HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
BOARD OF DIRECTORS MEETING
1002 North School Street, Building E
Honolulu, Hawaii 96817

December 19, 2013
9:00 a.m.

AGENDA

I. CALL TO ORDER / ROLL CALL

II. APPROVAL OF MINUTES

A. Special Meeting Minutes, October 10, 2013 ***(Pages 1-10)***
B. Executive Session Minutes, October 10, 2013 (not for public release)

III. PUBLIC TESTIMONY

Public testimony on any item relevant to this agenda 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 per agenda item.

IV. FOR ACTION

A. Motion: To Appoint Ms. Wanda M. Camara to the Hawaii Public Housing Authority's (HPHA) Oahu Eviction Board A and as a Floating Resident Board Member for a Two-Year Term Expiring on December 31, 2015 ***(Pages 11-14)***

B. Motion: To Approve the Hawaii Public Housing Authority's Fiscal Year 2012-2013 Annual Report to the Governor and Legislature Required Pursuant to Section 356D-20, Hawaii Revised Statutes and to Authorize the Executive Director to Distribute the Annual Report, as Required ***(Pages 15-17)***

C. Motion: To Authorize the Hawaii Public Housing Authority (HPHA) to Hold Public Hearings on the Draft Five-Year and Annual Public Housing Agency Plan for Fiscal Years 2014 – 2019 ***(Pages 18-271)***

D. Motion: To Approve the Updated Utility Allowance Rates for March 1, 2014 to April 30, 2015 for the Section 8 Housing Choice Voucher Program and to Authorize the Executive Director to Accept Comments on the Updated Utility Rates as Required ***(Pages 272-279)***

V. REPORTS

A. Executive Director's Report Highlights: ***(Pages 280-330)***

- HUD Technical Assistance Contract Related to the Property Management and Maintenance Services Branch and Financial Reporting
- Property Management and Maintenance Services Branch occupancy and rent collection status
- Update on Choice Neighborhood Initiative Planning Grant
- Section 8 Lease up Status
- Design and Construction Project Updates; Relocation Training
- Contracts Executed During October & November 2013
- Network and Server Upgrades
- Service and Merit Awards for HPHA
- Employee Safety

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 employee safety

VI. FOR INFORMATION/DISCUSSION

A. For Discussion: *Kolio, et al. v. State of Hawaii, Hawaii Public Housing Authority (Civil No. 11-1-0795-04)* ***(Page 331)***

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 *Kolio, et al. v. State of Hawaii, Hawaii Public Housing Authority; Civil No. 11-1-0795-04)*

If any person requires special needs (i.e., large print, taped materials, sign language interpreter, etc.) please call Ms. Taryn Chikamori at (808) 832-4690 by close of business two days prior to the meeting date. Meals will be served to the Board and support staff as an integral part of the meeting.

HAWAII PUBLIC HOUSING AUTHORITY
MINUTES OF THE SPECIAL MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING E
HONOLULU, HAWAII 96817
ON THURSDAY, OCTOBER 10, 2013
IN THE COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority held a Special Board Meeting at 1002 North School Street, on Thursday, October 10, 2013 at 10:33 a.m. Chairperson Gierlach called the meeting to order. Those present were as follows:

PRESENT: Director David Gierlach, Chairperson
Director Jason Espero, Secretary
Director Myoung Oh
Director Debbie Shimizu
Director Trevor Tokishi
Designee Barbara Yamashita

Deputy Attorney General, Jennifer Sugita

EXCUSED: Director Matilda Yoshioka, Vice-Chair
Director George Yokoyama

STAFF PRESENT: Hakim Ouansafi, Executive Director
Barbara Arashiro, Executive Assistant
Clarence Allen, Acting Chief Financial Management Advisor
Kiriko Oishi, Chief Compliance Officer
Rick Sogawa, Contracts & Procurement Officer
Becky Choi, State Housing Development Administrator
Joanna Renken, Acting Public Housing Supervisor
Shirley Befitel, Personnel Supervisor
Benjamin Park, Housing Planner
Renee Blondin-Nip, Hearings Officer
Stephanie Fo, Section 8 Branch Chief
Veronica Malabey, Program Specialist
Rochelle Akamine, Resident Services Program Specialist
Taryn Chikamori, Secretary to the Board

OTHERS: None

Proceedings:

Chairperson Gierlach declared a quorum present.

Approval of Minutes:

Director Tokishi moved,

> **To approve the Special Meeting Minutes of October 10, 2013.**
>
> The motion was unanimously approved.

Public Testimony:

With there being none, Chairperson Gierlach moved on with the next order of business.

