenance Services Branch  
P.O. Box 17907  
Honolulu, Hawaii 96817

Or, interested persons may call the Property Management and Maintenance Services Branch at 832-5970; Neighbor Island residents may call toll free at the numbers listed below:

Kauai            274-3141, ext. 24691    Hawaii                            974-4000, ext. 24691  
Maui             984-2400, ext. 24691    Molokai and Lanai    1-800-468-4644, ext. 24691

A copy of the revised schedules and rates shall be posted in all of the HPHA's federal public housing project management offices and shall be provided to all residents who request a copy at the project management office.

**SCHEDULE OF UTILITY ALLOWANCES FOR FISCAL YEAR BEGINNING  
JULY 1, 2009**

Note: The new utility allowances have been rounded to the next highest dollar.

<b>Project</b>	<b>Current Utility Allowance</b>	<b>Increase in Utility Allowance (Dollar Change)</b>	<b>New Utility Allowance</b>
<b>Eleele Homes *</b>			
1 bedroom	\$0	\$107	\$107
2 bedroom	\$0	\$118	\$118
3 bedroom	\$0	\$127	\$127
4 bedroom	\$0	\$142	\$142

<b>Project</b>	<b>Current Utility Allowance</b>	<b>Increase in Utility Allowance (Dollar Change)</b>	<b>New Utility Allowance</b>
<b>Hale Laulima</b>			
2 bedroom	\$124	\$57	\$181
3 bedroom	\$162	\$75	\$237
<b>Hookipa Kahaluu</b>			
1 bedroom	\$105	\$47	\$152
2 bedroom	\$124	\$57	\$181
3 bedroom	\$162	\$75	\$237
<b>Hui O Hanamaulu</b>			
1 bedroom	\$89	\$18	\$107
2 bedroom	\$98	\$20	\$118
3 bedroom	\$105	\$22	\$127
4 bedroom	\$117	\$25	\$142
<b>Kaahumanu Homes</b>			
2 bedroom	\$63	\$26	\$89
3 bedroom	\$67	\$29	\$96
<b>Ka Hale Kahaluu</b>			
1 bedroom	\$111	\$24	\$135
2 bedroom	\$120	\$26	\$146
3 bedroom	\$132	\$30	\$162
4 bedroom	\$144	\$32	\$176
<b>Kahale Mua - Federal</b>			
3 bedroom	\$204	\$41	\$245
<b>Kaimalino *</b>			
1 bedroom	\$0	\$105	\$105
2 bedroom	\$0	\$116	\$116
3 bedroom	\$0	\$124	\$124
4 bedroom	\$0	\$139	\$139
<b>Kalaheo</b>			
2 bedroom	\$98	\$20	\$118
3 bedroom	\$105	\$22	\$127
4 bedroom	\$117	\$25	\$142
<b>Kalakaua Homes High Rise</b>			
1 bedroom	\$73	\$32	\$105
<b>Kalakaua Homes Low Rise</b>			
1 bedroom	\$73	\$32	\$105
2 bedroom	\$79	\$34	\$113
3 bedroom	\$87	\$38	\$125

<b>Kalihi Valley Homes</b>			
<b>Non-Modernized Units</b>			
1 bedroom	\$105	\$47	\$152
2 bedroom	\$124	\$57	\$181
3 bedroom	\$162	\$75	\$237
4 bedroom	\$197	\$93	\$290
5 bedroom	\$230	\$109	\$339
<b>Kalihi Valley Homes</b>			
<b>Modernized Units</b>			
1 bedroom	\$79	\$35	\$114
2 bedroom	\$88	\$39	\$127
3 bedroom	\$103	\$46	\$149
4 bedroom	\$116	\$53	\$169
5 bedroom	\$127	\$59	\$186
<b>Kamehameha Homes</b>			
1 bedroom	\$119	\$40	\$159
2 bedroom	\$136	\$46	\$182
3 bedroom	\$168	\$54	\$222
<b>Kaneohe Apartments</b>			
1 bedroom	\$105	\$47	\$152
2 bedroom	\$124	\$57	\$181
<b>Kapaa</b>			
1 bedroom	\$89	\$18	\$107
2 bedroom	\$98	\$20	\$118
3 bedroom	\$105	\$22	\$127
4 bedroom	\$117	\$25	\$142
<b>Kauhale Nani</b>			
1 bedroom	\$128	\$38	\$166
2 bedroom	\$146	\$45	\$191
3 bedroom	\$181	\$54	\$235
<b>Kauhale O'Hana</b>			
3 bedroom	\$67	\$29	\$96
<b>Kauhale O'Hana **</b>			
3 bedroom	\$67	\$168	\$235
<b>Kauhale O'Hanakahi</b>			
3 bedroom	\$102	\$22	\$124
<b>Kau'iokalani</b>			
3 bedroom	\$96	\$67	\$29
<b>Kau'iokalani **</b>			
3 bedroom	\$96	\$126	\$168
<b>Kawailehua – Federal</b>			
3 bedroom	\$210	\$39	\$249

<b>Kealakehe</b>			
1 bedroom	\$111	\$24	\$135
2 bedroom	\$120	\$26	\$146
3 bedroom	\$132	\$30	\$162
<b>Kekaha Ha'aheo</b>			
1 bedroom	\$113	\$21	\$134
2 bedroom	\$175	\$33	\$208
3 bedroom	\$210	\$39	\$249
<b>Ke Kumu 'Ekolu</b>			
3 bedroom	\$102	\$22	\$124
<b>Koolau Village</b>			
1 bedroom	\$119	\$40	\$159
2 bedroom	\$136	\$46	\$182
3 bedroom	\$168	\$54	\$222
4 bedroom	\$198	\$64	\$262
<b>Kuhio Homes</b>			
1 bedroom	\$57	\$24	\$81
2 bedroom	\$63	\$26	\$89
3 bedroom	\$67	\$29	\$96
4 bedroom	\$75	\$32	\$107
5 bedroom	\$79	\$35	\$114
<b>Lanakila IV</b>			
1 bedroom	\$157	\$29	\$186
2 bedroom	\$179	\$33	\$212
3 bedroom	\$217	\$39	\$256
4 bedroom	\$254	\$46	\$300
<b>Lanakila Homes I</b>			
1 bedroom	\$157	\$29	\$186
2 bedroom	\$179	\$33	\$212
3 bedroom	\$217	\$39	\$256
4 bedroom	\$254	\$46	\$300
<b>Lanakila Homes II</b>			
1 bedroom	\$157	\$29	\$186
2 bedroom	\$179	\$33	\$212
3 bedroom	\$217	\$39	\$256
4 bedroom	\$254	\$46	\$300
<b>Maili I</b>			
2 bedroom	\$88	\$39	\$127
3 bedroom	\$103	\$46	\$149
<b>Maili II</b>			
2 bedroom	\$88	\$39	\$127
4 bedroom	\$116	\$53	\$169
<b>Makani Kai Hale</b>			
3 bedroom	\$88	\$24	\$112

<b>Makani Kai Hale II</b>			
3 bedroom	\$88	\$24	\$112
<b>Mayor Wright Homes</b>			
1 bedroom	\$57	\$24	\$81
2 bedroom	\$63	\$26	\$89
3 bedroom	\$67	\$29	\$96
4 bedroom	\$75	\$32	\$107
5 bedroom	\$79	\$35	\$114
<b>Nanakuli Homes</b>			
3 bedroom	\$103	\$46	\$149
<b>Nani Olu (E)</b>			
1 bedroom	\$160	\$36	\$196
<b>Noelani I</b>			
1 bedroom	\$160	\$36	\$196
2 bedroom	\$191	\$44	\$235
<b>Noelani II</b>			
3 bedroom	\$248	\$58	\$306
<b>Palolo Homes</b>			
1 bedroom	\$112	\$44	\$156
2 bedroom	\$132	\$53	\$185
3 bedroom	\$169	\$71	\$240
4 bedroom	\$205	\$88	\$293
5 bedroom	\$238	\$104	\$342
<b>Punahale Homes</b>			
2 bedroom	\$179	\$33	\$212
<b>Salt Lake</b>			
1 bedroom	\$105	\$47	\$152
<b>Spencer House</b>			
2 bedroom	\$63	\$26	\$89
3 bedroom	\$67	\$29	\$96
<b>Waimaha-Sunflower Phase I</b>			
1 bedroom	\$105	\$47	\$152
2 bedroom	\$124	\$57	\$181
3 bedroom	\$161	\$75	\$237
<b>Waimaha-Sunflower Phase II</b>			
1 bedroom	\$105	\$47	\$152
2 bedroom	\$88	\$39	\$127
<b>Waimaha-Sunflower Phase III</b>			
1 bedroom	\$79	\$35	\$114
2 bedroom	\$88	\$39	\$127
3 bedroom	\$103	\$46	\$149

<b>Waimanalo Homes</b>			
2 bedroom	\$136	\$46	\$182
3 bedroom	\$168	\$54	\$222
4 bedroom	\$198	\$64	\$262
<b>Waimanalo Homes II</b>			
2 bedroom	\$136	\$46	\$182
3 bedroom	\$168	\$54	\$222
4 bedroom	\$198	\$64	\$262

- \*Utility allowance will become effective when electric billing is turned over to tenant.
- \*\* Utility allowance will become effective when gas billing is turned over to tenant.

<b>ALLOWANCES FOR MEDICAL EQUIPMENT</b>							
<b>Description</b>	<b>Quantity</b>					<b>Hilo</b>	<b>Kona</b>
Air conditioner, window type, 10,000 BTU	229 kwh	\$94	\$70	\$83	\$97	\$97	\$91
Oxygen concentrator, 400W	219 kwh	\$90	\$67	\$79	\$92	\$87	\$87
Nebulizer, 75W	5 kwh	\$3	\$2	\$2	\$3	\$2	\$2
Electric hospital bed, 200W	1 kwh	\$1	\$1	\$1	\$1	\$1	\$1
Alternating pressure pad, 70W	51 kwh	\$21	\$16	\$19	\$22	\$21	\$21
Low air-pressure mattress, 120W	88 kwh	\$36	\$27	\$32	\$37	\$35	\$35
Power wheelchair/scooter, 360W	67 kwh	\$28	\$21	\$25	\$29	\$27	\$27
Feeding tube, 120w	44 kwh	\$18	\$14	\$16	\$19	\$18	\$18
CPAP machine, 30W	9 kwh	\$4	\$3	\$4	\$4	\$4	\$4
Leg Pump	3 kwh	\$2	\$1	\$1	\$2	\$1	\$1

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

Chad K. Taniguchi  
 Executive Director  
 Hawaii Public Housing Authority  
 Department of Human Services  
 State of Hawaii

April 23, 2009



## FOR ACTION

**SUBJECT:** To Adopt Resolution No. 16 Authorizing the Disposition Request and Application for A Sewer Easement over Waimanalo Homes, Lot 146, 41-555 Humuna Place, Waimanalo, Oahu, Hawaii

### I. FACTS

- A. The Department of Hawaiian Home Lands (DHHL) has requested a perpetual, non-exclusive sewer easement through Lot 146 at 41-555 Humuna Place, Waimanalo Homes (hereinafter "Lot 146"), to the existing sewer manhole in the Humuna Place cul-de-sac for DHHL's Kumuhau Residential Subdivision, which easement (hereinafter "easement") is proposed to service the Kumuhau Residential Subdivision, and the easement will be transferred to the City and County of Honolulu along with the subdivision's roads and sidewalks when the subdivision is completed.
- B. According to the City and County of Honolulu's Department of Environmental Services, the existing sewer lines in the area are sufficient to accommodate the additional flow from the subdivision and will not require any upgrades.
- C. The Hawaii Public Housing Authority (HPHA) owns Lot 146 and the Waimanalo Homes project, which receives annual operating subsidies from the U. S. Department of Housing and Human Development (HUD).
- D. In accordance with the Annual Contributions Contract and the recorded Declaration of Trust that encumber the Waimanalo Homes project, including Lot 146, HUD approval of the easement is required.
- E. On March 20, 2008, the Board approved the For Action for the HPHA to enter into an agreement with the DHHL for the easement. A copy of the approved For Action is attached hereto as Exhibit A.

### II. DISCUSSION

- A. A meeting with the residents of Waimanalo Homes to inform them of the easement request and to receive comments was scheduled for April 9, 2009, at 6:00 p.m., at the Ko`olau Village Community Center. Comments from residents will be reported at the April 16, 2009 board meeting.

**III. RECOMMENDATION**

Staff respectfully recommends that the Board:

- A. Adopt Resolution No.16, which provides for the submittal of a Disposition Request and Application to HUD for approval of the sewer easement. A copy of said Resolution No. 16 is attached hereto as Exhibit B.
- B. Authorize the Executive Director to undertake all tasks necessary to undertake the intent and purposes of this For Action.

Attachments: Exhibit A, For Action approved on March 20, 2008 by the Board  
Exhibit B, Resolution No. 16

Prepared by: Marcel A. Audant, Acting Construction Management Branch Chief MAA

**Approved by the Board of Directors at its meeting on**

April 16, 2009

**CONSTRUCTION MANAGEMENT SECTION**

**Please take necessary action**



**EXECUTIVE DIRECTOR**

RESOLUTION NO. 16

RESOLUTION SUPPORTING DISPOSITION REQUEST AND APPLICATION  
FOR  
HUD REQUEST (SEWER EASEMENT); WAIMANALO HOMES, HA 1025, WAIMANALO,  
OAHU, HAWAII

WHEREAS, the Department of Hawaiian Home Lands (DHHL) has requested a perpetual, non-exclusive sewer easement through Lot 146 at 41-555 Humuna Place, Waimanalo Homes, to the existing sewer manhole in the Humuna Place cul-de-sac for its Kumuhau Residential Subdivision, one of the construction projects to be funded by the American Recovery and Reinvestment Act.

WHEREAS, granting the sewer easement through Waimanalo Homes will allow the Kumuhau Residential Subdivision to connect onto the public sewer line.

WHEREAS, the Hawaii Public Housing Authority (HPHA) owns the subject Lot 146, and the Waimanalo Homes, a HUD project that receives annual operating subsidies.

WHEREAS, the HPHA is required to obtain approval of the U.S. Department of Housing and Urban Development for the sewer easement in accordance with the Annual Contributions Contract and the Declaration of Trust that encumber the Waimanalo Homes project, which includes Lot 146.

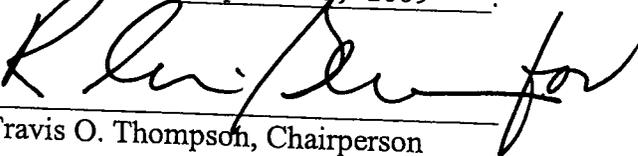
WHEREAS, the HPHA held a resident's meeting on April 9, 2009 at Waimanalo Homes concerning the sewer easement through Lot 146, and the residents expressed no objections to granting the easement.

BE IT RESOLVED BY THE BOARD OF DIRECTORS AS FOLLOWS:

That the HPHA Board of Directors adopts Resolution No. 16, expressing support and approval of the disposition request and application to allow the sewer easement through Lot 146, and to authorize the Executive Director to submit said disposition application for Waimanalo Homes to the U. S. Department of Housing and Urban Development.

This Resolution shall take effect immediately.

IN WITNESS WHEREOF, I have hereunto set by hand on April 16, 2009.

  
Travis O. Thompson, Chairperson

**HAWAII PUBLIC HOUSING AUTHORITY**  
**Realty Laua, LLC**

**Waimanalo Homes I & II Community Meeting**

April 9, 2009

Mitchell Kawamura  
HPHA  
Project Engineer

Dear Mr. Kawamura,

On Thursday, April 9, 2009 AMP45 held a meeting with the Tenants of Waimanalo Homes I & II. At the meeting Tenants were informed by a representative from the Department of Hawaiian Homelands (DHHL) of an Easement Project to be conducted on Humuna Place. Attached is a list of signatures. Tenants were asked to sign their names after the meeting to acknowledge they understand what DHHL had discussed. Also by signing their names the Tenants are noting they do not object to the Waimanalo Easement Project.

Sincerely,



Patrick Mauga  
AMP45 Manager

# Waimanalo Homes I & II Community Meeting

## April 9, 2009

By placing your signature below you are acknowledging the Department of Hawaiian Homelands' plans for an Easement Project to be conducted on Humuna Place. Thank you for your time.

Aloha,  
AMP45 Management

Print Name	Signature	Phone#	Unit#
1. Tualua Tolu	<i>[Signature]</i>	613-0729	35
2. Siulagi Vagai	<i>[Signature]</i>	428-1600	21
3. Linda Vagai	<i>[Signature]</i>	→	21
4.			
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**FOR ACTION**

**SUBJECT:** Whether or Not to Pursue the Establishment of Ombudsman Position for Hawaii Public Housing Authority

**I. FACTS**

- A. At the January 15, 2009 meeting the Board of Directors agreed to have HPHA staff report for three months on follow up to complaints made by testifiers at board meetings. HPHA staff have included a log of complaints and actions taken in the February, March, and April Board packets.
- B. The State Ombudsman provided a report at the January Board meeting showing approximately 50 such complaints annually. For the great majority of complaints, the Ombudsman's Office that the complaint against the HPHA was unsubstantiated. In the few cases where the errors were substantiated, the HPHA made took corrective actions.
- C. In addition, the HPHA sent information to tenants in their monthly rent bill to inform them of the complaint process, including their option to file complaints with the State Ombudsman.

**II. DISCUSSION**

- A. The HPHA also discussed the complaint process at the resident community meetings held from January – March 2009, and handed out the same leaflet.
- B. The HPHA staff believes that the combination of reporting to the Board monthly on complaints and the use of the State Ombudsman's office are sufficient safeguards to ensure that resident and other complaints are heard and addressed, in the event that complaint processes at the AMP (including grievance process by an independent third party) and at the Central Office do not satisfy the complaining party.
- C. The January 15, 2009 for action document is attached for reference.

**III. RECOMMENDATION**

That the Board of Directors concur that current complaint processes available to HPHA residents and others provides adequate safeguards that their concerns are addressed and conclude that it is not necessary to establish an internal HPHA ombudsman position.

Prepared by: Barbara E. Arashiro, Executive Assistant 

Reviewed by: Chad K. Taniguchi, Executive Director \_\_\_\_\_

**Approved by the Board of Directors at its meeting on  
APR 16 2009**

**EXECUTIVE DIRECTORS OFFICE**

**Please take necessary action**

 page 1 of 1

**EXECUTIVE DIRECTOR**

**Report of the Executive Director Program/Project Updates  
April 16, 2009**

- A. Status of the FY 2010 Budget
  - Draft budget will be prepared by April 30, 2009.
  - Meeting will be scheduled with Board Finance Task Force prior to May Board Meeting.
  - Draft budget will be presented at May Board Meeting.
  - Final Budget to be presented for approval in June Board Meeting.
  
- B. MD Strum Work Statement and Status
  - See attached report.
  
- C. Legislative Update
  - See attached report.
  
- D. Status of the Transfer to State Management on Kauai
  - The notice to the residents will be mailed to all residents by April 16, 2009. A resident meeting is scheduled for April 29, 2009. 6pm
  - We are currently recruiting PHS 1 (clerical), and preparing to hire the remainder of positions.
  
- E. FY 2009 Budget to Actual Comparisons
  - See attached report.
  
- F. Property Branch (see attachments):
  - 1. Rent Collection
  - 2. Island Overview
  - 3. AMP Overview
  - 4. Vacant Units After 7/1/08
  - 5. Vacant Units Before 7/1/08
  
- G. Construction Services Elevator Repairs
  - See attached report.
  
- H. Federal and State Capital Planning
  - See attached report.
  
- F. Hearings Office Evictions
  - See attached report.
  
- G. Contracts & Procurement Office Contracts
  - See attached report.
  
- H. Section 8 Subsidy Programs Report
  - See attached report.
  
- I. Homeless Programs Report
  - See attached report.
  
- J. Personnel Report
  - See attached report.

<b>HAWAII MANAGEMENT WORK PLAN - Contract Extension Period 013109</b>										
	<b>HAWAII PUBLIC HOUSING AUTHORITY FINANCIAL ADVISOR</b>		<b>HAWAII PUBLIC HOUSING AUTHORITY FINANCIAL ADVISOR</b>	<b>MDS Personnel</b>						
<b>Task Index</b>	<b>Task Description</b>	<b>Method's) Used to Perform Task</b>	<b>Work Products/Deliverables</b>		<b>HPHA and/or HUD Staff Member Responsible</b>	<b>Target Date</b>	<b>Actual Date</b>	<b>Status</b>	<b>SOW Task(s) Addressed</b>	<b>Status through 3/31/09</b>
<b>A</b>	<b>Develop, update and implement financial policy and procedures</b>	<b>HPHA Task force consisting of FMO Policy and Procedures Manual and other staff</b>		<b>Robert Wilkes</b>	<b>FMO Staff</b>	<b>6/15/2009</b>			<b>(7.1.6); (7.1.9); (7.1.12)</b>	
A1	HPHA Sr. Management to designate HPHA staff member responsible for completion of tasks				Vanessa Lau	2/9/2009				Completed Vanessa Lau was assigned this task
A2	Review existing policy and procedures					3/15/2009				Completed -Policy and procedures were collected and reviewed. Items we looked at were completeness, easy of use, asset management criteria, etc.
A3	Review existing process maps					3/15/2009				same as A-2
A4	Identify changes needed for implementation of accounting to facilitate HPHA accounting, financial management and reporting and to support asset management					3/15/2009				Identified areas where changes are needed, incorporated changes in questions asked FMO staff
A5	Interview and test how FMO staff are utilizing the policy and procedures manuals					3/15/2009				Initial interviews were held with FMO staff. We reviewed what they do and how they do it.
A6	Review task sheets prepared by EMPHASYS consultant during previous training					3/15/2009				Gathered process sheets were collected and reviewed. Items we looked at were completeness, missing task, etc.
A7	Establish HPHA task force to develop policy and procedures for financial operations					3/15/2009				
A8	Assign responsibilities to HPHA staff with specific areas of responsibilities and work product					3/15/2009				Task were assigned to FMO staff with specific dates and expected results. Vanessa Lau was given responsibility for completing this task.
A9	Test draft procedures for completeness, understandability, reliability, efficiency, effectiveness, etc					4/15/2009				Several procedures have been drafted and are being reviewed and tested. This task is currently on schedule.

Task Index	Task Description	Method's Used to Perform Task	Work Products/Deliverables	HPHA and/or HUD Staff Member Responsible	Target Date	Actual Date	Status	SOW Task(s) Addressed	Status through 3/31/09
A10	Revise policy and procedures based on test results				4/30/2009				Task A-9 needs to be completed first.
A11	Compile policy and procedure manual				4/30/2009				Task A-9 & 10 need to be completed
A12	Revise process maps.				4/30/2009				Task A-9 & 10 need to be completed
A13	Identify and, as appropriate, recommend additional EMPHASYS training required by FMO staff to effectively perform accounting tasks as outlined				4/30/2009				As the policy and procedures are being written, areas of additional training are being identified.
A14	Issue policy and procedure manual		Signed receipt by HPHA employee		5/15/2009				Not Time
A15	Train HPHA staff on policy and procedures				6/15/2009				Not Time
A16	Develop check lists to ensure compliance.				6/15/2009				Not Time
<b>B</b>	<b>Unaudited FDS Schedule</b>	<b>Collection of financial reports and completion of HUD format</b>	<b>Acceptance of unaudited FDS by HUD</b>	<b>Phillippe Lindsey</b>	<b>FMO Staff and HPHA IPA Auditor</b>	<b>3/31/2009</b>		<b>(7.1.3)</b>	
B1	HPHA Sr. Management to designate HPHA staff member responsible for completion of tasks				Charles Itliong	2/9/2009			Completed Charles Itliong was identified as HPHA staff member responsible
B2	Train and assist HPHA staff to prepare unaudited FDS schedule according to HUD guidelines					3/5/2009			Completed - a manual was given to HPHA FMO management
B3	Review unaudited FDS schedule with HPHA Sr. Management and IPA					3/10/2009			Completed - meeting was held with Executive Director and FMO Management
B4	Train and assist HPHA staff to submit unaudited FDS schedule to HUD					3/15/2009			provided training and assistance, this is an on-going task
B5	Respond to HUD questions and make necessary corrections and re-submit					As Needed			As needed
B6	Draft procedure for inclusion in the policy and procedure manual					3/31/2009			Draft prepared, this will be an on-going process until HUD completes it's AM reporting model.
<b>C</b>	<b>Audited FDS Schedule</b>	<b>Collection of financial reports and completion of HUD format</b>	<b>Acceptance of audited FDS by HUD</b>	<b>Phillippe Lindsey</b>	<b>FMO Staff and HPHA IPA Auditor</b>	<b>3/31/2009</b>		<b>(7.1.2)</b>	
C1	HPHA Sr. Management to designate HPHA staff member responsible for completion of tasks				Charles Itliong	2/9/2009			Completed Charles Itliong was identified as HPHA staff member responsible
C2	Train and assist HPHA staff to prepare audited FDS schedule according to HUD guidelines					3/10/2009			Completed - a manual was given to HPHA FMO management

Task Index	Task Description	Method's) Used to Perform Task	Work Products/Deliverables		HPHA and/or HUD Staff Member Responsible	Target Date	Actual Date	Status	SOW Task(s) Addressed	Status through 3/31/09
C3	Review Audited FDS schedule with HPHA Sr. Management and IPA					3/15/2009				Completed - meeting was held with Executive Director and FMO Management
C4	Train and assist HPHA staff to submit audited FDS schedule to HUD					3/20/2009				provided training and assistance, this is an on-going task
C5	IPA approval of FDS schedule to HUD					3/25/2009				IPA signed off 3/30/09
C6	Respond to HUD questions and make necessary corrections and re-submit					As Needed				as needed
C7	Provide supporting documentation to HPHA for FDS submission					3/25/2009				Provided 3/31/09
C8	Draft procedure for inclusion in the policy and procedure manual					3/31/2009				Draft prepared, this will be an on-going process until HUD completes it's AM reporting model.
<b>D</b>	<b>Conduct Review of 2009 Operating/Capital Budget Revision</b>	<b>HPHA Task force consisting of FMO, Sr. management, AMP managers, line management and other staff</b>	<b>Board Resolution adopting the 2009 Operating/Capital Budget Revision by February 19, 2009</b>	<b>Robert Wilkes</b>	<b>FMO and Asset Management Staff</b>	<b>2/11/2009</b>			<b>(7.1.5)</b>	
D1	Review current year budget/actual financial data.				Gary Marushige Mark Buflo	2/9/2009				Completed
D2	Make recommendations for changes and/or corrections					2/11/2009				Completed
<b>E</b>	<b>2010 Operating/Capital Budget</b>	<b>HPHA Task force consisting of FMO, Sr. management, AMP managers, line management and other staff</b>	<b>Board Resolution adopting the 2010 Operating/Capital Budget by June 30, 2009</b>	<b>Robert Wilkes</b>	<b>FMO and Asset Management Staff</b>	<b>5/31/2009</b>			<b>(7.1.5)</b>	
E1	HPHA Sr. Management to designate HPHA staff member responsible for completion of tasks				Gary Marushige Mark Buflo	2/9/2009				Completed Gary Marushige and Mark Buflo have been assigned this task
E2	Assist in training new Budget Analyst.					Ongoing				Topics have been identified and training material is being developed
E3	Review current year budget					2/11/2009				Completed
E4	Project 2010 operating revenues					2/28/2009				Projection have not been provided to review.
E5	Review HPHA operational goals for 2009 and 2010 and have HPHA update where needed					3/15/2009				2009 goals were given to Gary and Mark to review and update with Executive Director

Task Index	Task Description	Method's) Used to Perform Task	Work Products/Deliverables		HPHA and/or HUD Staff Member Responsible	Target Date	Actual Date	Status	SOW Task(s) Addressed	Status through 3/31/09
E6	Assist in establishing budget process that meets the operational needs of HPHA under asset management					3/31/2009				A timeline was developed and responsibilities were assigned and approved by Executive Director
E7	Assist in establishing budget guidelines for AMPs and operational departments					3/31/2009				Available as budget is completed by HPHA
E8	Assist in establishing supporting documentation for proper budget review and analysis and proper use of the EMPHASYS budget module					3/31/2009				Available as budget is completed by HPHA
E9	Assist in developing policy and procedures for the budget process					3/31/2009				Available as budget is completed by HPHA
E10	Review budgets and recommend acceptance and/or modification					5/31/2009				Not Time

Task Index	Task Description	Method's) Used to Perform Task	Work Products/Deliverables	HPHA and/or HUD Staff Member Responsible	Target Date	Actual Date	Status	SOW Task(s) Addressed	Status through 3/31/09
<b>F</b>	<b>Internal Financial Reporting &amp; Accounting</b>	<b>Review of reports, supporting documentation, interviews, questioning, etc</b>	<b>Accrual based reports</b>	<b>Robert Wilkes</b>	<b>FMO Staff</b>	<b>Ongoing</b>		<b>(7.1.1); (7.1.5); (7.1.7); (7.1.13); (7.1.14)</b>	
F1	HPHA Sr. Management to designate HPHA staff member responsible for completion of tasks				Gary Marushige	2/9/2009			Completed - Gray Marushige was assigned responsibility
F2	Review current financial reports for BOC, Sr. Management and line management					Monthly			Reviewed February and March and made recommendations
F3	Determine where HPHA is in establishing accrual base reports					2/28/2009			Completed - major accruals have been included in the financial report.
F4	Identify entries that are still needed for full accrual accounting					2/28/2009			Completed - entries were identified for missing accruals
F5	Review monthly general ledger reconciliations of inter-funds, accounts payables, accounts receivables, cash, state appropriations, etc.					Monthly			HPHA is behind due to the audit and the FDS submission. Plans are being developed to put HPHA back on schedule.
F6	Review selected general ledger transactions and reports					Monthly			Reviewed various trial balances and general ledgers for completeness and accuracy. Made recommendations to FMO management
F7	Advise on completeness of reconciliations, reports, accruals, general ledger, etc and identify any corrections that are required					Monthly			Advise FMO management on steps needed.
F8	Recommend changes to policy and procedures					As Needed			As needed
<b>G</b>	<b>Staff Development</b>	<b>Observation, questioning, interviewing, training sessions, etc.</b>	<b>Training and Evaluation</b>	<b>Robert Wilkes</b>	<b>HUD</b>	<b>6/30/2009</b>		<b>(7.1.4); (7.1.11); (7.1.12); (7.1.15)</b>	
G1	HPHA Sr. Management and HUD's Honolulu Field Office to designate HPHA and HUD staff members responsible for completion of tasks					2/9/2009			Completed - Gary Marushige was assigned.

Task Index	Task Description	Method's) Used to Perform Task	Work Products/Deliverables		HPHA and/or HUD Staff Member Responsible	Target Date	Actual Date	Status	SOW Task(s) Addressed	Status through 3/31/09
G2	Develop a training plan that will facilitate the growth and proficiency of the CFMA, FO and Chief Accountant					2/28/2009				Topics have been identified in the areas of Audit, Operating Fund, Capital Fund, etc. Training material is being collected and written. Training will begin in April
G3	Advise the CFMA, FO and Chief Accountant on HUD regulations/guidelines, budget and accounting issues, personnel matters and general supervision of the department					6/30/2009				In-going - Advised on HUD regulations, PIH notices, accounting and other related topics
G4	Provide training to appropriate staff on the implementation of new policy and procedures					6/15/2009				Not Time
G5	Assist in establishing base line performance measures for the FMO department and individual staff members					6/30/2009				Collecting industry performance measures, developing measures based on HPHA goals

Task Index	Task Description	Method's) Used to Perform Task	Work Products/Deliverables		HPHA and/or HUD Staff Member Responsible	Target Date	Actual Date	Status	SOW Task(s) Addressed	Status through 3/31/09
<b>H</b>	<b>Financial Analysis</b>	<b>In depth review of financial information, analysis, reporting and recommendations</b>	<b>Recommendations for Cost Savings and Appropriate Resource Allocation</b>	<b>Robert Wilkes</b>	<b>FMO Staff</b>	<b>4/15/2009</b>			<b>(7.1.4); (7.1.8); (7.1.10)</b>	
H1	Assess allocation of income, expenses and charges to and among business units				Gary Marushige	4/15/2009				Completed - Gary Marushige has been assigned responsibility
H2	Evaluate cost-appropriateness of fees for services					4/15/2009				Reviewed current fee structure, COCC budget to actual, etc. Identified areas where fees were inadequate, developing recommendations
H3	Evaluate productivity on a cost per service unit basis for centralized services					4/15/2009				Not Completed as of 3/31/09
H4	Recommend cost-saving measures					4/15/2009				Not Completed as of 3/31/09
<b>I</b>	<b>Department Reorganization Plan</b>	<b>Review of present operations and staff talent. Compare to department objectives</b>	<b>Revised Organizational Chart</b>	<b>Robert Wilkes</b>	<b>FMO Staff</b>	<b>2/28/2009</b>			<b>(7.1.6)</b>	
I1	HPHA Sr. Management to designate HPHA staff member responsible for completion of tasks				Gary Marushige	2/9/2009				Completed - Gary Marushige has been assigned the responsibility
I2	Review initial reorganization plan presented to FMO staff.					2/11/2009				Plan was reviewed with Gary, Vanessa and Charles
I3	Discuss initial plan with FMO personnel					2/13/2009				Plan was reviewed at FMO February staff meeting
I4	Revise initial reorganization plan if needed					2/25/2009				Minor revisions were made with funds assigned to accountants
I5	Recommend new organizational chart for FMO					2/28/2009				Recommendations was made to FMO management
<b>J</b>	<b>Facilitate Networking with other PHAs</b>	<b>Contact other PHA based on previous experience</b>	<b>Professional contact developed with other PHA management team members</b>	<b>Robert Wilkes</b>	<b>FMO Staff</b>	<b>6/30/2009</b>			<b>(7.1.11); (7.1.12)</b>	
J1	HPHA Sr. Management to designate HPHA staff member responsible for completion of tasks				Gary Marushige	4/1/2009				Completed - Gary Marushige was assigned responsibility
J2	Review present key staff members needs related to key accounting or financial management issues of the HPHA					4/15/2009				April task
J3	Determine counterparts in other PHAs with similar issues and/or similar automated systems					4/30/2009				April task

Task Index	Task Description	Method's Used to Perform Task	Work Products/Deliverables		HPHA and/or HUD Staff Member Responsible	Target Date	Actual Date	Status	SOW Task(s) Addressed	Status through 3/31/09
J4	Make initial contact calls or emails					5/30/2009				Task J-3 needs to be completed first
J5	Assist in introductions and initial communications.					6/30/2009				Not Time
<b>K</b>	<b>Project Planning and Management</b>	<b>Defining and coordinating the provision of technical assistance</b>	<b>Work Plans, reports, meetings</b>	<b>Juan Patterson</b>		<b>Ongoing</b>			<b>(8.2); (8.5); (8.6)</b>	
K1	Technical Advisor's Initial Meeting with HUD Field Office	Onsite and telephonic meetings	Internal notes on priorities and status	Rob, Juan	HUD Honolulu Field Office Personnel	1/28/2009				Completed
K2	Technical Advisor's Initial Meetings with HPHA Staff	Onsite and telephonic meetings	Meeting agenda; notes of issues discussed, decisions reached and issues for focused attention	Rob, Juan	HPHA Executive Staff	2/3/2009				Completed
K3	Monthly Contracting Officer Reporting	Review of the status of contract deliverables; preparation of concise report on deliverables	Written Monthly Report	Juan		3rd of Mo.				January, February and March reports were submitted
K4	Monthly Progress Reporting	Review monthly activity and preparation of a concise report	Written Monthly Report of Contract Activities, Observations and Recommendations	Rob		5th of Mo.				January, February and March reports were submitted
K5	Draft of Final Progress Report	Summarization of monthly activity and preparation of concise report summarizing key T/A activities observations and recommendations	Draft Final Progress Report	Rob		6/27/2009				Not Time
K6	Final Progress Report	Revision of the draft final report	Written Final Progress Report	Juan		7/7/2009				Not Time

**2009 LEGISLATION (as of April 8, 2009)**

<b>HOUSE BILLS</b>						
<b>Bill No.</b>	<b>Bill Title</b>	<b>Summary</b>				
	<b>Relating to...</b>		Referral	Referral	Conference	Notes
HB200 HD1 GOV	State Budget	Executive Biennium Budget bill (FB2009-2011)	WAM--PASS AMENDED			
HB1043 HD1	Low-Income Housing Tax Credits	Makes state low-income housing tax credits more valuable by shortening the period over which the credits can be taken from ten years to five years.	EDH 3/23 2:00 PM	WAM--Not Heard		
<u>HB1092</u> <u>GOV-22(09)</u>	The Transfer of Homeless Programs Within the Department of Human Services	Improves the coordination of homeless programs and services within the Department of Human Services by relocating the state homeless programs from the Hawaii Public Housing Authority to the Benefit, Employment, and Support Services Division.	no crossover			
<u>HB1148 HD1</u>		With respect to notice requirements for a public agency hearing, requires state boards to electronically file meeting notices on the state calendar rather than in the Lt. Governor's office.	monitor only	JGO-PASSED		
HB1187 HD1 Cabanilla	The Homeless	Assists the homeless in reuniting with their families.	HMS 3/20 pass amended	WAM--HELD		
HB1221 HD1 Say	Affordable Housing Projects	Authorizes general obligation bond funds for affordable housing projects. Allows the funds to be used to match federal funds that may be appropriated under any federal fiscal stimulus legislation. (HB1221 HD1)	EDH 3/20 passed amended	WAM--NOT HEARD		
<u>HB1406 HD2</u> <u>Chang</u>	Community Services and the State Homeless Programs	Allows the Department of Human Services to establish the Office of Homeless and Community Services and transfer the Office of Community Services from the Department of Labor and Industrial Relations and the homeless programs from the Hawaii Public Housing Authority to the new office. (HB1406 HD2)	no crossover			

<u>HB1440 HD1</u> <u>Cabanilla</u>	Public Housing	Eliminates most procedural requirements preliminary to hearing for eviction of tenants from public housing. Requires evictions to be conducted by hearings officers appointed by the Hawaii public housing authority.	no crossover			
<u>HB1441</u> <u>Cabanilla</u>	Public Housing	Requires the Hawaii public housing authority to implement policies that reduce vacancies in public housing by 20% each year for the next 4 years. Requires the authority to annually assess tenant income to determine their continued eligibility for public housing. Requires the authority to submit annual reports to the legislature on the number of vacant units in public housing projects and related information.	deferred			
<u>HB1521</u> <u>Cabanilla</u>	Public Housing	Shortens time for notice, meeting, and grievance requirements for violations with rental agreements, leases, violation of rules, or maintenance in public housing. Streamlines eviction process in public housing.	deferred			
<u>HB1287 HD1</u>		Amends various sections of HRS to comply with Act 253, Session Laws of Hawaii 2000, which places restrictions on the creation of civil service exempt positions. Automatically converts certain civil service exempt positions to civil service positions in three years.	no crossover			
<u>HB1406 HD2</u>		Allows the Department of Human Services to establish the Office of Homeless and Community Services and transfer the Office of Community Services from the Department of Labor and Industrial Relations and the homeless programs from the Hawaii Public Housing Authority to the new office.	no crossover			
<u>HB1692 HD2</u>		1. Restricts state low-income housing leases in certain cases, to no more than 5 years. Effective 07/01/2020.	EDH 3/20/09 pass amended	WAM-PASSED		EDH amend: 5 yr limit applies to (blank) % of units; deletes House lang on no preferences; requires HPHA study federal programs on ending dependency.

HB1694 HD2 Cabanilla	Public Housing	Requires the Hawaii public housing authority to establish a minimum rent schedule. Requires a minimum monthly rent for state public housing units and annual Consumer Price Index adjustment of minimum rent. Prohibits preferences for tenant selection. (HB1694 HD2)	EDH 3/23 Passed--delete "no preferences"	WAM-NOT HEARD		EDH amends: adds common expense assessment to bill; eliminates existing preference but does not prohibit preferences
HB1768 HD1		Raises the ceiling for construction contract bid security requirements from \$25,000 to \$50,000.	JGO 3/20/09 DEFERRED			
<b>RESOLUTIONS</b>						
HCR0062 Rhoads		REQUESTING THE HAWAII PUBLIC HOUSING AUTHORITY AND THE HAWAII HOUSING FINANCE AND DEVELOPMENT CORPORATION TO CREATE A REDEVELOPMENT MASTER PLAN FOR KUKUI GARDENS AND MAYOR WRIGHT HOMES.	HSG DEFERRED	FIN		
HCR0063 Rhoads		URGING THE GOVERNOR TO INCLUDE THE KUKUI GARDENS AFFORDABLE HOUSING PROJECT IN THE STATE'S LIST OF SHOVEL-READY PROJECTS FOR THE PRESIDENT'S PROPOSED ECONOMIC STIMULUS PLAN.	HSG-PASSED	FIN-NOT HEARD		
HCR94 Say		REQUESTING THE AUDITOR TO CONDUCT A MANAGEMENT AND FINANCIAL AUDIT OF THE HAWAII PUBLIC HOUSING AUTHORITY'S MAINTENANCE CONTRACTS.	HUS 3/16/09 PASS	LMG-PASSED AMENDED		
HCR279	HPHA; Eviction Process; Streamlining	URGING THE HAWAII PUBLIC HOUSING AUTHORITY TO STREAMLINE THE EVICTION PROCESS TO CONFORM TO FEDERAL GUIDELINES	HSG-PASSED	JUD-NOT SCHEDULED		
<b>SENATE BILLS</b>						
<b>Bill No.</b>	<b>Bill Title</b>	<b>Summary</b>				
	<b>Relating to</b>		Cross Over	2nd	Conference	Ref. to Gov

SB439		Authorizes the Hawaii public housing authority to develop public housing projects under a partnership or development agreement with a private party; provides exemptions from chapters 103 and 103D if not prohibited by federal law or regulation; requires annual report to the legislature. (SD1)	no crossover			
SB455 SD1 Hooser	Public Housing	Requires the Hawaii public housing authority to designate no more than fifty per cent of the units in public housing projects as smoking units; requires designation of smoking areas; prohibits smoking in and around public housing projects except in smoking units and designated smoking areas; establishes penalties. (SD1)	HSG/HLT--NOT SCHEDULED	JUD		
SB456 SD1 Hooser	Discrimination	Prohibits discrimination in real property transactions based on lawful source of income (i.e. Section 8 vouchers).	no crossover			
SB535 Taniguchi	Intoxicating Liquor	Prohibits possession of open liquor containers in public housing common areas and on streets and sidewalks.	HUS 3/16 PASS	JUD-NOT SCHEDULED		
SB553, SD2		Requires use of compact fluorescent light bulbs, light-emitting diode lighting products, and advanced energy-efficient incandescent light bulbs in state buildings.	EEP/EBM Deferred			
SB734 Sakamoto	HPHA	Establishes a special master and an advisory council to develop a comprehensive plan to assist the Hawaii public housing authority in resolving the health and safety violations at public housing projects statewide; appropriates funds from the public housing revolving fund.	no crossover			
SB753 SD1 Sakamoto	HPHA	Appropriates funds for security at public housing projects.	no crossover			
SB757 SD1 Sakamoto	Housing	Authorizes the Hawaii public housing authority to establish a shelter in place pilot program to provide a subsidy, including grants, loans, and no-interest loans, to low- and moderate-income homeowners and renters that are at risk of losing their home or rental due to a job loss or loss of work hours; authorizes the authority to contract the services; appropriates moneys. (SD1)	no crossover			

HAWAII PUBLIC HOUSING AUTHORITY  
G/L BUDGET COMPARISON REPORT  
MAJOR PROGRAMS  
BOD REPORT

	Feb-09				Year-To-Date				Total Year Budget
	Budget	Actual	Difference	%	Budget	Actual	Difference	%	
<b>FEDERAL LOW RENT PROGRAM (Full Accrual)</b>									
Rental Program	1,412,527	1,381,995	(30,532)	98%	11,300,216	11,271,646	(28,570)	100%	16,950,324
State and Federal Subsidy	1,614,756	1,668,448	53,692	103%	12,918,048	13,759,526	841,478	107%	19,377,072
Other Revenue	36,705	36,460	(245)	99%	293,640	303,722	10,082	103%	440,460
Expenses	3,192,147	2,913,462	278,685	91%	25,537,176	22,360,922	3,176,254	88%	38,305,764
<b>NET CHANGE</b>	<b>(128,159)</b>	<b>173,441</b>	<b>301,600</b>	<b>-135%</b>	<b>(1,025,272)</b>	<b>2,973,972</b>	<b>3,999,244</b>	<b>-290%</b>	<b>(1,537,908)</b>
<b>STATE FAMILY PROGRAM (Full Accrual)</b>									
Rental Program	65,981	77,935	11,954	118%	527,848	593,518	65,670	112%	791,772
State Subsidy	0	0	0	--	0	0	0	--	0
Other Revenue	190	15,611	15,421	8216%	1,520	50,112	48,592	3297%	2,280
Expenses	200,204	118,289	81,915	59%	1,601,632	1,245,442	356,190	78%	2,402,448
<b>NET CHANGE</b>	<b>(134,033)</b>	<b>(24,743)</b>	<b>109,290</b>	<b>18%</b>	<b>(1,072,264)</b>	<b>(601,812)</b>	<b>470,452</b>	<b>56%</b>	<b>(1,608,396)</b>
<b>STATE ELDERLY PROGRAM (Full Accrual)</b>									
Rental Program	156,034	163,951	7,917	105%	1,248,272	1,279,937	31,665	103%	1,872,408
State Subsidy	0	0	0	--	0	0	0	--	0
Other Revenue	0	14,228	14,228	--	0	52,113	52,113	--	0
Expenses	200,619	139,467	61,152	70%	1,604,952	1,795,757	(190,805)	112%	2,407,428
<b>NET CHANGE</b>	<b>(44,585)</b>	<b>38,712</b>	<b>83,297</b>	<b>-87%</b>	<b>(356,680)</b>	<b>(463,707)</b>	<b>(107,027)</b>	<b>130%</b>	<b>(535,020)</b>
<b>CENTRAL OFFICE COST CENTER (Full Accrual)</b>									
State and Federal Subsidy	0	0	0	--	0	0	0	--	0
Other Revenue (Fees)	482,894	818,763	335,869	170%	3,863,155	3,440,916	(422,239)	89%	5,794,733
Expenses	521,712	613,416	(91,704)	118%	4,173,699	4,784,259	(610,560)	115%	6,260,548
<b>NET CHANGE</b>	<b>(38,818)</b>	<b>205,347</b>	<b>244,165</b>	<b>-529%</b>	<b>(310,543)</b>	<b>(1,343,343)</b>	<b>(1,032,800)</b>	<b>433%</b>	<b>(465,815)</b>
<b>SECTION 8 HOUSING CHOICE VOUCHER (Modified Accrual)</b>									
Federal Subsidy	1,687,210	1,495,459	(191,751)	89%	13,497,680	12,488,311	(1,009,369)	93%	20,246,520
Other Revenue	188,135	199,117	10,982	106%	1,505,080	1,373,153	(131,927)	91%	2,257,620
Expenses	1,899,114	1,744,653	154,461	92%	15,192,912	13,252,740	1,940,172	87%	22,789,368
<b>NET CHANGE</b>	<b>(23,769)</b>	<b>(50,077)</b>	<b>(26,308)</b>	<b>211%</b>	<b>(190,152)</b>	<b>608,724</b>	<b>798,876</b>	<b>-320%</b>	<b>(285,228)</b>
<b>SECTION 8 PROJECT BASED PROGRAM (Modified Accrual)</b>									
Federal Subsidy	1,499,994	1,866,679	366,685	124%	11,999,952	14,414,468	2,414,516	120%	17,999,928
Other Revenue	131,441	75,382	(56,059)	57%	1,051,528	943,984	(107,544)	90%	1,577,292
Expenses	1,621,681	2,101,579	(479,898)	130%	12,973,448	15,113,203	(2,139,755)	116%	19,460,172
<b>NET CHANGE</b>	<b>9,754</b>	<b>(159,518)</b>	<b>(169,272)</b>	<b>-1635%</b>	<b>78,032</b>	<b>245,249</b>	<b>167,217</b>	<b>314%</b>	<b>117,048</b>
<b>STATE RENT SUPPLEMENT (Modified Accrual)</b>									
State Subsidy	0	496,682	496,682	--	0	745,023	745,023	--	0
Other Revenue	98,794	119,832	21,038	121%	790,352	179,748	(610,604)	23%	1,185,528
Expenses	103,768	87,848	15,920	85%	830,144	770,895	59,249	93%	1,245,216
<b>NET CHANGE</b>	<b>(4,974)</b>	<b>528,666</b>	<b>533,640</b>	<b>-10629%</b>	<b>(39,792)</b>	<b>153,876</b>	<b>193,668</b>	<b>-387%</b>	<b>(59,688)</b>
<b>HOMELESS PROGRAMS (Modified Accrual)</b>									
State and Federal Subsidy	1,818,167	1,194,408	(623,759)	66%	14,545,336	14,226,684	(318,652)	98%	21,818,004
Other Revenue	101,155	42	(101,113)	0%	809,240	2,051	(807,189)	0%	1,213,860
Expenses	1,906,496	972,503	933,993	51%	15,251,968	11,107,094	4,144,874	73%	22,877,952
<b>NET CHANGE</b>	<b>12,826</b>	<b>221,947</b>	<b>209,121</b>	<b>1730%</b>	<b>102,608</b>	<b>3,121,640</b>	<b>3,019,032</b>	<b>3042%</b>	<b>153,912</b>
<b>SUB-TOTAL OPERATIONS</b>	<b>(351,758)</b>	<b>933,775</b>	<b>1,285,533</b>	<b>-265%</b>	<b>(2,814,063)</b>	<b>4,694,599</b>	<b>7,508,663</b>	<b>-167%</b>	<b>(4,221,095)</b>
<b>CAPITAL FUND</b>									
State and Federal Subsidy	4,606,353	184,788	(4,421,565)	4%	36,850,824	2,320,014	(34,530,810)	6%	55,276,236
Expenses	4,606,353	358,958	4,247,395	8%	36,850,824	5,565,759	31,285,065	15%	55,276,236
<b>NET CHANGE</b>	<b>0</b>	<b>(174,170)</b>	<b>(174,170)</b>		<b>0</b>	<b>(3,245,744)</b>	<b>(3,245,744)</b>		<b>0</b>
<b>GRAND TOTAL AGENCY</b>	<b>(351,758)</b>	<b>759,605</b>	<b>1,111,363</b>	<b>-216%</b>	<b>(2,814,063)</b>	<b>1,448,855</b>	<b>4,262,918</b>	<b>-51%</b>	<b>(4,221,095)</b>

## **YTD Financial Variance Report by Program February 2009**

### **Federal Low Rent Program:**

**Rental Program** revenues show a slightly negative YTD variance to budget of \$28K. The major challenge remains AMP 37 (Hilo), which is generating only 42% of its budgeted rental revenues but there are several AMPs such as 31 (Kalihi Valley Homes), 33 (Kaahumanu), 43 (Kona), 45 (Windward Oahu) and 46 (Kamuela) which are exceeding budgeted expectations by over 10%. **Subsidy Income** continues to be ahead of budget by \$841K due to the increase in monthly draw-downs for October, November and December 2008 as a result of the change in pro-ration by HUD from 82% to 89% for the prior calendar year and increased subsidies for the first two months of the new calendar year.

**Expenses** continue to show a positive variance to budget YTD of \$3M with all major accruals being recorded in the financials. Wages and benefits are down to budget by \$407K due to reduced staffing being in effect. Bad debt expense accruals are down \$1.3M to budget as we are only accruing for possible write offs expenses for the current year. There are also savings in PILOT (payment in lieu of taxes) expenses of \$733K and extraordinary maintenance expenses of \$1.1M. However, these savings are partially offset by increases in utilities expenses of \$920K.

The program is operating at a net change improvement to budget of \$4M for the first eight months of the fiscal year but as noted below, there are expenses which need to be charged out from the Central Office Cost Center to this Program.

### **State Family Program:**

**Rental Program** revenue is slightly ahead of budget by \$66K. **Expenses** show a \$356K positive variance to budget. There is a savings of \$404K in bad debt expenses, which is partially offset by a \$100K increase in utilities expenses. Despite the positive variance in revenues and expenses to budget, the program is still operating with a year to date structural deficit of \$602K. Payroll costs alone are 70% to revenues and this leaves little to cover other operating costs. We would need to relook at the total concept of the operation, as this program has been operating at a deficit from records going back to 2004 and the deficit has been increasing every year.

### **State Elderly Program:**

**Rental Program** revenues are slightly ahead of budget by \$31K. **Expenses** show an increase to budget of \$190K due primarily to increases in private management company costs of \$190K and utilities expenses of \$59K. However, there are savings in various other expenses such as bad debt of \$59K, which partially offset these increases. Although the private management company expenses are over budget, they are running at 52% to revenues, which is lower than the State Family program. This State program is also still running at a deficit of \$464K.

**Central Office Cost Center:**

**Revenues** are down \$422K to budget even though all the appropriate regular monthly management, bookkeeping, IT and asset management fees have been charged out to the other funds. Additional amounts need to be charged to the AMPs for the fees for services cost of wages and benefits for the Special Teams group working on the A and B vacant unit turnaround project. We also need to identify certain direct costs for Hearings, Admissions and other sections, which need to be detailed out and billed. We are presently finalizing these costs but are estimating that at least \$442K need to be charged to the AMPs for the Special Teams work and Applications section costs to be charged out would be at least \$300K year to date. We are targeting to get these direct costs identified and charged out this month.

**Expenses** show an increase to budget of \$610K partially due to increased utilities expenses of \$349K and increased contract expenses. We believe these increases are due to payments for AMP expenses, which were incorrectly charged to COCC during the first two months of year. We are presently researching these payments by invoices and will make adjusting entries if needed. Wages and benefits are over budget by \$151K due to increased maintenance wages and benefits for the Special Teams.

**Section 8 Housing Choice Voucher:**

**Subsidy Revenue** shortfalls total \$1M to budget due to decreases in subsidy payments as a result of final 2008 HUD calculations and reduced subsidies for the first quarter of 2009. **Expenses** show a \$1.9M positive variance to budget due to decreases in payouts for housing assistance payments of \$1.5M as a result of the planned underutilization of vouchers. Voucher utilization is currently at 96% and the resulting savings will be kept in reserve.

We are presently showing a positive program “net change” of \$608K for the first eight months of the fiscal year, which is due to the planned under utilization of the vouchers to build a reserve. This was done to provide a contingency to cover the situation that occurred this calendar year when HUD reduced their monthly subsidy from \$1,582,899 to \$1,495,458 in January 2009. We have been running at a program deficit of around \$42K per month for January and February. However, even if this continues until June, we have enough reserves to cover the shortfall.

**Section 8 Project Based Program:**

**Subsidy Revenues** show an increase to budget of \$2.4M due to increases in subsidy receipts. **Expenses** in total are higher than budget by \$2.1M due to increased housing assistance payment expenditures of \$2.4M.

**State Rent Supplement:**

**Revenues** in total show a \$134K net increase to budgeted expectations. **Expenses** show a positive variance to budget of \$59K due to a combination of \$33K in reduced housing assistance payments and \$56K in reduced operating expenses (fees, supplies, utilities, etc.) which were partially offset by a \$30K increase in wages and benefits.

**Homeless Programs:**

**Subsidy** incomes show a decrease to budget of \$318K. **Other Revenues** show a decline of \$807K. **Expenses** are down \$4.1M due to a reduction in administrative other expenses as a result of timing differences to budget in vendor payments. In addition, wages and benefits are down \$266K to budgeted guidelines due to the hiring freeze in effect. Both revenues and expenses will end FY2009 down to budget by \$8.5M as one of the programs included in the Homeless budget (Temporary Aid to Needy Families – TANF) was actually to be administered by DHS.

**Capital Fund:**

Subsidy income of \$2.3M partially offsets expenditures of \$5.6M. These are not actual operating costs and income and expenses will offset after timing differences are negated. However, current utilization of the available capital funds is point of concern to HPHA and HUD. HPHA has \$41M in Federal Capital and Replacement Housing Funds available; \$15M has been obligated and \$9M has been disbursed. Additionally, of the \$41M available in State CIP monies, \$6M has been encumbered and \$997K expended. Of the \$5M available in 2009 State R&M \$2M has been encumbered and \$1.2M expended. We are expediting projects, in light of the \$16M in additional Federal Stimulus funds, which have already been appropriated for HPHA.

The Federal Capital Fund Program funds for 2007, which have an obligation date of September 12, 2009, are on track to be obligated on time. There are eight separate projects being financed by this Fund of which there are two major construction projects. Both of these projects, Kalihi Valley Homes Site and Dwelling Improvements (\$3M) and Puuwai Momi Electrical System (\$4M) are on schedule to be contracted and obligated to meet the HUD deadline. The Fund also contains appropriations for Operations (\$2.6M) and Administration support (\$1.2M), which will be drawn down before the end date.

Property Management and Maintenance Services Branch (PMMSB)  
Report for the Month Ended March 31, 2009

**GOAL: Fix units, Fill units (95% occupancy) and Collect rent (collect 95%).**

1. Robyn Valluzzi and team at AMP 30 (Puuwai Momi) achieved 100% occupancy in March 2009. Janice Mizusawa and team at AMP 34 (Kalakaua) achieved 100% rent collections.
2. The tax intercept program collected \$3,829.95 of vacated tenant accounts receivable in March of 2009 and \$14,480.00 in February 2009.
3. The Special Team completed all 146 vacant units [vacated as of 6/30/08] assigned to them and have started repairing units that became vacant after July 1, 2008.
4. In March 2009, there were 51 families moved in, 45 moved out, and 6 transfers. Sixteen families were "moved out" due to eviction.
5. Repair of 62 vacant units on Maui (55 units) and Molokai (7 units) are going out for bid on or before April 13, 2009; the estimated start date is second week of June. Repairs should be completed within 6 to 8 months after that. PMMSB will assist the AMP with placement to ensure a timely lease up of the units.
6. Correctional Industries began repair work on vacant units at Kalihi Valley Homes on April 2, 2009.
7. Current applications pool consists of the following number of families to ensure ready vacant units are filled within 48 hours.

HONOLULU	TOTAL	CENTRAL FAMILY	
ELDERLY 0	28	1 BEDROOM	7
ELDERLY 1	14	2 BEDROOM	6
ELDERLY 2	1	3 BEDROOM	5
<b>HONOLULU FAMILY</b>		4 BEDROOM	4
1 BEDROOM	27	<b>LEEWARD FAMILY</b>	
2 BEDROOM	12	1 BEDROOM	3
3 BEDROOM	13	2 BEDROOM	7
4 BEDROOM	23	3 BEDROOM	9
5 BEDROOM	3	4 BEDROOM	4
<b>CENTRAL</b>		<b>WINDWARD FAMILY</b>	
ELDERLY 0	4	1 BEDROOM	8
ELDERLY 1	9	2 BEDROOM	13
		3 BEDROOM	5
		4 BEDROOM	0
		TOTAL:	205
		DUPLICATED:	8

Please see chart below for the families referred for eviction and the amount owed in February 2009 and March 2009. Referrals for eviction submitted before February 2009 is not reflected on the chart below. The goal is to refer all families over 90 days delinquent, then move to those 60 days, then 30 days. The principle is “the absolute certainty of timely eviction for those who do not pay rent will cause tenants to pay rent.”

<b>Non Vacated Delinquencies Balance As of March 2009</b>						
<b>AMP</b>	<b>Count of Families</b>	<b>Over 90 Days</b>	<b>Families referred for eviction in Dec 08 &amp; Jan 09</b>	<b>Dollar amount of the cases referred in Dec 08 &amp; Jan 09</b>	<b>Families referred for eviction in Feb &amp; Mar 09</b>	<b>Dollar amount of the cases referred in Feb &amp; March 09</b>
30P-Aiea	10	7,065.31	3	3,746.23	4	5,994.00
31P-KVH	30	328,319.18	1	280.00	10	168,615.89
32P-MWH	15	33,842.50	1	4,254.76	6	4,334.51
33P-Kamehameha/Kaahumanu	10	42,064.52	1	40.65	4	4,655.57
34P-Kalaka'ua	0	0.00	0	0.00	0	0.00
35P-Kalaniihūia	13	39,602.77	3	20,823.15	2	5,403.20
37P-Hilo	14	16,998.48	3	5,266.43	2	11,054.76
38P-Kauai	9	5,363.11	0	0.00	1	2,095.00
39P-Maui	33	61,803.13	0	0.00	13	67,323.44
40P-KPT	59	46,475.47	7	8,263.42	9	13,242.56
43P-Kona	11	35,865.58	3	20,742.15	4	37,758.15
44P-Leeward Oahu	53	190,182.39	3	57,621.56	3	19,789.36
45P-Windward Oahu	18	17,446.69	0	0.00	6	9,369.27
46P-Kamuela	25	37,005.99	0	0.00	0	0.00
49P-Central Oahu	13	25,823.86	0	0.00	2	1,641.42
50P-Palolo	7	11,524.83	0	0.00	0	0.00
	<b>320</b>	<b>\$ 899,383.81</b>	<b>25</b>	<b>\$ 121,038.35</b>	<b>66</b>	<b>\$ 351,277.13</b>

**GOAL: Uniform House Rules**

Drafted consolidated “House Rules” that will be used statewide by all AMPs. PMMSB will prepare a For Action to take the rules to public hearing by the June 2009 Board Meeting. The uniform house rules will assist the HPHA in enforcing rules consistently across the State. PMMSB will solicit comments from all resident associations.

**GOAL: Eliminate Repeat Audit Findings – Resident Files**

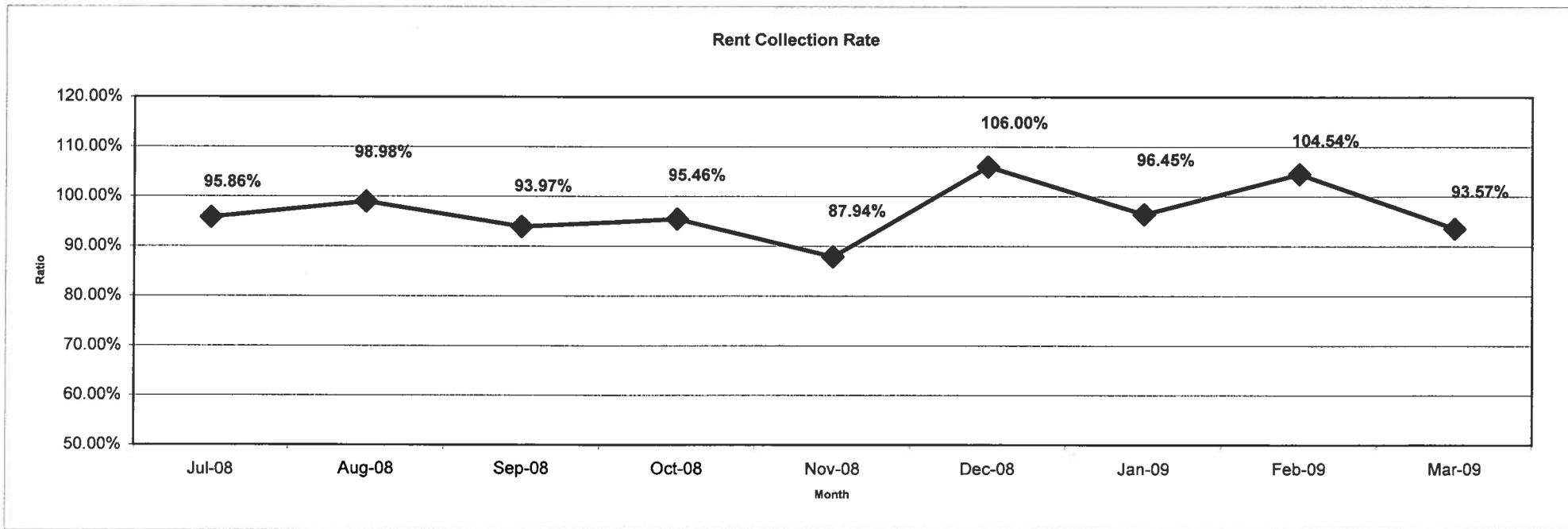
Quarterly meetings of clerical and administrative staff at the AMPs (PHS I & II) will begin in April 2009. Meetings will address audit findings and findings from the monthly Supervisor’s Review Reports (given to HUD on a monthly basis).

FEDERAL PUBLIC HOUSING

Rent Collection from 07/01/2008 to 3/31/2009

	Jul-08			Aug-08			Sep-08			Oct-08			Nov-08		
	Charges	Collected	Ratio												
Hawaii	\$ 116,470.00	119,587.73	102.68%	\$ 120,477.92	122,760.35	101.89%	\$ 125,439.00	118,355.06	94.35%	\$ 125,869.00	115,203.51	91.53%	\$ 131,048.00	112,866.00	86.13%
Kauai	\$ 79,207.00	75,806.25	95.71%	\$ 79,485.00	75,502.50	94.99%	\$ 75,965.00	86,866.07	114.35%	\$ 78,673.00	80,746.73	102.64%	\$ 79,849.00	73,720.23	92.32%
Maui	\$ 51,024.00	43,783.00	85.81%	\$ 49,455.00	45,634.62	92.28%	\$ 48,272.00	44,387.54	91.95%	\$ 46,012.00	46,125.48	100.25%	\$ 47,977.00	39,874.31	83.11%
Oahu	\$ 1,197,434.34	1,145,116.97	95.63%	\$ 1,197,981.61	1,188,701.58	99.23%	\$ 1,200,629.45	1,113,188.62	92.72%	\$ 1,204,135.22	1,146,555.38	95.22%	\$ 1,214,272.36	1,068,968.52	88.03%
<b>Total</b>	<b>\$ 1,444,135.34</b>	<b>\$ 1,384,293.95</b>	<b>95.86%</b>	<b>\$ 1,447,399.53</b>	<b>\$ 1,432,599.05</b>	<b>98.98%</b>	<b>\$ 1,450,305.45</b>	<b>\$ 1,362,797.29</b>	<b>93.97%</b>	<b>\$ 1,454,689.22</b>	<b>\$ 1,388,631.10</b>	<b>95.46%</b>	<b>\$ 1,473,146.36</b>	<b>\$ 1,295,429.06</b>	<b>87.94%</b>

	Dec-08			Jan-09			Feb-09			9-Mar			Total		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	\$ 133,281.27	131,073.06	98.34%	\$ 133,656.78	\$ 115,217.46	86.20%	\$ 132,995.09	\$ 153,397.87	96.73%	\$ 132,936.86	\$ 128,036.71	96.31%	\$ 1,152,173.92	\$ 1,116,497.75	96.90%
Kauai	\$ 80,041.00	93,170.62	116.40%	\$ 83,368.00	\$ 84,101.48	100.88%	\$ 84,625.00	\$ 83,524.26	88.16%	\$ 85,116.00	\$ 81,355.63	95.58%	\$ 726,329.00	\$ 734,793.77	101.17%
Maui	\$ 46,632.00	46,921.77	100.62%	\$ 47,501.00	\$ 44,531.92	93.75%	\$ 46,918.00	\$ 42,249.03	75.04%	\$ 46,955.00	\$ 38,073.50	81.09%	\$ 430,746.00	\$ 391,581.17	90.91%
Oahu	\$ 1,221,838.55	1,299,474.08	106.35%	\$ 1,225,392.10	\$ 1,193,203.47	97.37%	\$ 1,220,303.61	\$ 1,273,011.42	88.14%	\$ 1,223,417.21	\$ 1,145,321.53	93.62%	\$ 10,905,404.45	\$ 10,573,541.57	96.96%
<b>Total</b>	<b>\$ 1,481,792.82</b>	<b>\$ 1,570,639.53</b>	<b>106.00%</b>	<b>\$ 1,489,917.88</b>	<b>\$ 1,437,054.33</b>	<b>96.45%</b>	<b>\$ 1,484,841.70</b>	<b>\$ 1,552,182.58</b>	<b>104.54%</b>	<b>\$ 1,488,425.07</b>	<b>\$ 1,392,787.37</b>	<b>93.57%</b>	<b>\$ 13,214,653.37</b>	<b>\$ 12,816,414.26</b>	<b>96.99%</b>



# Federal LIPH

HPHA Island Overview Report

As of March 31, 2009

Island	Occupancy					Monthly Activity				Federal Waiting List*			
	Total Available Units	Total Occupied Units	Occupancy Ratio	Total Vacant Units (includes rent ready)	Units Rent Ready	Units Vacated (includes transfers)	Units Filled (includes transfers)	Transfers	Evictions	Families	Elderly	Transf. to LIPH-Family	Transf. to LIPH-Elderly
Hawaii	592	548	92.57%	44	8	7	6	2	1	1,561	185	2	2
Kauai	315	312	99.05%	3	0	1	2	1	0	113	56	0	1
Maui	156	140	89.74%	16	2	4	4	1	0	170	77	2	1
Oahu	4,013	3,845	95.81%	168	55	30	24	9	5	6,096	1,511	17	6
<b>Total</b>	<b>5,076</b>	<b>4,845</b>	<b>95.45%</b>	<b>231</b>	<b>65</b>	<b>42</b>	<b>36</b>	<b>13</b>	<b>6</b>	<b>7,778</b>	<b>1,799</b>	<b>21</b>	<b>10</b>

Island	Non Vacated Delinquencies**				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	74	\$ 59,937.11	50	\$ 89,870.05	\$ 132,936.86	\$ 128,036.71	96.31%
Kauai	24	\$ 17,108.70	9	\$ 5,363.11	\$ 85,116.00	\$ 81,355.63	95.58%
Maui	24	\$ 25,414.24	33	\$ 61,803.13	\$ 46,955.00	\$ 38,073.50	81.09%
Oahu	426	\$ 298,731.44	228	\$ 742,347.52	\$ 1,223,417.21	\$ 1,145,321.53	93.62%
<b>Total</b>	<b>548</b>	<b>\$ 401,191.49</b>	<b>320</b>	<b>\$ 899,383.81</b>	<b>\$ 1,488,425.07</b>	<b>\$ 1,392,787.37</b>	<b>93.57%</b>

\* - Please notice WL count does not sum up as applicants may apply on more than 1 listing.

\*\* - Delinquencies and Collections reflect only Rents and Payment Agreements (Bill Code 0001 and 0006).

The collection charges reflect only the dwelling rental collections and Rent Payment Agreements. Excluded are Work Orders, Pet Fees, Monthly Pet Fees, Misc Charges, etc. Prepays are included.

Collections Rate uses the same month for calculations. Example: 11-2008 charges are compared against 11-2008 collected.

# Federal LIPH

## HPHA Project Overview Report

As of March 31, 2009

AMP	Occupancy					Monthly Activity				Federal Waiting List*			
	Total Available Units	Total Occupied Units	Occupancy Ratio	Total Vacant Units (includes rent ready)	Units Rent Ready	Units Vacated (includes transfers)	Units Filled (includes transfers)	Transfers	Evictions	Family	Elderly	Transf. to LIPH Family	Transf. to EIPH-Elderly
30P-Aiea	361	360	99.72%	1	0	0	6	1	1	4540	0	5	0
31P-KVH	328	312	95.12%	16	1	0	2	0	0	4540	0	5	0
32P-MWH	358	348	97.21%	10	3	4	1	1	0	4540	0	5	0
33P-Kam/Kaamanu	371	364	98.11%	7	4	0	1	1	0	4540	0	5	0
34P-Kalakaua	568	555	97.71%	13	5	3	1	0	0	0	1464	0	5
35P-Kalanihua	585	532	90.94%	53	26	5	1	0	0	4540	1464	5	5
37P-Hilo	291	269	92.44%	22	1	5	6	2	1	749	152	1	2
38P-Kauai	315	312	99.05%	3	0	1	2	1	0	113	56	0	1
39P-Maui	156	140	89.74%	16	2	4	4	1	0	170	77	2	1
40P-KPT	715	691	96.64%	24	5	8	3	2	5	4540	0	5	0
43P-Kona	200	193	96.50%	7	5	0	0	0	0	935	44	1	0
44P-Leeward Oahu	245	221	90.20%	24	7	3	3	3	0	2032	0	8	0
45P-Windward Oahu	226	217	96.02%	9	1	5	3	1	0	1404	0	2	0
46P-Kamuela	101	86	85.15%	15	2	2	0	0	0	935	44	0	0
49P-Central Oahu	142	135	95.07%	7	3	1	3	0	0	1084	176	2	3
50P-Palolo	114	110	96.49%	4	0	1	0	0	0	4540	0	5	0
<b>Total</b>	<b>5,076</b>	<b>4,845</b>	<b>95.45%</b>	<b>231</b>	<b>65</b>	<b>42</b>	<b>36</b>	<b>13</b>	<b>7</b>	<b>7778</b>	<b>1799</b>	<b>21</b>	<b>10</b>

AMP	Non Vacated Delinquencies**				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
30P-Aiea	30	14,779.64	10	7,065.31	\$ 155,824.00	153,627.97	98.59%
31P-KVH	69	64,765.69	30	328,319.18	\$ 109,428.00	96,002.88	87.73%
32P-MWH	19	17,191.75	15	33,842.50	\$ 115,407.49	111,900.04	96.96%
33P-Kam/Kaamanu	16	10,589.94	10	42,064.52	\$ 111,783.75	109,704.99	98.14%
34P-Kalakaua	2	158.00	0	0.00	\$ 130,873.78	133,162.48	101.75%
35P-Kalanihua	18	8,559.18	13	39,602.77	\$ 132,177.43	132,095.48	99.94%
37P-Hilo	26	15,716.11	14	16,998.48	\$ 63,901.86	63,738.92	99.75%
38P-Kauai	24	17,108.70	9	5,363.11	\$ 85,116.00	81,355.63	95.58%
39P-Maui	24	25,414.24	33	61,803.13	\$ 46,955.00	38,073.50	81.09%
40P-KPT	124	68,153.67	59	46,475.47	\$ 263,031.00	227,716.25	86.57%
43P-Kona	24	23,276.00	11	35,865.58	\$ 46,471.00	44,837.91	96.49%
44P-Leeward Oahu	81	56,277.51	53	190,182.39	\$ 57,229.00	41,876.04	73.17%
45P-Windward Oahu	36	35,178.21	18	17,446.69	\$ 76,588.00	77,750.99	101.52%
46P-Kamuela	24	20,945.00	25	37,005.99	\$ 22,564.00	19,459.88	86.24%
49P-Central Oahu	20	14,749.00	13	25,823.86	\$ 41,490.00	32,409.30	78.11%
50P-Palolo	11	8,328.85	7	11,524.83	\$ 29,584.76	29,075.11	98.28%
<b>Total</b>	<b>548</b>	<b>\$ 401,191.49</b>	<b>320</b>	<b>\$ 899,383.81</b>	<b>\$ 1,488,425.07</b>	<b>\$ 1,392,787.37</b>	<b>93.57%</b>

\* - Please notice WL count does not sum up as applicants may apply on more than 1 listing.

\*\* - Delinquencies and Collections reflect only Rents and Payment Agreements (Bill Code 0001 and 0006).

▲ The collection charges reflect only the dwelling rental collections and Rent Payment Agreements. Excluded are Work Orders, Pet Fees, Monthly Pet Fees, Misc Charges, etc. Prepays are included.

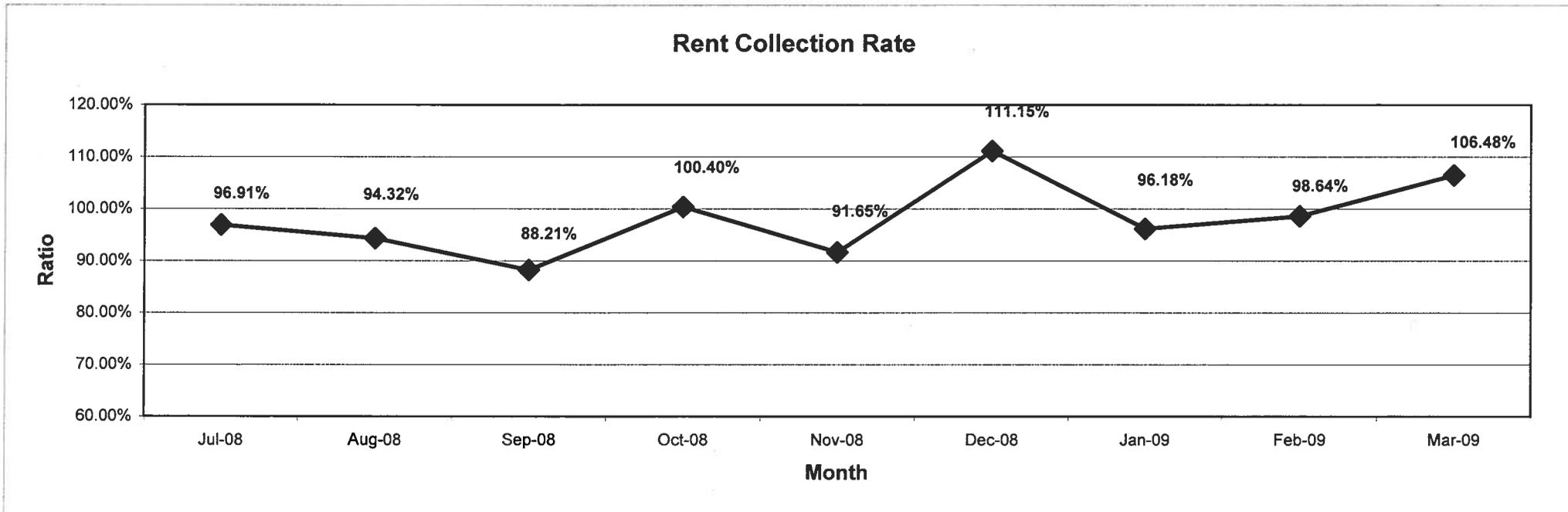
▲ Collections Rate uses the same month for calculations. Example: 11-2008 charges are compared against 11-2008 collected.