For Action:

Director Espero moved,

> **To Appoint Ms. Fay Rapoza to the Kauai Eviction Board, Ms. Mary Hoffman to the Kona Eviction Board and Mr. Courtney Young as a Neighbor Islands Floating Board Member for a Two-Year Term Expiring on October 31, 2015.**

Executive Director Ouansafi stated that staff recommends the appointment of Ms. Rapoza, Ms. Hoffman and Mr. Young to their respective Boards.

> The motion was unanimously approved.

For Action:

Director Espero moved,

> **To Authorize the Executive Director to Grant a Temporary Construction Right of Entry at Hale Olaloa (Hilo) to the County of Hawaii and to Request Approval from the U.S. Department of Housing and Urban Development to Grant the County of Hawaii an Easement in the Same Area for the Kapi`olani Street Extension Project, Tax Map Key: (3) 2-4-056:021.**

Executive Director Ouansafi stated that the County of Hawaii is doing improvements at the University of Hawaii - Hilo. The Hawaii Public Housing Authority (HPHA) owns a small portion of the property and the County is requesting an easement. The HPHA

requested and received a letter of indemnification from the County for any work performed in that area.

Executive Assistant Arashiro clarified that staff is requesting approval for a temporary right of entry and approval from the Board to seek approval from the U.S. Department of Housing and Urban Development (HUD) for an easement.

The motion was unanimously approved.

Chairperson Gierlach deferred item IV. C: Revisions to the Hawaii Public Housing Authority's Statement of Procurement Policy, dated October 10, 2013 to later in the meeting.

For Action:

Director Espero moved,

To Adopt Further Amendments to following sections of Chapter 17-2028 "Federally-Assisted Housing Projects", Hawaii Administrative Rules previously adopted by the Board:

Section 17-2028-21 [Placement of applicant on waiting list];

Section 17-2028-22(a)(1)(D) [Eligibility for admission and participation - not have an outstanding liability];

Section 17-2028-22(a)(1)(E) [Eligibility for admission and participation – providing social security numbers for all family members];

Section 17-2028-22(a)(1)(G) [Eligibility for admission and participation - not have been evicted from assisted housing by reason of drug-related criminal activity];

Section 17-2028-22(a)(1)(J) [Eligibility for admission and participation – not currently or during a three year period preceding ...be engaged in drug related criminal activity or violent criminal activity or other criminal activity];

Section 17-2028-22(a)(1)(M) [Eligibility for admission and participation – not have a record of conduct or behavior];

Section 17-2028-22(a)(1)(N) [Eligibility for admission and participation – disclose tobacco use];

Section 17-2028-22(b) [Eligibility for admission and participation – applicant's past performance in meeting financial obligations];

Section 17-2028-23(b) [Placement of applicant on waiting list];

Section 17-2028-32 [Income Targeting];

Section 17-2028-34(a) [Local Preferences – priority groups];

Section 17-2028-36(a) [Waiting List];
Section 17-2028-59(b)(6) [Rental agreement termination – fails to disclose use];

Section 17-2028-59(b)(9) [Rental agreement termination – has been convicted of a felony]; and

Section 17-2028-92(b)(7)(B) [Pet fees];

and to Authorize the Executive Director to Undertake All Actions Necessary under Chapter 91, Hawaii Revised Statutes, Administrative Directive No. 09-01, and present them for public hearing.

Executive Director Ouansafi stated that the Board of Directors adopted the amendments on September 2012 and in the Public Housing Agency's (PHA) Annual Plan in January 2013. The Board approved the submittal of the PHA Annual Plan to HUD in April 2013. In May 2013, the Board approved additional changes to the draft administrative rules and the HPHA sent the amendments to the Governor's office for comments. He stated that the majority of the proposed changes before the Board were requested by the Governor's office.

The motion was unanimously approved.

For Action:

Director Tokishi moved,

To Adopt Further Amendments to following sections of Chapter 17-2020 "Evictions – Practice and Procedure", Hawaii Administrative Rules previously adopted by the Board: Section 17-2020-5(b), *Grounds for termination of tenancy and eviction*; Section 17-2020-11, *Notice of Cause for Cases referred for eviction prior to June 28, 2002*; Section 17-2020-12, *Notice of Cause for Cases referred for eviction on or after June 28, 2002*; Section 17-2020-13, *Notice of Hearing*; Section 17-2020-14, *Request for Subpoena*; and Section 17-2020-33, *Curable and Non-curable violations*, and to Authorize the Executive Director to Undertake All Actions Necessary

under Chapter 91, Hawaii Revised Statutes, Administrative Directive No. 09-01, and present them for public hearing.

Chairperson Gierlach asked if the amendments to the administrative rules were reviewed by the Governor's office. Executive Director Ouansafi clarified that these amendments were proposed by the Department of the Attorney General.