STATE PUBLIC HOUSING

Rent Collection from 07/01/2008 to 3/31/2009

	Jul-08			Aug-08			Sep-08			Oct-08			Nov-08		
	Charges	Collected	Ratio	Charges	Collected	Ratio									
Hawaii	\$ 11,693.00	\$ 11,134.23	95.22%	\$ 11,028.00	\$ 8,885.00	80.57%	\$ 10,906.00	\$ 8,577.00	78.64%	\$ 10,906.00	\$ 9,454.00	86.69%	\$ 11,223.00	\$ 7,705.00	68.65%
Kauai	\$ 5,861.00	\$ 5,247.05	89.52%	\$ 6,313.00	\$ 6,024.95	95.44%	\$ 6,444.00	\$ 5,153.00	79.97%	\$ 6,279.00	\$ 6,063.00	96.56%	\$ 6,854.00	\$ 5,551.00	80.99%
Maui	\$ 4,477.00	\$ 3,571.00	79.76%	\$ 4,508.00	\$ 3,876.94	86.00%	\$ 4,556.00	\$ 4,686.00	102.85%	\$ 4,380.00	\$ 2,722.00	62.15%	\$ 4,304.00	\$ 2,955.00	68.66%
Oahu	\$ 210,603.00	\$ 205,492.82	97.57%	\$ 210,679.00	\$ 200,544.75	95.19%	\$ 213,530.00	\$ 189,272.21	88.64%	\$ 213,586.00	\$ 217,855.10	102.00%	\$ 214,258.00	\$ 200,666.89	93.66%
<b>Total</b>	<b>\$ 232,634.00</b>	<b>\$ 225,445.10</b>	<b>96.91%</b>	<b>\$ 232,528.00</b>	<b>\$ 219,331.64</b>	<b>94.32%</b>	<b>\$ 235,436.00</b>	<b>\$ 207,688.21</b>	<b>88.21%</b>	<b>\$ 235,151.00</b>	<b>\$ 236,094.10</b>	<b>100.40%</b>	<b>\$ 236,639.00</b>	<b>\$ 216,877.89</b>	<b>91.65%</b>

	Dec-08			Jan-09			Feb-09			Mar-09			Total		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	\$ 11,620.00	\$ 9,200.00	79.17%	\$ 11,429.00	\$ 8,152.00	71.33%	\$ 11,432.00	\$ 12,855.98	101.97%	\$ 11,266.00	\$ 9,539.04	84.67%	\$ 101,503.00	\$ 85,502.25	84.24%
Kauai	\$ 6,859.00	\$ 7,557.00	110.18%	\$ 6,290.00	\$ 5,416.00	86.10%	\$ 6,334.00	\$ 6,130.00	76.68%	\$ 6,086.00	\$ 6,270.07	103.02%	\$ 57,320.00	\$ 53,412.07	93.18%
Maui	\$ 4,203.00	\$ 3,124.00	74.33%	\$ 4,316.00	\$ 4,139.00	95.90%	\$ 4,409.00	\$ 3,845.00	87.21%	\$ 4,122.00	\$ 4,470.00	108.44%	\$ 39,275.00	\$ 33,388.94	85.01%
Oahu	\$ 214,175.00	\$ 243,383.29	113.64%	\$ 218,982.00	\$ 214,103.49	97.77%	\$ 221,386.00	\$ 217,408.54	84.84%	\$ 221,295.00	\$ 238,215.48	107.65%	\$ 1,938,494.00	\$ 1,926,942.57	99.40%
<b>Total</b>	<b>\$ 236,857.00</b>	<b>\$ 263,264.29</b>	<b>111.15%</b>	<b>\$ 241,017.00</b>	<b>\$ 231,810.49</b>	<b>96.18%</b>	<b>\$ 243,561.00</b>	<b>\$ 240,239.52</b>	<b>98.64%</b>	<b>\$ 242,769.00</b>	<b>\$ 258,494.59</b>	<b>106.48%</b>	<b>\$ 2,136,592.00</b>	<b>\$ 2,099,245.83</b>	<b>98.25%</b>



**State LIPH**  
**HPHA Island Overview Report**  
As of March 31, 2009

Island	Occupancy					Monthly Activity				State Waiting List*			
	Total Available Units	Total Occupied Units	Occupancy Ratio	Total Vacant Units (includes rent ready)	Units Rent Ready	Units Vacated (includes transfers)	Units Filled (includes transfers)	Transfers	Evictions	Family	Elderly	Transf. to LIPH-Family	Transf. to LIPH-Elderly
Hawaii	56	29	51.79%	27	0	0	0	0	0	1,326	0	1	0
Kauai	26	24	92.31%	2	0	1	1	0	0	43	0	1	0
Maui	32	27	84.38%	5	1	0	1	0	0	34	0	1	0
Oahu	751	716	95.34%	35	7	1	9	2	0	6,628	517	1	5
<b>Total</b>	<b>865</b>	<b>796</b>	<b>92.02%</b>	<b>69</b>	<b>8</b>	<b>2</b>	<b>11</b>	<b>2</b>	<b>0</b>	<b>7,924</b>	<b>517</b>	<b>4</b>	<b>5</b>

Island	Non Vacated Delinquencies**				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	10	\$ 9,742.00	13	\$ 21,295.47	\$ 11,266.00	\$ 9,539.04	84.67%
Kauai	2	\$ 1,869.00	1	\$ 409.46	\$ 6,086.00	\$ 6,270.07	103.02%
Maui	7	\$ 2,361.00	17	\$ 17,025.37	\$ 4,122.00	\$ 4,470.00	108.44%
Oahu	43	\$ 37,058.23	68	\$ 324,790.32	\$ 221,295.00	\$ 238,215.48	107.65%
<b>Total</b>	<b>62</b>	<b>\$ 51,030.23</b>	<b>99</b>	<b>\$ 363,520.62</b>	<b>\$ 242,769.00</b>	<b>\$ 258,494.59</b>	<b>106.48%</b>

\* - Please notice WL count does not sum up as applicants may apply on more than 1 listing.

\*\* - Delinquencies and Collections reflect only Rents and Payment Agreements (Bill Code 0001 and 0006).

The collection charges reflect only the dwelling rental collections and Rent Payment Agreements. Excluded are Work Orders, Pet Fees, Monthly Pet Fees, Misc Charges, etc. Prepays are included.

Collections Rate uses the same month for calculations. Example: 11-2008 charges are compared against 11-2008 collected.

**State LIPH**  
**HPHA Project Overview Report**  
**As of March 31, 2009**

Island	Occupancy *					Monthly Activity				State Waiting List*			
	Total Available Units	Total Occupied Units	Occupancy Ratio	Total Vacant Units (includes rent ready)	Units Rent Ready	Units Vacated (includes transfers)	Units Filled (includes transfers)	Transfers	Evictions	Family	Elderly	Transf. to LIPH-Family	Transf. to LIPH Elderly
2201-Hauiki	46	44	95.65%	2	0	0	0	0	0	6545	0	2	0
2202-Puahala Homes	128	101	78.91%	27	5	0	2	0	0	447	0	0	0
2204-Kawailehua	26	24	92.31%	2	0	1	1	0	0	43	0	1	0
2205-Kahale Mua	32	27	84.38%	5	1	0	1	0	0	34	0	1	0
2206-Lokahi	30	17	56.67%	13	0	0	0	0	0	710	0	0	0
2207-Ke Kumu Elua	26	12	46.15%	14	0	0	0	0	0	682	0	0	0
2401-Hale Po'ai	206	204	99.03%	2	0	1	3	1	0	0	330	0	2
2402-La'iola	109	107	98.17%	2	0	0	1	0	0	0	80	0	1
2403-Kamalu-Ho'olulu	221	220	99.55%	1	1	0	3	1	0	0	145	0	2
2404-Halia Hale	41	40	97.56%	1	1	0	0	0	0	0	145	0	0
<b>Total</b>	<b>865</b>	<b>796</b>	<b>92.02%</b>	<b>69</b>	<b>8</b>	<b>2</b>	<b>11</b>	<b>2</b>	<b>0</b>	<b>7,924</b>	<b>517</b>	<b>4</b>	<b>5</b>

Island	Non Vacated Delinquencies**				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
2201-Hauiki	14	\$ 16,447.53	19	\$ 134,087.64	\$ 20,860.00	19,957.17	<b>95.67%</b>
2202-Puahala Homes	22	\$ 18,758.70	32	\$ 185,215.03	\$ 35,785.00	39,101.29	<b>109.27%</b>
2204-Kawailehua	2	\$ 1,869.00	1	\$ 409.46	\$ 6,086.00	6,270.07	<b>103.02%</b>
2205-Kahale Mua	7	\$ 2,361.00	17	\$ 17,025.37	\$ 4,122.00	4,470.00	<b>108.44%</b>
2206-Lokahi	4	\$ 3,860.00	4	\$ 16,710.50	\$ 7,407.00	6,004.04	<b>81.06%</b>
2207-Ke Kumu Elua	6	\$ 5,882.00	9	\$ 4,584.97	\$ 3,859.00	3,535.00	<b>91.60%</b>
2401-Hale Po'ai	0	-	5	\$ 2,284.00	\$ 56,451.00	63,039.00	<b>111.67%</b>
2402-La'iola	2	\$ 370.00	9	\$ 3,174.26	\$ 33,372.00	37,526.00	<b>112.45%</b>
2403-Kamalu-Ho'olulu	3	\$ 991.00	3	\$ 29.39	\$ 62,302.00	66,460.02	<b>106.67%</b>
2404-Halia Hale	2	\$ 491.00	0	\$ -	\$ 12,525.00	12,132.00	<b>96.86%</b>
<b>Total</b>	<b>62</b>	<b>\$ 51,030.23</b>	<b>99</b>	<b>\$ 363,520.62</b>	<b>\$ 242,769.00</b>	<b>\$ 258,494.59</b>	<b>106.48%</b>

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Collections Rate uses the same month for calculations. Example: 11-2008 charges are compared against 11-2008 collected.

Vacant Unit Completion Status  
 Units Vacated After 7/1/08  
 As of 3/31/09

Project	Total Vacant Units from 7/1/08	Completed	To be completed	Apr '09	May '09	Jun '09	FY 09-10
AMP 30 (Halawa)	38	38	0				
AMP 31 (Kalihi Valley Homes)	28	17	11	3	8		
AMP 32 & 33 (Mayor Wright Homes)	40	33	7	6	1		
AMP 34 (Kalakaua)	25	14	11	1	4	6	
AMP 35 (Punchbowl)	50	18	32	10	10	12	
AMP 37 (Hilo)	43	15	28	8	4	6	10
AMP 38 (Kauai)	26	24	2	2			
AMP 39 (Maui)	31	5	26	2	4	4	16
AMP 40 (Kuhio Park Terrace)	58	37	21	12	6		3
MU 42 (State Elderly)	61	58	3	3			
AMP 43 (Kona)	18	14	4	2	2		
AMP 44 (Leeward Coast)	20	11	9	2	2	1	4
AMP 45 (Windward Oahu)	18	13	5	2	2	1	
AMP 46 (North Hawaii)	8	2	6			3	3
AMP 49 (Wahiawa/Waialua)	23	12	11	2	3		6
AMP 50 (Palolo)	3	0	3	1	2		
State Public Housing	23	8	15			12	3
<b>Totals</b>	<b>513</b>	<b>319</b>	<b>194</b>	<b>56</b>	<b>48</b>	<b>45</b>	<b>45</b>

**VACANT UNIT REPAIRS**

Project	Actual						Projected											
	Vacant Units	Completed	To Be Completed	Assigned to AMP, Team, Others	Assigned to CMS	Assigned to CMS/Team	July 2008	Aug. 2008	Sept. 2008	Oct. 2008	Nov. 2008	Dec. 2008	Jan. 2009	Feb. 2009	Mar. 2009	Apr. 2009	May 2009	June 2009 (projected dates pending verification)
AMP 30 (Halawa)	4	4	0	0	0		3 A		1 A									
AMP 31 (Kalihi Valley Homes)	130	81	49	0	49		1 A 49 C/T	3 T	16 C/T 10 C/T	2 T								49 C (2/10)
AMP 32 (Mayor Wright Homes)	11	4	7	1	6		3 A				1 T				6 C			1 A
AMP 33 (Kaahumanu/Kam)	15	14	1	1	0		7 A	3 A	3 A					1 C				1 C/A
AMP 34 (Kalakaua)	22	9	13	0	13		1 A 2 C	2 A		4 T								13 C
AMP 35 (Punchbowl)	44	44	0	0	0		1 A		11 A		24 C/T	3 C/T 1 A		4 C				
AMP 37 (Hilo)	51	39	12	0	12			1 A	2 A	16 C	9 T	4 T	4 T	3 T	12 C			
AMP 38 (Kauai)	22	14	8	0	8		6 A	3 A	2 A	1 A		2 A			4 C			4 C
AMP 39 (Maui)	61	39	22	1	21		8 A	5 A 6 C	12 C		5 C	3 C					1 T	21 C
AMP 40 (Kuhio Park Terrace)	32	8	24	0	24		6 A		2 A							1 A/C		23 C
AMP 43 (Kona)	33	32	1	0	1		10 A 18 C						2 C 1 A	1 A				1 C
AMP 44 (Leeward Coast)	25	11	14	5	9		4 A					2 A 5 I			7 C 5 T			2 C
AMP 45 (Windward Oahu)	22	21	1	1	0		2 A 4 C		3 A	1 T/A	8 T/A		1 A	2 A				1 A
AMP 46 (North Hawaii)	31	14	17	4	13		3 A	3 A	2 A	5 A		1 A				2 C		15 C
MU 48 (Waipahu)	15	15	0	0	0		2 A		5 A 7 V		1 T							
AMP 49 (Wahiawa/Waiialua)	16	13	3	0	3		9 A				4 T							3 C
AMP 50 (Palolo)	3	2	1	0	1			2 V										1 C
<b>Total</b>	<b>537</b>	<b>364</b>	<b>173</b>	<b>13</b>	<b>160</b>	<b>0</b>	<b>139</b>	<b>28</b>	<b>53</b>	<b>32</b>	<b>20</b>	<b>52</b>	<b>21</b>	<b>8</b>	<b>11</b>	<b>34</b>	<b>5</b>	<b>134</b>

**A** - AMP

**C** - CMS

**I** - Inmates (Dept. of Public Safety)

**T** - Team

**V** - VIP (Volunteers)

**Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 4/2/09**

Note: All dates and costs are subject to change

MODERNIZATION (REBUILDING) OF HPHA ELEVATORS														
Name	Housing Type	Elevator No.	Year Elevator Installed	Age of Elevators in Years	Number of Units	Number of Floors	Modernizations Planned		Construction Cost	Funding Source	Design Start	Construction Start	Estimated Construction Completion	
							Major	Minor						
Kuhio Park Terrace A	Family	1	1964	44	271	16	3		\$4,152,919	To be funded w/ FY08 Elevator CIP	Sep-07	Oct-09	Nov-10	
		2	1964	44							Notice to Proceed date 3/19/09	Sep-07	May-10	May-11
		3	1981	27								Sep-07	Apr-09	Apr-10
Kuhio Park Terrace B	Family	4	1964	44	298	16	3		Notice to Proceed date 3/19/09		Sep-07	Apr-09	Apr-10	
		5	1964	44							Sep-07	Oct-09	Nov-10	
		6	1981	27							Sep-07	May-10	May-11	
Kalanihua	Elderly	1	1968	40	151	15	2		\$900,000	To be funded w/ FY09 Elevator CIP	Aug-08	Nov-09	Apr-10	
		2	1968	40							Aug-08	Apr-10	Aug-10	
Kalakaua Home	Elderly	1	1983	25	221	10	2		\$900,000	To be funded w/ FY09 Elevator CIP	Aug-08	Aug-10	Jan-11	
		2	1983	25							Aug-08	Jan-12	May-12	
Punchbowl Homes	Elderly	1	1961	47	144	7	2		\$700,000	To be funded w/ FY09 Elevator CIP	Aug-08	Aug-10	Nov-10	
		2	1961	47							Aug-08	Dec-10	Mar-11	
Paoakalani	Elderly	1	1970	38	151	17	2		\$780,000	To be funded w/ FY09 Elevator CIP	Aug-08	Jun-12	Oct-12	
		2	1970	38							Aug-08	Oct-12	Feb-13	
Pumehana	Elderly	1	1972	36	139	21	2		\$780,000	To be funded w/ FY09 Elevator CIP	Aug-08	Nov-09	Apr-10	
		2	1972	36							Aug-08	Apr-10	Aug-10	
Makua Alii	Elderly	1	1967	41	211	20	2		\$900,000	To be funded w/ FY09 Elevator CIP	Aug-08	Mar-11	Jul-11	
		2	1967	41							Aug-08	Aug-11	Dec-11	
Salt Lake Apts	Family	1	1970	38	28	8	1		\$450,000	To be funded w/ FY09 Elevator CIP	Aug-08	Dec-11	Apr-12	

**Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 4/2/09**

Note: All dates and costs are subject to change

MODERNIZATION (REBUILDING) OF HPHA ELEVATORS													
Name	Housing Type	Elevator No.	Year Elevator Installed	Age of Elevators in Years	Number of Units	Number of Floors	Modernizations Planned		Construction Cost	Funding Source	Design Start	Construction Start	Estimated Construction Completion
							Major	Minor					
Makamae	Elderly	1	1971	37	124	4	2		\$500,000	To be funded w/ FY09 Elevator CIP	Aug-08	Nov-12	Jan-13
		2	1971	37							Aug-08	Jan-13	Mar-13
Wilikina Apts	Family	1	1977	31	119	9	2		\$700,000	To be funded w/ Wilikina Funds	Aug-08	Apr-12	Jul-12
		2	1977	31							Aug-08	Aug-12	Nov-12
Hale Poi	Elderly	1	1989	19	206	7		2	\$320,000	Full Modernization not required only installation of safety related items			
		2	1989	19									
Halia Hale	Elderly	1	1995	13	41	5		1	\$255,000				
Laiola	Elderly	1	1991	17	108	6		2	\$220,000				
		2	1991	17									
Kulaokahua	Homeless	1	1992	16	30	3		1	\$60,000				
Ho`olulu Elderly	Elderly	1	1994	14	112	7		2	\$245,000				
		2	1994	14									
Kamalu Elderly	Elderly	1	1993	15	109	7		2	\$240,000				
		2	1993	15									
Banyan St Manor	Family	1	1977	31	55	3							
	TOTAL	34			2,518	181	23	10	\$12,102,919				

Average age of elevators 31

Elevator Repair Report: Hawaii Public Housing Authority Elevators reported as of 4/3/09

Name	Type	Elevator No.	Repair	No. and duration of Repairs to Elevator for month of February			No. and duration of Repairs to Elevator between 7/1/07 to 1/31/09			Start Date	Date or Estimated Completion of Major Repair	Total Repair Cost as of Report Date
				Less than one day	2 to 7 days	More than 7 days	Less than one day	2 to 7 days	More than 7 days			
Kuhio Park Terrace A	Family	1		2			30	3	2			\$ 114,613.11
		2		6			32	4	2			\$ 68,646.00
		3					2					\$ 2,475.06
Kuhio Park Terrace B	Family	4	Parts used to repair #5	Cannot be repaired.					1	06/29/07	Cannot be repaired.	
		5		6			12	1	2			\$ 138,931.39
		6					47					\$ 6,118.74
Paoakalani	Elderly	1		1			4					
		2					1		1			\$ 17,038.90
Kalakaua Home	Elderly	1		1			14	1	1			
		2					10	1				\$ 14,538.60
Ho'olulu Elderly	Elderly	1							1			\$ 12,140.20
		2					3					
Kalanihuia	Elderly	1		2			32	1	1			\$ 27,626.25
		2					20					\$ 137.50
Kamalu Elderly	Elderly	1					5	2	1			\$ 9,467.50
		2					4					
Makamae	Elderly	1					5		1			\$ 2,722.51
		2					2					
Makua Alii	Elderly	1		2			14	2	1			\$ 137.50
		2					9					
Punchbowl Homes	Elderly	1					11	2				\$ 23,350.78
		2					7	1	1			\$ 137.50
Banyan St Manor	Family	1					5					\$ 20,624.00
Hale Poai	Elderly	1		3			8	2				\$ 206.00
		2		1			7					
Halia Hale	Elderly	1					1					\$ 3,323.02
Kulaokahua	Homeless	1					8					\$ 310.00
Laiola	Elderly	1					1					\$ 412.00
		2					4					
Pumehana	Elderly	1		1			7	2				\$ 17,726.24
		2		4			5					\$ 240.63
Salt Lake Apts	Family	1					2					\$ 23,350.78
Wilikina Apts	Family	1					7	1				\$ 3,323.02
		2					8					\$ 17,038.90
<b>Total</b>		<b>34</b>		<b>29</b>	<b>0</b>	<b>0</b>	<b>327</b>	<b>23</b>	<b>15</b>			
Total Cost for Repairs to date											\$ 524,636.12	

**RESULTS OF EVICTION REFERRALS**

**July 2007 – March 2009**

MONTH	REFERRALS			RESULT OF EVICTION REFERRAL					Completed
	TOTAL	REASON FOR REFERRAL		Evict	Evict with Cond	10-day Cure	Dismiss	Continued	
		Rent	Other						
July 07	21	11	10	9	3	2	0	7	14
Aug 07	12	7	5	2	5	2	1	2	10
Sept 07	13	7	6	6	1	0	0	6	7
Oct 07	13	5	8	6	3	2	0	2	11
Nov 07	21	15	6	12	3	1	1	4	17
Dec 07	3	2	1	1	0	1	1	0	3
Jan 08	10	10	0	5	3	0	0	2	8
Feb 08	10	9	1	3	2	1	0	4	6
Mar 08	7	6	1	2	1	1	0	3	4
Apr 08	30	27	3	9	13	0	1	7	23
May 08	14	11	3	4	6	0	0	4	10
June 08	12	9	3	6	2	0	1	3	9
July 08	0	0	0	0	0	0	0	0	0
Aug 08	13	9	4	5	2	0	1	5	8
Sept 08	14	12	2	4	2	1	3	4	10
Oct 08	22	15	7	5	7	0	2	8	14
Nov 08	14	10	4	9	2	0	1	2	12
Dec 08	11	10	1	7	2	0	0	2	9
Jan 09	5	4	1	3	0	1	0	1	4
Feb09	39	32	7	16	13	0	0	10	29
March09	31	27	4	12	11	3	0	5	26
<b>TOTALS</b>	<b>285</b>	<b>211</b>	<b>73</b>	<b>114</b>	<b>70</b>	<b>12</b>	<b>12</b>	<b>76</b>	<b>208</b>

**Total # of Cases Heard for the Month of March 2009: 31  
(Oahu & Neighbor Island)**

Decisions Rendered:	Rent Violations	Other Violations
Eviction	10	2
Evict w/cond	11	0
10-day cure	1	2
Dismissal	0	0
Continued	5	0
<b>TOTAL</b>	<b>27</b>	<b>4</b>

**Delinquent balances for rent cases ordered evicted for month of March 2009:**

AMP 31 Kalihi Valley	\$73,844.49
AMP 32 Mayor Wright Homes	\$6,160.06
AMP 37 Hilo	\$1,185.79
AMP 40 Kuhio Park Terrace	\$3,243.18
AMP 44 Waianae	\$13,214.39
AMP 49 Waianae	\$11,418.95
<b>Total:</b>	<b>\$109,066.86</b>

**Contract & Procurement Office  
Monthly Status Report for March 2009**

Solicitations Issued in March 2009.

Solicitation No.	Title	Due Date
HPB-2009-24	Emergency Shelter Grant and HOPWA under the American Recovery and Reinvestment Act	April 3, 2009

Contracts Executed in March 2009:

Contract No.	Contractor & Project	Supp. Amount	Total Amount
HPS 09-05	Catholic Charities Hawaii Supportive Housing Program February 1, 2009 to January 31, 2010 *Note: Contract executed to prevent break in service; HUD grant award received; HUD grant agreement not executed; supplemental contract to include compensation to be executed upon execution of HUD grant agreement		*Tbd
ASO 09-01	Emphasys Computer Solutions Conversion to Emphasys Elite software system April 1, 2009 to March 31, 2011		\$622,762.84
PMB 09-02	District of Columbia Housing Authority Consultant services to assist with the Kuhio Park Terrace/Kuhio Homes redevelopment request-for-proposals March 9, 2009 to March 8, 2010		\$47,750

Status Reports:

1. Sale of Wilikina Apartments
  - a. Interested buyer's attorney continues to review the Purchase & Sales agreement (P&S).
  - b. The review is anticipated to be complete by the 2<sup>nd</sup> week of April and given to Alvarez & Marsal (A&M).
  - c. A&M to forward the P&S to staff to forward to the Attorney General's Office (AG) for review.
  - d. Review of the P&S by the AG is anticipated be complete in 2 - 3 weeks.
  - e. Staff to then forward P&S to A&M who will then forward it to the interested buyer for final review.
  - f. Staff shall continue to communicate with and monitor A&M's activities to avoid delay of the sale of the property.
  
2. Sale of Banyan Street Manor
  - a. The RFP is available with a proposal deadline of June 2009.
  - b. Site inspection of the subject property scheduled for April 2009.
  - c. Alavarez & Marsal (A&M) anticipates at least 2 - 3 interested buyers to attend.
  - d. Evaluation and recommendation of a buyer to be submitted to staff in June 2009.
  - e. Presentation by A&M to be done at the July 2009 HPHA Board of Directors Meeting.
  - f. Staff will continue to communicate with and monitor A&M's activities to avoid any delay of the issuance of the RFP.

3. Sale of Vacant Parcel, Hana, Maui:

- a. Hana Coast Realty continues to field calls regarding the subject property.
- b. PMMSB continues to look for ways to clear the parcel.
- c. Staff will continue to communicate with Hana Coast Realty, the real estate broker for the sale of the vacant parcel in Hana.

Section 8 Subsidy Programs Branch  
Program Report  
As of March 31, 2009

Federal Housing Choice Voucher (Section 8) Program

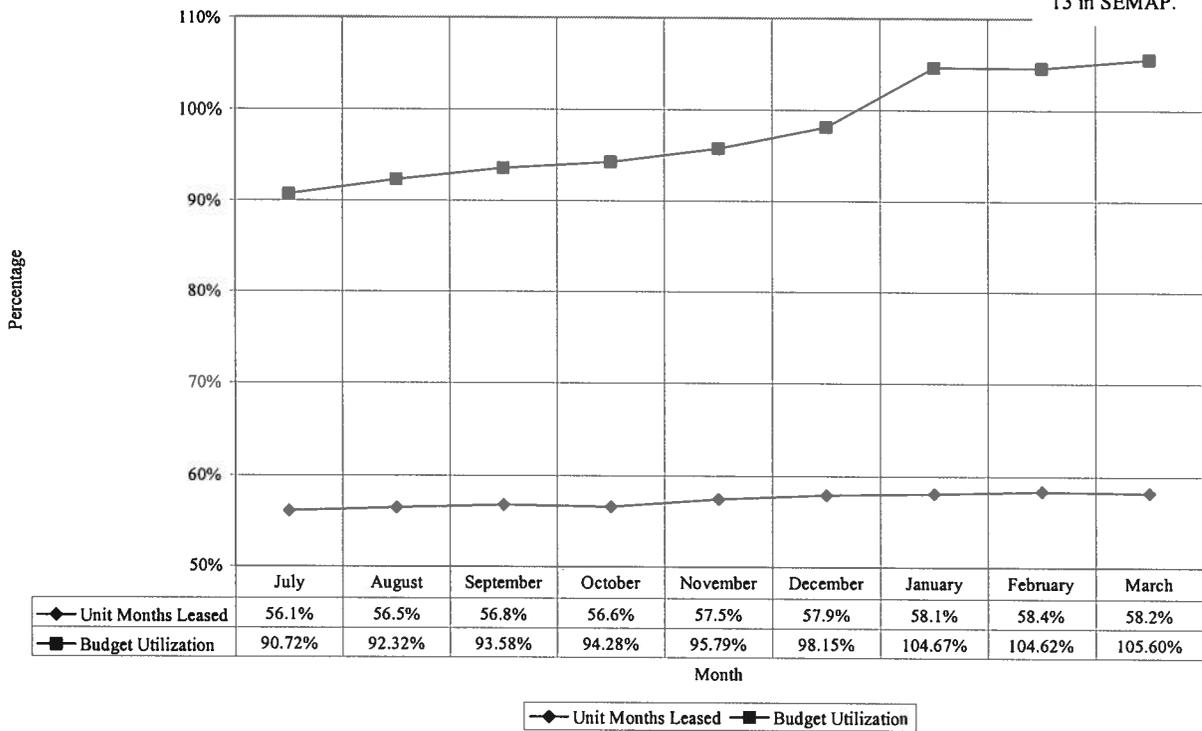
2009 Fiscal Year Report (Cumulative Trend)

- For FY 2009, unadjusted average monthly voucher lease up is 1,759 or 57.52% of the total 3,058 baseline vouchers. 1,799 participants of HCV were leased up on the first of the month and 1,811 participants were assisted during the month. Administrative fees are earned for each participant that leased up on the first of the month.
- The Housing Assistance Payments (HAP) unadjusted average annual budget utilization is 97.75% of the total annual allocated budget of \$18,470,147 or \$1,539,179 per month. March 2009 subsidy payments show a 0.7% monthly increase in subsidy expenditures from the previous month due in part to an increase in voucher holders.

Monthly Report (Monthly Snapshots)

**FY 2009 Section 8 Budget Utilization and Unit Months Leased**

Current average budget utilization is **97.75%**. HPHA's goal is 95% to attain 15 points for Indicator 13 in SEMAP.



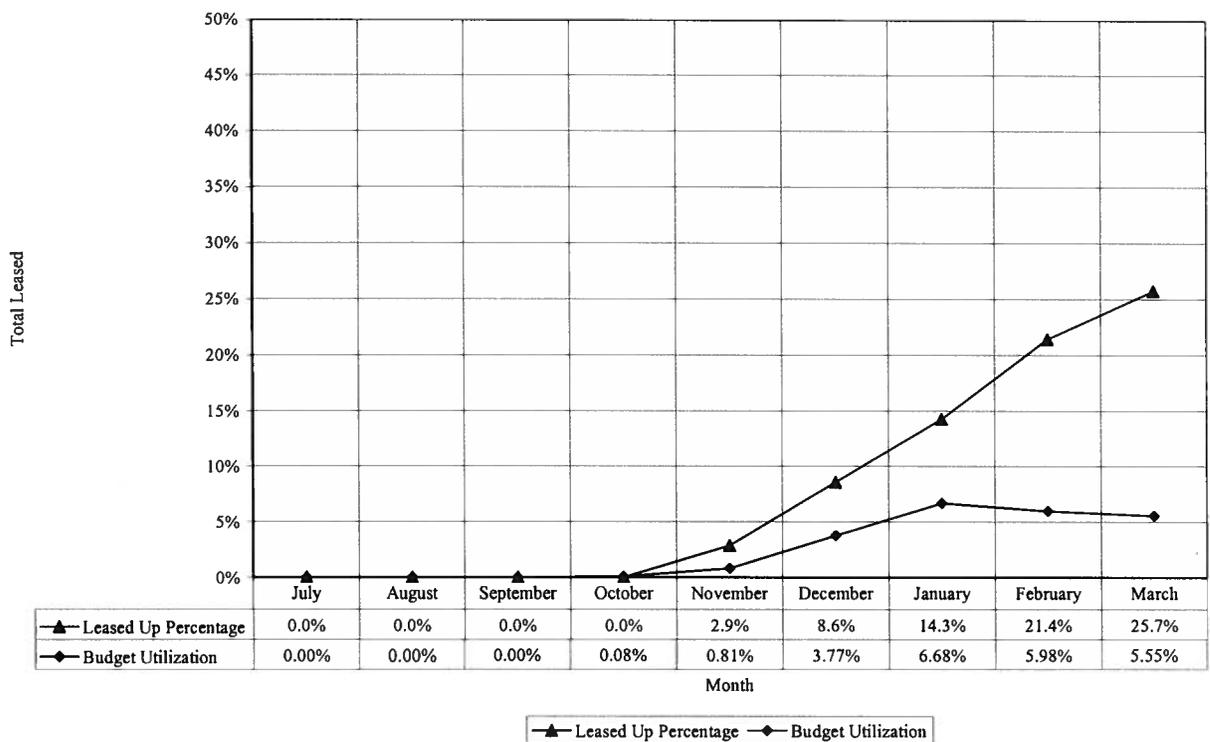
- The monthly average per unit cost subsidy is \$862.00 per month. The amount reflects the difference between what the family pays towards rent and the approved payment standard. Payment standards vary among bedroom sizes.
- 11 Housing Choice Vouchers were issued for March 2009, bringing the total FY 2009 HCV issuances to 98.
- The Section 8 received \$1,495,459 for March 2009. HPHA continues to receive 5% reduction in HAP allocation and 10% reduction in Administrative Fees. The CY 2009 Budget Authority or Administrative Fee allotment has not been set by HUD.
- The anticipated prorated share of HAP budget authority has been calculated at 95% of the eligible allotment for CY 2009 as reported by the Department of Housing and Urban Development, Financial Management Center. However, the Branch will attempt to reach and maintain a 95% to 98% of the budget authority without exceeding 100% of the budget authority as Congress has yet to approve the CY 2009 budget.

**Federal Housing Choice Voucher (Section 8) Program  
Veterans Affairs Supportive Housing (VASH)**

- HPHA has been awarded 70 Veterans Affairs Supportive Housing (VASH) Vouchers to assist Veterans with housing assistance.
- Eligible applicants under this program are referred to HPHA from Veteran Affairs.
- For the month of March 2009, 3 veteran families were able to attain housing assistance. To date, a total of 21 veteran families are receiving VASH assistance.
- VASH voucher holders are now residing on Oahu, Maui and Kauai.

Monthly VASH Report (Monthly Snapshots)

**FY 2009 VASH Vouchers**



Federal Housing Choice Voucher (Section 8) Program  
Quarterly Update of Section 8 Management Assessment Program (SEMAP)

The United States Department of Housing and Urban Development (HUD) established the Section 8 Management Program (SEMAP) to assess performance and delivery of the Section 8 Rental Assistance Program. SEMAP consists of 15 measurement indicators. Hawaii Public Housing Authority's (HPHA) performance for each indicator through December 31, 2008 and respective strategies to achieve maximum points are itemized below.

Indicator		Requirement	Max Score	07-08 Score	08-09 Anticipated Score	Status
1	Wait List Selection (>98% = 15)	Wait List Selection Policies & procedures in place and being followed	15	15	15	Applicants are pulled from the Waiting List in compliance with the Hawaii Administrative Rules Chapter 15-185.
2	Reasonable Rent (>98% = 20; 80-97% = 15)	Procedure in place and being followed to document that rents are comparable to other units in census tract at initial lease up and annual recertification	20	15	20	HPHA's rent comparable data base is updated on a real time basis and reasonable rent is done during lease-up and re-certification. Random audits will be performed to ensure full compliance. 90% files contain no errors. EmPHAsys (ECS) Elite contains a rent comparable module to assist the HQS inspectors when making this determination and improving on this indicator.
3	Adjusted Income (>90% = 20; 80-89% = 15)	Rent computations to determine adjusted income being done accurately	20	15	15	Rent computations are formulated via ECS and backed up by manual calculations. This procedure is automated. Section 8 recipients' (S8R) file audits (10%) are conducted to ensure accuracy of the calculation. Current error rate is at 81%, however, the full quarter has not been reviewed as there is a time lag of two months to review tenant files. The Branch continues to address file errors and corrective actions.
4	Utility Allowance	Maintain and utilize current utility allowance rates (for each county)	5	5	5	All utility allowance schedules have been made current.
5	Housing Quality Standards (HQS) Control	Perform management inspection on 10% of units as quality control.	5	5	5	Although all the required inspections have not been completed, each month based on initial inspections, 2% of the inspections are reviewed.
6	HQS Enforcement	Enforce that landlords correct any emergency situations found during HQS inspections within 24 hours, non-emergency in 30 days	10	0	10	An extremely small percentage of the units have life threatening deficiencies reported during the HQS inspections.  The Housing Inspectors immediately call to inform the landlord of all the deficiencies (life threatening and non-life threatening). Furthermore, a copy of the report and corrective actions required is mailed shortly thereafter. The inspectors schedule a follow-up inspection to ensure compliance.  The HQS clerk contacts the owner/landlord for any deficiencies that have not been corrected within 15 days to check if corrections have been made or not. If corrections are not made after 30 days, the HAP will be abated.
7	Expand Housing Opportunities	Encourage landlord participation in minimal and poverty participating areas through outreach strategies	5	5	5	HPHA and the City & County of Honolulu will co-sponsor a Landlord Outreach Seminar in 2009. The seminar will be in May. These seminars are for current and prospective landlords, property managers and service providers.

Indicator	Requirement	Max Score	07-08 Score	08-09 Anticipated Score	Status
8	Fair Market Rent (FMR) Limit & Payment Standards	5	5	5	HUD has issued a 2009 FMR update and HPHA has updated the payment standard equivalent to approximately 95% of the FMR. Exception is that for studio units, 100% of the FMR will be used to assist the elderly and disabled households. The intent is to assist families with overcoming high rent barriers.
9	Annual Re-examinations (<5% = 10; 5-10% = 5)	10	10	10	PIC SEMAP indicator shows 100% or number of families reported to be in compliance with annual re-certifications completed timely.
10	Tenant Rent Calculations	5	5	5	Monthly QC will determine whether tenant rent calculations are within the 2% error rate report.
11	Pre-contract HQS (<2%)	5	5	5	QC audits will indicate whether a unit passed inspection before HAP payments are made.
12	Annual HQS Inspection	10	10	10	PIC Ad Hoc reports will determine whether unit inspected was completed within 12 months. QC audits will back up data.
13	Lease Up (>98% = 30; 95-97% = 15)	20	0	15	<p>As of 03/31/2009:</p> <p><b>Adjusted Voucher Lease-Up Analysis:</b></p> <p>Mainstream (175 / 175 or 100%)</p> <p>Section 8 (2,883 / 1,613 or 55.94%)</p> <p>VASH (70/18 or 25.7%)</p> <p><b>Lease-Up (3,128/1,809 or 57.83%)</b></p> <p><b>Budget Authority to date (\$13,983,770/\$13,649,829 or 97.61%)</b></p> <p>Improvement strategies</p> <ul style="list-style-type: none"> <li>• Increase payment standard to 95% of FMR. This will increase S8R opportunity to find affordable housing.</li> <li>• Continue to mass contact applicants on wait list and to conduct mass orientations.</li> <li>• Exhaust the "homeless" preference applicants to reach lease in placed applicants.</li> <li>• HUD is operating under a Continuing Resolution at this time and is authorized to only spend at the FY 2008 levels and in accordance with the requirements of the FY 2008 Appropriations Act. The estimated eligibility for all PHA has been totaled and compared to funds available to determine a standard pro-ration, which has been applied to each PHA's eligibility; that pro-ration was approximately 95%. Based on this information, HPHA continues to receive 5% less each month. Should the trend continue, the HCV program anticipates meeting indicator 13.</li> </ul>

Indicator		Requirement	Max Score	07-08 Score	08-09 Anticipated Score	Status
14	FSS (Oahu) (>80% & 30% escrow = 10; 60-79% & 30% escrow = 8; >80% & <30% escrow, or <60% & >30% escrow = 5; 60-79% & <60% escrow = 3)	Maximize enrollment up to budget allocation	10	8	8	The FSS coordinator has been receiving newly leased up referrals to increase the FSS program participants. It is anticipated to have 86 families under contract. There are 81 families under contract as of March 31, 2009.
			145	103	133	
15	Deconcentration Bonus (Oahu)	Utilize Section 8 Vouchers to deconcentrate urban areas of poverty	5	5	0	PIC information not available. Points will be determined at the end of the FY 2009.
<b>TOTAL SCORE PLUS BONUS POINTS</b>			<b>150</b>	<b>108</b>	<b>133</b>	

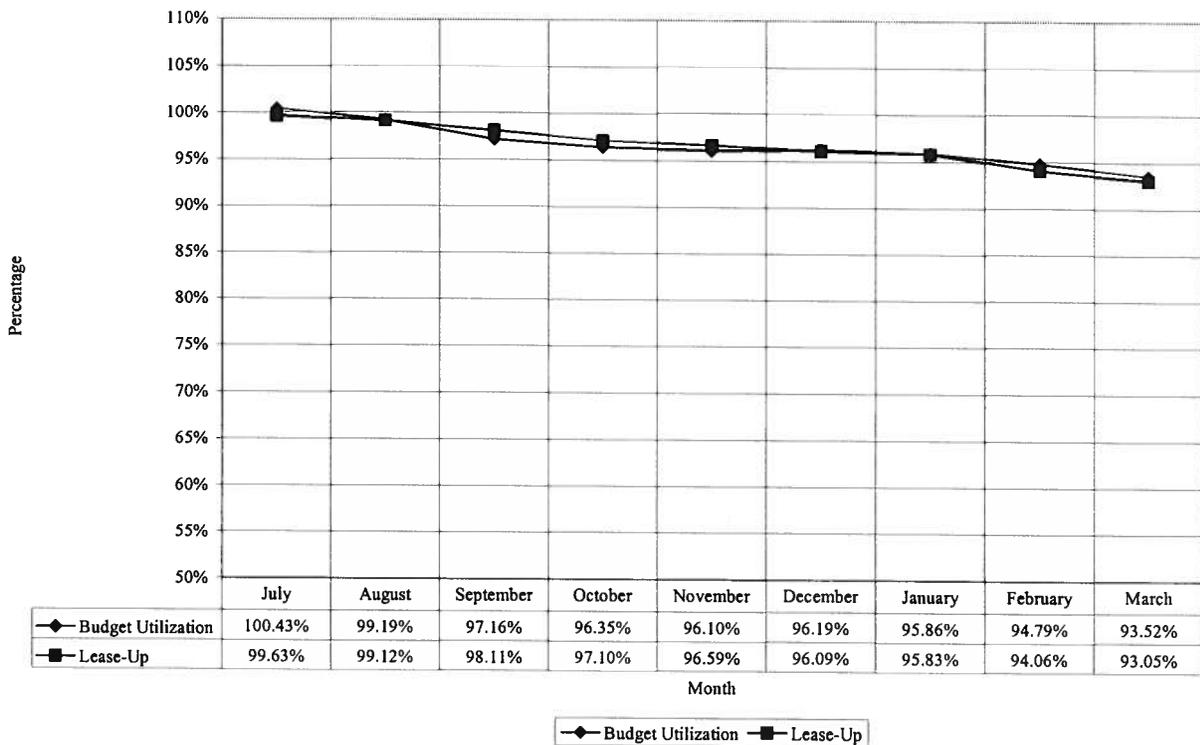
## State Rent Supplement Program

### 2009 Fiscal Year Report (Cumulative Trend)

- For FY 2009, unadjusted average monthly lease up is 368 families or 96.89% of the total 395 possible families when based on the average subsidy payments.
- The Rent Supplement unadjusted average annual budget utilization is 96.62% of the total annual allocated budget of \$924,720 or \$77,060 per month.
- The monthly average per unit cost subsidy is \$195.00 per month. The amount reflects the difference between what the family pays towards rent and the maximum subsidy amount of \$230.00 per month.
- March 2009 Rent Supplement Subsidy payments show a 1.27% monthly decrease from the previous month due to 4 families leaving the program, which caused a reduction in the budget utilization.
- There are two families looking for a unit. The Branch is anticipating on contacting 20 families for April, provided resources are available.
- For FY 2010, the Department of Human Services continues to anticipate the elimination of 3 permanent general funded Rent Supplement supportive positions and allocating \$70,814 for salaries and benefits.
- The values for previous reports may not be the same as the current reported due to retroactive adjustments in lease up and subsidy payments.

### Monthly Report (Monthly Snapshots)

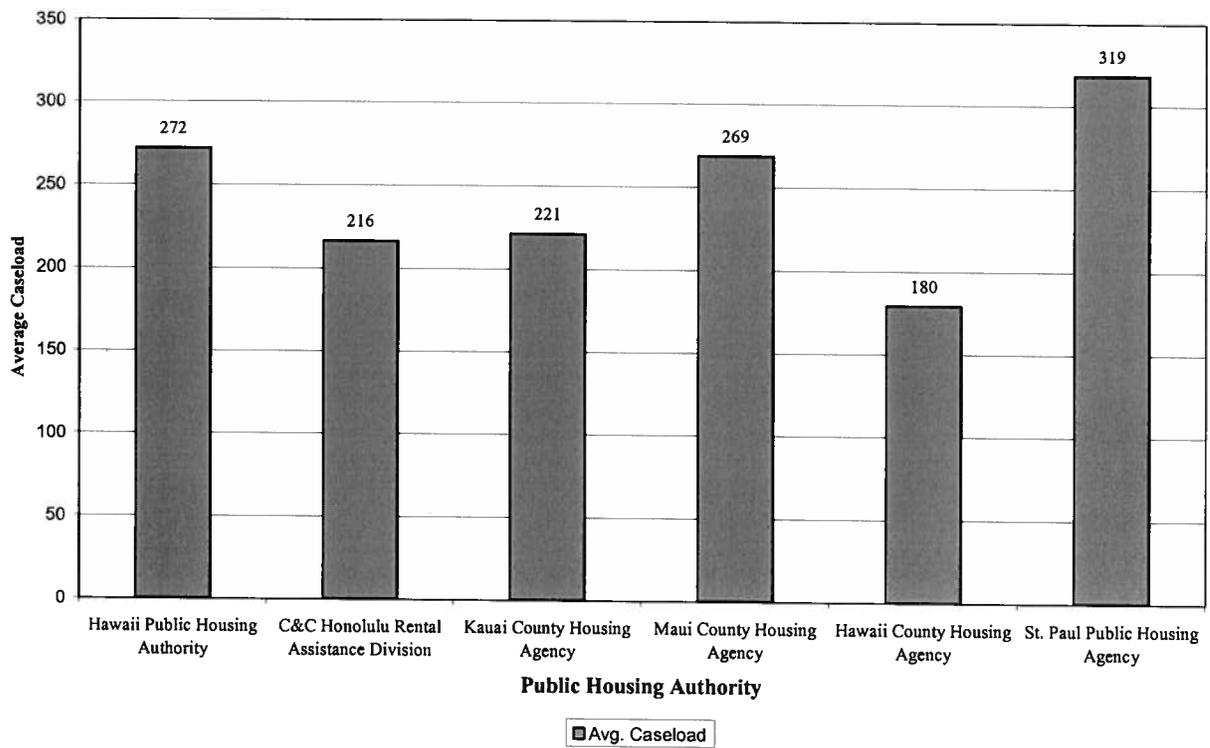
**FY 2009 Rent Supplement Program Budget Utilization and Lease Up**



Average Specialist Caseload Assignment by PHA

- The following information is based on Unit Months Leased and compared to available specialist at each PHA.
- HPHA Section 8 Subsidy Programs Branch (S8SPB) shows a higher caseload count among the State of Hawaii’s Housing Agencies.
- The S8SPB caseload is made up of Federal and State Rental Subsidy Programs.
- The other PHA’s caseload consists entirely of the federal program.
- St. Paul PHA is shown for comparative value.

**Average Specialist Caseload by PHA**



## HOMELESS PROGRAMS BRANCH

April 16, 2009

### I. ACCOMPLISHMENTS

#### A. Shelter Occupancy Report

**Information from this report is updated weekly and available on line at [www.homeless.hpha.hawaii.gov](http://www.homeless.hpha.hawaii.gov)** This report identifies the number of people served in February. March information is updated on April 15<sup>th</sup>. The wait list information is effective as of March 31, 2009, because of the internal deadline for Board items.

The shelters with an asterisk are leased or owned by HPHA.

Shelter Name(s)	Total Number of units	Total # of People Served	Wait List
*Weinberg Village Waimanalo (Waimanalo, Oahu) Family Shelter	30 units	29 families <b>124 total indiv.</b>	212 singles 63 families
*Nakolea (McCully, Oahu) Working singles	64 units	<b>65 total indiv.</b>	0 single
*Kulaokahua (Makiki, Oahu) Trans. shelter for single seniors	29 units	<b>33 total indiv.</b>	37 singles
*Next Step Shelter (Kakaako, Oahu) Emergency shelter for singles & families	160 units	107 singles 13 families <b>163 total indiv.</b>	n/a
Puahala – H5 (Kalihi, Oahu) Transitional shelter for families	14 units	15 families <b>54 total indiv.</b>	n/a
*Onelau'ena (Kalaeloa, Oahu) Emergency shelter for singles & families	36 units	39 singles 39 families <b>191 total indiv.</b>	159 singles 69 families
*Onemalu (Kalaeloa, Oahu) Transitional shelter for singles & families	46 units	16 singles 36 families <b>187 total indiv.</b>	180 singles 58 families
*Hale Ulu Pono (Kalaeloa, Oahu) Transitional shelter for singles w/mental illness	72 units	<b>18 total indiv.</b>	23 singles
*Paiolu Kaiaulu (Leeward Oahu) Emergency shelter for singles & families	125 units	71 singles 63 families <b>303 total indiv.</b>	0
*Kumuhonua (Kalaeloa, Oahu) Transitional shelter for adults Currently taking applications	69 units	5 singles 2 families <b>9 total indiv.</b>	0
*Ulu Ke Kukui (Leeward Oahu) Transitional shelter for families Currently taking applications	80 units	2 singles 28 families <b>123 total indiv.</b>	0
Kawaihae (Big Island, Hawaii) Transitional for families	24 units	23 families <b>102 total indiv.</b>	37 singles 10 families
Maililand (Waianae, Oahu) Transitional for families	44 units	2 singles 40 families <b>168 total indiv.</b>	25 singles 7 families
Hawaii Island Home for Recovery (formerly) Faith Against Drugs (Hilo, Hawaii) Transitional for singles	19 units	<b>20 total indiv.</b>	16 singles
Ho'olanani (Kahului, Maui) Emergency for singles & families	18 beds	16 singles 1 family <b>19 total indiv.</b>	0

<b>Shelter Name(s)</b>	<b>Total Number of units</b>	<b>Number of vacant units</b>	<b>Wait List</b>
Honolulu Family Center (Oahu) Emergency for singles & Families	14 beds	5 families <b>17 total indiv.</b>	261 singles 63 families
Windward Family Center (Kailua, Oahu) Emergency for singles & families	14 beds	4 families <b>15 total</b>	94 singles 27 families
Gregory House (Honolulu, Oahu) Transitional for singles w/HIV	11 beds	<b>8 total indiv.</b>	43 singles
Waipahu House (Waipahu, Oahu) Transitional for singles	13 beds	<b>8 total indiv.</b>	43 singles
TLP Young Men's Keeaumoku (Honolulu, Oahu) Transitional for young men	4 units	<b>3 total indiv.</b>	0
TLP Young Men's Maka'aloa (Ewa Beach, Oahu) Transitional for young men	4 units	<b>2 total indiv.</b>	0
TLP Young Women Apaa (Ewa Beach, Oahu) Transitional for young women	6 units	<b>4 total indiv.</b>	0
Loliana (Honolulu, Oahu) Transitional for families	43 units	44 families <b>158 total indiv.</b>	7 families
Vancouver House (Honolulu, Oahu) Transitional for students with or without families	33 units	35 families <b>107 total indiv.</b>	20 families
IHS Ka'aahi Street (Honolulu, Oahu) Emergency for women & children	190 beds	85 singles 37 families <b>203 total indiv.</b>	0
IHS Sumner Street (Honolulu, Oahu) Emergency for men	200 beds	<b>241 total indiv.</b>	0
Kahikolu Ohana Hale O Waianae (Oahu) Transitional for singles & families	2 dorms & 72 units	7 singles 34 families <b>139 total indiv.</b>	0
Mana'olana (Lihue, Kauai) Emergency for families/singles	20 beds	27 singles 6 families <b>49 total indiv.</b>	0
Mana'olana (Lihue, Kauai) Transitional for families/singles	13 units	3 singles 6 families <b>19 total indiv.</b>	0
Komohana Group Home (Lihue, Kauai) Transitional for singles	6 beds	<b>5 total indiv.</b>	0
Lihue Court (Lihue, Kauai) Transitional for families	24 units	7 families <b>26 total indiv.</b>	0
Ka Hale A Ke Ola Homeless Resource Ctr. (Wailuku, Maui) Emergency/Transitional for singles & families	72 units	80 singles 61 families <b>299 total indiv.</b>	152 singles 33 families
Na Hale O Wainee Resource Center (Lahaina, Maui) Emergency/Transitional for singles & families	72 units	59 singles 33 families <b>155 total indiv.</b>	13 families
Safe Haven (Honolulu, Oahu) Transitional for singles w/mental illness	25 units	<b>26 total indiv.</b>	5 singles
Beyond Shelter (Hilo, Hawaii) Transitional for singles & families	8 units	8 families <b>29 total indiv.</b>	2 families

Shelter Name(s)	Total Number of units	Number of vacant units	Wait List
Kiheipua Emergency Shelter (Hilo, Hawaii) Emergency for singles & families	72 beds	8 singles 13 families <b>58 total indiv.</b>	2 singles 3 families
Wilder House (Hilo, Hawaii) Transitional for families	1 unit	1 family <b>8 total indiv.</b>	0
Kuleana House (Hilo, Hawaii) Transitional for families	1 unit	1 family <b>4 total indiv.</b>	2 families
Lighthouse Outreach Center (Waipahu, Oahu) Emergency for singles & families	100 beds	81 singles 61 families <b>286 total indiv.</b>	n/a
Veteran's in Progress (Kalaheo, Oahu) Transitional for veterans	98 beds	<b>118 total indiv.</b>	0
Bridge to Success (Domestic Violence)(Oahu) Transitional for woman & children	8 units	<b>8 total indiv.</b>	7 families
Family House (Domestic Violence)(Oahu) Transitional for women & children	15 units	7 families <b>16 total indiv.</b>	0
Ohana Ola O Kahumana (Waianae, Oahu) Transitional for families	48 units	48 families <b>191 total indiv.</b>	21 families
<b>TOTAL</b>	<b>1261 Units + 786 Beds</b>	<b>1152 singles 693 families 3781 total indiv.</b>	<b>1289 singles 405 families</b>

B. State Programs Administration – (Stipend, Outreach and Grants Program)

1. Staff is currently conducting site monitoring visits for all three programs. Site visits are conducted annually, but each site is visited on a biennium rotation, unless a provider has many findings requiring corrective action. In the latter case, the provider is monitored annually.
2. Draft contracts are being prepared for the FY 2010 contract year.

C. Federal Programs

1. Five Year Consolidated Plan - Working with the three rural counties to produce a draft of the new Five Year Consolidated Plan for the years 2010 to 2014. The plan is for use of Housing and Urban Development (HUD) funds provided through Housing Opportunities for Persons with AIDS (HOPWA) and Emergency Shelter Grant (ESG) Programs over the next five years. The first draft must be completed by Sept. 2009, for a 30-day public comment period. The Consolidated Plan will be submitted to HUD by Dec. 1, 2009, for approval by Jan. 15, 2010.
2. Annual Consolidated Action Plan – Working on the draft Consolidated Action Plan which is an evaluation of the past year's performance in regard to the use of HOPWA and ESG funds and a projections of how the funds will be used to attain the stated objectives for the 2009-2010 program year. The report must be completed for public comment by April 2009, with the final form due to HUD by May 2009.
3. Emergency Shelter Grants and Housing Opportunities for Person with AIDS – Concluding the review of funding proposals for the 2009 program year in preparation for contract awards in June 2009.
4. Homeless Prevention Rapid Re-housing Program – As part of the federal stimulus

package, \$2,166,888 has been awarded to HPHA on behalf of the three rural counties. A Request for Information has been posted and was followed by a Request for Information with applications on March 27, 2009. The funds must be expended within three years. A substantial amendment to the 2008 Action Plan must be submitted to HUD by May 18, 2009. The City and County of Honolulu is receiving a separate appropriation of \$4,016,074.

5. Conducting annual site audits of the contracted providers under Shelter Plus Care, Supportive Housing Program, Emergency Shelter Grant Program, and Housing Opportunities for Persons with AIDS to test compliance with Federal and State requirements in their service delivery, targeted outcomes, and contract expenditures. Thus far, all provider agencies contracted through federal funding are in compliance with their contracts and federal program requirements.

#### C. Other Projects

1. Point in Time Count – The sheltered count is complete for January 23. The outreach workers are still trying to complete their encounters for the point in time by inputting their data into the Homeless Management Information System (HMIS). Homeless Programs staff is working to produce an unduplicated count by monitoring the provider agency progress, running data quality tests, and creating a spread sheet of clients that are not in HMIS. Estimated completion date: April 6, 2009.
2. Repair and Maintenance of HPHA Owned Shelters – Homeless Programs staff is working to get the following needed repair issues addressed so as to not hamper shelter services for the homeless.
  - a. Weinberg Village Waimanalo – Roof repair is needed for the administration building and mold remediation in seven units due to water seepage from the vents. This all evolved during the recent rainy season.
  - b. Kalaeloa has four fire hydrants that are owned by HPHA and must be serviced regularly. The need to service the hydrants surfaced as the result of the recently completed topographical study and consultation with the fire dept. Homeless Programs has selected a vendor to service the fire hydrants. The hydrants need major work since they have not been serviced since HPHA accepted the property about ten years ago.
  - c. Onelauena has a crack in the roofing material which must be sealed to prevent more leakage.
  - d. Kumuhonua has roof leaks near the roof vents.
  - e. Kulaokahua needs to be repainted and sealed to prevent water seepage.
  - f. Nakolea has a crack at one end of the top of the building. A consultant is needed to determine if the crack is structural or if it can be repaired.

## II. OBJECTIVES

#### A. State Programs Administration

1. Stipend, Outreach and Grants Program
  - a. Continue to close out contracts for FY2008
  - b. Ensure that all agencies receive their third quarter payments for FY 2009
  - c. Assist the two provider agencies at Kumuhonua and Ulu Ke Kukui with their community collaboration toward filling the shelter units.
  - d. Work with providers to development new budgets and scopes of service for their next contracts for FY 2010.
  - e. Initiate action to correct severe breaches of contract with one provider agency.
  - f. Change of corporation's Name contract for Faith Against Drugs, Stipend Program for FY2009.
  - g. Contract – Office for Social Ministry – Ponahawaiola (Community Reintegration for exiting offenders)

B. Federal Projects

1. 2008 CoC Competitive Application Grant Awards – Implement the final contracts for the HUD award of \$1,188,255 with providers in the three rural counties for Shelter Plus Care and Supportive Housing Programs.
2. 2009 Emergency Shelter Grant Program – Execute timely contracts with the selected provider agencies.
3. 2009 Housing Opportunities for Persons with AIDS – Execute timely contracts with the selected provider agencies.
4. Homeless Prevention Rapid Re-housing – Receive and review proposals, make funding selections and execute contracts by May 15, 2009.
5. Complete the Fifth Year Action Plan for the Consolidated Plan.
6. Complete the homeless portion of the new Five Year Action Plan for 2010 – 2014, by December 10, 2009.
7. Prepare the application for the HUD 2009 Continuum of Care competitive grant on behalf of the three rural counties, which includes an RFP for inclusion in the application.
8. Execute timely Shelter Plus Care contracts: Office for Social Ministry – Kukui Program, expire April 30, 2009 and Office for Social Ministry – New Direction – new contract, Family Life Center – new contract.
9. Beginning to draft Request for Information of the Super NOFA 2009 competition. Draft should be ready mid April 2009.

C. Other Projects

1. Work to secure the biennium allocation by the State Legislature for homeless programs.
2. Work with the University of Hawaii Center on the Family to complete the HMIS data analysis for FY 2008 and 2009.
3. Complete the data collection and analysis to produce the results of the January 23, 2009, point in time count of the homeless in each of the four counties.
4. Master planning for the Kalaeloa shelters is beginning for a possible pavilion and playground utilizing funds from Kamehameha Schools and a donation from The Resort Group. We are in the early stages of planning and discussions.
5. Point in time Count – Creating the sheltered and unsheltered report in collaboration with City and County of Honolulu.

**HAWAII PUBLIC HOUSING AUTHORITY (HPHA)**  
**Employment Opportunities as of April 2, 2009**

Branch/Office	Type of Appt.	Position No.	Title
Office of the Executive Director	Civil Service	19104	Secretary III/IV
Compliance Office	Exempt	103020	Compliance Officer
Fiscal Management Office	Civil Service	111496	Secretary II
Procurement Office	Exempt	100882	Procurement Officer
Procurement Office	Exempt	117691	Contract Specialist
Construction Branch	Civil Service	25649	State Hsg. Administrator
Construction Branch	Civil Service	5857	Secretary II
Construction Branch	Civil Service	48707	Office Assistant III
Construction Branch	Exempt	103024	Contract Administrator
Construction Branch	Exempt	102383	Project Engineer
Property Mgt. and Maint. Services Branch	Civil Service	8751	Public Housing Supervisor VI
AMP 31	Civil Service	30242	Office Assistant III
AMP 31	Civil Service	11626	Bldg Maint. Worker II
AMP 32/33	Civil Service	5035	Public Housing Supervisor IV
AMP 32/33	Civil Service	9619	Secretary I
AMP 34/50	Civil Service	8842	Painter I
AMP 34/50	Civil Service	119175	Bldg. Maint. Worker I
AMP 35	Civil Service	23574	Bldg. Maint. Worker I
AMP 37	Civil Service	119121	Bldg. Maint. Worker I
AMP 39	Civil Service	4938	Bldg. Maint. Worker I
Section 8 Branch (RSU 1)	Civil Service	23029	Public Housing Specialist II
Section 8 Branch (RSU 2)	Civil Service	111465	Public Housing Specialist II



**HPHA PERSONNEL REPORT**  
**For the Period of March 1, 2009 – March 31, 2009**

**I. Staffing:**

- *Goal: Continue to attract and retain highly qualified workforce throughout this fiscal year.*
- During the month of February positions filled: Secretary I (AMP 38)
- Completed interviews and pending recommendation for the following positions: Construction Branch Project Engineer and Contract Administrator; Compliance Officer, Public Housing Specialist I and II for Section 8.
- Interviews completed and non-selection for the following positions: State Housing Branch Administrator (Construction Branch), Office Assistant III (Construction Branch), Building Maintenance Worker I (AMP 35), Building Maintenance Worker I (AMP 39).
- 22 positions identified as continuous recruitment.
- 273 full time employees and 101 vacant positions.
- 21 Tenant Aides and 19 vacant positions.
- Termination/Retirement: Building Maintenance Worker I (AMP 37).
- Received new committee members for HPHA Quarterly Recognition Award.

**II. Employee Safety:**

- *Goal: Continue to maintain safety in the workplace, and continue to promote non-violence in all aspect of HPHA work.*
- No injuries reported for March.
- Light duty work continues to be assigned to employees to foster a quick return to work.
- Building Maintenance Worker I employee (AMP 34) returned to usual and customary duties after performing light duty.
- Completed Safety Training: Bloodborne Pathogens, Fall Protection Awareness.
- Disaster Plan: Managers are required to revise their Disaster Plan by April 6, 2009.

**III. Training and Development:**

- *Goal: Assist Branch Chiefs and supervisors identifying training programs to address specific training needs for individual employees. Ensure staff attends all mandatory training.*
- Future Training: Performance Management, Recruitment and Selection scheduled for Hilo April 2009. Oahu Fall Protection Awareness Training April 2, 2009.
- For the month of March employees attended the following training and conference:  
*HVC Financial Management and Reporting, Evaluating Proposals for an RFP for Health and Human Services, Fall Protection Awareness Training, Handling Different Interactions in the Workplace, Bloodborne Pathogens, \$4 Billion in Public Housing Capital Fund Stimulus Money, and Advance Topics in Homelessness.*

**IV. Performance Management:**

*Goal: Continue monitoring Performance Appraisal System (PAS); send out reminder notices for delinquent appraisals.*

- Reviewed all completed appraisals for accuracy and rating periods.
- Delinquent Appraisals for 2008 a total of 110 and received 50 completed as of March 27,2009 deadline. Personnel will continue send monthly reminders to managers.
- Provided consultation and guidance to managers regarding individual and group performance and productivity issues.

V. **Labor Relations:**

*Goal: Continue to provide consultation to supervisors regarding individual and group employee performance and productivity issues. When disciplinary action is appropriate advise supervisors on the appropriate level of action to take.*

- Received two requests for step-1 grievances and subject to hearing in April.

**DEPARTMENT OF HUMAN SERVICES  
HAWAII PUBLIC HOUSING AUTHORITY (HPHA)  
STAFFING REPORT  
As of April 2, 2009**

Branch	Section	Total			% Vacant			Active Recruitment	
		Civil Svc	Exempt	Total	Occupied	Vacant	% Vacant	Yes	No
Office of the Executive Director		5	3	8	7	1	12.50%	1	0
		5	3	8	7	1	12.50%	1	0
Planning and Evaluation Office		1	2	3	1	2	66.67%	0	2
		1	2	3	1	2	66.67%	0	2
Compliance Office		1	3	4	2	2	50.00%	1	1
		1	3	4	2	2	50.00%	1	1
Housing Information Office		0	2	2	1	1	50.00%	0	1
		0	2	2	1	1	50.00%	0	1
Hearings Office		1	2	3	3	0	0.00%	0	0
		1	2	3	3	0	0.00%	0	0
Fiscal Management Office	FM Office	4	0	4	2	2	50.00%	1	1
	Acctg Sec	10	0	10	6	4	40.00%	0	4
	Pay & Disb	4	0	4	4	0	0.00%	0	0
	Budget	1	1	2	2	0	0.00%	0	0
	Asset Mgt	1	0	1	0	1	100.00%	0	1
		20	1	21	14	7	33.33%	1	6
Information Technology		1	5	6	3	3	50.00%	0	3
		1	5	6	3	3	50.00%	0	3
Personnel Office		4	1	5	4	1	20.00%	0	1
		4	1	5	4	1	20.00%	0	1
Procurement Office		5	4	9	5	4	44.44%	2	2
		5	4	9	5	4	44.44%	2	2
Construction Mgt. Branch		2	0	2	1	1	50.00%	1	0
	CMS	3	0	3	1	2	66.67%	2	0
	CMS 1	2	7	9	5	4	44.44%	2	2
	CMS 2	4	3	7	6	1	14.29%	0	1
	DSS	1	2	3	2	1	33.33%	0	1
		12	12	24	15	9	37.50%	5	4
Homeless Branch	Homeless	1	10	11	10	1	9.09%	0	1
		1	10	11	10	1	9.09%	0	1
Section 8 Branch	Sec 8 Office	2	0	2	2	0	0.00%	0	0
	Insp Unit	1	7	8	5	3	37.50%	0	3
	Rent Sub Sec 1	15	0	15	9	6	40.00%	1	5
	Rent Sub Sec 2	13	0	13	5	8	61.54%	1	7
		31	7	38	21	17	44.74%	2	15
Property Management & Maint. Services Branch	PMMSB	3	2	5	2	3	60.00%	0	3
	MGT SEC	2	0	2	1	1	50.00%	1	0
	APP	7	0	7	6	1	14.29%	0	1
	RSS	3	8	11	7	4	36.36%	0	4
	PMCS	2	5	7	4	3	42.86%	0	3
	CMSS	23	0	23	19	4	17.39%	0	4
	OAHU 1	25	0	25	21	4	16.00%	0	4
	OAHU 2	28	0	28	21	7	25.00%	2	5
	OAHU 3	35	0	35	29	6	17.14%	2	4
	OAHU 4	28	0	28	23	5	17.86%	2	3
	OAHU 5	30	0	30	21	9	30.00%	1	8
	HAWAII 7	16	0	16	14	2	12.50%	1	1
	KAUAI 8	10	0	10	9	1	10.00%	0	1
	MAUI 9	13	0	13	10	3	23.08%	1	2
	225	15	240	187	53	22.08%	10	43	
<b>TOTAL</b>		<b>307</b>	<b>67</b>	<b>374</b>	<b>273</b>	<b>101</b>	<b>27.01%</b>	<b>22</b>	<b>79</b>

**DEPARTMENT OF HUMAN SERVICES  
HAWAII PUBLIC HOUSING AUTHORITY (HPHA)  
STAFFING REPORT  
As of April 2, 2009**

Branch	Section	Total			Occupied	Vacant	%	Active Recruitment		
		Full Time Positions						Vacant	Yes	No
		Civil Svc	Exempt	Total						

## FOR INFORMATION

**SUBJECT:** Update on Progress of Energy Contractor, Ameresco, in the Assessment of Energy Conservation Measures for Public Housing Projects

### I. FACTS

- A. The Hawaii Public Housing Authority executed a contract with Ameresco/Pacific Energy JV ("Ameresco") on November 21, 2008. Ameresco is inspecting HPHA's federal public housing inventory and preparing an investment grade energy audit on all federally subsidized low-income housing projects statewide.
- B. A kick-off meeting was held on December 3, 2008 with the staff regarding roles and responsibilities, and project schedules.
- C. The Ameresco Team has conducted a survey of all federally subsidized low-income housing projects statewide (February 17 to February 27, 2009).

### II. DISCUSSION

- A. **Project Status:** Ameresco indicates that the project is on schedule. Ameresco has also indicated that there are significant opportunities for energy conservation measures at several of the federally subsidized low-income housing projects. Completion of the final investment grade energy audit by Ameresco is scheduled for June 2009.
- B. **Presentation of Findings:** Ameresco has been asked to inform the HPHA Board of its progress to date, to review the interim audit results, to discuss the preliminary measures matrix, preliminary project costs and savings, overview of financing scenarios and prioritization of measures.
- C. **Milestones to Completion:** Based on the current schedule, in July 2009, HPHA staff, after review of Ameresco's investment grade energy audit final report, will recommend to the Board projects that can be implemented.
- D. There may be opportunities to compete for a portion of the \$1 billion competitive HUD stimulus funds.
- E. The next significant milestone will be the execution of an Energy Services Agreement (ESA) between Ameresco and HPHA to implement cost effective energy conservation measures. .

Prepared by: Glenn Sunakoda, Project Engineer 

Reviewed by: Marcel Audant, Acting Construction Management Branch Chief 

Simple Payback by Measure - All Measures Considered  
Hawaii Public Housing Authority

OAHU LOW RISE

ECM No.	Measure Description	Puuwai Momi	Hale Lauima	Salt Lake	Waipahu I	Waipahu II	Kalihi Valley Homes	Mayor Wright Homes	Kaahumanu Homes	Kamehameha Homes	Spencer House	Waimaha-Sunflower	Kau'okelani	Mali I	Mali II	Nanakuli Homes	Koolau Village	Hookipa Kahaluu	Kaneohe Apartments	Kauhale O'hana	Waimanalo Homes	Waimanalo Homes II	Kauhale Nani	Wahiawa Terrace	Kupuna Home O'Wai'ala	Palo'alo Valley Homes	TOTAL	TOTAL OF RECOMMENDED MEASURES ONLY		
1	Install HET Toilets	8.70	2.96	11.48	2.25	2.36	5.49	2.64	2.70	7.90	7.09	6.01	16.65	4.44	7.03	1.22	4.47	4.50	4.95	2.52	5.17	10.70	34.27	2.80	10.26	2.31	5.76	5.76		
2	Install Low Flow Showerheads and Faucet Aerators	2.16	1.09	1.35	0.35	0.43	1.18	0.40	0.51	2.94	0.61	2.47	1.77	2.37	1.27	1.12	0.29	0.84	0.43	1.17	0.81	1.58	0.67	0.46	1.30	0.29	0.68	0.68		
3	Install Front-Loading Washers			0.00		0.00					0.00	0.00	0.00										0.00		0.00	0.00	1.98	1.98		
4	Improve Irrigation Efficiency	N/A	N/A	N/A	N/A	N/A	N/A					N/A	N/A												N/A	N/A				
5	Install New Sink Faucets								42.06																			35.07	35.07	
6	Reduce Building Water Pressure										N/A																	11.27	11.27	
7	Upgrade Common Area Lighting	6.28	4.39	0.26	4.63	4.48	7.66	5.77		5.58	2.81	3.41	8.26			7.21	4.44	7.25	11.10	5.65			5.66	3.44	5.48	4.80	4.28	4.28	4.28	
8	Upgrade Apartment Lighting	5.90	15.81	7.06	7.01	9.92	10.87	16.12	12.61	9.02	7.81	8.83	7.09	5.05	9.69	13.54	15.72	14.96	14.23	14.82	13.36		8.11	9.57	6.74	5.18	7.83	7.83		
9	Install High-Efficiency Air Conditioning		9.29																									9.25	9.25	
10	Install Energy Star Refrigerators	17.65	16.75	16.75	17.63	17.02	19.07	6.84	16.71	4.11		14.92			12.98	21.26	9.01	19.60			4.46	8.21						14.65	14.65	
11	Install Vending Machine Controls																													
12	Consolidate Electric Meters					5.05																							14.28	14.28
13	Install New Transformers	7.77																										18.12	18.12	
14	Install Photovoltaic Arrays	74.08				45.83																						59.54	51.01	
15	Install Wind Turbines				29.17	28.23																						29.02	29.02	
16	Install Electric Check-Meters	0.30			0.72	0.68																						0.75	0.75	
17	Install Office Computer Controls																											3.13	3.13	
18	Install New Elevator Motors and Controls									18.49																				
19	Install Instantaneous Domestic Water Heaters																													
20	Install High-Efficiency Central Domestic Water Heaters																11.60			16.41	13.87	18.10	24.25		119.71		18.82	18.82		
21	Install New Solar Domestic Hot Water Heaters	19.46	12.24	30.52	64.87	53.43	12.06	110.68	34.21	29.21	44.51	16.41	32.96	12.74	10.92	13.21	21.24	22.18	21.03	25.56	27.54	33.70	37.64	60.10	152.48	12.37	25.40	18.32		
22	Install Gas Check-Meters																											66.56	66.56	
23	Roof Replacement	N/A																												
24	Replace Gas Distribution Lines																													
25	Replace Outdoor Sewage Lines	N/A																												
26	Install Hose Bib Locks	3.68																												
27	Install Whole House Fans		N/A										6.07			18.96								5.80		1.24	10.97	10.97		
28	Replace Heat Pump Water Heaters		46.50	33.18									N/A	N/A	N/A	N/A					N/A	N/A				N/A				
29	Solar Golf Cart Conversion																										41.63	45.74		
30	DHW Pipe Insulation																											1.44	1.44	
	<b>TOTALS</b>	<b>26.52</b>	<b>11.77</b>	<b>12.51</b>	<b>9.75</b>	<b>12.40</b>	<b>16.55</b>	<b>19.42</b>	<b>15.17</b>	<b>19.61</b>	<b>14.44</b>	<b>14.43</b>	<b>19.11</b>	<b>12.19</b>	<b>10.66</b>	<b>10.11</b>	<b>10.32</b>	<b>14.32</b>	<b>12.52</b>	<b>15.06</b>	<b>15.12</b>	<b>23.61</b>	<b>20.08</b>	<b>18.44</b>	<b>38.53</b>	<b>15.23</b>	<b>18.84</b>	<b>10.37</b>		

## FOR INFORMATION

**SUBJECT:** Update on the Status of Kahikolu Ohana Hale O Waianae

### I. FACTS

- A. Hawaii Coalition of Christian Churches (HCCC) acquired a 55-year lease agreement in November 2006, for a 2.46 acre Waianae land parcel, with Hawaii Housing and Finance Development Corporation for the purposes of constructing, operating and maintaining a 72-unit and 40-bed dormitory emergency, transitional and affordable rental multifamily housing project.
- B. HCCC constructed the project using the following funding sources:
- |                               |                     |
|-------------------------------|---------------------|
| Dwelling Unit Revolving Funds | \$ 400,000          |
| Legislative grants-in-aid     | \$5,250,000         |
| Rental Housing Trust Funds    | \$7,856,000         |
| Weinberg Trust                | \$3,000,000         |
| <b>Total:</b>                 | <b>\$16,506,000</b> |
- C. HCCC formed a subsidiary nonprofit, Kahikolu Ohana Hale O Waianae (KOHOW), to operate the facility.
- D. KOHOW applied for and received Hawaii Public Housing Authority (HPHA) homeless stipend funding for the contract year August 1, 2008 to July 31, 2009, and started operations as a homeless emergency and transitional shelter with an affordable housing component in August 2008.
- E. The HPHA homeless stipend funding contract covers the following KOHOW units:
- 24 studio transitional and emergency units
  - 24 2-bedroom transitional and emergency units
  - 2 dormitories which include 40 dormitory beds
- There are also 24 affordable rental units for families at 50% or below of median income which are not covered by the homeless stipend contract.
- F. The HPHA stipend contract with KOHOW is for \$674,532. Approximately 50% of the contract has been paid for operations of the facility.
- G. Pursuant to HPHA homeless programs' policy on contract monitoring, the homeless programs branch conducted a site audit of KOHOW on February 11, 2009.
- G. The findings from the site audit were mailed to the Executive Director and the members of KOHOW Board on March 31, 2008, with a requirement that the agency respond by April 13, 2009. The findings and cover letter are attached.

### II. DISCUSSION

- A. Due to the substantial number of findings, Comptroller Russ Saito, head of the Governor's Hawaii Efforts Achieving Results Together (HEART) team and the homeless programs branch administrator met with the KOHOW Board of Directors on April 3 with the recommendation that the Board place the KOHOW Executive Director on administrative leave and hire an interim executive director for two months while the State may further

investigate the preliminary audit findings, as well as other numerous reports that have been generated in the community with regard to the shelter operations. The interim Executive Director would also be able to move the shelter programs and operations into compliance with the homeless stipend program contract.