Deputy Attorney General Sugita stated that most of the changes are being proposed to provide consistency with the changes just adopted in §17-2028, Hawaii Administrative Rules. The HPHA staff requested one change which is clarification of a curable violation and a non-curable violation. She stated that a non-curable violation is when the tenant does not have a chance to fix the violation and the curable violations are listed in subsection B. The HPHA deleted some of the previous non-curable provisions.

Executive Director Ouansafi also stated that the proposed revisions are being requested to provide consistency with the Hearings Board's current practices.

Director Tokishi asked why on page 185 (b)(3) "violations of any material term of the rental agreement subsequent to a finding..." is being deleted. He suggested that when the tenant was given numerous chances to cure a violation, HPHA should consider making the violation non-curable. Ms. Oishi stated as an example, a tenant who installs a fixture and refuses to remove it could be referred for eviction. However, if that tenant later removes it and fixes everything, the violation is now considered cured.

Director Tokishi stated this takes away power from the Evictions Board. Executive Assistant Arashiro clarified that the Evictions Board can still choose to evict the tenant, but if it's non-curable, the Board does not have the discretion to make it curable.

Director Espero asked who determines if it is cured or not. Executive Director Ouansafi responded that the manager makes the decision.

Director Shimizu asked if the tenant could file for a grievance hearing. Executive Assistant Arashiro confirmed the tenant could file for a grievance hearing. If the grievance hearing officer finds that the lease was violated, then the tenant will be referred for evictions and the Hearings Board will decide whether to evict the tenant. However, if the tenant is going through the process and cures the deficiency, the manger could decide not to refer the tenant for eviction.

Director Shimizu asked what if there is a discrepancy between the manager and tenant. Executive Director Ouansafi responded that the Hearings Board decides the case based on evidence presented. Each side is allowed to present pictures, witnesses, and etc. at the hearing.

Executive Director Ouansafi stated that there are tenants that the HPHA has held with writ of possession even after the Hearings Board's finding was to evict the tenant based on the evidence. The HPHA looks at the material breach and may allow the tenant to

fix the breach and have it inspected under conditions that the unit is kept clean and the tenant does not repeat the material breach.

Director Tokishi stated he agrees that every situation is different, but if every tenant comes up with a sad story, evictions will get pushed back and pushed back. Executive Director Ouansafi agreed that there are bad tenants who should be evicted, but wants to be flexible for those who should be given a chance.

Director Tokishi stated that he interpreted the chapter as the tenant went through the entire process and the Hearings Board decided to evict, but the tenant may have another chance because it's curable. Deputy Attorney General Sugita responded that she interprets the section as, if the Hearings Board finds that a violation is non-curable then the tenant is evicted. But just because a violation is curable it doesn't mean that the tenant cannot be evicted, it would depend on the circumstances.

Ms. Blondin-Nip stated generally the Hearings Board will give a tenant one chance, but if the tenant reappears before the Board again the Board will usually choose to evict the tenant.

Director Shimizu noted that on page 175 it states that a "quorum of the eviction Board consisting of one but not more than three". Executive Director Ouansafi responded that if there is only one Hearings Board member the member must be a tenant Board member.

Director Shimizu asked how often the HPHA has one Board member. Executive Director Ouansafi responded that the general practice is to have three members, but one member maybe used in an emergency case.

The motion was unanimously approved.

Executive Session:

Director Espero moved at 10:54 a.m.,

To 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:

1. **To Adopt Revisions to the Hawaii Public Housing Authority's Statement of Procurement Policy, dated October 10, 2013;**

2. **To Approve Settlement of *Kolio, et al. v. State of Hawaii, Hawaii Public Housing Authority; Denise Wise in her Official Capacity As Executive Director of the Hawaii Public Housing***

***Capacity As Executive Director of the Hawaii Public Housing Authority, et al.* (Civil Case No. CV11-00266), and to Authorize the Executive Director to Execute a Settlement and Release Agreement on behalf of the Hawaii Public Housing Authority;**

3. **To Discuss a Confidential matter received from the Attorney General's Office;**

4. **Executive Session Minutes of August 15, 2013 meeting.**

The motion was unanimously approved.

The Board reconvened from Executive Session at 11:~~58~~ 30 a.m.

Director Tokishi moved,

To Add a "For discussion" item: The Attorney's General's October 9, 2013 Opinion of the HPHA's Administrative Attachment to the Department of Human Services (DHS).

The motion was unanimously approved.

Chairperson Gierlach stated the Board discussed the procurement policy and the Kolio settlement in Executive Session.