- B. The homeless programs branch has worked closely with the KOHOW financial officer and director of case management to develop their house rules, grievance procedure, budget, program requirements, etc. Additionally, the State Comptroller and the homeless programs branch administrator have conferred with the KOHOW executive director and staff on numerous occasions from July through November 2008, to assist in getting the shelter up and running and compliant with their contract with HPHA.
- C. Other issues that have arisen which require further investigation are:
- Hiring of staff from Laumaka in the prison early release program
  - Imposing personal religious and moral values upon shelter residents
  - Requiring client unwed couples with children to marry
  - Discriminatory practices with regard to residents
  - Employees filing civil rights complaints against the KOHOW Executive Director
  - Non payment of contractors hired to develop the facility
  - Misappropriation of donations to KOHOW

Prepared by: Sandra J. Miyoshi, Homeless Programs Branch Administrator BME for SJM  
4/9/2009



STATE OF HAWAII  
DEPARTMENT OF HUMAN SERVICES



HAWAII PUBLIC HOUSING AUTHORITY  
STATE HOMELESS SHELTER STIPEND PROGRAM

Program Compliance Review  
Site Visit of

**Kahikolu 'Ohana Hale 'O Wai'anae  
Homeless Shelter  
February 11, 2009**

## EXECUTIVE SUMMARY

### Kahikolu 'Ohana Hale 'O Wai'anae

The State Homeless Shelter Stipend Program, Hawaii Public Housing Authority, conducted a program compliance review - site visit at the state-funded homeless shelter Kahikolu 'Ohana Hale 'O Wai'anae on February 11, 2009. Our review had two objectives:

- Determine the provider agency's compliance with the terms of the contract with the State in administering the operations of the shelter facility.
- Rate the provider agency's administration of the operations of the shelter facility and establish due dates for corrective action.

For Objective I, we found that the provider agency's compliance with the selected standards and review items were as follows:

<u>Standards</u>	<u>Review Items</u>	<u>Compliant</u>
• Administrative Standards	24	2
• Services Standards	12	6
• Case Management Standards	7	0
• Fiscal Standards	1	0
Total reviewed	44	8

For Objective II, we found that the provider agency had a rating for the selected review items as follows:

<u>Rating</u>	<u>Review Items</u>
• Passing	8
• Needs Improvement	3
• Not Passing	32
• Not Applicable	1
Total reviewed	44

### Key Recommendations

We recommend that the provider agency, KAHIKOLU 'OHANA HALE 'O WAI'ANAE:

- Prepare a written response addressing each finding presented in this report.
- Submit the response to State Homeless Programs by Friday, April 10, 2009.

Linda Lingle  
GOVERNOR



Chad K. Taniguchi  
EXECUTIVE DIRECTOR

**STATE OF HAWAII**  
DEPARTMENT OF HUMAN SERVICES  
HAWAII PUBLIC HOUSING AUTHORITY  
1002 NORTH SCHOOL STREET  
POST OFFICE BOX 17907  
Honolulu, Hawaii 96817

Barbara Arashiro  
EXECUTIVE ASSISTANT

IN REPLY PLEASE REFER TO:

2009:HPB/079

March 31, 2009

Pastor Wade Soares  
Executive Director  
Kahikolu 'Ohana Hale 'O Wai'anae  
85-296 Ala Hema Street  
Wai'anae, HI 96792

In accordance with the provisions of the contract between Kahikolu 'Ohana Hale 'O Wai'anae and the State of Hawaii (HPS 08-26), this is the program compliance review report on the site visit conducted on February 11, 2009 on the Kahikolu 'Ohana Hale 'O Wai'anae homeless shelter.

The report is presented in three sections: introduction, objectives, and findings. The introductory section includes what we audited and background information. The Objectives and findings include the review items, findings, rating, and due dates for response.

If you have any questions on the above, please call me at 832-5931, or June Tong at 832-5869.

We appreciate the courtesy and cooperation extended to our staff during the program compliance review.

Sincerely,

Sandra Miyoshi  
Homeless Programs Administrator

Linda Lingle  
GOVERNOR



Chad K. Taniguchi  
EXECUTIVE DIRECTOR

**STATE OF HAWAII**  
DEPARTMENT OF HUMAN SERVICES  
HAWAII PUBLIC HOUSING AUTHORITY  
1002 NORTH SCHOOL STREET  
POST OFFICE BOX 17907  
Honolulu, Hawaii 96817

Barbara Arashiro  
EXECUTIVE ASSISTANT

IN REPLY PLEASE REFER TO:

2009:HPB/080

March 31, 2009

Bishop Soala Tupua  
President  
Kahikolu 'Ohana Hale 'O Wai'anae  
85-296 Ala Hema Street  
Waianae, HI 96792

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Sandra Miyoshi  
Homeless Programs Administrator

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## INTRODUCTION

### WHAT WE AUDITED

On February 11, 2009, Hawaii Public Housing Authority, Homeless Programs Branch, conducted a site visit of the Kahikolu 'Ohana Hale 'O Wai'anae shelter. The review was to determine the provider agency and its executive director's compliance with the terms of the contract with the State in administering the operations of the shelter facility. The performance assessment was based on physical inspection, review of fifteen client files and interviews on procedure with the staff.

### BACKGROUND

In August 2008, Kahikolu 'Ohana Hale 'O Wai'anae opened in Wai'anae providing an emergency, transitional and affordable rental apartment project. The project has 72 living units, consisting of 24 affordable rental units, 48 homeless transitional units and two dormitories with a total of 40 beds. The project offers shelter and services for up to 150 homeless Hawaii residents. The project was a partnership between the state, private and nonprofit organizations.

The project incorporates two elements: an emergency shelter, which provides immediate shelter and services for up to six weeks; and a transitional shelter, which allows residents to stay for up to two years. It was planned to provide residents with a nursery/preschool, case management programs, life skills training, parenting classes, vocational training, substance abuse counseling, Child Protective Services/family issues assistance, mentoring, a literacy program, and community involvement training. After the first few months in operation, the emergency shelter service was discontinued, and all of the shelter units became transitional shelter with a maximum stay of 24 months.

## OBJECTIVES, FINDINGS AND RATINGS

### Objectives

To conduct a site visit of the Kahikolu 'Ohana Hale 'O Wai'anae shelter and determine the provider agency and its executive director's compliance with the terms of the contract with the State in administering the operations and programs of the shelter facility. In addition, through inquiry, observation, and review of appropriate documentation provide a rating of selected review items.

### Findings and Ratings

The following documents the program compliance review site visit as to the standards and review items selected for compliance testing. Based on our inquiries, observations, and review of documentation, we have noted our findings and ratings as appropriate.

### A – ADMINISTRATIVE STANDARDS

#### ELIGIBILITY AND ADMISSIONS

2009-01

#### Review Item

- 1a. Does the agency have clearly articulated admission criteria in writing?
- 1b. Are the criteria in compliance with the Stipend Program requirements and the contract terms?

#### HPHA Finding

Review of agency's eligibility and admission criteria indicates that agency's admission criteria are clearly written.

**Reference:** HAR §17-2026-63

**Rating:**  
Passing

2009-02

#### Review Item

2. Does the agency serve eligible participants? Does each participant meet the HPHA criteria for entrance into the Stipend Program?

#### HPHA Finding

Review of participant files indicates that:

#### Emergency:

- a) 3 participant files documented homeless status as unsheltered and contained verification letters from WCO and WCCHC.

- b) 1 participant file documented homeless status as sheltered (prison) and did not contain verification documentation.
- c) 1 participant file documented homeless status as at-risk (staying with family) and did not contain verification documentation.
- d) 1 participant file documented homeless status as unsheltered and exempted verification documentation per the Executive Director.

Transitional:

- a) 3 participant files documented homeless status as unsheltered (beach) and contained verification letters from a Community Health Nurse/CM and WCCHC.
- b) 4 participant files documented homeless status as sheltered (Kahikolu emergency).
- c) 1 participant file documented homeless status as at-risk (staying with family) and contained verification documentation from Outreach/CM of HCAP.
- d) 1 participant file documented homeless status as unsheltered and exempted verification documentation per the Executive Director.

*HPHA requires that proper homeless verification documentation be obtained and kept in the participant file. Failure to verify homeless status jeopardizes the funding of the shelter services.*

*Verification of the client's homeless status must be obtained prior to entry into a homeless shelter. Clients coming directly from prison are not considered homeless and are not eligible under the State Homeless Shelter Stipend Program.*

*For unsheltered homeless, verification documentation from a WCO or WCCHC outreach worker or case worker is required.*

*For sheltered homeless, obtain verification documentation from the shelter where the client was sheltered. For at-risk homeless, obtain verification documentation from the person with whom the client is living. A lease or rental agreement is also required for at-risk homeless. If a lease or rental agreement cannot be obtained, it should be documented as part of the verification documentation.*

*Further, the Shelter Executive Director is not authorized to waive the verification of homelessness as the verification is a requirement of the State homeless stipend contract.*

**Reference:** HAR §17-2026-63

**Rating:**

Not Passing: Compliance required  
Due Date: April 13, 2009

**2009-03**

**Review Item**

3. Was a waiver of release of information signed by each participant? (Required for transitional, and for as many participants as feasible for emergency shelters.)

### HPHA Finding

Review of 15 participant files verifies that 15 of 15 files did not contain a Standard Client Authorization (SCA) form. The SCA must be signed and dated by the head of household.

*HPHA requires that the client file contain a SCA that is signed and dated by the client. The signed SCA document will authorize the client's information to be entered into HPHA's Homeless Management Information System (HMIS). Participation in HMIS and the SCA are requirements of the State's homeless stipend contract.*

**Reference:** HAR §17-2026-71

### Rating:

Not Passing: Compliance required.  
Due Date: Friday, April 13, 2009

2009-04

### Review Item

4. Does the agency have clearly written house rules and policies on conduct for participants and their guests? Are these given to participants upon admission?

### HPHA Finding

Review of *House Policies* confirms that agency's rules are clearly written. Review also confirms that agency has *House Policies for Adults*, which contains rules and policies on the conduct for participants and their guests. The house rules are given to the participants prior to entry.

Review of 15 participant files confirms that 15 of 15 files contained an acknowledgement of resident handbook, responsibility document, acknowledgement of rules, and code of ethics document, that was signed and dated by the participant.

*However, the requirement that all residents with preschool children participate in the onsite preschool program needs revision. Residents must have the option to enroll their children in other preschool programs in the community if they desire. The onsite preschool program is not currently in operation.*

*Additionally, the house rules clearly state that no resident is allowed to have a TV in excess of 19". However, during the unit inspection by HPHA staff, a very large TV was seen in a resident's unit. The house rules must be uniformly enforced or changed, so all residents are treated fairly and equitably.*

*The house rules also state that the rules are subject to change and immediately enforceable without prior notification. Prior notification of all changes to the house rules is required in order to treat all residents fairly and equitably.*

**Reference:** HAR §17-2026-74

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

## GRIEVANCE PROCEDURES

**2009-05**

### Review Item

5. Does the agency have clearly, written criteria for termination from the program?

### HPHA Finding

The Kahikolu 'Ohana Hale 'O Wai'anae Resident Handbook (Revised October 2008) cites areas which may result in suspension/exit from the program on page 23 and a "zero tolerance" policy on page 18. However, the criteria does not clearly delineate what acts will result in termination from the program. The use of "may" or "at the discretion of your Case Manager, the Clinical Director and/or the Executive Director" leads to confusion as to what indeed are acts that warrant termination from the program in fair and equitable treatment of all shelter residents.

**Reference:** HAR §17-2026-75

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-06**

### Review Item

6. Does the agency have formal, written grievance procedures? Does the agency inform participants of these procedures at time of admission or orientation, and at termination or suspension of assistance?

### HPHA Finding

Review of agency's *Resident Grievance Procedure* confirms that agency has formal, written grievance procedures. Participants are informed of agency's grievance procedures during the intake process. However, the agency's grievance procedure does not conform to §17-2029 of Hawaii Administrative Rules on Appeals Procedure for Homeless Programs.

Review of 15 participant files confirms that 15 of 15 files contained signed documents as noted in item 6 above.

*HPHA requires that the grievance procedures also contain information on how to evoke an appeal to the HPHA. Final decisions on appeal reside with HPHA, not with the shelter operator or the shelter Executive Director. Additionally, all current residents and applicants must be given a copy of the revised grievance procedures and a signed receipt of the amended procedures be placed in each client file.*

**Reference:** HAR §17-2029; Contract Exhibit "A", p.1, part D, #2

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-07**

**Review Item**

7. Is written notice given to each participant (head of household and/or an adult) who was denied assistance or had assistance terminated? Was an attempt made to give written notice to the participant who was denied assistance or had assistance terminated?

**HPHA Finding**

Review of a participant's file that contained an eviction confirms that a Notice of Cause was given to the participant for non-compliance of program fees, program participation, and house rules violation. The client submitted two appeals stating that she was not given written warning and she did not commit the violations. Further review confirms that a Notice of Decision was processed and the client was barred from shelter participation.

*However, the client was not given the knowledge or the opportunity to appeal the bar to participation with HPHA, as required by §17-2029 of Hawaii Administrative Rules on Appeals Procedure for Homeless Programs. Additionally, the final appeal was heard by the shelter Executive Director who participated in the bar to participation, therefore, the appeal was biased against the client.*

**Reference:** HAR §17-2026-75

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-08**

**Review Item**

8. Does the written notification contain:
  - a. A clear statement of the reasons for termination or denial of assistance?
  - b. The specific date for which assistance ceased?
  - c. The right to receive a review of this decision?

- d. Instructions on how to evoke this review?
- e. The right to review the records and the right to counsel at this review?

**HPHA Finding**

Review of agency's written notification letter confirms that the written notice contained items a through e, but lacked notification of appeal to HPHA.

*HPHA requires that the notification letter also contain information on higher appeal to HPHA in conformance to §17-2029 of Hawaii Administrative Rules on Appeals Procedure for Homeless Programs.*

**Reference:** HAR §17-2026-75

**Rating:**

Not Passing: Compliance required.  
Due Date: Friday, April 13, 2009

**2009-09**

**Review Item**

- 9. For past hearings, was aggrieved party given the opportunity to present objections, question witnesses and present evidence before a person other than the person (or subordinate of that person) who made or approved the denial or termination decision and was prompt service of the final decision made in writing?

**HPHA Finding**

*The aggrieved party was not given the opportunity to present evidence before a person other than the person who made or approved the denial or termination decision. The executive director of Kahikolu 'Ohana Hale 'O Wai'anae is hands-on in decisions relating to participants, including disciplinary actions and is also the hearings officer for appeals. This is not acceptable to HPHA. A member of the Board of Directors should serve as the hearings officer when the Executive Director is responsible for the actions being appealed.*

**Reference:** Contract, Exhibit "A", page 1, letter D #2

**Rating:**

Not Passing: Compliance required.  
Due Date: Friday, April 13, 2009

**CONFIDENTIALITY**

**2009-10**

**Review Item**

- 10. Does the agency have clear, written policies regarding the security of and access to confidential records?

### **HPHA Finding**

Review of *Confidentiality Policy* verifies that agency has clearly, written policies regarding the security of and access to confidential records.

*However, visual inspection confirms that the printer is not located in the case management office but is located in the general office area frequented by other staff, guests, and residents. The location of the printer opens confidential information that is printed for placement in client files to the view by others. Client confidentiality is a key component of the State Homeless Programs, hence the requirement for written policy on the security and access to confidential records.*

*Additionally, the accessibility of duty officers and other property management staff to the case management offices and locked client files is a clear violation of the agency's own confidentiality policies, as well as the requirements of the State homeless stipend contract.*

**Reference:** Contract, Exhibit "A", p. 1, letter D, #1

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-11**

### **Review Item**

11. Does the agency maintain confidentiality of participant information at all times? How?

### **HPHA Finding**

The client files are kept in a locked filing cabinet in a locked office. However, the printer used by case managers is in a public area.

*Visual inspection confirms that the printer is not located in the case management office but is located in the general office area frequented by other staff, guests, and residents. The location of the printer opens confidential information that is printed for placement in client files to the view by others. Client confidentiality is a key component of the State Homeless Programs, hence the requirement for written policy on the security and access to confidential records.*

*Additionally, the accessibility of duty officers and other property management staff to the case management offices and locked client files is a clear violation of the agency's own confidentiality policies, as well as the client confidentiality requirements of the State homeless stipend contract.*

**Reference:** Contract, Exhibit "A", p. 1, letter D, #1

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

## SUBCONTRACTING

2009-12

### Review Item

12. Does the agency subcontract any of the agency's contracted obligations? If so, was prior written consent given by HPHA?

### HPHA Finding

Agency's approved budget confirms that agency does not subcontract their contracted obligations.

**Reference:** Contract, Exhibit "B", page 2, #4

**Rating:**

Passing: No action required.

## STAFFING

2009-13

### Review Item

13. Does the agency have procedures that include staff performance evaluations and identification of training needs? Did agency's procedures/reports show areas of staff improvement, recommended training, and training received?

### HPHA Finding

*Agency's performance evaluation procedures were requested on January 28, 2009, with the notice of site monitoring. An employee evaluation form was received on March 11, 2009. However, no evaluation procedures (frequency of evaluations, training needs of the employee, improved performance areas, etc.) accompanied the form.*

**Reference:** Contract, Exhibit "A", p.2, letter E

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

2009-14

### Review Item

14. Does the agency encourage and enable staff training and continuing education opportunities?

### HPHA Finding

Information on staff training and continuing education was requested on January 28, 2009, with the notice of site monitoring. No response received from agency.

**Reference:** Contract, Exhibit "A", p.2, letter E

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-15**

**Review Item**

15. Is the staffing pattern as proposed in the agency's application & contract?

**HPHA Finding**

HPHA's site visit confirms that the staffing pattern is **not** as proposed in agency's budget. Review of agency's budget verifies that there is a budgeted line item for a kitchen manager, cook, and a prep pantry person. However, the kitchen is not in operation. Additionally, there was new staff and staff turnovers, and HPHA was not informed of the changes.

*HPHA requires that the staffing pattern remains as proposed in agency's budget and contract and that HPHA be informed when vacancies occur and when those vacancies are filled. The agency is receiving stipend program funds to support positions which are vacant.*

**Reference:** Contract, Exhibit "A", p.2, letter E

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-16**

**Review Item**

16. Were there turnover in any of the positions at the shelter? If so, were the positions filled promptly and with persons who meet the minimum qualifications for the position?

**HPHA Finding**

*Site visit confirms that agency has had numerous turnovers in staff. Additionally, one or more staff members are in an early release program from prison. The shelter residents are very vulnerable, and HPHA will not approve shelter staff with such recent criminal records. Providing a safe environment for the residents of the shelter is a contractual obligation.*

*HPHA must be informed of any turnovers in positions at the shelter. Position titles, position description, termination date, new employee resume, dates of new hires, etc. must be sent to HPHA as soon as they occur. HPHA received some resumes on March 11 and a list of staff that have been laid off or resigned, however, it is not clear who replaced the departing staff, how soon the vacancy was filled, and if the new staff person was qualified to fill the position. The latter can only be analyzed*

*by having both resumes and position descriptions at hand. The agency has a contractual and fiduciary responsibility to inform HPHA of all staffing changes as this can affect effective management and service delivery at the shelter.*

**Reference:** Contract, Exhibit "A", p.2 , letter E

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-17**

**Review Item**

17. Does the agency network with other service providers?

**HPHA Finding**

*Agency networks with some service providers. Review of participant files confirms that agency works with Waianae Community Outreach (WCO), Waianae Coast Comprehensive Health Center (WCCHC), and Honolulu Community Action Program (HCAP) for client referrals. However, these and other agencies in the community complain about lack of communication and inconsistencies with regard to clients transitioning to Kahikolu. Additionally, Kahikolu has not been open to outside agency visits or offers to bring other community services into the shelter facility to benefit the residents.*

**Reference:** Contract, Exhibit "A", p.1, letter C

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-18**

**Review Item**

18. Does the agency regularly participate in Partners in Care?

**HPHA Finding**

Information on participation in Partners in Care was requested on January 28, 2009, with the notice of site monitoring. No response received from agency.

*Participation in Partners in Care is a contractual requirement for improved coordination of services, collaboration, and communication among the various agencies that receive public funding for a variety of services that help the homeless and the homeless at risk.*

**Reference:** Contract, Exhibit "A", p.1, letter C

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**AUDIT**

**2009-19**

**Review Item**

- 19. Was the Hawaii Public Housing Authority listed as a funding source in agency's audit report? Was the audit format according to HPHA requirements?

**Rating:**

Not applicable. New provider agency.  
Agency's independent audit report for 2008 will be due to HPHA by December 31, 2009.

**2009-20**

**Review Item**

- 20. Did the agency address areas of non-compliance, as detailed in the State Homeless Programs audit of fiscal year 2007 and/or agency's previous State audit?

**HPHA Finding**

Fiscal Year 2007 audit – not applicable, because the shelter opened in August 2008.

*Previous State audit – Although HPHA did not conduct a previous State audit, the letter of Oct. 22, 2008, from the Homeless Programs Branch Administrator requested immediate corrective action. The corrective action was with regard to reports of the shelter executive director imposing religious and moral values upon the shelter participants, which required unmarried couples to marry in order to live together as a family at Kahikolu. Three couples were reported to have been coerced into marriage. No written response has been received to date.*

*HPHA has since received several phone complaints and four written complaints from residents of Kahikolu that attest to religious discrimination, imposition of religious values, and abuse of confidentiality.*

**Reference:** Contract, Exhibit E, p. 3, letter E

**Rating:**

Not Passing: Compliance required.  
Due Date: Friday, April 13, 2009

**VERIFICATION  
OF NUMBERS  
REPORTED**

**2009-21**

**Review Item**

21. Does the agency have documentation to verify the number of participants served?

**HPHA Finding**

Number of Participants Served

Review of 15 participant's files and the Homeless Management Information System (HMIS) confirms that there are discrepancies:

- a) 3 of 6 emergency entry dates from the participant's file/intake and the entry dates from the HMIS were not consistent (A. Raynon, D. Donato, and A. Cortez).
- b) 4 of 9 transitional entry dates from the participant's file/intake and the entry dates from the HMIS were not consistent (M. Rising Sun, M. Agoo, M. Molina, M. Araneta).
- c) The intakes on the two children were not part of the participant's file.

*HPHA requires that the information from the participant's intake correspond with the HMIS. HPHA recommends that a copy of the participant's HMIS intake/exit be part of the participant's file.*

**Reference:** Contract, Exhibit "A", p.4, letter O

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-22**

**Review Item**

22. Does the agency verify the number of vacant units reported?

**HPHA Finding**

Number of Vacancies Reported

Emergency: Agency did not provide HPHA with a list of the emergency client nights for the period from August through December 2008. Therefore, HPHA could not determine if the number of bed nights reported by agency (August through December 2008) for FY 2009 reconciles with the information gathered from 6 emergency participant's files and agency's emergency client nights list.

**Transitional:** Agency did not provide HPHA with monthly occupancy grids for the period from August through December 2008. Therefore, HPHA could not determine if the number of vacant days reported by agency (August through December 2008) for FY 2009 reconciles with the information gathered from 9 transitional participant's files and agency's monthly occupancy grids.

**Reference:** Contract, Exhibit E, p. 2, letter D

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-23**

**Review Item**

23. Does the agency verify the level of services reported?

**HPHA Finding**

Information on levels of services was requested on January 28, 2009, with the notice of site monitoring. No response received from agency.

**Reference:** Contract, Exhibit A, agency's work plan forms

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-24**

**Review Item**

24. Does the agency verify the level of outcomes reported?

**HPHA Finding**

Information on outcome levels was requested on January 28, 2009, with the notice of site monitoring. No response received from agency.

**Reference:** Contract, Exhibit "A", p.4, letter P, #'s 1-7

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

## B – SERVICE STANDARDS

### MEALS

2009-25

#### Review Item

25. Does the agency provide one meal or cooking facilities for participants?  
Does agency have a food bank?

#### HPHA Finding

Emergency: Visual inspection confirms that there is a kitchen, but the kitchen is not in operation.

Transitional: Visual inspection confirms that there is a food bank at the shelter. Food is donated by Foodbank. Access to the food bank is twice a month and the case manager monitors the amount of food given.

*HPHA requires that the shelter provide at least one meal a day for emergency clients and/or cooking facility with access to food supplies.*

**Reference:** Contract, Exhibit "A", p.2, letter E, #1

#### Rating:

Not Passing: Compliance required.  
Due Date: Friday, April 13, 2009

### CLOTHING

2009-26

#### Review Item

26. Does the agency provide clothing or access to a clothing bank for participants?

#### HPHA Finding

Visual inspection confirms that there is a clothing bank located in the lounge building. The clients seek the case manager for access to the clothing bank, since there is a clothing schedule.

**Reference:** Contract, Exhibit "A", p.2, letter F, #2

#### Rating:

Passing: No action required.

### SHELTER

2009-27

#### Review Item

27. Are the shelter facilities/living units regularly inspected & maintained adequately?

### **HPHA Finding**

The shelter facilities and living units are regularly inspected and maintained. Agency conducts monthly unit inspections.

Visual inspection of Units 313 (studio) and 414 (2-bedroom) confirms that they are well maintained. No problems were reported by the participants.

**Reference:** Contract, Exhibit "A", letter F, #4

**Rating:**

Passing: No action required

**2009-29**

### **Review Item**

29. Are the common areas and furnishings clean and in good repair?

### **HPHA Finding**

Visual inspection of the common areas and furnishings confirms that they are clean and in good repair. New facility/shelter.

**Reference:** Contract, Exhibit "A", p.2, letter F, #4

**Rating:**

Passing: No action required.

## **SECURITY**

**2009-30**

### **Review Item**

30. Does the agency have clear, written emergency procedures? Does the agency explain these procedures to staff and participants? Is agency making adequate efforts to ensure security and safety of the residents?

### **HPHA Finding**

Agency has clearly, written emergency procedures. Emergency procedures are explained to staff and participants. Every effort is made to ensure security and safety of the participants. Visual inspection confirms that there are evacuation maps posted in the kitchen, dining facility, resource building, etc.

**Reference:** Contract, Exhibit "A", p.3, letter F, #5

**Rating:**

Passing: No action required.

**2009-31**

**Review Item**

31. Does the agency conduct fire evacuation drills regularly?

**HPHA Finding**

Information on fire evacuation drills was requested on January 28, 2009, with the notice of site monitoring. No response received from agency.

**Reference:** Contract, Exhibit "A", p.3, letter H

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009

**2009-33**

**Review Item**

33. Does the agency provide on-site phone access for participants in the event of an emergency?

**HPHA Finding**

Agency provides on-site phone access for participants in the event of an emergency. Visual inspection confirms that there is a working pay phone located at Building 9 and also outside the laundry facility.

**Reference:** Agency's proposal, proposed work plan forms

**Rating:**

Passing: No action required.

**2009-34**

**Review Item**

34. Does the agency have staff that is certified to perform CPR on-site?

**HPHA Finding**

CPR certifications were received on March 11, 2009.

**Reference:** Contract, Exhibit "A", p.2, letter E

**Rating:**

Passing: No action required.

**2009-35**

**Review Item**

35. Does the agency have a first-aid kit available?

**HPHA Finding**

Visual inspection confirms that there is a first aid kit available in the staff kitchen.

*HPHA recommends that a first aid kit be available for the participants after hours. HPHA will continue to monitor during a future site visit.*

**Reference:** Contract, Exhibit "A", p.3, letter F, #5

**Rating:**

Needs Improvement: Compliance required.  
Due Date: Friday, April 13, 2009.

**2009-36**

**Review Item**

36. Does the agency provide or arrange for staff training or have procedures for staff to handle violent or disruptive behavior of participants?

**HPHA Finding**

Information on staff training or procedures on handling violent or disruptive behavior of participants was requested on January 28, 2009, with the notice of site monitoring. No response received from agency.

**Reference:** Contract, Exhibit "A", p.2, letter E

**Rating:**

Not Passing: Compliance required.  
Due Date: Friday, April 13, 2009.

**C – CASE MANAGEMENT**

**INTAKE AND ASSESSMENT**

**2009-37**

**Review Item**

37. Does the agency have an intake/application completed for each participant (each individual and/or family member)?

### **HPHA Finding**

Review of 6 emergency files confirms that 6 of 6 participant's files contained a completed intake for each participant.

Review of 9 transitional files confirms that 8 of 9 participant's files contained a completed intake for each participant (S. Delacruz was incomplete).

HPHA requires that the participant's file contain a complete intake for each participant of the household.

**Reference:** Contract, Exhibit "A", p.3, #6-a

**Rating:**

Needs Improvement: Compliance required.  
Due Date: Friday, April 13, 2009.

## **SOCIAL SERVICES PLAN AGREEMENT**

**2009-38**

### **Review Item**

38. Does the agency have a written, social services plan agreement for each participant (head of household and/or an adult) who had an intake done? Was it signed by the participant?

### **HPHA Finding**

Review of 6 emergency files confirms that following:

- a) 3 of 6 files contained a written social service plan that was signed by the participant.
- b) 1 of 6 social service plans was not signed and dated by the participant (A. Cortez's wasn't signed).
- c) 2 of 6 files did not contain a written social service plan (A. Raynon and D. Donato were missing written social service plans) .

Review of 9 transitional files confirms that following:

- a) 6 of 9 files contained a written social service plan that was signed by the participant.
- b) 2 of 9 social service plans were not signed and dated by the participant (S. Delacruz and M. Molina were not signed).
- c) 1 of 9 file did not contain a written social service plan (M. Rising Sun missing).

*HPHA requires that a written, social services plan be signed and dated by the participant. If a participant refuses to sign the social services plan, the reason for*

*not signing should be documented by the agency. The social service plan is a requirement of participation in an HPHA funded transitional shelter.*

**Reference:** Contract, Exhibit "A", p.3, #6-c

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009.

**2009-39**

**Review Item**

39. Does the agency complete the social services plan agreement within two weeks of admission?

**HPHA Finding**

Review of 6 emergency files confirms that 2 of 6 files contained a written social service plan within two weeks of admission (A. Raynon, D. Donato, J. Lauwai, and A. Cortez were beyond the two weeks).

Review of 9 transitional files confirms that 6 of 9 files contained a written social service plan within two weeks of admission (M. Rising Sun, M. Agoo, M. Simi were beyond the two weeks).

*HPHA requires that a written, social services plan be completed within two weeks of admission. If a social services plan cannot be completed within two weeks of admission, the reason for not completing the service plan should be documented by the agency. The social service plan is a requirement of participation in an HPHA funded transitional shelter.*

**Reference:** Contract, Exhibit "A", p.3, #6-c

**Rating:**

Not Passing: Compliance required.

Due Date: Friday, April 13, 2009.

**2009-40**

**Review Item**

40. Does the caseworker meet with participants at least twice a month to discuss aspects of the participant's social services plan? Twice a month contacts should not be consecutive days (i.e., not 3/15, 3/16). If meetings could not take place, was the reason for not meeting documented?

**HPHA Finding**

Review of 6 emergency files confirms that:

- a) 5 of 6 files contained twice a month meetings.
- b) 1 of 6 files did not contain twice a month meetings (A. Raynon did not).

Review of 9 transitional files confirms that 9 of 9 files contained twice a month meetings and more.

**Reference:** Contract, Exhibit "A", p.3, #6-c

**Rating:**

Needs Improvement: Compliance required.  
Due Date: Friday, April 13, 2009.

**2009-41**

**Review Item**

41. Does the agency make attempts to follow-up with participants up to six months after exit?

**HPHA Finding**

Information on follow-up with participants up to six months after exit was requested on January 28, 2009, with the notice of site monitoring. No response received from agency.

**Reference:** Contract, Exhibit A, p. 4, letter P

**Rating:**

Not Passing: Compliance required.  
Due Date: Friday, April 13, 2009.

**2009-42**

**Review Item**

42. Does the agency provide referrals and/or on-site services for medical and social services care?

**HPHA Finding**

Information on referrals and/or on-site services for medical and social services care was requested on January 28, 2009, with the notice of site monitoring. No response received from agency.

**Reference:** Contract, Exhibit "A", p.3, letter G

**Rating:**

Not Passing: Compliance required.  
Due Date: Friday, April 13, 2009.

2009-43

**Review Item**

43. Does the agency implement a plan to address the childcare needs of participants?

**HPHA Finding**

Information on implementation of a plan to address the childcare needs of participants was requested on January 28, 2009, with the notice of site monitoring. No response received from agency.

*At the time of the site visit, HPHA was informed that there is no child care being provided at the shelter, although there is an area for child care.*

**Reference:** Contract, Exhibit "A", p.3, letter I

**Rating:**

Not Passing: Compliance required.  
Due Date: Friday, April 13, 2009.

**FISCAL  
STANDARDS**

2009-44

**Review Item**

44. Are fee amounts collected in accordance with the Administrative Rules?

**HPHA Finding**

Review of 6 emergency files confirms the following:

- a) 1 of 6 files contained a fee amount in accordance with the Administrative Rules.
- b) 1 of 6 files did not contain the Addendum document which states the fee amount to be collected from the participant.
- c) 3 of 6 files contained discrepancies with the fee amounts.

Review of 9 transitional files confirms that 9 of 9 files contained fee amounts collected in accordance with the Administrative Rules.

*HPHA requires that fee amounts be collected in accordance with the Administrative Rules in a fair and equitable manner. Thirty-two (32) residents show a delinquency in program fees paid, most of them in excessive arrears and no notice of cause being issued for the arrearage. Yet other client files show a notice of cause for being delinquent for one month.*

*Also, as a follow up to a meeting in September 2008, please be reminded that the program fee for a three bedroom (one studio and a two bedroom used as a single family unit) may not exceed \$800 per month. All residents who paid \$900 per*

*month must have the difference refunded and receipts for the refunds should be kept on file.*

**Reference:** HAR §17-2026-69

**Rating:**

Not Passing:

Compliance required.

Due Date:

Friday, April 13, 2009.

## **RECOMMENDATION**

We recommend that the Kahikolu 'Ohana Hale 'O Wai'anae prepare a written response addressing each finding presented in this report. In addition, Kahikolu 'Ohana Hale 'O Wai'anae should submit the response to the State Homeless Shelter Stipend Program by Monday, April 13, 2009.

**BANYAN STREET MANOR**  
**F.H.A. PROJECT No. 140-35073-LDI-L8**

**FINANCIAL STATEMENTS**

-----  
**Year Ended June 30, 2006**



CERTIFIED  
PUBLIC  
ACCOUNTANTS

April 13, 2009

Mr. Chad Taniguchi, Executive Director  
State of Hawaii  
Hawaii Public Housing Authority  
1002 No School Street  
Honolulu, Hawaii 96817

Dear Mr. Taniguchi:

Herein we submit our report on the financial statements of the Banyan Street Manor, F.H.A. Project No. 140-35073-LDI-L8 (Project), as of and for the year ended June 30, 2006. Our audit was performed in accordance with the terms of our contract with the Project and with the requirements of the *Consolidated Audit Guide for Audits of HUD Programs*.

### Objectives of the Audit

The primary purpose of our audit was to form an opinion on the fairness of the presentation of the Project's financial statements as of and for the year ended June 30, 2006.

More specifically, the objectives of the audit were as follows:

1. To conduct a general audit of the financial transactions and accounting records of the Project, in order to provide a basis for an opinion on the financial statements of the Project.
2. To ascertain whether or not expenditures have been made and all revenues and other receipts to which the Project is entitled have been collected and accounted for in accordance with laws, rules and regulations, and policies and procedures of the State of Hawaii, Housing and Community Development Corporation of Hawaii (HCDCH) and, where applicable, the federal government.

■  
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■

■  
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■

3. To examine internal controls to determine its adequacy in assuring that there is effective control over and proper accounting of revenues, expenditures, assets and liabilities.
4. To determine whether the Project has established sufficient internal controls to properly manage the U.S. Department of Housing and Urban Development's (HUD) programs and to comply with the applicable laws and regulations.
5. To determine whether the Project has complied with the laws and regulations that may have a material effect on the financial statements.
6. To determine the current status of the audit recommendations included in the prior year's report on compliance and internal control.

### **Scope of the Audit**

Our audit was performed in accordance with generally accepted auditing standards as prescribed by the American Institute of Certified Public Accountants and *Government Auditing Standards*, issued by the Comptroller General of the United States. The scope of our audit included an examination of the transactions and accounting records of the Project for the year ended June 30, 2006. In addition, we reviewed the internal controls to provide us with a basis to report whether the Project has complied with material terms and conditions of the U. S. Department of Housing and Urban Development's program requirements.

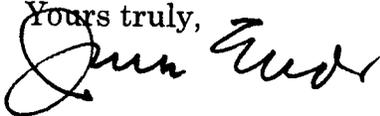
### **Organization of the Report**

This report is presented in four parts as follows:

- The management's discussion and analysis
- The financial statements and related notes of the Project as of and for the year ended June 30, 2006, and our opinion on the financial statements.
- Supplementary information required by HUD.
- Other required reports.

We would like to express our appreciation to the personnel of the State of Hawaii, Housing and Community Development Corporation of Hawaii, and in particular to Mr. Michael Hee, Ms. Cynthia Okubo and to Urban Real Estate Company for the assistance and cooperation we received during the course of our audit.

Yours truly,

A handwritten signature in black ink, appearing to read "Jun Endo". The signature is written in a cursive style with a large initial "J" and "E".

ENDO & COMPANY

# BANYAN STREET MANOR

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**MANAGEMENT'S DISCUSSION  
AND ANALYSIS**

BANYAN STREET MANOR  
MANAGEMENT'S DISCUSSION  
AND ANALYSIS

---

June 30, 2006 and 2005

This section of the Banyan Street Manor, F.H.A. Project No. 140-35073-LDI-L8 (Project) annual financial report presents management's discussion and analysis of the Project's financial performance during the year ended June 30, 2006. It should be read in conjunction with the Project's financial statements which follows this section.

**Financial Highlights**

- ▶ The Project's total net assets decreased by .2% or approximately \$9,900 in 2006 over 2005.
- ▶ The Project's rental income decreased 10.1% or approximately \$43,300 in 2006 over 2005.
- ▶ Higher investment yields resulted in an increase in investment income of \$6,400, a 118.0% increase in 2006 over 2005.
- ▶ The Project's general operating and administrative expenses decreased by 4.9% or approximately \$14,000 in 2006 over 2005.

**Overview of the Financial Statements**

The financial statements consists of four (4) parts: management's discussion and analysis, the financial statements and notes to financial statements, supplementary information required by U.S. Department of Housings and Urban Development (HUD), and other reports. These components are described below:

*Financial Statements*

The financial statements reports information about the Project using accounting methods similar to those used by private sector companies. The *Statement of Net Assets* provide both short-term and long-term information about the Project's financial position, and reflects the Project's economic condition at the end of the year. All of the current year revenues and expenses are accounted for in the *Statement of Activities* on an accrual basis, i.e., revenues are recognized when earned and expenses recognized when incurred.

The *Statement of Net Assets* presents all of the Project's assets and liabilities, with the difference between the two reported as "net assets". Over time, increases and

BANYAN STREET MANOR  
MANAGEMENT'S DISCUSSION  
AND ANALYSIS

---

June 30, 2006 and 2005

**Overview of the Financial Statements** (continued)

decreases in the Project's assets may serve as an useful indicator of whether the financial position of the Project is improving or deteriorating.

The *Statement of Activities* presents information reflecting changes in the Project's net assets during the year.

The *Notes to Financial Statements* explains information reflected in the financial statements.

The *Notes to Financial Statements* are followed by *Supplementary Information Required by HUD*, which presents additional information required by HUD for analysis purpose and provides additional detail of information reflected in the financial statements.

*Other Reports*

Following the *Supplementary Information Required by HUD* are the following additional reports:

- ▶ Report on Compliance and on Internal Control Over Financial Reporting
- ▶ Report on Compliance with Specific Requirements Applicable to Non-major HUD Programs
- ▶ Report on Compliance with Specific Requirements Applicable to Fair Housing and Non-Discrimination

BANYAN STREET MANOR  
MANAGEMENT'S DISCUSSION  
AND ANALYSIS

---

June 30, 2006 and 2005

**Financial Analysis**

As mentioned previously, the *Statement of Net Assets* serves as an indicator of the Project's financial position. The Statement of Net Assets includes all the Project's assets and liabilities, and provides information about the nature and the amounts of investment in resources (assets) and the obligations (liabilities) of the Project.