For Action:

Director Tokishi moved,

To Approve Settlement of *Kolio, et al. v. State of Hawaii, Hawaii Public Housing Authority; Denise Wise in her Official Capacity As Executive Director of the Hawaii Public Housing Authority, et al.* (Civil Case No. CV11-00266), and to Authorize the Executive Director to Execute a Settlement and Release Agreement on behalf of the Hawaii Public Housing Authority.

The motion was unanimously approved.

Director Shimizu thanked Ms. Oishi, Executive Assistant Arashiro, Executive Director Ouansafi, and Deputy Attorney Generals Cregor, Sugita, Wong and Kim for all the hard work on the Kolio case.

For Action:

Director Tokishi moved,

> **To Adopt Revisions to the Hawaii Public Housing Authority's Statement of Procurement Policy, dated October 10, 2013.**

Executive Director Ouansafi reported that all the revisions are due to the Attorney General's opinion, HUD's request or for clarification.

Director Shimizu asked if the HPHA met with the State Procurement Office (SPO) and if the HPHA made the changes requested by SPO. Executive Director Ouansafi responded that HPHA met with SPO and the changes were made.

The motion was unanimously approved.

Executive Director's Report:

- Executive Director Ouansafi reported the HPHA will be releasing a press release regarding the statistics from the Honolulu Police Department (HPD) at Mayor Wright Homes (MWH). The crime statistics for Mayor Wright Homes shows: 1) 50% less property damage; 2) 84% less aggravated assault; 3) 72% less nuisances and complaints, 4) 15% less graffiti; 5) 50% less drunkenness; 6) 50% less robbery; 7) 66% less auto theft; and 8) no reported murders.

- Executive Director Ouansafi reported that the federal government's shutdown should not affect the HPHA unless it continues for over four months. At that time, the HPHA would need to assess and evaluate the situation.

- Executive Director Ouansafi reported that the HPHA has 13 out of 16 AMP's at 97% occupancy or higher. He reported that 8 of the 13 AMP's are at 98% or higher, and a few are 99% or higher. He reported that the HPHA goal was 97%, but raised it to 98%. He stated that some "C" units are under construction and will be added back into inventory shortly.

- Executive Director Ouansafi reported that HUD's technical assistance consultants, Phineas Consulting LLC, helped stabilize the Fiscal Management Office (FMO) and Section 8 and now will be conducting a three day training for managers and public housing specialists (PHS) on re-certifications, rent calculations, and other items to help improve the HPHA's Public Housing Assessment Score (PHAS).

- Executive Director Ouansafi reported that managers were instructed to make a six month payment plans with all tenants who are delinquent in rent. This will achieve two goals: 1) shows the HPHA is willing to work with tenants and 2) will help bring the delinquencies down.

- Executive Director Ouansafi reported that the HPHA may be demolishing units at Lanakila Homes. The HPHA thought the remodeling cost would be about $150,000; but bids came back at double the cost. The HPHA is considering demolishing the units and rebuilding for $50,000 more than the remodeling cost.

  Director Shimizu requested that Director Yokoyama be informed about the change in direction at Lanakila Homes.

- Executive Director Ouansafi reported that Michaels Development has been informed that the HPHA will not be spending any of the $600,000 of the Choice Neighborhood Initiative (CNI) grant until the HPHA finds a lead applicant.

- Executive Director Ouansafi reported that the HPHA has approximately $110 million currently in design and construction "on the street". The funds are spread out among approximately 100 different companies.

- Executive Director Ouansafi reported that the HPHA housed 73 families in August. Twenty three families were through Section 8 and 50 families were in public housing.

- Executive Director Ouansafi reported that the First Annual Service Provider Conference will be postponed due to the timing of the conference and that lack of feedback from the residents regarding their needs.

- Executive Director Ouansafi reported phase one of the pilot program has been completed which included the maintenance staff at AMP 34 reporting to a maintenance supervisor instead of the manager. The HPHA is getting the office buildings at School Street ready for phase two which includes: moving all public housing specialists to School Street to conduct re-certification exams and rent calculations.

- Executive Director Ouansafi reported that the HPHA should have the consultant Request for Proposal (RFP) for MWH out by the end of the year.

- Director Tokishi asked if the Executive Director's report is the same information as last month's cancelled meeting packet and if August and September's information will be included in next month's Board packet. Executive Director Ouansafi responded that the Executive Director's report is the same as the cancelled meeting because of the posting deadline and that next month's Board packet will include August and September's information.

- Executive Director Ouansafi reported that the Central Office Cost Center's (COCC) cost fluctuated because AMP's were not billed on time and $240,000 of administrative cost is not reflected in the financials. The maintenance cost fluctuated because positions have not been filled. The HPHA is having difficulty filling maintenance positions on the neighbor islands.

Chairperson Gierlach encouraged all Board members to recruit for new Board members because Director Yokoyama and Director Yoshioka may be stepping down; there are two At-Large positions vacant; and the Resident member's position is also vacant.

Director Shimizu asked Director Oh when his confirmation hearing is. Director Oh responded October 28, 2013. Director Shimizu asked if the HPHA and the Board of Director's will be submitting a letter of recommendation. Executive Director Ouansafi responded that the HPHA will be submitting a letter of support and will draft a letter of support from the Board of Director's.

Executive Director Ouansafi stated that he requested a meeting with every Board member to discuss what trainings the Board feels are needed, what kind of financial data they want to see reported, and etc.

Adjournment:

There was no further business to discuss, Chairperson Gierlach asked for a motion to adjourn the Regular Meeting.

Director Espero moved,

To adjourn the Regular Hawaii Public Housing Authority Board meeting.

The motion was unanimously approved.

The meeting was adjourned at 12:00 p.m.

MINUTES CERTIFICATION

Minutes Prepared by:

Taryn T. Chikamori — DEC 19 2013

Taryn T. Chikamori
Secretary to the Board

Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on December 19, 2013: [ ] As Presented [✓] As Amended

J Espero — DEC 19 2013

Jason Espero
Director/Board Secretary

Date

Approved by the Executive Director
December 19, 2013

FOR ACTION

MOTION: To Appoint Ms. Wanda M. Camara to the Hawaii Public Housing Authority's (HPHA) Oahu Eviction Board A and as a Floating Resident Board Member for a Two-Year Term Expiring on December 31, 2015

I. FACTS

A. The Oahu and Neighbor Island Eviction Boards are composed of members of the community and are responsible for affording public housing tenants a full and fair due process hearing during lease termination proceedings.

B. Pursuant to the Hawaii Revised Statutes (HRS) 356D-93, the Authority is authorized to appoint an eviction board which shall consist of not less than one person, and no more than three persons, of which one shall be a resident of public housing.

C. Having more than the minimum amount of members and resident members appointed to the Oahu and Neighbor Island Eviction Boards will allow the Hearings Office to process the requests for hearings in an efficient and timely manner, and avoid cancellation of hearings for lack of quorum.

D. Attached is a list of the current eviction board members by county and term appointments.

II. DISCUSSION

A. Ms. Camara is a resident of Honolulu, Hawaii and is currently a representative of the Resident Advisory Board. Ms. Camara has been a resident of the HPHA's Kaneohe Apartment Housing Project for the past 21 years and has also served as the Authority's grievance hearing officer for 5 years. Ms. Camara's experience and knowledge would be an asset to the Oahu Eviction Board A and she has expressed a willingness to serve as an Oahu Eviction Board Member and a Floating Resident Board Member.

III. RECOMMENDATION

That the Hawaii Public Housing Authority's Board of Directors approve the Appointment of Ms. Wanda M. Camara to the Oahu Eviction Board A and as a Floating Resident Board Member for a Two Year Term Expiring on December 31, 2015.

Attachments:

A. List of Eviction Board Members and Term Appointments
B. Letter of interest of Wanda M. Camara

Prepared by: Renee Blondin-Nip, Hearings Officer RN.

Approved by the Board of Directors
on the date set forth above

David Gierlach, Chairperson

Attachment A

EVICTION BOARD MEMBERS
HAWAII PUBLIC HOUSING AUTHORITY
Initial Appointment/Current Expiration Dates

Board Member	Initial Appointment Date	Current Expiration Date	Years Served as of December 2013
Oahu A:			
Douglas Kaya	03/17/05	03/31/15	8
Radiant Chase	01/25/02	07/31/15	11
Stanley Young	07/15/10	07/15/14	3
Jane Moana Gray*	06/21/07	06/30/15	6
Oahu B:			
Jane Moana Gray*	08/31/79	07/31/15	34
Earl Mente	12/19/97	07/31/15	16
Joyce Nakamura	02/20/98	07/31/15	15
Oahu C:			
Solomon Kuresa*	05/16/97	07/31/15	16
Sylvianne Young	12/19/97	07/31/15	16
Sylvia Wilmeth	11/18/10	11/31/14	3
Courtney Young	12/20/12	12/20/14	1
Hilo:			
Jane Moana Gray**	06/21/07	06/30/15	6
George DeMello*	09/20/07	07/31/15	6
Melvin Kawahara	01/15/09	01/31/15	4
Keith Biho	02/18/10	02/28/14	3
Courtney Young**	10/10/13	10/30/15	New Member
Kauai:			
Fay Rapoza	10/10/13	10/30/15	New Member
Jane Moana Gray**	06/21/07	06/30/15	6
Arde Long-Yamashita*	02/31/08	02/31/14	5
Courtney Young**	10/10/13	10/31/15	New Member
Kona:			
Jane Moana Gray**	06/21/07	06/30/15	6
Ross Oue	05/15/92	07/31/15	21
Arleila Andrade	09/15/10	09/31/14	3
Elaine Watai	05/09/11	05/31/15	2
Eleanor Sheridan*	08/16/12	08/31/14	1
Mary Hoffman*	10/10/13	10/30/15	New Member
Maui:			
Jane Moana Gray**	06/21/07	06/30/15	6
Mark Nishino	01/19/95	08/31/15	18
Robert G. Hill	03/01/08	02/28/14	5