As of June 30, 2006 and 2005, the Project's net assets were as follows:

	<u>2006</u>	<u>2005</u>
<b>ASSETS</b>		
Current assets	\$ 230,591	\$ 148,467
Deposits held in trust	10,786	11,229
Restricted deposits and funded reserves	2,443,476	2,470,392
Capital assets	2,410,275	2,548,521
Other assets	<u>49,516</u>	<u>53,500</u>
<b>TOTAL ASSETS</b>	<u>\$ 5,144,644</u>	<u>\$ 5,232,109</u>
<b>LIABILITIES</b>		
Current liabilities	\$ 122,367	\$ 155,564
Long-term liabilities	<u>520,603</u>	<u>564,980</u>
<b>TOTAL LIABILITIES</b>	<u>642,970</u>	<u>720,544</u>
<b>NET ASSETS</b>		
Invested in capital assets, net of debt	1,856,472	1,903,557
Restricted	2,437,268	2,465,100
Unrestricted	<u>207,934</u>	<u>142,908</u>
<b>TOTAL NET ASSETS</b>	<u>4,501,674</u>	<u>4,511,565</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u>\$ 5,144,644</u>	<u>\$ 5,232,109</u>

BANYAN STREET MANOR  
MANAGEMENT'S DISCUSSION  
AND ANALYSIS

-----

June 30, 2006 and 2005

**Financial Analysis** (continued)

Net assets of the Project decreased by .2% in 2006 over 2005. Investment in capital assets (i.e., land improvements, building, building equipment, and furnishings), less the related debt used to construct the assets represents a large portion of the Project's net assets; \$1,856,472 or 41.2% in 2006 and \$1,903,557 or 42.2% in 2005. Capital assets are used to provide housing to low and moderate income persons. Although the Project's investment in its capital assets is reported net of debt, the resources needed to repay this debt must be provided by other sources, since the capital assets, mainly the building, cannot be used to liquidate these liabilities. Restricted assets consists principally of deposits required under the Regulatory Agreement for the replacement of property and other project expenditures approved by HUD. Restricted assets are held in separate accounts with the mortgagee and are generally not available for operating purposes. The remaining unrestricted assets may be used to finance day to day operations without any constraints established by debt, or other legal requirements. The changes in net assets reflects the Project's current year revenues and expenses on an accrual basis of accounting. The changes in net assets for the years ended June 30, 2006 and 2005, are follows:

	<u>2006</u>	<u>2005</u>
REVENUES		
Rental income	\$ 385,638	\$ 428,929
Financial revenues	11,930	5,473
Other revenues	<u>13,455</u>	<u>11,258</u>
TOTAL REVENUES	<u>411,023</u>	<u>445,660</u>
EXPENSES		
General operating and administrative expenses	277,186	291,491
Depreciation	<u>143,728</u>	<u>137,860</u>
TOTAL EXPENSES	<u>420,914</u>	<u>429,351</u>
INCREASE IN NET ASSETS	<u>\$ (9,891)</u>	<u>\$ 16,309</u>

The Project's rental revenues are subject to constraints contained in the Regulatory Agreement and the Project may not increase rents charged to tenants without the prior approval by HUD.

BANYAN STREET MANOR  
MANAGEMENT'S DISCUSSION  
AND ANALYSIS

-----

June 30, 2006 and 2005

**Financial Analysis** (continued)

The decrease in general operating and maintenance expenses from \$291,491 in 2005 to \$277,186 in 2006, a decrease of \$14,305 or 4.9%, is principally a result of a decrease in repairs and maintenance.

The Project is in the process of procuring cost estimates to renovate the remaining 46 units to provide a safe and clean environment and to be in compliance with the regulations of the ADA. Renovations will be conducted in stages to minimize vacancies. The expected loss of rental revenues during construction is expected to be approximately \$59,400. The total cost of the renovations will be financed by the Project's replacement and the residual receipts reserves, which totaled approximately \$2.4 million as of June 30, 2006. The Project expects the renovations to start when the Project has a more positive cash flow and other management issues are resolved.

**Capital Assets and Debt Administration**

*Capital Assets*

The Project's investment in capital assets amounted to \$2,410,275 and \$2,548,521, net of accumulated depreciation of \$2,390,396 and \$2,250,652 as of June 30, 2006 and 2005, respectively. Capital assets includes land improvements, building, furnishings, and portable building equipment. Building represented 96.9% of total capital assets in 2006 and 2005 respectively. During the year hot water storage tanks were installed for a total cost of \$61,476. See Note (1) of the Project's financial statements for additional information regarding the Project's capital assets.

The Project's capital assets, net of accumulated depreciation are as follows:

	<u>2006</u>	<u>2005</u>
Capital Assets, net of accumulated depreciation		
Building	\$ 2,388,986	\$ 2,522,965
Miscellaneous - Land improvements	17,771	17,783
Building equipment - portable	2,332	5,726
Furnishings	<u>1,186</u>	<u>2,047</u>
 TOTAL CAPITAL ASSETS	 <u>\$ 2,410,275</u>	 <u>\$ 2,548,521</u>

BANYAN STREET MANOR  
MANAGEMENT'S DISCUSSION  
AND ANALYSIS

---

June 30, 2006 and 2005

**Capital Assets and Debt Administration** (continued)

*Debt Administration*

As of June 30, 2006 and 2005, the Project had long-term debt of \$553,803 and \$644,964, respectively, which is comprised of a HUD insured mortgage note. See Note (3) of the Project's financial statements for additional information on the mortgage note.

	2006	2005
Current portion	\$ 98,200	\$ 91,200
Mortgage payable	455,603	553,764
<b>TOTAL LONG-TERM DEBT</b>	<b>\$ 553,803</b>	<b>\$ 644,964</b>

The Project's total debt decreased by \$91,161 and \$91,362 in 2006 and 2005, respectively. The Project did not incur additional debt during 2006 and 2005.

**Currently Known Facts, Decisions or Conditions**

On May 6, 2005 a class action law suit was filed by residents of Wilikina Apartments and Banyan Street Manor against the Housing and Community Development Corporation of Hawaii for failure to update their utility allowances. The First Circuit Court approved the class action Settlement Agreement on July 25, 2007. The funds for the settlement were provided by the state legislature. The Banyan Street Manor's portion of the settlement was \$24,736.50.

**FINANCIAL STATEMENTS**



CERTIFIED  
PUBLIC  
ACCOUNTANTS

## INDEPENDENT AUDITOR'S REPORT

---

To the Board of Commissioners  
State of Hawaii  
Hawaii Public Housing Authority  
Banyan Street Manor

We have audited the accompanying statement of net assets of

### **BANYAN STREET MANOR,**

F.H.A. Project No. 140-35073-LDI-L8, as of June 30, 2006, and the related statement of activities, and cash flows for the year then ended. These financial statements are the responsibility of the Project's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Project, as of June 30, 2006, and the changes in its net assets, and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

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In accordance with *Government Auditing Standards*, and the *Consolidated Audit Guide for Audits of HUD Programs*, issued by the U. S. Department of Housing and Urban Development, we have also issued reports, dated August 31, 2006, on our consideration of the Project's internal control over financial reporting and on its compliance with specific requirements applicable to Fair Housing and Non-Discrimination and specific requirements applicable to non-major HUD program transactions. Those reports are an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The management's discussion and analysis and the accompanying supplementary information are presented for purposes of additional analysis and is not a required part of the basic financial statements of the Project. Such supplemental information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects, in relation to the financial statements taken as a whole.

A handwritten signature in black ink that reads "Subo & Company". The signature is written in a cursive, flowing style.

August 31, 2006  
(except for Note 11, which  
is dated April 15, 2009)  
Honolulu, Hawaii

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

STATEMENT OF NET ASSETS

-----

June 30, 2006

ASSETS

CURRENT ASSETS			
1120	Cash-operations		\$ 23,362
1130	Tenants' rent receivable	61,121	
1131	Allowance for doubtful accounts	<u>(60,280)</u>	
	Net Tenant Accounts Receivable		841
1135	Accounts receivable-HUD		200,369
1140	Accounts and notes receivable - operations		<u>6,019</u>
	TOTAL CURRENT ASSETS		230,591
TENANTS DEPOSITS HELD IN TRUST			
1191	Tenant deposits held in trust		10,786
RESTRICTED DEPOSITS AND FUNDED RESERVES			
1310	Escrow deposits	6,207	
1320	Replacement reserve	531,812	
1340	Residual receipts reserve	<u>1,905,457</u>	
	TOTAL RESTRICTED DEPOSITS AND FUNDED RESERVES		2,443,476
CAPITAL ASSETS, at cost			
1420	Building	4,651,323	
1440	Building equipment-portable	77,588	
1450	Furniture for Project/Tenant use	11,365	
1495	Miscellaneous - land improvement	<u>60,395</u>	
	Total Capital Assets	4,800,671	
1495	Accumulated depreciation	<u>2,390,396</u>	
	NET CAPITAL ASSETS		2,410,275
OTHER ASSETS			
1520	Deferred costs, net of accumulated amortization of \$114,814		<u>49,516</u>
	TOTAL ASSETS		<u>\$ 5,144,644</u>

The accompanying Notes to Financial Statements is an integral part of this statement.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

STATEMENT OF NET ASSETS

-----

June 30, 2006

LIABILITIES

CURRENT LIABILITIES

2110	Accounts payable-operations	\$	3,766
2120	Accrued wages payable		1,460
2123	Accrued management fee payable		2,750
2170	Current portion of mortgage payable		98,200
2180	Utility allowance		-
2191	Tenant's deposits held in trust		10,773
2210	Prepaid revenue		<u>5,418</u>

TOTAL CURRENT LIABILITIES

\$ 122,367

LONG-TERM LIABILITIES

2320	Mortgage payable		455,603
2390	Miscellaneous long term liabilities - advance		<u>65,000</u>

TOTAL LONG-TERM LIABILITIES

520,603

TOTAL LIABILITIES

642,970

NET ASSETS

3131	Unrestricted net assets		207,934
3132	Temporarily restricted net assets		2,437,268
3133	Invested in Capital Assets, net of related debt		<u>1,856,472</u>

TOTAL NET ASSETS

\$ 4,501,674

The accompanying Notes to Financial Statements is an integral part of this statement.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

STATEMENT OF ACTIVITIES

-----  
Year Ended June 30, 2006

REVENUES	
Rent revenue	\$ 385,638
Financial revenue	11,930
Other revenue	<u>13,455</u>
TOTAL REVENUES	<u>411,023</u>
EXPENSES	
Administrative expenses	79,777
Utilities expense	41,352
Operating and maintenance expenses	93,747
Taxes and insurance	11,341
Financial expenses	<u>50,969</u>
TOTAL EXPENSES BEFORE DEPRECIATION AND AMORTIZATION	<u>277,186</u>
PROFIT BEFORE DEPRECIATION AND AMORTIZATION	133,837
DEPRECIATION AND AMORTIZATION	<u>143,728</u>
CHANGE IN NET ASSETS	(9,891)
TOTAL NET ASSETS, beginning of year	<u>4,511,565</u>
TOTAL NET ASSETS, end of year	<u>\$ 4,501,674</u>

The accompanying Notes to Financial Statements is an integral part of this statement.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

STATEMENT OF CASH FLOWS

-----

Year Ended June 30, 2006

CASH FLOW FROM OPERATING ACTIVITIES:	
1200-010 Rental receipts	\$ 280,091
1200-020 Interest receipts	12,340
1200-030 Other operating receipts	<u>13,455</u>
Total Receipts	<u>305,886</u>
1200-050 Administrative	34,538
1200-070 Management fee	26,400
1200-090 Utilities	44,001
1200-100 Salaries and wages	54,262
1200-110 Operating and maintenance	73,287
1200-150 Miscellaneous taxes and insurance	12,124
1200-180 Interest on first mortgage	45,736
1200-210 Mortgage insurance premium	<u>5,233</u>
Total disbursements	<u>295,581</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>10,305</u>
CASH FLOW FROM INVESTING ACTIVITIES:	
1200-245 Net deposits to the mortgage escrow account	(915)
1200-250 Net deposits to the reserve for replacement account	(60,802)
1200-260 Net deposits to the residual receipts account	(9,754)
1200-330 Net purchase of capital asset	(1,498)
1200-340 Withdrawal from residual receipts	65,387
1200-340 Withdrawal from reserve for replacement - storage tanks	33,000
1200-340 Net change in tenants' deposits held in trust	<u>-</u>
NET CASH PROVIDED BY INVESTING ACTIVITIES	<u>25,418</u>
CASH FLOW FROM CAPITAL AND RELATED FINANCING ACTIVITIES:	
1200- Advance from owner	65,000
1200-360 Principal payments of capital debt	<u>(91,161)</u>
NET CASH USED IN CAPITAL AND RELATED FINANCING	<u>(26,161)</u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	9,562
CASH, beginning of year	<u>13,800</u>
CASH, end of year	<u>\$ 23,362</u>

The accompanying Notes to Financial Statements is an integral part of this statement.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

STATEMENT OF CASH FLOWS

-----

Year Ended June 30, 2006

CASH FLOWS FROM OPERATING ACTIVITIES:	
3250 Change in total net assets from operations	\$ (9,891)
Adjustments to reconcile change in total net assets to net cash provided by operating activities:	
6600 Depreciation expense	139,744
6610 Amortization expense	3,984
1200-602 Allowance for doubtful accounts	9,780
(Increase) decrease in certain asset accounts	
1200-490 Tenants' rent receivable	(9,768)
1200-602 Accounts receivable - HUD	(72,984)
1200-602 Accounts receivable - interest	410
Increase (decrease) in certain liability accounts	
1200-540 Accounts payable - operations	(37,612)
1200-602 Accounts payable - HUD	(14,992)
1200- Accrued wages payable	(311)
1200- Utility allowance	(40)
1200- Accrued management fee	1,100
1200-570 Accrued interest payable - first mortgage	-
1200-590 Prepaid revenue	<u>885</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>\$ 10,305</u>

The accompanying Notes to Financial Statements is an integral part of this statement.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8  
NOTES TO FINANCIAL STATEMENTS

-----

Year Ended June 30, 2006

(1) History of the Project

Banyan Street Manor (Project) is a low-income residential housing project owned by the Housing and Community Development Corporation of Hawaii (HCDCH). The accompanying financial statements are those of the Project and do not represent the financial statements of HCDCH. Since August 4, 1997, the Project has been operating under the provisions of the U. S. Department of Housing and Urban Development's (HUD) Section 8 Housing Assistance Payment Program and Section 221(d)(3) Multi-family Rental Housing for Moderate Income Families Program both of which are the Project's non-major HUD programs. Under these programs the Project provides housing to low and moderate income persons, subject to regulation by HUD as to rental charges and operating methods. Lower rental charges are recovered by the Project through rent subsidies provided by HUD.

The Project is located in the Honolulu district and consists of 12 one-bedroom and 43 two-bedroom apartments including a two-bedroom apartment being used as the resident manager's lodging.

(2) Summary of significant accounting policies

The significant accounting policies followed by the Project are summarized below:

**Basis of accounting** - The financial statements of the Project are prepared on the accrual basis of accounting.

**Reporting entity** - The HCDCH is attached to the State of Hawaii's Department of Human Services for administrative purposes.

**Deferred costs** - Deferred costs represent costs incurred in connection with obtaining the mortgage loan. The deferred costs is being amortized on the straight-line method over the 40 year term of the mortgage loan.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

NOTES TO FINANCIAL STATEMENTS

-----

Year Ended June 30, 2006

(2) Summary of significant accounting policies (continued)

**Capital Assets** - Building, land improvements, equipment and furniture are reflected in the Statement of Net Assets at cost. Depreciation expense is computed by the straight-line method over estimated lives from three to forty years, as follows:

Building	40 years
Miscellaneous - Land improvements	25 - 40 years
Equipment	4 - 10 years
Furniture for Project/tenants use	3 - 7 years

Effective July 1, 2001, the Project adopted the policy of capitalizing only equipment and furniture with acquisition amounts of \$5,000 or more. Equipment and furniture with acquisition amounts of \$5,000 or less acquired before July 1, 2001 will continue to be depreciated in accordance with the policies previously established.

**Use of estimates** - The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**Rental income** - Rental income from leases is recognized under the operating method whereby income is recognized as rent becomes due and expenses including depreciation, are charged against such revenue as incurred. Generally, rental arrangements with tenants are initially for a one year period. The resident manager is given free rent and a salary for services rendered. A significant portion of the Project's rent revenue is received as rental subsidies from HUD.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

NOTES TO FINANCIAL STATEMENTS

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Year Ended June 30, 2006

(2) Summary of significant accounting policies (continued)

**Statement of cash flows** - For purposes of the statement of cash flows, the Project considers all highly liquid investments purchased with an original maturity of three months or less to be cash equivalents.

(3) Mortgage payable

The Project entered into a HUD insured mortgage note agreement in October, 1976 in the amount of \$1,727,800 with First Hawaiian Bank. On June 1, 2003, USGIinc. (USGI) became the new servicing agent and mortgagee. The mortgage loan bears interest at 7.5% and is collateralized by the rental property. The monthly installments for principal and interest are \$11,370, with a maturity date of January 1, 2018. It is expected that the loan will be paid off by June 2011.

The mortgage payable is summarized as follows:

Mortgage payable	\$ 553,803
Less current maturities	<u>98,200</u>
Long -term portion	<u>\$ 455,603</u>

As of June 30, 2006, aggregate principal and interest maturities for the next five years are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2007	\$ 98,200	\$ 38,200	\$ 136,400
2008	105,900	30,500	136,400
2009	114,100	22,300	136,400
2010	122,900	13,500	136,400
2011	<u>112,703</u>	<u>4,011</u>	<u>116,714</u>
	<u>\$ 553,803</u>	<u>\$ 108,511</u>	<u>\$ 662,314</u>

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

NOTES TO FINANCIAL STATEMENTS

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Year Ended June 30, 2006

(3) Mortgage payable (continued)

On November 20, 1990, HCDCH purchased the Project's building and residual receipts. Of the total residual receipts, amounting to \$571,327, HCDCH paid cash of \$400,000 and executed a non-negotiable, unsecured promissory note payable to the former owner of the Project for the remaining balance of \$171,327. The principal plus interest are accrued at the same rate as the residual receipts funds, which are held by the mortgagee and are due within 45 days of full payment of the mortgage note.

The promissory note payable is not reflected on the Project's financial statements as HUD does not consider the payment of this note to be a Project expense. Therefore, the obligation is reflected on HCDCH's financial statements.

(4) HUD-Restricted deposits

Under the Regulatory Agreement, the Project is required to set aside amounts for the replacement of property and other project expenditures approved by HUD. HUD-restricted funds of \$2,437,269 on June 30, 2006, are held in separate accounts and generally are not available for operating purposes.

Use of the residual receipts reserve account is contingent upon HUD's prior written approval.

(5) Rent increases

Under the Regulatory Agreement, the Project may not increase rents charged to tenants without the prior approval by HUD. The last approved rent increase was effective August 1, 2003.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

NOTES TO FINANCIAL STATEMENTS

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Year Ended June 30, 2006

(6) Management fee

On November 22, 2005 the Project entered into an one year management agreement with Urban Management Corp. dba Real Estate Company for a total not to exceed \$91,464. Total management fee was \$27,500 for 2006. In addition, the managing agent also performs bookkeeping and payroll functions for the Project. For the year ended June 30, 2006, the Project reimbursed the managing agent \$58,692 for payroll and related payroll taxes and \$6,599 for insurance expense.

(7) Housing assistance payment contract

By entering into a contract with HUD, the Project receives housing assistance payments for qualified tenants which is mandated under Section 8 of the United States Housing and Urban Act of 1937. The Project current contracts extends the housing assistance to December 31, 2009.

(8) Property and liability insurance

Since HCDCH is a component of the State of Hawaii, the Project is covered under the property and liability insurance policy of the State of Hawaii which insures real and personal property in the amount of \$10,000,000.

(9) Land lease

The Project has entered into a lease agreement which commenced in October 1973, with the City and County of Honolulu for the lease of the land on which the building is situated and all improvements thereon for a term of 55 years. The Project has the option to purchase the fee simple interest in the land at any time after October 5, 1993, for a percentage of the fair market value at the time of purchase. Lease rent, for a nominal amount, has been prepaid for the entire term of the lease.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

NOTES TO FINANCIAL STATEMENTS

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Year Ended June 30, 2006

(10) Current vulnerability due to certain concentration

The Project's sole asset is a 55-unit apartment project. The Project's operations are concentrated in the multifamily real estate market located in Honolulu, Hawaii. In addition, the Project operates in a heavily regulated environment. The operations of the Project are subject to the administrative directives, rules and regulations of federal, state and local regulatory agencies, including, but not limited to, HUD. Such administrative directives, rules and regulations are subject to changes by an act of congress or administrative changes mandated by HUD. Such changes may occur with little notice or adequate funding to pay for the related cost, including the additional administrative burden, to comply with the changes.

(11) Subsequent events

On April 15, 2009, a motion for default judgement was granted, to the United States of America's Department of Housing and Urban Development against the Hawaii Public Housing Authority (HPHA) and HPHA was ordered to pay \$50,000 in civil money penalties, for failure to submit audited financial reports for the Project for the fiscal years ended June 30, 2006 and 2007.

**SUPPLEMENTAL INFORMATION**  
**TO**  
**FINANCIAL STATEMENTS**

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SUPPLEMENTAL DATA REQUIRED BY HUD

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Year Ended June 30, 2006

Accounts and notes receivable (other than tenants)

Accounts and notes receivable - operations of \$6,019 on June 30, 2006 consist of reimbursable charges from two vendors.

Tenants' rent receivable

The tenants' rent receivable of \$61,121 on June 30, 2006 consists of:

<u>Days Outstanding</u>	<u>Amount</u>
30	\$ 1,328
60	1,533
90	513
Over 90	<u>57,747</u>
Total tenants' rent receivable	61,121
Less allowance for doubtful accounts	<u>(60,280)</u>
Net tenants' rent receivable	<u>\$ 841</u>

Tenants' security deposit

Tenants' security deposits are held in a separate bank account at First Hawaiian Bank in the name of the Project. As of June 30, 2006, the account balance was \$10,786.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SUPPLEMENTAL DATA REQUIRED BY HUD

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Year Ended June 30, 2006

Replacement reserve and residual receipts account

In accordance with the provisions of the Regulatory Agreement, a reserve fund for replacements and residual receipts are maintained with the mortgagee, USGI Inc. Disbursements from the funds may be made only with the approval of HUD. A summary of the funds is as follows:

	<u>Replacement Reserve</u>	<u>Residual Receipts</u>
Balance, June 30, 2005	\$ 504,010	\$ 1,961,090
Deposits made during the year	52,308	-
Return of funds	5,908	-
Interest income credited	<u>2,586</u>	<u>9,754</u>
	564,812	1,970,844
Disbursements for:		
Mortgage payments	-	(65,387)
Operating fund	<u>(33,000)</u>	<u>-</u>
Balance, June 30, 2006, as confirmed by mortgagee	<u>\$ 531,812</u>	<u>\$ 1,905,457</u>

During the year ended June 30, 2006, the Project received approval for withdrawal from the residual receipts for operating funds to pay the September - December 2005 mortgage payments. The Project needs to reimburse the residual receipts fund for approximately \$125,400 consisting of the \$60,000 advance in FYE 2005 for operations and approximately \$65,400 for mortgage payments.

The Project also needs to reimburse the replacement fund for approximately \$38,900 for the advance paid to a contractor for a security camera system which was never installed and the withdrawal to pay the balance for storage tanks withdrawn in error from the replacement fund.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SUPPLEMENTAL DATA REQUIRED BY HUD

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Year Ended June 30, 2006

Schedule of changes in capital assets

Capital assets activity for the year ended June 30, 2006, was as follows:

	CAPITAL ASSETS			
	Balance	Additions	Deductions	Balance
	July 1, 2005			June 30, 2006
Building	\$ 4,651,323	\$ -	\$ -	\$ 4,651,323
Miscellaneous-land improvement	58,897	1,498	-	60,395
Building equipment-portable	77,588	-	-	77,588
Furniture for Project/tenant use	<u>11,365</u>	<u>-</u>	<u>-</u>	<u>11,365</u>
 TOTAL OTHER CAPITAL ASSETS	 <u>\$ 4,799,173</u>	 <u>\$ 1,498</u>	 <u>\$ -</u>	 <u>\$ 4,800,671</u>
	ACCUMULATED DEPRECIATION			
	Balance	Additions	Deductions	Balance
	July 1, 2005			June 30, 2006
Building	\$ 2,128,358	\$ 133,979	\$ -	\$ 2,262,337
Miscellaneous-land improvement	41,114	1,510	-	42,624
Building equipment-portable	71,862	3,394	-	75,256
Furniture for Project/tenant use	<u>9,318</u>	<u>861</u>	<u>-</u>	<u>10,179</u>
 TOTAL ACCUMULATED DEPRECIATION	 <u>\$ 2,250,652</u>	 <u>\$ 139,744</u>	 <u>\$ -</u>	 <u>\$ 2,390,396</u>
 OTHER CAPITAL ASSETS, NET	 <u>\$ 2,548,521</u>	 <u>\$(138,246)</u>	 <u>\$ -</u>	 <u>\$ 2,410,275</u>

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SUPPLEMENTAL DATA REQUIRED BY HUD

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Year Ended June 30, 2006

Computation of surplus cash, distribution, and residual receipts for the period July 1, 2005 to June 30, 2006:

Part A-Compute Surplus Cash

1300-010 Cash	\$ 23,362	
1135 Accounts receivable - HUD	<u>200,369</u>	
1300-040 Total cash		<u>223,731</u>

Current Obligations

1300-050 Accrued mortgage interest payable	-	
1300-075 Accounts payable - 30 days	3,766	
2116 Accounts payable - Section 8 and other	-	
2210 Prepaid revenues	5,418	
2191 Tenant security deposits liability	10,773	
1300-110 Other current obligations	<u>69,210</u>	
1300-140 Total current obligations		<u>89,167</u>
1300-150 Surplus cash		<u>\$ 134,564</u>

Part B-Compute Distributions to Owners and  
Required Deposit to Residual Receipts

1300-210 Deposit due residual receipts		<u>\$ -</u>
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BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SUPPLEMENTAL DATA REQUIRED BY HUD

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Year Ended June 30, 2006

Statement of Activities Data for the period July 1, 2005 to June 30, 2006:

RENT REVENUE

5120 Rent revenue - gross potential	\$ 220,710
5121 Tenant assistance payments	227,584
5170 Garage and parking spaces	<u>495</u>
Total Rent Revenue	448,789
5220 Vacancies - apartments	<u>63,151</u>
Net Rental Revenue	<u>385,638</u>

FINANCIAL REVENUE

5430 Revenues from investments - residual receipts	9,427
5440 Revenues from investments - replacement reserve	2,503
5490 Revenues from investments - miscellaneous	<u>-</u>
Total Financial Revenue	<u>11,930</u>

OTHER REVENUE

5910 Laundry and vending revenue	12,407
5920 Tenant charges	<u>1,048</u>
Total Other Revenue	<u>13,455</u>

TOTAL REVENUE

411,023

ADMINISTRATIVE EXPENSES

6210 Advertising	-
6310 Office salaries	6,450
6311 Office expenses	840
6320 Management fee	27,500
6331 Administrative rent free unit	8,688
6350 Audit expense	21,833
6370 Bad debts	9,780
6390 Miscellaneous administrative expense	<u>4,686</u>
Total Administrative Expenses	<u>79,777</u>

UTILITIES EXPENSE

6450 Electricity	12,030
6451 Water	7,889
6452 Gas	4,731
6453 Sewer	<u>16,702</u>
Total Utilities Expenses	<u>41,352</u>

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SUPPLEMENTAL DATA REQUIRED BY HUD

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Year Ended June 30, 2006

Statement of Activities Data for the period July 1, 2005 to June 30, 2006:

OPERATING AND MAINTENANCE EXPENSES	
6510 Payroll	53,951
6515 Supplies	3,890
6520 Contracts	-
6525 Garbage and trash removal	5,283
6530 Security contract	22,812
6590 Miscellaneous operating and maintenance expenses	<u>7,811</u>
Total Operating and Maintenance Expenses	<u>93,747</u>
TAXES AND INSURANCE	
6711 Payroll taxes (Project's share)	4,742
6720 Property and liability insurance	1,876
6723 Health insurance and other employment benefits	4,723
6790 Miscellaneous taxes, license, permits and insurance	-
Total Taxes and Insurance	<u>11,341</u>
FINANCIAL EXPENSES	
6820 Interest on mortgage payable	45,736
6850 Mortgage insurance premium/service charge	<u>5,233</u>
Total Financial Expenses	<u>50,969</u>
TOTAL COST OF OPERATIONS BEFORE DEPRECIATION	
	<u>277,186</u>
CHANGE IN NET ASSETS BEFORE DEPRECIATION AND AMORTIZATION	
	133,837
6600 Depreciation expense	139,744
6610 Amortization expense	<u>3,984</u>
OPERATING LOSS	
	<u>(9,891)</u>
CHANGE IN UNRESTRICTED NET ASSETS	
	<u>\$ (9,891)</u>
1000-010 Total mortgage principal payments required during audit year	<u>\$ 91,161</u>
1000-020 Total of 12 monthly deposits in the audit year into the replacement reserve account, as required by the Regulatory Agreement	<u>\$ 52,308</u>

**REPORT ON COMPLIANCE AND ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING**



CERTIFIED  
PUBLIC  
ACCOUNTANTS

**REPORT ON COMPLIANCE AND ON INTERNAL CONTROLS OVER  
FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

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To the Board of Commissioners  
State of Hawaii  
Housing and Community Development  
Corporation of Hawaii  
Banyan Street Manor

We have audited the financial statements of

**BANYAN STREET MANOR,**

F.H.A. Project No. 140-35073-LDI-L8 (Project), as of and for the year ended June 30, 2006, and have issued our report thereon dated August 31, 2006. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standard*, issued by the Comptroller General of the United States and the *Consolidated Audit Guide for Audits of HUD Programs (the "Guide")*, issued by the U. S. Department of Housing and Urban Development, Office of the Inspector General.

Compliance

As part of obtaining reasonable assurance about whether the Project's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including applicable provisions of the Hawaii Public Procurement Code (Chapter 103D of the Hawaii Revised Statutes) and procurement rules, directives, and circulars, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. We noted

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no matters involving noncompliance over financial reporting and its operations that we considered to be material weaknesses required to be reported under *Government Auditing Standard*.

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Project's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we considered to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Project's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in the accompanying schedule of findings and questioned costs - prior year audit finding (pages 28 to 33).

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal controls over financial reporting would not necessarily disclose all matters in internal controls that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, we believe none of the reportable conditions described above are material weaknesses.

This report is intended solely for the information and use of the board of commissioner, management, others within the organization and U. S. Department of Housing and Urban Development and is not intended to be and should not be used by anyone other than these specified parties.

August 31, 2006  
Honolulu, Hawaii

*Endo & Company*

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

---

June 30, 2006

**[2004 -01] Review of tenants' aged trial balance and billings**

**Statement of condition:** The tenants' aged trial balance reflects a large amount of uncollected balances which could result in bad debt write-offs. Also, tenant's accounts were not timely adjusted for interim or annual recertifications which resulted in inaccurate reported rental revenues and could result in uncollectible rental income.

**Criteria:** Accurate reporting of revenues and tenants receivable is vital for proper financial reporting and minimizing losses from uncollectible tenants receivable.

**Effect of Condition:** Losses from uncollectible tenants receivable could increase.

**Cause of Condition:** The delinquency is partially due to the Project having to work within the State Landlord/Tenant rules for eviction and collection. In addition, delays in tenant recertification resulted in a delay in recording the appropriate rental charges and retroactive billings.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

---

June 30, 2006

**[2004 -01] Review of tenants' aged trial balance and billings (continued)**

**Recommendation:** We recommend that management review the aging for potential collections problems and pursue tenants more aggressively to recertify them on a more timely basis.

Management should review the First of the Month Billing report for accuracy of billing. Also, the managing agent should provide a list of tenants that were recertified during the month and the effective date along with the aged trial balance. With the review of the aged trial balance, the First of the Month Billing report and the tenants' recertification list, interim and annual adjustments can be made on a more timely basis.

**Response:** *Management will review aging for potential rental collection problems and the recertification list for timely interim and annual adjustments to document delinquency follow up efforts*

**Current Status:** The condition still exist for the current fiscal year. The tenant receivable has increased to \$61,121 at the end of the current year from \$51,000 at the end of the previous fiscal year.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

-----

June 30, 2006

**[2003 -02] Timely Recording of Housing Assistance  
Payment and Adjustments**

**Statement of Condition:** The Project is recording the Section 8 Housing Assistance Payments (HAP) on a cash basis and not recording the HAP payments and adjustments on a timely basis. We noted the following for the fiscal year ended June 30, 2003:

- (a) Unit 307 - The tenant did not complete her annual recertification until March 2003. For the period March 1, 2002 to February 2003, only the tenant contract receivable of \$102 was being recorded instead of the total contract rent of \$700 per month. Only upon completion of her recertification in March 2003, was an adjustment requested for the annual rate change for HAP payments of \$700 per month.
- (b) Unit 206 - The tenant moved out from the Project effective April 30, 2003 and his security deposit was refunded in May 2003. However, HAP payments were requested for the months of May and June 2003, two months after he vacated the apartment.

The following conditions were reported for the fiscal year ended June 30, 2004:

- (a) Units 304 and 406- In July 2003, HUD was billed for the month of July. The tenant in 304 moved out as of June 4, 2003 and the tenant in 406 moved out as of April 30, 2003. No adjustment was made to reflect the credit due to HUD.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

-----

June 30, 2006

**[2003 - 02] Timely Recording of Housing Assistance  
Payment and Adjustment (continued)**

- (b) Unit 408 - In October 2003, a credit to HUD for \$12,260 was recorded for the period April 2002 to September 2003 resulting from the termination of eligibility to receive HAP payments as of June 2002.
- (c) Unit 416 - In October 2003, a credit to HUD for \$1,224 was recorded for the period January to September 2003 resulting from the interim recertification effective January 1, 2003.
- (d) Unit 310 - In October 2003, a credit for \$1,162 was recorded for the period January to July 2003 resulting from this interim recertification effective January 1, 2003.
- (e) Unit 405 - In February 2004, a credit to HUD for \$2,799 was recorded for the period August 2, 2003 to January 31, 2004 for over billings to HUD on account of a vacant unit.

**Criteria:**

To provide management with accurate financial and cash management information. Also, to assist in the review of possible receivable collection problems.

**Effect of condition:**

The Project is under reporting the monthly gross potential rental income and the tenants' rent receivable. If the tenant does not complete its recertification process, HAP payments for the applicant will be lowered or eliminated. The portion of the HAP payments which are reduced are collectible from the

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

---

June 30, 2006

**[2003 - 02] Timely Recording of Housing Assistance  
Payment and Adjustment (continued)**

tenant and therefore gross potential rent should be recorded even though the recertification is still in process

**Cause of Condition:**

Tenants are in the process of being re-certified and the amounts due from HAP is not determinable until the recertification is completed.

**Recommendation:**

We recommend that the Project's management company record the HAP receivables for all tenants and maintain the Aged Delinquency Report on an accrual basis. The Project should record the tenant's contract rent and the amounts due from HAP, in total, on a monthly basis. Upon completion of the tenant's recertification and determination of the HAP payments, an adjustment should be made to reflect the proper rental income. If the tenant does not complete the recertification process the contract rent will have been recorded and is due in its entirety from the tenant.

The recording of the tenant's contract rent and HAP payment will provide management with accurate information on delinquent accounts and more accurate financial and cash management information.

**Response:**

*Management has taken steps to change its way of recording the HAP payments to be on an accrual basis.*

**Current Status:**

Rental revenues are still being recorded on a cash basis and the following conditions were noted:

- (a) The adjustment for the over collection of HAP payments due to the incorrect gross and contract

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

-----

June 30, 2006

**[2003 - 02] Timely Recording of Housing Assistance  
Payment and Adjustment (continued)**

rent used to implement the August 1, 2002 rent increase was made in the October 2003 Housing Owner's Certification and Application for Housing Assistance Payment voucher. However, the October 2003 voucher was not filed since the adjustment was greater than the HAP amount billed for October 2003.

- (b) The Project was not able to file the HAP voucher for January 2005 to June 2005 due to incompatible software systems and incomplete information. An estimate of expected HAP payments for the respective periods were not recorded. Financial reports provided to the Project owners were incomplete since it did not provide for any estimated HAP billings.
- (c) Incorrect adjustment were made because of incomplete information in tenant's files. In January 2005 the HAP voucher reflected an adjustment of \$9,108 for a tenant which was incorrect. A review of the tenants' HAP collections for the previous period would have precluded the error because a manual adjustment could have been made to override the calculation.

**Current Status:**

The conditions still exists for the current fiscal year. HAP payments are still being recorded on a cash basis. We noted errors in the current year for recertification adjustments. Since the Project does not have a record of what was actual previously collected for tenants the Project returned HAP payments it had not received.

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
WITH SPECIFIC REQUIREMENTS APPLICABLE TO  
NON-MAJOR HUD PROGRAMS**



CERTIFIED  
PUBLIC  
ACCOUNTANTS

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
WITH SPECIFIC REQUIREMENTS APPLICABLE TO  
NON-MAJOR HUD PROGRAMS**

-----

To the Board of Commissioners  
State of Hawaii  
Housing and Community Development  
Corporation of Hawaii  
Banyan Street Manor

We have audited the financial statements of

**BANYAN STREET MANOR,**

F. H. A. Project No. 140-35073-LDI-L8 (Project), as of and for the year ended June 30, 2006, and have issued our report thereon dated August 31, 2006. In addition, we have audited the Project's compliance with specific program requirements governing:

- Reporting requirements
- Mortgage status
- Replacement reserves
- Residual receipts
- Security deposits
- Cash receipts and disbursements
- Tenant application, eligibility, and recertification
- Management functions
- Management, maintenance, and reexamination of tenants

that are applicable to each of its HUD-assisted programs, for the year ended June 30, 2006. The management of the Project is responsible for compliance with those requirements. Our responsibility is to express an opinion on compliance with those requirements based on our audit.

■  
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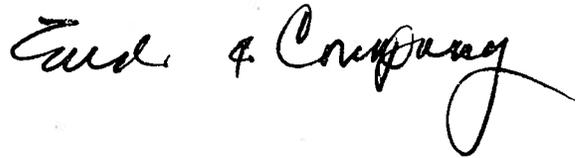
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■

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *Consolidated Audit Guide for Audits of HUD Programs* (Guide), issued by the U. S. Department of Housing and Urban Development, Office of the Inspector General. Those standards and the Guide require that we plan and perform the audit to obtain reasonable assurance about whether material noncompliance with the requirements referred to above have occurred. An audit includes examining, on a test basis, evidence about the Project's compliance with those requirements. We believe that our audit provides a reasonable basis for our opinion.