*** Resident Member**
**** Floating Resident Member (Attends hearing when quorum needed)**

Approved by the Executive Director
December 19, 2013

FOR ACTION

MOTION: To Approve the Hawaii Public Housing Authority's Fiscal Year 2012-2013 Annual Report to the Governor and Legislature Required Pursuant to Section 356D-20, Hawaii Revised Statutes and to Authorize the Executive Director to Distribute the Annual Report, as Required

I. FACTS

A. The Hawaii Public Housing Authority (HPHA) is required to submit an Annual Report to the Legislature no later than 20 days prior to the start of the legislative session.

B. A copy of the Annual Report is also filed with external stakeholders including the U.S. Department of Housing and Urban Development and other State departments.

C. Once approved by the Board and submitted to the Governor's Policy Office for review and transmission to the Legislature, the Annual Report is made available for public viewing on the HPHA's website.

II. DISCUSSION

A. HPHA staff developed an Annual Report detailing Branch and Support Office activities and accomplishments over the period July 1, 2012 through June 30, 2013 (Attachment).

B. The Annual Report provides a synopsis of the activities of each major program.

C. This year's report further contains reports to the Legislature required under Section 356D-2, relating to the employment of exempt personnel, and Section 90-5, relating to the use of volunteers.

III. RECOMMENDATION

To Approve the Hawaii Public Housing Authority's Fiscal Year 2012-2013 Annual Report to the Governor and Legislature Required Pursuant to Section 356D-20, Hawaii Revised Statutes and to Authorize the Executive Director to Distribute the Annual Report as required

Attachment: Draft HPHA Annual Report, Fiscal Year 2013

Prepared by: Benjamin Park, Planner

Approved by the Board of Directors
On the date set forth above

David Gierlach, Chairperson

Hawaii Public Housing Authority

Annual Report
Fiscal Year 2013
July 1, 2012 - June 30, 2013

Contents

Board of Directors	**3**
Message from the Executive Director	**4**
Agency Timeline	**5**
HPHA Organization	**6**
Federal and State Low Income Public Housing	**7**
Federal and State Low Income Public Housing—Tenant Characteristics	**8**
Property Management & Maintenance Services Branch Report	**9**
Construction Management Branch	**11**
Section 8 Subsidy Programs Branch	**15**
Choice Neighborhoods Planning Grant	**17**
Administrative Functions	**19**
Exempt Employment & Volunteer Report	**22**
2013 Acts and 2014 Legislative Proposals	**23**
Financial Data and Auditor's Report	**26**
Federal and State Public Housing Properties	**27**

CHAIRMAN'S MESSAGE

Aloha mai kakou,

On behalf of the Hawaii Public Housing Authority Board of Directors, we are most grateful for the support of the Legislature, both in terms of funding and legislative enactments providing the agency with greater flexibility in hiring and enforcement of laws, rules, and regulations.

The support of the Legislature is crucial in ensuring that the HPHA can continue to provide safe, decent, sanitary, and temporary affordable housing for extremely low income residents of the State of Hawaii.

The Board of Directors provides policy guidance to the HPHA, and established priorities for the fiscal year 2013 in the areas of providing well-managed and financially viable rental housing where people are proud to live; improving our Section 8 Housing Choice Voucher plan and the distribution of vouchers; improving the quality of life for residents and following through with the much needed modernization of our aging properties.

We are extremely pleased to note that the HPHA was able to execute a significant number of capital improvement projects for fiscal year 2013, and we will continue to look for opportunities to leverage new sources of state and federal funds to redevelop our aging properties and transform the surrounding communities. The Board will continue to work on policy decisions that will reduce costs and achieve greater cost effectiveness, while exploring options to create incentive based programs and training for hard working families.

We are proud of the tremendous improvements that the agency has made and in looking toward the future, we will improve the lives of our most economically challenged residents by working with and through experienced non-profit service providers and other local government agencies to deliver access to health care, education and social services. Our ongoing efforts seek to improve public safety, strengthen our business systems and operations and investing in the future of public housing in the State of Hawaii to better serve our current tenants and for the generations to come.

Respectfully,

David J. Gierlach, Chairman

Board of Directors

The Hawaii Public Housing Authority is governed by a Board of eleven directors representing a cross section of public and private entities. The members meet monthly to oversee the Authority and to provide professional assistance concerning policy matters. This report is submitted pursuant to Section 356D-20, Hawaii Revised Statutes.

David J. Gierlach
Chairperson
Oahu

Matilda A. Yoshioka
Vice-Chairperson
Kauai

Jason Espero
Secretary
Oahu

Trevor N. Tokishi
Maui

George Yokoyama
Hawaii

Myoung Oh
Oahu (appointed October 2013)

Vacant
Resident Member

Barbara Yamashita
Ex-Officio Designee
Deputy Director
Department of Human Services

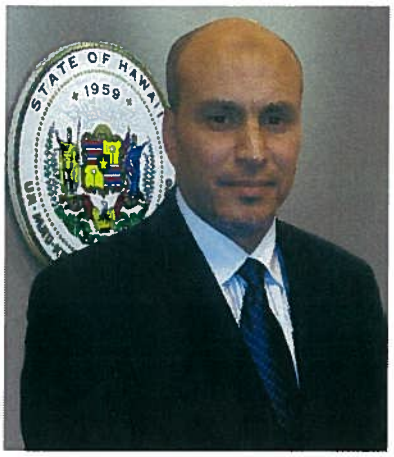
Debbie Shimizu
Ex-Officio, Legislative Coordinator
Designee of Governor Neil Abercrombie

Our Mission

The Hawaii Public Housing Authority is committed to promoting adequate and affordable housing, economic opportunity and a suitable living environment, for low income families and individuals, free from discrimination.

Choice Neighborhood *Planning Grant Meeting of the Neighborhood Task Force*

Message from the Executive Director



It is with warmest aloha that I submit this Annual Report for your information and consideration.

Fiscal Year 2013 was a very busy one for the Hawaii Public Housing Authority (HPHA) staff. Our staff worked tirelessly to improve the agency to provide increased support for the thousands of needy tenants served statewide, and we are extremely proud to inform you of our Fiscal Year 2013 accomplishments.

This year, the HPHA achieved two major milestones with the Federal Government. The first was the closing of an 11 year long Corrective Action Order with the U.S. Department of Housing and Urban Development, which ends a decade of federal oversight over the HPHA in all areas including procurement, obligation of federal capital funds, operation of public housing and financial management. The second was fulfilling the requirements of the Consent Agreement and Final Order by the U.S. Environmental Protection Agency by successfully converting or closing all of HPHA's large capacity cesspools statewide.

Other successful accomplishments include improving the statewide average occupancy in public housing from 89% to about 97%, improving security and safety for our tenants and staff, upgrading the computer software which provides improved financial accounting and improved functionality in the management of over 20,000 client and applicant files, creating a "No Smoking" policy, reducing tenant accounts receivables from $3.2 million to $800,000, and increased lease-up of housing vouchers for Veterans.

The Towers at Kuhio Park marks the first public-private partnership between a private developer and the HPHA and demonstrates our commitment to transform and preserve affordable housing for the state's neediest population with the completion of a $135 million dollar renovation. In addition, after being awarded a federal $300,000 Choice Neighborhoods Initiative Planning Grant, we are in the process of developing a comprehensive neighborhood revitalization and transformation plan for potential improvements of the Kuhio Homes and Kuhio Low-Rise properties with the hopes of attaining a $30 million Choice Neighborhoods Implementation Grant.

While we continue to deal with the challenges of managing an aging inventory, we recognize that our efforts are for the families that are still unhoused and others in desperate need of the HPHA's services. We look forward to continuing our efforts to engage the communities, and will continue to address the dire need for elderly housing and focus on our core function of offering well-managed and financially viable rental housing while providing supportive services to encourage upward mobility for our tenants.

Respectfully,

Hakim Ouansafi
Executive Director

Agency Timeline

1935
The Hawaii Housing Authority was created by the Territorial Legislature to provide safe and sanitary housing for low-income residents of Hawaii.

After taking oath (March 1960), the new Hawaii Housing Authority Commissioners witness legal certification by Chief Justice Wilfred S. Tsukiyama of the Supreme Court

1960
The Governor issued an executive order implementing the Government Reorganization Act of 1959. The order created a new Department, and placed the Hawaii Housing Authority in the Department of Social Services for administrative purposes only. The new Commissioners were sworn into office by Chief Justice Wilfred S. Tsukiyama of the Supreme Court of the State of Hawaii.

Ground breaking ceremonies in 1985.