The results of our tests disclosed instances of noncompliance with these requirements and are described in the accompanying schedule of findings and questioned costs - prior year audit finding.

This report is intended for the information of the management, and the U. S. Department of Housing and Urban Development, and is not intended to be and should not be used by anyone other than those specified parties.

August 31, 2006  
Honolulu, Hawaii

A handwritten signature in cursive script, appearing to read "T. J. Conroy".

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

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June 30, 2006

**[2005 -1] Replacement Reserves**

**Statement of condition:** We noted the following unauthorized use of replacement reserve funds approved for capital improvements.

- (1) In the fiscal year ended June 30, 2004 the Project withdrew and received from the replacement reserve fund \$11,815.37 in advance for the purchase of a security camera system. The Project entered into a contract with Digital Systems to install and train the property manager on the use of the digital camera system. The request for the withdrawal from the replacement reserve was approved by HUD based on a bid estimate. The Project paid 50% before the start of installation. The contractor started installation of cabling but did not return to complete the job and he cannot be located. Marcus & Associates, Inc., the previous managing agent, filed a complaint against the contractor with the State of Hawaii DCCA, Regulated Industries Complaint Office in December 2004.

The remaining 50% of the funds for the completion of the security system was expended for operations of the Project which is an unauthorized use of replacement reserve funds.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

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June 30, 2006

[2005 - 1] Replacement Reserves (continued)

- (2) In the current fiscal year the Project withdrew and received from the replacement reserve fund \$61,476 in advance for the replacement of (3) hot water storage tanks and made a partial payment of \$30,738 to the vendor. The tanks have been installed and accepted by the State of Hawaii. The balance of the funds withdrawn from the replacement reserve was used for operations of the Project and the vendor has not been paid the balance of the contract. Use of funds from the replacement reserve for operations is an unauthorized use of such funds.

**Criteria:**

Funds disbursed from the replacement reserve that was approved by HUD can only be used for the authorized purpose.

**Effects of condition:**

The Project used the partial advance from the replacement reserve fund for an authorized purpose. It is a violation of the Project's Regulatory Agreement for Insured Multifamily Housing Project between the Project and the Secretary of Housing and Urban Development. In accordance with paragraph 2 (a) on reserve fund for replacement, *Disbursements from such fund, whether for the purpose of effecting replacement of structural elements, and mechanical equipment of the project or for any other purposes, may be made only after receiving the consent in writing of the Secretary of Housing and Urban Development.*

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

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June 30, 2006

**[2005 - 1] Replacement Reserves (continued)**

**Cause of condition:** The Project was not able to submit HAP vouchers from January 2005 to October 2005 due to the change of management agents. With the Project unable to receive HAP payments operating funds were insufficient to cover daily operating expenses.

**Recommendation:** We recommend that in the future funds, received from the replacement reserves be set aside and not used for other than the approved purpose.

**Response:** *The inadvertent use of Reserve for Replacements fund for project operations was a result of the transition of management from Marcus and Associates to Urban management. Funds were drawn by Marcus and Associates for two capital projects that were in progress. Urban was unaware that there were reserved funds and utilized the funds for operations.*

*The reserve funds for the water tanks were replaced by an owner's advance on November 25, 2005. Management agent will use project operating funds to reimburse the Reserves for Replacement account for the unused withdrawal for the security cameras by January 31, 2006.*

**Current Status:** The Project has not yet replaced the inadvertent unauthorized use of Reserve for Replacements Funds since it has not been receiving timely monthly HAP payments. As of June 30, 2006 the Project has approximately \$191,000 of HAP payments receivable from HUD.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

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June 30, 2006

**[2005-2] Vacancies**

**Statement of condition:** For the fiscal year ended June 30, 2005, it was noted that the Project had a high rate of vacant units for long periods of time. During the year the Project lost an estimated \$35,787 in rental income. The following is a summary of our findings:

One unit was vacant for the whole year which represents \$6,828 in loss of income.

Three units were vacant for more than six months which represent approximately \$13,979 in loss of rental revenues.

Four units were vacant between three to five months which represents approximately \$12,051 in loss rental revenues.

Four units were vacant between one to two months which represents approximately \$2,929 in loss rental revenues.

**Criteria:** Provide housing to the disabled, elderly and low income individuals.

**Effect of condition:** Loss of potential rental revenues and poor cash flows for the Project to meet its daily operating expenses and not providing housing to qualified applicants.

**Cause of condition** Lack of monitoring by the Project owner and the managing agent. Because of the change in managing agents the new agent did not have an accurate tenant roster and roll call. There were several tenants who were

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

---

June 30, 2006

**[2005-2] Vacancies (continued)**

moved within the Project which were not properly documented in the tenant files and HUD database. In the transition the new management agent had to compare occupants with tenant files and the HUD database.

**Recommendation:**

We recommend that the managing agent and the owner meet periodically to review the status of the tenant roll call and vacant units.

**Response:**

*HCDCH staff will schedule regular quarterly meetings with the management agent to review project status beginning in January 2006.*

**Current Status:**

The condition continues to exist in the current fiscal year. During the year the Project had 5 units vacant for the entire year. It was noted that there were several transfers of tenants within the Project during the year which left the old units vacant. On average approximately 9 units were vacant on a monthly basis. We were informed that some of the units were vacant because they needed to be renovated. The Project lost an estimated \$63,151 the fiscal year of rental income due to the vacancies.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

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June 30, 2006

**[2005-3] Review of tenants' files and documentation  
for eligibility for rental assistance payments**

**Statement of condition:** In our sample of 25 out of 43 tenant files we noted the following conditions:

- (a) Annual recertification for tenants were not completed on a timely manner to determine if the Project was eligible to collect rental assistance for the tenant.
- (b) Tenants' files were missing the required documentation to support the tenants' eligibility to have part of their rent subsidized by HUD. The Project owner is responsible for certifying and recertifying that tenants and new applicants are qualified for rental assistance. The Project is responsible to recertify income of existing tenants at least annually.
- (c) It was noted that selected tenant files were not complete and information was missing. The tenant files should contain documentation, such as the application, signed model lease, lease addenda, required signatures of all household members, resident rights and responsibility acknowledgment, recertification of tenant's income, computation of tenant's contributions towards rent and utilities, and etc.
- (d) Some documents were missing the signatures of the members of the household and the responsible management agent personnel.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

---

June 30, 2006

**[2005-3] Review of tenants' files and documentation  
for eligibility for rental assistance payments (continued)**

- (e) The files did not contain any indication in writing that an annual inspection of the unit was performed.

**Criteria:**

The Project is required to certify and recertify on an annual basis that the tenant is eligible for rental assistance payment. Also, the Project is required to have documentation reflecting that the tenants' income and household information was verified. The tenant files should be completed for all the required documentation, e.g. model lease agreement, lead-paint disclosure forms, residents rights and responsibility acknowledgment, declaration of citizenship or eligible immigrant status, move-in inspection, annual inspection, house rules disclosures, social security identification verification, etc.

The timely recertification of tenants and the submission of the data to HUD affects the Project ability to receive HAP payments. In order to receive HAP payments the Project needs to maintain an 85% occupancy percentage. If the Project is below the occupancy percentage HAP payments are suspended until 85% occupancy is achieved.

**Effect of Condition:**

The incomplete tenant files and documentation could result in the tenant deemed to be ineligible for rental assistance payment and the Project would be liable to repay previous rental assistance payments received.

Also tenants' not recertified on a timely basis results in loss of rental assistance for the tenant. It was noted

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

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June 30, 2006

**[2005-3] Review of tenants' files and documentation  
for eligibility for rental assistance payments (continued)**

that in certain months the Project did not receive any rental assistance for tenants since the annual recertifications were not completed timely.

**Cause of Condition:**

The delinquency in the recertifications was due to the change in the managing agent for the Project. The previous managing agent's records provided to the current managing agent, were not complete and in a condition that it was difficult for the new agent to determine the status of tenants at the time of the transition and as a result, did not have the information available to determine which tenants were in process of being certified or required to be recertified.

Also, the Project did not have a viable means of gathering the data since the software used by the predecessor and successor agents were incompatible. In addition, the predecessor agent had converted tenant files to a *paperless* system and hard copies of documents were not available.

**Recommendation:**

We recommend the following to prevent the above conditions from happening in the future.

1. The Project buy and maintain a computer system and the software to track and maintain the information required to be transmitted to HUD.
2. That the Project require the managing agent to provide on a monthly basis the status, by unit, of the recertification process, move-in, move-out and transfers between units.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

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June 30, 2006

**[2005-3] Review of tenants' files and documentation  
for eligibility for rental assistance payments (continued)**

3. That the Project have the managing agent obtain the missing documents and verifications.
4. That the Project requires the managing agent to maintain the tenant files in a standardized manner and all original documents be kept in the files. Each tenant file should have a checklist of items required, which indicates completed and pending information.

**Response:**

*HCDCH is acquiring a dedicated computer and required software for transmitting required software data to HUD.*

*HDCDH will design a monthly unit status report to capture tenant certification status, move-in, move-out or transfer status by February 2006.*

*HCDCH will direct management agent to update or obtain missing documents and verifications for tenant files.*

*HCDCH is issuing a memo that directs management agents to maintain the tenant files in a standardized manner and require all original documents be kept in the files. A checklist of required documents will be developed and issued to management agents by February 28, 2006.*

**Current Status:**

There has been improvements in the maintenance of tenants' files and documentation for eligibility for rental assistance payments.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

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June 30, 2006

**[2005-4] Review of Section 8 Housing  
Assistance Payment (HAP) Vouchers**

**Statement of condition:** We prepared, in the form of a spreadsheet, the Housing Assistance Payment (HAP) vouchers processed during the year and noted the following:

- (1) The October 2003 HAP voucher was completed with a balance due to HUD of \$6,477 but was never submitted. The HAP voucher had adjustments of \$28,837 of over collections of HAP payments for previous months, net of adjustment for under billing.
- (2) The December 2003 HAP voucher was filed and submitted but the Project and managing agent did not have a hard copy of the amounts billed for each tenant and the adjustments recorded on the voucher.
- (3) The January 2005 to June 2005 HAP vouchers were not submitted until October 2005.
- (4) Tenants who moved out during the year were not noted and the adjustment for partial rents were not completed on a timely basis. We could not determine when the HAP payments should have stopped because the move out dates were not documented.
- (5) Tenants who transferred units were not properly recorded as being transferred and to which unit on a timely basis.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

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June 30, 2006

**[2005-4] Review of Section 8 Housing  
Assistance Payment (HAP) Vouchers**  
(continued)

**Criteria:**

The form HUD-52670, *Housing Owner's Certification and Application for Housing Assistance Payments*, is to be submitted by the 10<sup>th</sup> day of the month before the month for which the payments are earned. The owner may make "special claims" for the following items:

- 1) Unpaid rent for rent due from Section 8 tenants who have moved out but have not yet paid their rent.
- 2) Tenant damages
- 3) Vacancy losses incurred for the first 60 days a unit is vacant.

Special claims are subject to prior review and approval by HUD.

**Effect of Condition:**

Cash flow was adversely affected because of the delay in submitting HAP vouchers. For the fiscal year approximately \$117,000 was submitted subsequent to the fiscal year. The Project was not able to meet all of its obligations since it did not submit HAP vouchers since January 2005.

BANYAN STREET MANOR  
F.H.A. Project No.: 140-35073-LDI-L8

SCHEDULE OF FINDINGS AND QUESTIONED  
COSTS - PRIOR YEAR AUDIT FINDING

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June 30, 2006

**[2005-4] Review of Section 8 Housing  
Assistance Payment (HAP) Vouchers  
(continued)**

**Cause of Condition:** The change in managing agent was the cause of the delay in the submission of the monthly HAP vouchers. Also, the tenants' database in the previous management agent's software was not compatible with the software used by the current agent.

**Recommendation:** As previously recommended we suggest that the Project invest in a computer and software system that is compatible with HUD's system. Having tenant's data in software owned by the Project will preserve the integrity of the data and will not be affected by changes in management agents.

We also recommend that the Project owner periodically review the HAP vouchers submitted.

**Response:** *HCDCH will ensure that a record of voucher and tenant data is accessible to HCDCH in the future.*

*HCDCH staff will also monitor voucher submittals on a monthly basis and document information.*

**Current Status:** This condition still exists. We noted adjustments for HAP payments that were not previously received by the Project. There are no effective procedures in place to audit or review adjustments on a timely basis to prevent errors.

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
WITH FAIR HOUSING AND NON-DISCRIMINATION**



CERTIFIED  
PUBLIC  
ACCOUNTANTS

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
WITH FAIR HOUSING AND NON-DISCRIMINATION**

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To the Board of Commissioners  
State of Hawaii  
Housing and Community Development  
Corporation of Hawaii  
Banyan Street Manor

We have audited the financial statements of

**BANYAN STREET MANOR,**

F.H.A. Project No. 140-35073-LDI-L8 (Project), as of and for the year ended June 30, 2006, and have issued our report thereon dated August 31, 2006.

We have also applied procedures to test the Project's compliance with the Fair Housing and Non-Discrimination requirements applicable to its HUD-assisted programs for the year ended June 30, 2006.

Our procedures were limited to the applicable compliance requirement described by the *Consolidated Audit Guide for Audits of HUD Programs* (Guide) issued by the U. S. Department of Housing and Urban Development, Office of Inspector General. Our procedures were substantially less in scope than an audit, the object of which is the expression of an opinion on the Project's compliance with the Fair Housing and Non-Discrimination requirements. Accordingly, we do not express such an opinion.

The results of our test disclosed no instances of noncompliance that are required to be reported herein under the Guide.

This report is intended for the information of the management, and the U. S. Department of Housing and Urban Development. However, this report is a matter of public record and its distribution is not limited.

August 31, 2006  
Honolulu, Hawaii

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LINDA LINGLE  
GOVERNOR



CHAD K. TANIGUCHI  
EXECUTIVE DIRECTOR

BARBARA E. ARASHIRO  
EXECUTIVE ASSISTANT

**STATE OF HAWAII**  
DEPARTMENT OF HUMAN SERVICES  
HAWAII PUBLIC HOUSING AUTHORITY  
1002 NORTH SCHOOL STREET  
POST OFFICE BOX 17907  
Honolulu, Hawaii 96817

IN REPLY PLEASE REFER TO:  
09:PM/64

April 15, 2009

Banyan Street Manor  
F.H.A. Project No. : 140-35073-LDI-L8

**CERTIFICATE OF OWNER**

I hereby certify that I have examined the accompanying financial statements and supplemental information required by HUD of the Banyan Street Manor, F.H.A. Project No. 140-35073-LDI-L8 for fiscal year ending June 30, 2006 and, to the best of my knowledge and belief, the same is complete and accurate.

State of Hawaii  
Hawaii Public Housing Authority  
EIN: 99-0334987

A handwritten signature in black ink, appearing to read "Chad K. Taniguchi".

Chad K. Taniguchi  
Executive Director

A handwritten date "4/15/09" in black ink.

Date

**This page reserved for:**

**MANAGEMENT AGENT'S CERTIFICATION**

## FOR INFORMATION

**SUBJECT:** American Recovery and Reinvestment Act of 2009 (ARRA)  
Homelessness Prevention and Rapid Re-housing Program (HPRP)  
Notice of Public Comment

### I. FACTS

- A. The Hawaii Housing Authority (HPHA), Homeless Programs Branch (HPB) posted a Request for Information (RFI-HPB-2009-14) on the State Procurement Notice (PNS) website: <http://www4.hawaii.gov/bidapps/FilterNotices.cfm>, and the Request for Proposal (RFP) website: <http://hawaii.gov/spo2/health/rfp103f/> on March 27, 2009 to provide the allowed activities within the three rural Counties of Hawaii, Maui and Kauai for HPRP under the ARRA as approved by the "For Action" passed by the Board on March 19, 2009.
- B. Application submittals were requested from qualified nonprofit providers to provide homeless prevention and rapid re-housing services. The proposal submission deadline was Friday, April 3, 2009.
- C. One representative from each County who has experience in, knowledge of, and/or responsibility for program services and financing was selected by the respective Continuum of Care chairperson and County representative to review the proposals. An evaluation orientation was held on Tuesday, April 7<sup>th</sup> with the evaluations conducted from Wednesday, April 8 through Monday, April 13<sup>th</sup>.
- D. The proposals were evaluated on the following categories:  
1) Experience and Capability;  
2) Project Organization and Staffing;  
3) Service Delivery; and  
4) Financial, for a possible total of 100 points.  
The proposals were ranked based on the number of points accrued through the evaluation process, from highest to lowest, and funding requests
- E. The evaluation team participated in a conference call to discuss the proposals, scores and rankings and to make award determinations on Monday, April 13<sup>th</sup>. Two additional days were allowed for negotiation of final awards.
- F. The awardees and amounts will be finalized on Wednesday, April 15<sup>th</sup> and a Notice of Public Comment will be prepared for publishing which will include the attached Notice of Public Comment along with the selected nonprofit providers together with a description of the services they will be providing and their award amount. The complete Notice of Public Comment will be presented at the Board Meeting on April 16, 2009.

### II. DISCUSSION

- A. Pending Board review and approval of the Notice of Public Comment, it will be submitted for publication to post on Wednesday, April 22. There

will be a twelve day public comment period with three days for HPB to respond to any public comments.

- B. Since the funds will be encumbered in this current HUD fiscal year, there is a need to submit a substantial amendment to the Action Plan. HBP's portion of the Substantial Amendment will be finalized on Friday, May 8<sup>th</sup> to include the final awards, activities and services that will be provided and award amounts and submitted to Hawaii Housing, Finance and Development Corporation (HHFDC) on Monday May 11<sup>th</sup> for finalization and presented to their Board for approval.
- C. HHFDC will submit the Substantial Amendment to HUD Monday, May 18, 2009, HUD's deadline.

Prepared by: Sandra J. Miyoshi, Homeless Programs Branch Administrator *sjm*

## NOTICE OF PUBLIC COMMENT

Congress has designated funding of \$1.5 billion dollars through the Homelessness Prevention and Rapid Re-housing Program (HPRP), under Title XII of Division A of the American Recovery and Reinvestment Act of 2009 (Recovery Act). HPRP funds will provide temporary financial assistance and housing relocation and stabilization services to individuals and families who are homeless or would be homeless without this assistance. The State of Hawaii, through the Hawaii Public Housing Authority (HPHA), Homeless Programs Branch (HPB), is eligible to receive \$2,166,888 under HPRP for the Counties of Hawaii, Kauai and Maui.

The HPRP funds are intended to target two populations facing housing instability: 1) individuals and families who are currently in housing but are at imminent risk of becoming homeless and need temporary rent or utility assistance to prevent them from becoming homeless, or assistance to move to another unit (prevention); and 2) individuals and families who are experiencing homelessness (residing in emergency or transitional shelter or on the street) and need temporary assistance in order to obtain housing and retain it (rapid re-housing). Eligible activities under HPRP include: 1) financial assistance (short and medium-term rental assistance, security and utility deposits, utility payments, motel/hotel vouchers); 2) housing relocation and stabilization services (case management, outreach and engagement, housing search and placement, legal services, credit repair); 3) data collection and evaluation; 4) administrative costs related to delivery of services in items 1 through 3. Up to 5% of HPRP funds may be used for administrative purposes. Homeless persons and persons at risk of becoming homeless must meet the following three criteria to qualify for HPRP assistance: 1) any individual or family receiving rental assistance must have at least an initial consultation with a case manager to determine need; 2) the household must be at or below 50 percent of Area Median Income (AMI) as established by the U.S. Department of Housing and Urban Development (HUD); and 3) the household must have no appropriate subsequent housing options that have been indentified, AND the household lacks the financial resources and support networks needed to obtain immediate housing or remain in its existing housing.

To receive its grant allocation, the State of Hawaii must prepare and submit, for HUD's approval, a substantial amendment to its Consolidated Plan, Action Plan for Program Year 2008-2009. The *HPRP Substantial Amendment* will include HPHA's plan for distribution, administration and oversight of funds; collaboration with local organizations receiving HPRP funds; and ensuring consistency with the Consolidated Plan. The list of proposed awards to sub-grantees are summarized as follows:

(This list will be presented at the HPHA Board meeting on April 16, 2009.)

## FOR INFORMATION

**SUBJECT:** Report Hawaii Public Housing Authority's Fiscal Performance on the Review of Bad Debts, Conversion to Accrual Based Accounting, Budgeting, Operating Procedures at the Asset Management Projects, and Analysis of HPHA's Vehicle Inventory.

### I. FACTS

- A. Review of Bad Debts: Bad debt expense is presently being accrued based on a factor of 5% of gross rental revenues. This amount should record the maximum amount of exposure for the current year activity only. Six months of expenses were accrued in December 2008 for the first six months of the fiscal year and monthly accruals are being made there after. The accruals will be reviewed in May and any required adjustment booked by June 2009.
- B. Conversion to Accrual Based Accounting: The major non cash expenses such as bad debt, insurance, legal and audit fees are now being accrued in the financials. Six months of expenses were accrued in December 2008 for the first six months of the fiscal year and monthly accruals are being made there after. The accruals will be reviewed in May and any required adjustment booked by June 2009.
- C. Budgeting of Gross Rents: The budget was not revised, but actual reports and all future financial forecasts will properly reflect gross rents from the tenant rent rolls.
- D. Operating Procedures at AMPs: Financial information is now being reported on a monthly basis to all the AMPs. The detailed general ledger as well as the profit and loss statements showing actual to budget for the month and year to date are being saved in the agency's common drive. The information is secured so that each AMP manager can only access the information for their own operations. FMO is presently attempting to schedule review meetings with the AMP managers to clarify any questions that they may have on the financials.
- E. Vehicle Inventory: FMO is presently reviewing the list of agency vehicles to verify the present inventory counts and conditions with the affected department managers. After reviewing the most current annual mileage and purpose of use information, we will recommend a course of action. We have already identified eight vehicles that are inoperable and need to be disposed. We anticipate this recommendation to be forthcoming with in the next two weeks.

Prepared by: Gary Marushige, Chief Financial Management Advisor \_\_\_\_\_

## FOR INFORMATION

**SUBJECT:** Update on Elderly Families-Only Designation for Targeted Federal Public Housing Project(s)

### I. FACTS

- A. At its regular meeting of January 15, 2009, the HPHA Board of Directors authorized the Executive Director to pursue elderly families only designation for targeted federal public housing projects. The Board also directed that once a targeted project(s) has been identified, staff shall seek approval from the Board of Directors to proceed with the required consultation and application process for the targeted site(s).
- B. The following timeframe for action was approved:
- |         |   |
|---------|---|
| 1/15/09 | Board approval of For Action  |
| 4/1/09  | Completion of project profile for all Federal elderly projects  |
| 5/15/09 | Submit recommendation to HPHA Board for targeted project(s)   |
| 6/15/09 | Initiate consultation process   |
| 7/15/09 | Secure consultant to complete needs assessment & draft allocation plan  |
| 12/1/09 | Produce draft allocation plan;  |
| 4/1/10  | Complete public hearing and 60 day comment period   |
| 5/1/10  | Revise allocation plan and address all comments   |
| 6/1/10  | Submit allocation plan to HUD for approval. HUD has 90 days to review and approve the HPHA's allocation plan. |
| 9/1/10  | HUD Approval (tentative)  |
- C. HPHA staff met with Mike Flores of the Department of Housing and Urban Development, and Dolores Foley, Chair and Associate Professor of the University of Hawaii Department of Urban and Regional Planning. Professor Foley offered the services of a group of graduate students in her Housing Policy class to conduct research and make a proposal to HPHA regarding which housing projects would be appropriate candidates for elderly-only designation.
- D. Subsequent discussion established that by the end of the class project on May 11, 2009 the students expected to be able to deliver the following products:
- 1) Written justification for designation of specified housing projects based on research conducted by the students.
  - 2) A plan which HPHA can submit to HUD as part of the approval process. The plan will include the required justifications, a plan for

conversion of the target projects with as little displacement of tenants as possible, and a description of supportive services to be provided to tenants.

- E. HPHA Planner met with the Housing Policy class on February 2, 2009 and outlined for them why we are pursuing this and answered questions about the project, about our residents, and about the human services system in general. We discussed how they would proceed and how much they expect to accomplish before the class ends in May 2009.
- F. The class met with and interviewed the managers of the Makua Alii, Kalanihuia, Paokalani and Makamae projects, and is in the process of interviewing residents. The class has members who speak Vietnamese, Chinese and Korean, which will help them get a cross section of opinions from residents.

Prepared by: Alan Sarhan, HPHA Planner







PROJECT TITLE	Contractor	D/C/B/S/F/C	Engineer	Start	End	Status	Planning Budget	OTHER FUNDS			FEDERAL CFP FUNDS			ARRA	FEDERAL CFP FUNDS		PLANNED CFP PROJECTS					
							Planning Budge	Mis. Funds	Project Fund	Replacement	716	717	718	HUD ARRA	719	720	721	722	723	724		
School St Bldg A Hazmat Abatement (Design)	For Planning Purposes Only	D	S			Open																
School Street Renovations, Building M (Both)	William Scotsman, Inc.	B	S	Miles Okimura	10/14/2008	4/13/2009	Open															
Wahiawa Terrace, Electrical (Const)	For Planning Purposes Only	C	F			Open																
Wahiawa Terrace, Re-roof (Const)	For Planning Purposes Only	C	F			Open																
Wahiawa Terrace, Sewage Lift Station (Const)	O&M Enterprises	C	F	M. Kawamura	6/8/2007	6/14/2010	Open															
Wahiawa Terrace, Weatherproofing, Painting (Const)	For Planning Purposes Only	C	F			Open																
Wahiawa Terrace, Weatherproofing, Painting (Design)	For Planning Purposes Only	D	F			Open																
Transfer Funds from B-08-403-K to B-08-402-K Con to Des	For Planning Purposes Only	B	S			Open																
Transfer Funds from B-07-416-K to B-07-415-K Con to Des	For Planning Purposes Only	B	S			Open																
<b>APPROPRIATION</b>																						
<b>ALLOTMENT</b>																						
<b>EXPENDED/BUDGET</b>							60,901,436.00	978,019.55	93,759.38	2,627,082.00	7,765,422.39	8,371,299.10	8,020,444.00	16,245,443.00	8,375,624.78	8,375,624.78	8,375,624.78	8,375,624.78	8,375,624.78	8,375,624.78	8,375,624.78	8,819,876.10
<b>BALANCES</b>							(60,901,436.00)	(978,019.55)	(93,759.38)	(2,627,082.00)	(7,765,422.39)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(444,251.32)

725	General Fund			Elevator		L/S CIP-Non-Routine		General Fund	Elevator		L/S CIP-Non-Routine		General Fund	LS CIP Non-Routine		LS CIP Non-Routine		Totals	
	Operating HMS-220	Operating HMS-224	ACT 100 SLH 2006	s, S/W-Des	Improvements, S/W-Con	R&M/Renov, S/W-Des	R&M/Renov, S/W-Con		Operating HMS-220	Improvements, S/W-Des	Improvements, S/W-Con	R&M/Renov, S/W-Des		R&M/Renov, S/W-Con	Operating HMS-220	R&M/Renov, S/W Des	R&M/Renov, S/W Con		
	G-07-020-K	G-07-022-K	G-07-334	B-07-413-K	B-07-414-K	B-07-415-K	B-07-416-K	G-08-020-K	B-08-400-K	B-08-401-K	B-08-402-K	B-08-403-K	G-09-020-K	B-09-xxx-K	B-09-xxx-K	B-10-xxx-K	B-10-xxx-K		
		20,195	2,948,298					75,860										369,031	2008 Physical Needs Assessment (Design)
											1,700,000							8,500,000	ADA Compliance for Various Federal Projects (Const)
																		1,700,000	ADA Compliance for Various Federal Projects (Design)
																		258,758	ADA Compliance to Various Projects in Maui County and West Maui County
																		184,080	Banyan Street Manor (Design)
																		54,888	Banyan Street Manor, Wilikina Apts, Hale Poai, Kamalu Elderly Home
																		2,968,493	Barbers Point Transitional Shelter (Const)
																		800,000	David Malo Circle Exterior Improvements Paint, Roofing, Site
																		100,000	David Malo Circle Exterior Improvements Paint, Roofing, Site
																		166,218	Elevator Maintenance Service for Various Federal-Funded Projects
																		107,681	Elevator Maintenance Service for Various State-Funded Projects
																		745,969	Elevator Survey and Evaluation at 17 Oahu Locations (Const)
																		6,000,000	Elevators Modernization of 17 at Various Oahu Locations (Const)
																		365,968	Elevators Modernization of 17 at Various Oahu Locations (Design)
																		0	Energy Performance Contract (Both)
																		119,417	Environmental Review for CFP (Design)
																		752,949	Halaula & Ka'u Teacher's Cottages and Lokahi LCCC (Const)
																		2,400,000	Hale Aloha O'Puna ADA Units & Roof (Const)
																		140,000	Hale Aloha O'Puna ADA Units & Roof (Design)
																		2,800,000	Hale Hauoli at Honokaa, Hawaii Painting, Re Roofing and Repairs
																		255,932	Hale Hauoli at Honokaa, Hawaii Painting, Re Roofing and Repairs
																		3,000,000	Hale Hookipa Physical Improvements to Exterior Repairs and Repairs
																		300,000	Hale Hookipa Physical Improvements to Exterior Repairs and Repairs
																		661,423	Hale Hookipa, Kaimalino, Nani Olu, Noelani, and Paoakalani Reroofing
																		3,000,000	Hale Hookipa, Nani Olu, Noelani, and Paoakalani Reroofing (Const)
																		300,000	Hale Hoolulu Repaint, ReRoof, Emergency Call System Preparation
																		40,000	Hale Hoolulu Repaint, ReRoof, Emergency Call System Preparation
																		4,500,000	Hale Laulima Major Mod (Const)
																		900,000	Hale Laulima Major Mod (Design)
																		2,000,000	Hale Nana Kai O'Kea Physical Improvement (Const)
																		200,000	Hale Nana Kai O'Kea Physical Improvement (Design)
																		3,700,000	Hale Po'ai Building Improvements (Const)
																		318,414	Hale Po'ai Building Improvements (Design)
																		838,592	Honokaa Teacher's Cottages, Hale Hauoli, Hale Hookipa & Nani Olu
																		500,000	Hoolulu and Kamalu Emergency Call System Repair (Const)
																		72,040	Hoolulu and Kamalu Emergency Call System Repair (Design)
																		700,000	Hui O Hanamaulu Physical Improvements (Const)
																		80,000	Hui O Hanamaulu Physical Improvements (Design)
																		220,000	Kaahumanu Homes, Kauioakalani, Kuhio Park Terrace, Mayor's Office
																		1,150,000	Kaahumanu Homes, Reroofing (Const)
																		300,000	Kahale Mua Federal Site & Reroof (Const)
																		50,000	Kahale Mua Federal Site & Reroof (Design)
																		2,000,000	Kahale Mua State Site & Bldg Mod (Const)
																		250,000	Kahale Mua State Site & Bldg Mod (Design)
																		3,448,000	Kahekili Terrace Improvements (Const)
																		365,445	Kahekili Terrace Physical Improvements (Design)
																		225,102	Kaimalino and Kealakehe Renovation of Vacant Units (Const)
																		1,100,000	Kaimalino and Kealakehe Renovation of Vacant Units (Design)
																		2,100,000	Kaimalino and Kealakehe Reroofing (Const)
																		522,894	Kaimalino LCCC (Const)
																		720,000	Kalaheo Homes Physical Improvements (Const)
																		95,000	Kalaheo Homes Physical Improvements (Design)
																		400,000	Kalakaua Homes Roof Improvements (Const)
																		35,888	Kalakaua Homes Roof Improvements (Design)
																		50,000	Kalakaua Homes Roof Improvements (Design)
																		340,000	Kalanihua Physical Improvements to Elevator Security (Const)
																		35,000	Kalanihua Physical Improvements to Elevator Security (Design)
																		200,000	Kalihi Valley Homes Office Roof, Office Asbestos Abatement (Const)
																		50,000	Kalihi Valley Homes Office Roof, Office Asbestos Abatement (Design)
																		5,514,888	Kalihi Valley Homes Phase IIIb Site and Dwelling Improvement
																		1,000,000	Kalihi Valley Homes Reconstruct Kalena Drive (Const)
																		9,045,443	Kalihi Valley Homes Site and Dwelling Improvement Phase IV (Const)
																		651,971	Kalihi Valley Homes Site and Dwelling Improvement Phase IV (Design)
																		7,000,000	Kalihi Valley Homes Site and Dwelling Improvement Phase IV (Const)
																		600,000	Kalihi Valley Homes Site and Dwelling Improvement Phase IV (Design)
																		0	Kauioakalani Reroof, Paint, Interior Repairs Including Termites
																		0	Kauioakalani Reroof, Paint, Interior Repairs Including Termites
																		22,000	Kauioakalani, Reroofing (Const)
																		120,000	Kauioakalani, Type "C" Repairs (Const)
																		800,000	Kawaiaehua (Federal) Exterior Improvements (Const)
																		125,000	Kawaiaehua (Federal) Exterior Improvements (Design)
																		1,500,000	Kawaiaehua (State) Improvements (Const)
																		125,000	Kawaiaehua (State) Improvements (Design)
																		1,200,000	Ke Kumu Ekolu: Roofing & Interior Repairs (Const)
																		130,000	Ke Kumu Ekolu: Roofing & Interior Repairs (Design)
																		3,970,469	KPT, Elevator, Modernization of Six Elevators (Const)
																		1,578,918	KPT, Elevator, Modernization of Six Elevators (Design)
																		19,400	KPT, Fire Alarm System (Both)
																		19,400	KPT, Fire Alarm System Design (Both)
																		207,227	KPT, Install New Telephone Cabinets and Conduits in Building
																		964,221	KPT, Modernization of 6 elevators & Assessment of Elevators
																		48,000	KPT, Re-roof Two Low Rise Buildings (A & B) (Const)
																		924,000	KPT, Reroofing (Const)
																		0	KPT, Rezoning and Subdivision (Design)
																		1,000,000	KPT, Sewer Repair (Phase I) (Const)
																		5,000,000	KPT, Sewer Repair (Phase II) (Const)

725	General Fund Operating HMS 220			Elevator Improvements		L/S CIP-Non-Routine R&M/Renov.		General Fund Operating HMS-220	Elevator Improvements		L/S CIP-Non-Routine R&M/Renov.		General Fund Operating HMS-220	L/S CIP-Non-Routine R&M/Renov.		Totals		
	G-07-020-K	G-07-022-K	ACT 100 SLH 2006 G-07-334	B-07-413-K	B-07-414-K	B-07-415-K	B-07-416-K		G-08-020-K	B-08-400-K	B-08-401-K	B-08-402-K		B-08-403-K	G-09-020-K			B-09-xxx-K
	108,646					15,000	500,000						12,000				284,696	KPT, Sewer Repairs (Design)
						66,521											884,444	KPT, Trash Chutes (Const)
																	12,000	KPT, Type "C" Units Renovation/Repair
																	108,646	Kupuna Home O'Waialua, Sewage Operational and Preventive
																	500,000	Kupuna Home O'Waialua, Sewage Treatment Plant Improvem
																	262,107	Kupuna Home O'Waialua, Sewage Treatment Plant Improvem
																	66,521	Kupuna Home O'Waialua, Sewage Treatment Plant Improvem
																	185,723	La'ioia Upgrade Fire Alarm System (Const)
																	36,307	La'ioia Upgrade Fire Alarm System (Design)
																	0	La'ioia Upgrade Fire Alarm System (Design)
																	2,904,302	Lailani and Kealakehe LCCC (Const)
																	319,812	Lanakila Homes - Phase II, III & IV (Design)
																	0	Lanakila Homes - Renovation of Existing Buildings (Const)
																	0	Lanakila Homes - Renovation of Existing Buildings (Design)
																	37,453	Lanakila Homes Demo Phase III & IV (Const)
																	3,000,000	Lanakila Homes Fair Housing Renovations (Const)
																	273,349	Lanakila Homes Fair Housing Renovations (Design)
																	5,711,000	Lanakila Homes Physical Improvements Phase IIIa (Const)
																	24,840	Lanakila Homes, Physical Improvements to Lanakila Public Ho
																	894,000	Lanakila Homes, Physical Improvements to Lanakila Public Ho
																	2,213,000	LCCC for Federal and State Projects on the Islands of Kauai (
																	219,000	LCCC for Federal and State Projects on the Islands of Maui (C
																	284,750	LCCC for Federal and State Projects on the Islands of Maui an
																	628,108	LCCC, Pahala Elderly, Nani O Puna, Kaimalino, Kealakehe, L
																	4,500,000	Lokahi HazMat Abatement and Interior Renovation (Const)
																	372,896	Lokahi HazMat Abatement and Interior Renovation (Design)
																	11,000	Maili II Type "C" Unit Repairs
																	4,096,952	Makamae Investigation and Repairs (Const)
																	2,200,000	Makani Kai Hale Physical Improvements (Const)
																	159,037	Makani Kai Hale Physical Improvements (Design)
																	7,000,000	Makua Aii Structural and Spall Repairs (Const)
																	361,238	Makua Aii Structural Investigation and Repairs (Design)
																	0	Mayor Wright Building 11, 20, 22, 23, 24 Structural Repairs (C
																	135,000	Mayor Wright Building 11, 20, 22, 23, 24 Structural Repairs (D
																	100,000	Mayor Wright Homes Physical Improvements to Reroofing (C
																	214,781	Mayor Wright Homes, Wahiawa Terrace, Kuhio Park Terrace,
																	1,200,000	Mayor Wright Modernization - Ph 1 & 2 (Design)
																	0	Mayor Wright Modernization - Ph 1 (Const)
																	0	Mayor Wright Modernization - Ph 2 (Const)
																	0	Mayor Wright Replacement of Solar Hot Water System (Const
																	380,758	Mayor Wright Replacement of Solar Hot Water System (Desig
			1,493,510														1,493,510	Nakolea (Homeless Shelter) Design-Build Renovation (Both)
																	0	Nakolea and Weinberg Village Various Physical Improvement
																	876,600	Nani O Puna & Hale O Puna LCCC (Const)
																	0	Nani O Puna & Hale O Puna LCCC (Const)
																	0	Nani Olu Additional Parking (Const)
100,000																	100,000	Nani Olu Additional Parking (Design)
																	476,039	Noelani I & Noelani II Make 9 Vacant Units Ready For Tenants
																	1,000,000	Pahala ADA Units and Modernization (Const)
																	100,000	Pahala ADA Units and Modernization (Design)
																	375,362	Pahala Elderly Housing LCCC (Const)
																	1,000,000	Palolo Valley Homes Physical Improvements (Design)
																	3,250,000	Palolo Valley Homes Physical Improvements Ph1 (Const)
																	3,250,000	Palolo Valley Homes Physical Improvements Ph2 (Const)
																	3,250,000	Palolo Valley Homes Physical Improvements Ph3 (Const)
																	3,250,000	Palolo Valley Homes Physical Improvements Ph4 (Const)
																	150,000	Palolo Valley Homes Trash Enclosure Modification (Const)
																	50,000	Palolo Valley Homes Trash Enclosure Modification and Draina
																	388,691	Palolo Valley Rockfall Mitigation (Const)
																	138,201	Palolo Valley Rockfall Mitigation (Design)
																	250,000	Paoakalani Interior Repairs 17th Floor Units (Const)
																	666,313	Paoakalani Re-roof and Mis Repairs (Const)
																	2,000,000	PHA Wide Type C Units (Const)
																	280,000	Physical Needs Assessment (PNA) of State-Owned Projects (C
																	1,400,000	Piilani Homes Physical Improvements (Const)
																	140,000	Piilani Homes Physical Improvements (Design)
																	2,000,000	Pomaikai ADA Units and Modernization (Const)
																	400,000	Pomaikai ADA Units and Modernization (Design)
																	800,000	Puahala Homes Ib Abatement and Modernization (Const)
																	60,000	Puahala Homes Ib Abatement and Modernization (Design)
																	0	Puahala Homes II, III & IV Abatement and Modernization (Con
																	600,000	Puahala Homes II, III & IV Abatement and Modernization (Des
																	2,600,000	Puahala Homes Site Improvements (Const)
																	155,420	Puahala Homes Site Improvements (Design)
																	48,291	Pumehana, Replace Existing Booster Pump System and Provi
																	0	Punchbowl Homes (CFP LIST) (Const)
																	0	Punchbowl Homes (CFP LIST) (Design)
																	0	Puuwai Momi W. Heater & Roof Impr. (Const)
																	0	Puuwai Momi W. Heater & Roof Impr. (Design)
																	6,000,000	Puuwai Momi, Electrical System Repairs (Const) I & II
																	179,813	Puuwai Momi, Electrical System Repairs (Design)
																	2,500,000	Salt Lake Apartments Bldg Improvements (Const)
																	300,000	Salt Lake Apartments Bldg Improvements (Design)
																	300,000	School St Bldg A Hazmat Abatement (Const)

725	General Fund Operating HMS 220	General Fund Operating HMS-224	ACT 100 SLH 2006	Elevator Improvement s, S/W-Des B-07-413-K	Elevator Improvements, S/W-Con B-07-414-K	L/S CIP-Non-Routine R&M/Renov, S/W-Des B-07-415-K	L/S CIP-Non-Routine R&M/Renov, S/W-Con B-07-416-K	General Fund Operating HMS-220 G-08-020-K	Elevator Improvement s, S/W-Des B-08-400-K	Elevator Improvements, S/W-Con B-08-401-K	L/S CIP-Non-Routine R&M/Renov, S/W-Des B-08-402-K	L/S CIP-Non-Routine R&M/Renov, S/W-Con B-08-403-K	General Fund Operating HMS-220 G-08-020-K	LS CIP Non-Routine R&M/Reno, S/W Des B-09-xxx-K de	LS CIP Non-Routine R&M/Reno, S/W Con B-09-xxx-K cor	LS CIP Non-Routine R&M/Reno, S/W Des B-10-xxx-K de	LS CIP Non-Routine R&M/Reno, S/W Con B-10-xxx-K cor	Totals		
								620,292			200,000							200,000	School St Bldg A Hazmat Abatement (Design)	
																		620,292	School Street Renovations, Building M (Both)	
																		100,000	Wahiawa Terrace, Electrical (Const)	
	39,626																	600,000	Wahiawa Terrace, Re-roof (Const)	
																		39,626	Wahiawa Terrace, Sewage Lift Station (Const)	
																		0	Wahiawa Terrace, Weatherproofing, Painting (Const)	
																		0	Wahiawa Terrace, Weatherproofing, Painting (Design)	
						(200,000)	200,000						(1,700,000)	1,700,000					0	Transfer Funds from B-08-403-K to B-08-402-K Con to Des
																			0	Transfer Funds from B-07-416-K to B-07-415-K Con to Des
8,375,624.78	10,194,240.00		15,350,000.00	750,000.00	4,250,000.00	2,000,000.00	17,910,000.00	5,039,240.00	410,000.00	6,000,000.00	1,000,000.00	9,000,000.00						185,124,039.56	APPROPRIATION	
7,600,000.00	168,259.00	20,195.46	4,635,132.54	600,361.46	3,864,919.92	2,136,805.37	17,449,236.30	3,876,633.01	0.00	6,000,000.00	1,215,000.00	8,120,000.00		700,000.00	7,100,000.00	570,000.00	9,200,000.00	235,233,177.08	ALLOTMENT	
775,624.78	10,025,981.00	(20,195.46)	10,714,867.46	149,638.54	385,080.08	(136,805.37)	460,763.70	1,162,606.99	410,000.00	0.00	(215,000.00)	880,000.00		(700,000.00)	(7,100,000.00)	(570,000.00)	(9,200,000.00)	(50,109,137.52)	BALANCES	

<b>Part I: Summary</b>						
PHA Name/Number		Locality (City/County & State)			<input type="checkbox"/> Original 5-Year Plan	Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2009	Work Statement for Year 2 FFY 2010	Work Statement for Year 3 FFY 2011	Work Statement for Year 4 FFY 2012	Work Statement for Year 5 FFY 2013
B.	Physical Improvements Subtotal	<b>Annual Statement \$8,375,624.78</b>	\$8,376,284.78	\$8,376,304.78	\$8,376,314.78	\$8,376,314.78
C.	Management Improvements	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00
D.	PHA-Wide Non-dwelling Structures and Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E.	Administration	\$1,211,985.62	\$1,211,985.62	\$1,211,985.62	\$1,211,985.62	\$1,211,985.62
F.	Other	\$503,376.00	\$503,376.00	\$503,376.00	\$503,376.00	\$503,376.00
G.	Operations	\$2,522,746.60	\$2,522,746.60	\$2,522,746.60	\$2,522,746.60	\$2,522,746.60
H.	Demolition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
I.	Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
J.	Capital Fund Financing – Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
K.	Total CFP Funds	\$12,613,733.00	\$13,114,393.00	\$13,114,413.00	\$13,114,423.00	\$13,114,423.00
L.	Total Non-CFP Funds	\$24,045,443.00*	\$9,770,000.00*			
M.	Grand Total	\$36,659,176.00	\$22,884,393.00	\$13,114,413.00	\$13,114,423.00	\$13,114,423.00

**Part I: Summary (Continuation)**

PHA Name/Number		Locality (City/county & State)			<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2009 Annual Statement	Work Statement for Year 2 FFY 2010	Work Statement for Year 3 FFY 2011	Work Statement for Year 4 FFY 2012	Work Statement for Year 5 FFY 2013
<b>AMP 30</b>						
1026	Puuwai Momi	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1027	Hale Laulima	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1038	Waipahu I	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1039	Waipahu II	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1066	Salt Lake	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
<b>AMP 31</b>						
1005	Kalihi Valley Homes	\$0.00	\$10.00	\$10.00	\$4,454,499.12	\$2,545,500.88
<b>AMP 32</b>						
1003	Mayor Wright Homes	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
<b>AMP 33</b>						
1009	Kaahumanu Homes	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1099	Kamehameha Homes	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
<b>AMP 34</b>						
1012	Makua Alii	\$4,727,624.78	\$2,272,375.22	\$10.00	\$10.00	\$10.00
1036	Paoakalani	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1062	Kalakaua Homes	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
<b>AMP 35</b>						
1011	Punchbowl Homes	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1024	Kalanihiuia	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1046	Makamae	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1047	Pumehana	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1073	Spencer House	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
<b>AMP37</b>						
1004	Lanakila Homes I	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1013	Lanakila Homes II	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1014	Lanakila Homes III	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1028	Punahele Homes	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
1029	Pomaikai Homes	\$0.00	\$1,000,000.00	\$1,000,000.00	\$10.00	\$10.00
1045	Pahala	\$0.00	\$1,000,000.00	\$10.00	\$10.00	\$10.00

**Part I: Summary (Continuation)**

PHA Name/Number		Locality (City/county & State)					Original 5-Year Plan	Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2002 Annual Statement	Work Statement for Year 2 FFY 2010	Work Statement for Year 3 FFY 2011	Work Statement for Year 4 FFY 2012	Work Statement for Year 5 FFY 2013		
1051	Hale Aloha O'Puna	\$0.00	\$1,000,000.00	\$10.00	\$10.00	\$10.00	\$10.00	
1052	Hale Olaloa	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1097	Kauhale O'Hanakahi	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1104	Lanakila Homes IV	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
<b>AMP 38</b>								
1018	Kapaa	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1019	Hale Hoolulu	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1020	Eleele Homes	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1021	Hui O'Hanamaulu	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1022	Kalaheo	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1023	Home Nani	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1054	Hale Nana Kai O'Kea	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1055	Hale Hoonanea	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1064	Kekaha Haaheo	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1086	Kawailehua - Federal	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
<b>AMP 39</b>								
1016	David Malo Circle	\$200,000.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1017	Kahekili Terrace	\$3,448,000.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1044	Piilani Homes	\$0.00	\$10.00	\$10.00	\$1,400,000.00	\$10.00	\$10.00	
1088	Kahale Mua	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1092	Makani Kai Hale I	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1098	Makani Kai Hale II	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
<b>AMP 40</b>								
1007	Kuhio Homes	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1010	Kuhio Park Terrace	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
<b>AMP 43</b>								
1032	Kaimalino	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1053	Hale Hookipa	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1061	Ka Hale Kahaluu	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1063	Nani Olu	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1070	Kealakehe	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	

**Part I: Summary (Continuation)**

PHA Name/Number		Locality (City/county & State)					<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2009</u> Annual Statement	Work Statement for Year 2 FFY <u>2010</u>	Work Statement for Year 3 FFY <u>2011</u>	Work Statement for Year 4 FFY <u>2012</u>	Work Statement for Year 5 FFY <u>2013</u>		
<b>AMP 44</b>								
1033	Maile I	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1035	Nanakuli Homes	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1057	Waimaha Sunflower	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1091	Kauioakalani	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1108	Maile II	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
<b>AMP 45</b>								
1025	Waimanalo Homes	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1030	Koolau Village	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1069	Kaneohe Apartments	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1072	Hookipa Kahaluu	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1090	Kauhale O'Hana	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1107	Waimanalo Homes II	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
<b>AMP 46</b>								
1031	Hale Hauoli	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1071	Noelani I	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1078	Noelani II	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1096	Ke Kumu Ekolu	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
<b>AMP 49</b>								
1015	Wahiawa Terrace	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1050	Kupuna O'Hana	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
1056	Kauhale Nani	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
<b>AMP 50</b>								
1008	Palolo Valley Homes	\$0.00	\$1,103,249.56	\$4,375,624.78	\$2,521,125.66	\$3,330,123.90		
	ADA Compliance	\$0.00	\$2,000,000.00	\$2,000,000.00	\$10.00	\$10.00		
	Type C Units	\$1,000,000.00	\$10.00	\$1,000,000.00	\$10.00	\$10.00		
	Extraordinary Maintenance	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00		
	Operations	\$2,522,746.60	\$2,522,746.60	\$2,522,746.60	\$2,522,746.60	\$2,522,746.60		
	Administration	\$1,211,985.62	\$1,211,985.62	\$1,211,985.62	\$1,211,985.62	\$1,211,985.62		
	Fees & Costs	\$0.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00		

**Part I: Summary (Continuation)**

PHA Name/Number		Locality (City/county & State)			<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2009</u> Annual Statement	Work Statement for Year 2 FFY <u>2010</u>	Work Statement for Year 3 FFY <u>2011</u>	Work Statement for Year 4 FFY <u>2012</u>	Work Statement for Year 5 FFY <u>2013</u>
	Relocation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Development Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Management Improvements	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00
	Audit	\$3,376.00	\$3,376.00	\$3,376.00	\$3,376.00	\$3,376.00
	Total CFP Funds (Est.)	\$12,613,733.00	\$13,114,393.00	\$13,114,413.00	\$13,114,423.00	\$13,114,423.00
	Total Replacement Housing Factor Funds					



Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>					
PHA Name: Hawaii Public Housing Authority		Grant Type and Number Capital Fund Program Grant No: HI08P00150107 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2007 FFY of Grant Approval: 2007	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no:02 ) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	-	\$24,206,068.75*	\$0.00	\$0.00
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$2,089,017.00	\$2,578,478.60	\$0.00	\$0.00
3	1408 Management Improvements	\$650,000.00	\$650,000.00	\$0.00	\$0.00
4	1410 Administration (may not exceed 10% of line 21)	\$500,000.00	\$1,289,239.30	\$0.00	\$0.00
5	1411 Audit	\$3,376.00	\$3,376.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$500,000.00	\$361,238.00	\$361,238.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$2,127,863.06	\$1,721,694.00	\$20,694.00	\$0.00
10	1460 Dwelling Structures	\$6,160,895.94	\$5,968,553.87	\$377,231.70	\$0.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$546,459.00	\$0.00	\$0.00	\$0.00
12	1470 Non-dwelling Structures	\$14,782.00	\$0.00	\$0.00	\$0.00
13	1475 Non-dwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
16	1495.1 Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00
17	1499 Development Activities <sup>4</sup>	\$300,000.00	\$319,812.23	\$0.00	\$0.00

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>					
PHA Name: Hawaii Public Housing Authority		Grant Type and Number Capital Fund Program Grant No: HI08P00150107 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant:2007 FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 02 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	\$0.00	\$0.00	\$0.00	\$0.00
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	\$0.00	\$0.00	\$0.00	\$0.00
19	1502 Contingency (may not exceed 8% of line 20)	\$0.00	\$0.00	\$0.00	\$0.00
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$12,892,393.00	\$12,892,393.00	\$759,169.70	\$0.00
21	Amount of line 20 Related to LBP Activities	\$191,975.00	\$191,975.00	\$0.00	\$0.00
22	Amount of line 20 Related to Section 504 Activities	\$63,991.00	\$63,991.00	\$0.00	\$0.00
23	Amount of line 20 Related to Security - Soft Costs	\$12,798.00	\$12,798.00	\$0.00	\$0.00
24	Amount of line 20 Related to Security - Hard Costs	\$31,996.00	\$31,996.00	\$0.00	\$0.00
25	Amount of line 20 Related to Energy Conservation Measures	\$51,193.00	\$51,193.00	\$0.00	\$0.00
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

**Part II: Supporting Pages**

PHA Name: Hawaii Public Housing Authority		Grant Type and Number Capital Fund Program Grant No: HI08P00150107 CFFP (Yes/ No): No Replacement Housing Factor Grant No:		Federal FFY of Grant: 2007				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
30/1026 Puuwai Momi	Electrical System Repairs (Design)* Electrical System Repairs (Construction) I & II	* 1460		- 1,000,000.00	148,774.37* 4,400,000.00	148,774.37* 0.00	0.00* 0.00	In Progress* Planning
31/1005 Kalihi Valley Homes	Site & Dwelling Improvement Phase IVa (Design)* Site & Dwelling Improvement Phase IVa (Construction)	* 1450 1460		- 0.00 756,383.35	651,971.00* 1,701,000.00 1,134,000.00	651,971.00* 0.00 0.00	0.00* 0.00 0.00	In Progress* Planning Planning
32/1003 Mayor Wright Homes	Replacement of Solar Water Heater System (Design)* Bath & Kitchen Renovation	* 1460		- 1,208,037.52	380,758.00* 0.00	380,758.00* 0.00	0.00* 0.00	In Progress* N/A
34/1012 Makua Alii	Structural Investigation & Repairs (Design)	1430		0.00	361,238.00	361,238.00	0.00	In Progress
34/1036 Paoakalani	Re-Roofing & Miscellaneous Repairs (Construction)	1460		0.00	50,606.00	50,606.00	0.00	In Progress
34/1062 Kalakaua Homes	Roof Improvements (Design)*	*		-	50,000.00*	0.00*	0.00*	Planning *
35/1024 Kalanihua	Physical Improvements for Elevator Security (Design)*	*		-	35,000.00*	0.00*	0.00*	Planning *
35/1046 Makamae		1460		1,000,000.00	0.00	0.00	0.00	N/A
37/1004 Lanakila	Fair Housing Renovations (Construction)*	*		-	3,000,000.00*	0.00*	0.00*	Planning*
37/1013 Homes	HazMat Abatement & Interior Renovation (Construction)*	*		-	4,500,000.00*	0.00*	0.00*	Planning*
37/2206 Lokahi								
38 - Wide	Large Capacity Cess Pool Conversion (Construction)*	*		-	1,513,000*	0.00*	0.00*	Planning*
38/1086 Kawailehua	Exterior Improvements (Design)*	*		-	125,000.00*	0.00*	0.00*	Planning*
38/2204 Kawailehua*	Improvements (Design)*	*		-	125,000.00*	0.00*	0.00*	Planning*
39 - Wide	Large Capacity Cess Pool Conversion (Construction)*	*		-	219,000.00*	0.00*	0.00*	Planning*

39/1088 Kahale Mua 39/1092 Makani Kai Hale	Site & Re-Roofing (Design)* Physical Improvements (Design)	*		-	50,000.00*	0.00*	0.00*	Planning*
39/2205 Kahale Mua*	Site & Building Modernization (Design)*	*		-	250,000.00*	0.00*	0.00*	Planning*
40/1010 Kuhio Park Terrace	Modernization of Elevators (Design)* Modernization of Elevators (Construction)* Re-Roof 2 Low Rise Buildings (A&B) Sewer Repair Phase I (Construction) Fire Alarm System	* * * * 1460	6* 6*	- - - - 0.00	247,978.92* 3,864,919.92* 48,000.00* 1,000,000.00* 283,948.87	247,978.92* 0.00* 0.00* 0.00* 283,948.87	0.00* 0.00* 0.00* 0.00* 0.00	In Progress* Planning* Planning* Planning* In Progress
42/2401 Hale Po'ai*	Building Improvements (Construction)*	*		-	3,700,000.00*	0.00*	0.00*	Planning*
42/2402 La'iola	Upgrade Fire Alarm System (Construction)*	*		-	185,723.00*	0.00*	0.00*	Planning*
42/2403 Kamalu & Ho'olulu	Emergency Call System Repair (Construction)*	*		-	500,000.00*	0.00*	0.00*	Planning*
43/1032/1070 Kaimalino Kealakehe	Re-Roofing (Construction)*	*		-	1,100,000.00*	0.00*	0.00*	Planning*
43/1032 Kaimalino	Large Capacity Cess Pool Conversion (Construction)	1450		0.00	20,694.00	20,694.00	0.00	In Progress
43/1061 Ka Hale Kahaluu		1460		1,243,616.65	0.00	0.00	0.00	N/A
49/1015 Wahiawa Terrace	Electrical (Construction) Sewage Lift Station (Construction)*	1460 *		0.00 -	100,000.00 39,626.00*	0.00 39,626.00*	0.00 0.00*	Planning In Progress*
49/1050 Kupuna Home O'Waiialua	Sewage Operational & Preventative Maintenance (Construction)* Sewage Treatment Plant Improvements (Design)* Sewage Treatment Plant Improvements (Design)* Sewage Treatment Plant Improvements (Construction)*	* * * * *		- - - - -	108,646.00* 15,000.00* 66,521.00* 500,000.00*	108,646.00* 15,000.00* 0.00* 0.00*	0.00* 0.00* 0.00* 0.00*	In Progress* Planning* Planning* Planning*
50/1008 Palolo Valley Homes	Trash Enclosure Modification and Drainage Evaluation (Design)* Trash Enclosure Modification (Construction)*	* *		- -	50,000.00* 150,000.00*	0.00* 0.00*	0.00* 0.00*	Planning* Planning*
PHA - Wide Kaahumanu Homes, Kauaiokalani, Kuhio Park Terrace, Mayor Wright Homes & Wahiawa Terrace	Reroofing (Design)*	*		-	220,000.00*	0.00*	0.00*	Planning*
PHA - Wide Mayor Wright,	Roof Repairs (Design)*	*		-	214,781.00*	214,781.00*	0.00*	In Progress*

Wahiawa Terrace, Kuhio Park Terrace, Kaahumanu & Kaiokalani									
PHA - Wide Noelani I & II and Waimea Teachers Cottage	Large Capacity Cess Pool Conversion (Construction)*	*		-	770,000.00*	770,000.00*	0.00*		In Progress*
PHA - Wide Various Oahu Locations	Elevator Modernization (Design)*	*	17*	-	352,382.54*	352,382.54*	0.00*		In Progress*
PHA - Wide Various Oahu & Hawaii Locations	Light Construction/Landscaping (Construction)*	*		-	18,000.00*	18,000.00*	0.00*		In Progress*
2217 - Nakolea (Homeless Program)	Demolition & Reconstruction of Stairs (Construction)*	*		-	1,987.00*	1,987.00*	0.00*		In Progress*

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
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U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150107 CFFP (Yes/ No): Yes Replacement Housing Factor Grant No:			Federal FFY of Grant: 2007		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA - Wide	Operations (may not exceed 20% of line 20)	1406		2,089,017.00	2,578,478.60	0.00	0.00	
PHA - Wide	Management Improvements	1408		650,000.00	650,000.00	0.00	0.00	

PHA - Wide	Administration (may not exceed 10% of line 20)	1410		500,000.00	1,289,239.30	0.00	0.00	
PHA - Wide	Audit	1411		3,376.00	3,376.00	0.00	0.00	
PHA - Wide	Liquidated Damages	1415		0.00	0.00	0.00	0.00	
PHA - Wide	Fees & Costs	1430		500,000.00	0.00	0.00	0.00	N/A
PHA - Wide	Extraordinary Maintenance	1450		118,663.06	0.00	0.00	0.00	N/A
		1460		3,321,336.94	0.00	0.00	0.00	
PHA - Wide	Demolition	1485		0.00	0.00	0.00	0.00	
PHA - Wide	Moving to Work Demonstration	1492		0.00	0.00	0.00	0.00	
PHA - Wide	Relocation Costs	1495.1		0.00	0.00	0.00	0.00	
37/1014 Lanikila Homes III	Development Activities	1499		300,000.00	319,812.23	42,676.83	0.00	In Progress
PHA - Wide	Collateralization or Debt Service paid by the PHA	1501		0.00	0.00	0.00	0.00	
PHA - Wide	Collateralization or Debt Service paid Via System of Direct Payment	9000		0.00	0.00	0.00	0.00	
PHA - Wide	Contingency (may not exceed 8% of line 20)	1502		0.00	0.00	0.00	0.00	
	CFP Total			12,892,393.00	12,892,393.00	759,163.70		
	* denotes Non-CFP Funding							

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>			<b>Federal FFY of Grant: 2007</b>
PHA Name: Hawaii Public Housing Authority			
Development Number Name/PHA-Wide	All Fund Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)	Reasons for Revised Target Dates <sup>1</sup>

<b>Part I: Summary</b>					
PHA Name: Hawaii Public Housing Authority		Grant Type and Number Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2008 FFY of Grant Approval: 2008	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:01 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	-	\$19,211,633.01*		
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$2,522,746.60	\$2,522,746.60		
3	1408 Management Improvements	\$1,000,000.00	\$856,657.29		
4	1410 Administration (may not exceed 10% of line 21)	\$1,211,985.62	\$1,210,509.11		
5	1411 Audit	\$3,376.00	\$3,376.00		
6	1415 Liquidated Damages	\$0.00	\$0.00		
7	1430 Fees and Costs	\$500,000.00	\$1,835,000.00		
8	1440 Site Acquisition	\$0.00	\$0.00		
9	1450 Site Improvement	\$367,500.00	\$1,359,000.00		
10	1460 Dwelling Structures	\$5,736,562.78	\$4,826,444.00		
11	1465.1 Dwelling Equipment—Nonexpendable	\$1,000,000.00	\$0.00		
12	1470 Non-dwelling Structures	\$271,562.00	\$0.00		
13	1475 Non-dwelling Equipment	\$0.00	\$0.00		
14	1485 Demolition	\$0.00	\$0.00		
15	1492 Moving to Work Demonstration	\$0.00	\$0.00		
16	1495.1 Relocation Costs	\$0.00	\$0.00		
17	1499 Development Activities <sup>4</sup>	\$0.00	\$0.00		

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>					
<b>PHA Name:</b> Hawaii Public Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: HI08P00150108 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2008</b> <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b>					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 01 )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:				<input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	\$0.00	\$0.00		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	\$0.00	\$0.00		
19	1502 Contingency (may not exceed 8% of line 20)	\$0.00	\$0.00		
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$12,613,733.00	\$12,613,733.00		
21	Amount of line 20 Related to LBP Activities	\$191,975.00	\$191,975.00		
22	Amount of line 20 Related to Section 504 Activities	\$63,991.00	\$63,991.00		
23	Amount of line 20 Related to Security - Soft Costs	\$12,798.00	\$12,798.00		
24	Amount of line 20 Related to Security - Hard Costs	\$31,996.00	\$31,996.00		
25	Amount of line 20 Related to Energy Conservation Measures	\$51,193.00	\$51,193.00		
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P0150108 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2008		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
30/1026 Puuwai Momi	Administration Building Reroofing (Construction)*	*		-	42,875.00*	42,875.00*	0.00*	In Progress*
31/1005 Kalihi Valley Homes	Renovation of Vacant Units* Site & Dwelling Improvement Phase IVa (Construction)	* 1450 1460 1465 1470 1430	49 Units*	- 0.00 982,704.85 500,000.00 271,562.00 0.00	925,000.00* 1,359,000.00 906,000.00 0.00 0.00 600,000.00	925,000.00* 0.00 0.00 0.00 0.00 0.00	0.00* 0.00 0.00 0.00 0.00 0.00	In Progress* Planning
31/2201 Hauiki Homes	Site and Dwelling Improvement Phase IVb (Design)	*		-	10,291.00*	10,291.00*	0.00*	In Progress*
31/2202 Puahala Homes	HazMat Abatement (Construction)* Ib Abatement and Modernization (Design)* Ib Abatement and Modernization (Construction)*	* * *		- - -	60,000.00* 800,000.00*	0.00* 0.00*	0.00* 0.00*	Planning* Planning*
32/1003 Mayor Wright Homes	Building 24 - Structural Repairs (Design) Bathrooms & Window Replacement	1430 1460		0.00 2,721,357.93	135,000.00 0.00	0.00 0.00	0.00 0.00	Planning N/A
33/1009 Kaahumanu Homes	Re-Roofing & Misc. Repairs (Construction)	1460		0.00	1,150,000.00	0.00	0.00	Planning
34/1062 Kalakaua Homes	Roof Improvements (Construction)* Roof Improvements (Construction)*	* *		- -	35,888.00* 400,000.00*	35,888.00* 0.00*	0.00* 0.00*	In Progress* Planning*
35/1024 Kalanihua	Physical Improvements to Elevator Security (Construction)	1460		0.00	340,000.00	0.00	0.00	Planning
35/1046 Makamae	Repair of Vacant Units (Construction)*	*		-	235,000.00*	235,000.00*	0.00*	In Progress*
37/1029 Pomaikai Homes	ADA Units & Modernization (Design)*	*		-	400,000.00*	0.00*	0.00*	Planning*

37/1051 Hale Aloha O'Puna	ADA Units & Roof (Design)*	*		-	140,000.00*	0.00*	0.00*	Planning*
38/1019 Hale Hoolulu	Site & Dwelling Improvements (Design)*	*		-	40,000.00*	0.00*	0.00*	Planning*
	Site & Dwelling Improvement (Construction)*	*		-	300,000.00*	0.00*	0.00*	Planning*
38/1021 Hui O'Hanamaulu	Physical Improvements (Design)*	*		-	80,000.00*	0.00*	0.00*	Planning*
	Physical Improvements (Construction)*	*		-	700,000.00*	0.00*	0.00*	Planning*
38/1022 Kalaheo Homes	Physical Improvements (Design)*	*		-	95,000.00*	0.00*	0.00*	Planning*
	Physical Improvements (Construction)*	*		-	720,000.00*	0.00*	0.00*	Planning*
38/1054 Hale Nana Kai O'Kea	Physical Improvements (Design)*	*		-	200,000.00*	0.00*	0.00*	Planning*
38/1086 Kawailehua	Exterior Improvements (Construction)*	*		-	800,000.00*	0.00*	0.00*	Planning*
38/2204 Kawailehua	Improvements (Construction)*	*		-	1,500,000.00*	0.00*	0.00*	Planning*
39/1016 David Malo Circle	Exterior Improvements - Paint, Roofing, Site Work (Design)	1430		0.00	100,000.00	0.00	0.00	Planning
39/1044 Piilani Homes	Termite Damage Repair (Construction)*	*		-	394,910.47*	394,910.47*	0.00*	In Progress*
39/2205 Kahale Mua	Site & Building Modernization (Construction)*	*		-	1,200,000.00*	0.00*	0.00*	Planning*
40/1010 Kuhio Park Terrace	Re-Roofing & Misc. Repairs (Construction)	1460		0.00	924,000.00	0.00	0.00	Planning
	Trash Chutes (Construction)	1460		0.00	884,444.00	0.00	0.00	Planning
		1465		500,000.00	0.00	0.00	0.00	
42/2403 Kamalu & Ho'olulu	Emergency Call System Repair (Design)*	*		-	72,040.00*	72,040.00*	0.00*	In Progress*
	Termite Repair (Construction)*	*	9 Units*	-	73,973.00*	73,973.00*	0.00*	In Progress*
43/1032/1070 Kaimalino/Kealakehe	Renovation of Vacant Units (Construction)*	*		-	225,102.00*	225,102.00*	0.00*	In Progress*
43/1053 Hale Hookipa	Removal of Eucalyptus Trees (Construction)*	*	17 Trees*	-	72,916.20*	72,916.20*	0.00*	In Progress*
43/1063 Nani Olu	Roof & Exterior Repairs	1460		1,126,500.00	0.00	0.00	0.00	N/A
	Exterior Repairs & Sidewalks	1450		367,500.00	0.00	0.00	0.00	N/A
		1460		367,500.00	0.00	0.00	0.00	
43/1070 Kealakehe	Roof & Exterior Repairs	1460		538,500.00	0.00	0.00	0.00	N/A
44/1091 Kau'iokealani	Reroofing (Construction)	1460		0.00	22,000.00	0.00	0.00	Planning
49/1015 Wahiawa Terrace	Re-Roofing & Misc. Repairs (Construction)	1460		0.00	600,000.00	0.00	0.00	Planning
50/1008 Palolo Valley Homes	Physical Improvements (Design)	1430		500,000.00	1,000,000.00	0.00	0.00	Planning
COCC	Building E Design-Build Renovation*	*		-	643,485.26*	643,485.26*	0.00*	In Progress*
	Renovations, Building M*	*		-	620,292.00*	620,292.00*	0.00*	In Progress*

PHA - Wide*	Building A - HazMat Abatement*	*		-	200,000.00*	0.00*	0.00*	Planning*
PHA - Wide*	Renovation of Vacant Units, Phase II (Construction)*	*		-	449,000.00*	449,000.00*	0.00*	In Progress*
PHA - Wide* Various State Projects	Elevator Maintenance Service (Construction)*	*		-	75,860.08*	75,860.08*	0.00*	In Progress*
PHA - Wide* Various Oahu Locations	Elevators Modernization (Construction)*	*	17 Elevators*	-	6,000,000.00*	0.00*	0.00*	Planning*

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150108 CFFP (Yes/ No): Yes Replacement Housing Factor Grant No:			Federal FFY of Grant: 2008		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA - Wide* Various Federal Projects	ADA Compliance (Design)*	*		-	1,700,000.00*	0.00*	0.00*	Planning*
PHA - Wide	Operations (may not exceed 20% of line 20)	1406		2,522,746.60	2,522,746.60	0.00	0.00	
PHA - Wide	Management Improvements	1408		1,000,000.00	856,657.29	0.00	0.00	
PHA - Wide	Administration (may not exceed 20% of line 20)	1410		1,211,985.62	1,210,509.11	0.00	0.00	
PHA - Wide	Audit	1411		3,376.00	3,376.00	0.00	0.00	
PHA - Wide	Liquidated Damages	1415		0.00	0.00	0.00	0.00	
PHA - Wide	Extraordinary Maintenance	1450		0.00	0.00	0.00	0.00	



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 Expires 4/30/2011

<b>Part I: Summary</b>					
PHA Name: Hawaii Public Housing Authority		Grant Type and Number Capital Fund Program Grant No: HI08P00150109 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2009 FFY of Grant Approval: 2009	
Type of Grant					
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	\$24,576,408.76*			
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$2,522,746.60			
3	1408 Management Improvements	\$500,000.00			
4	1410 Administration (may not exceed 10% of line 21)	\$1,211,985.62			
5	1411 Audit	\$3,376.00			
6	1415 Liquidated Damages	\$0.00			
7	1430 Fees and Costs	\$0.00			
8	1440 Site Acquisition	\$0.00			
9	1450 Site Improvement	\$0.00			
10	1460 Dwelling Structures	\$8,375,624.78			
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00			
12	1470 Non-dwelling Structures	\$0.00			
13	1475 Non-dwelling Equipment	\$0.00			
14	1485 Demolition	\$0.00			
15	1492 Moving to Work Demonstration	\$0.00			
16	1495.1 Relocation Costs	\$0.00			
17	1499 Development Activities <sup>4</sup>	\$0.00			

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

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<b>Part I: Summary</b>					
PHA Name: Hawaii Public Housing Authority		Grant Type and Number Capital Fund Program Grant No: HI08P00150109 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant:2009 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	\$0.00			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	\$0.00			
19	1502 Contingency (may not exceed 8% of line 20)	\$0.00			
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$12,613,733.00			
21	Amount of line 20 Related to LBP Activities	\$191,975.00			
22	Amount of line 20 Related to Section 504 Activities	\$63,991.00			
23	Amount of line 20 Related to Security - Soft Costs	\$12,798.00			
24	Amount of line 20 Related to Security - Hard Costs	\$31,996.00			
25	Amount of line 20 Related to Energy Conservation Measures	\$51,193.00			
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
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Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority			Grant Type and Number Capital Fund Program Grant No: HI08P00150109 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2009		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
31/2202 Puahala Homes*	Abatement & Modernization (Design)* Site Improvements (Construction)*	* *		600,000.00* 2,600,000.00*		0.00* 0.00*	0.00* 0.00*	Planning* Planning*
34/1012 Makua Alii	Structural & Spall Repairs (Construction)	1460		4,727,624.78		0.00	0.00	Planning
34/1036 Paoakalani	Interior Repairs for 17th Floor Units (Construction)*	*		250,000.00*		0.00*	0.00*	Planning*
37/1045 Pahala	ADA Units & Modernization (Design)*	*		100,000.00*		0.00*	0.00*	Planning*
37/1051 Hale Aloha O'Puna	ADA Units & Roof (Construction)*	*		1,400,000.00*		0.00*	0.00*	Planning*
38/1054 Hale Nana Kai O'Kea	Physical Improvements (Construction)*	*		2,000,000.00*		0.00*	0.00*	Planning*
39/1016 David Malo Circle	Exterior Improvements - Paint, Roofing, Site & Misc. Repairs (Construction)	1460		200,000.00		0.00	0.00	Planning
39/1017 Kahekili Terrace	Physical Improvements (Construction)	1460		3,448,000.00		0.00	0.00	Planning
39/1044 Piilani Homes	Termite Damage Repair (Construction)*	*		32,416.64*		32,416.64*	0.00*	In Progress*
39/1088 Kahale Mua	Site & Reroofing (Construction)*	*		300,000.00*		0.00*	0.00*	Planning*
39/2205 Kahale Mua*	Site & Building Modernization (Construction)*	*		800,000.00*		0.00*	0.00*	Planning*
40/1010 Kuhio Park Terrace	Elevator Modernization (Construction)* Type "C" Units & Renovation/Repair*	* *	6 Elevators*	105,549.12* 12,000.00*		0.00* 0.00*	0.00* 0.00*	Planning* Planning*
44/1091 Kau'ioakalani	Type "C" Unit Repairs*	*		120,000.00*		0.00*	0.00*	Planning*
44/1108 Maili II	Type "C" Unit Repairs*	*		11,000.00*		0.00*	0.00*	Planning*
PHA - Wide*	ARRA - Please See Plan*	1450/1460*		16,245,443.00*		0.00*	0.00*	Planning*


<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

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<b>Part II: Supporting Pages</b>		
PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P00150109 CFFP (Yes/ No): Yes Replacement Housing Factor Grant No:	Federal FFY of Grant: 2009

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA - Wide	Operations (may not exceed 20% of line 20)	1406		2,522,746.60		0.00	0.00	
PHA - Wide	Management Improvements	1408		500,000.00		0.00	0.00	
PHA - Wide	Administration (may not exceed 10% of line 20)	1410		1,211,985.62		0.00	0.00	
PHA - Wide	Audit	1411		3,376.00		0.00	0.00	
PHA - Wide	Liquidated Damages	1415		0.00		0.00	0.00	
PHA - Wide	Demolition	1485		0.00		0.00	0.00	
PHA - Wide	Moving to Work Demonstration	1492		0.00		0.00	0.00	
PHA - Wide	Relocation Costs	1495.1		0.00		0.00	0.00	



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Type of Grant					
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:Original )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	0.00			
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	0.00			
3	1408 Management Improvements	0.00			
4	1410 Administration (may not exceed 10% of line 21)	0.00			
5	1411 Audit	0.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	0.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	2,607,265.80			
10	1460 Dwelling Structures	13,638,177.20			
11	1465.1 Dwelling Equipment—Nonexpendable	0.00			
12	1470 Non-dwelling Structures	0.00			
13	1475 Non-dwelling Equipment	0.00			
14	1485 Demolition	0.00			
15	1492 Moving to Work Demonstration	0.00			
16	1495.1 Relocation Costs	0.00			
17	1499 Development Activities <sup>4</sup>	0.00			

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

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Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: Original ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	0.00			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00			
19	1502 Contingency (may not exceed 8% of line 20)	0.00			
20	Amount of Annual Grant:: (sum of lines 2 - 19)	16,245,443.00			
21	Amount of line 20 Related to LBP Activities	0.00			
22	Amount of line 20 Related to Section 504 Activities	0.00			
23	Amount of line 20 Related to Security - Soft Costs	0.00			
24	Amount of line 20 Related to Security - Hard Costs	0.00			
25	Amount of line 20 Related to Energy Conservation Measures	0.00			
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

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Part II: Supporting Pages								
PHA Name:		Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant:			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
30/1026 Puuwai Momi	Electrical Systems (Construction I & II)	1460		1,600,000.00				
31/1005 Kalihi Valley Homes	Site & Dwelling Improvement Phase IVa (Construction)	1450 1460		2,367,265.80 1,578,177.20				
32/1003 Mayor Wright Homes	Improvements to Reroofing & Misc. Repairs (Construction)	1460		100,000.00				
39/1016 David Malo Circle	Exterior Improvements Paint, Roofing, Site Work & Misc. Repairs (Construction)	1450 1460		240,000.00 360,000.00				
39/1092 Makani Kai Hale	Physical Improvements (Construction)	1460		2,200,000.00				
43/1032 Kaimalino 43/1070 Kealakehe	Reroofing & Misc. Repairs (Construction)	1460		1,000,000.00				
43/1053 Hale Hookipa 43/1063 Nani Olu	Reroofing & Misc. Repairs (Construction)	1460		3,000,000.00				
46/1031 Hale Hauoli	Painting, Reroofing, Renovation & Misc. Repairs (Construction)	1460		2,800,000.00				
Various Locations	Type "C" Units (Construction)	1460		1,000,000.00				
	ARRA Total			16,245,443.00				