1987
The State of Hawaii's Housing Finance and Development Corporation was created by Act 337 as part of Governor John Waihee's initiative to create one streamlined State organization to promote and develop a continuum of affordable housing .

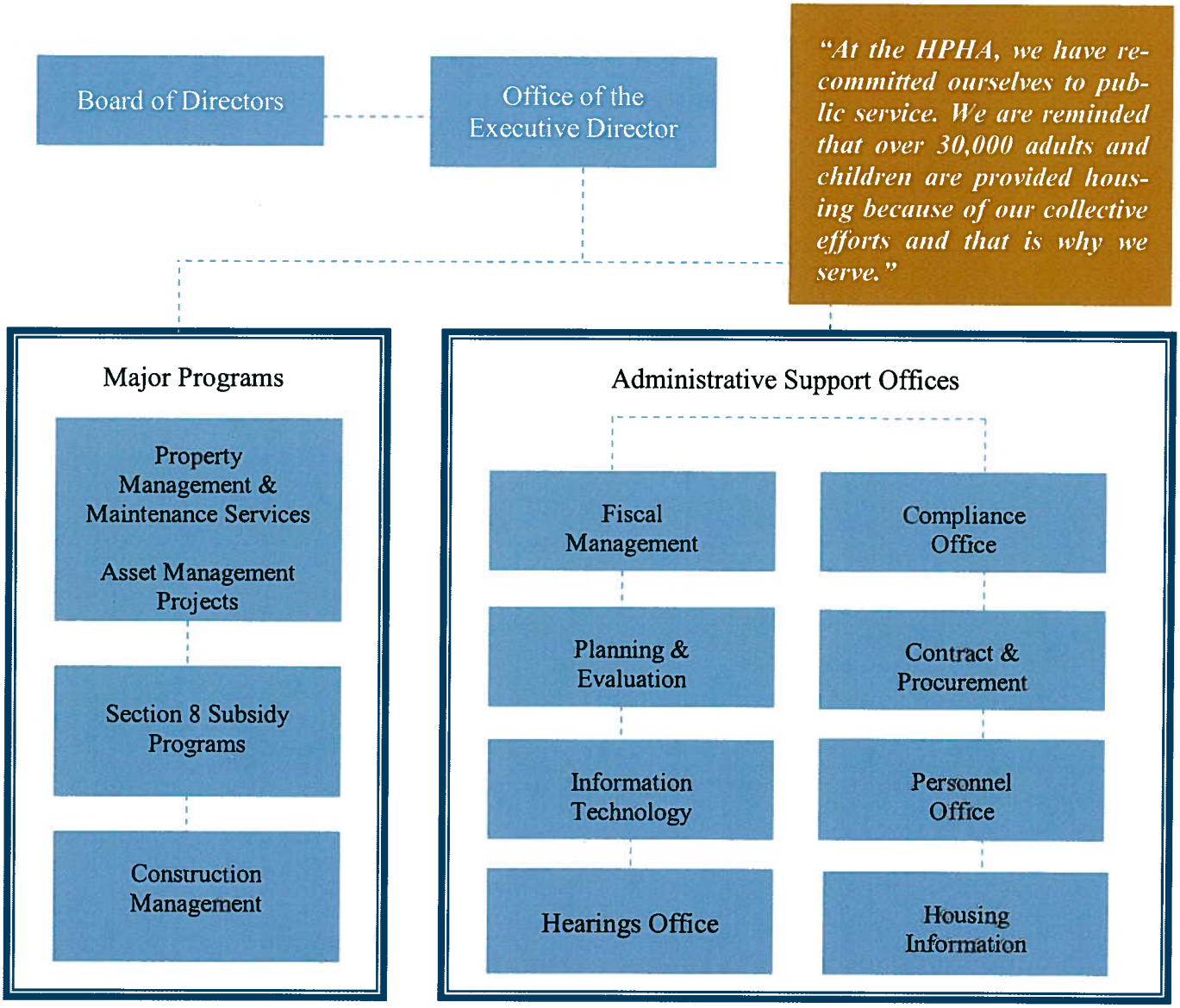
1997
Act 350, under the Cayetano Administration, consolidated the Hawaii Housing Authority and Housing Finance and Development Corporation into a single housing agency known as the Housing and Community Development Corporation of Hawaii (HCDCH).

2005
On July 5, 2005, Act 196 effectively bifurcated the HCDCH into two agencies, the Hawaii Public Housing Authority (HPHA) and the Hawaii Housing Finance and Development Corporation (HHFDC). Under this new structure, HPHA's core function is to manage federal and state public housing programs, including Section 8 and senior housing. In the next year, Homeless Programs are transferred to the Department of Human Services.

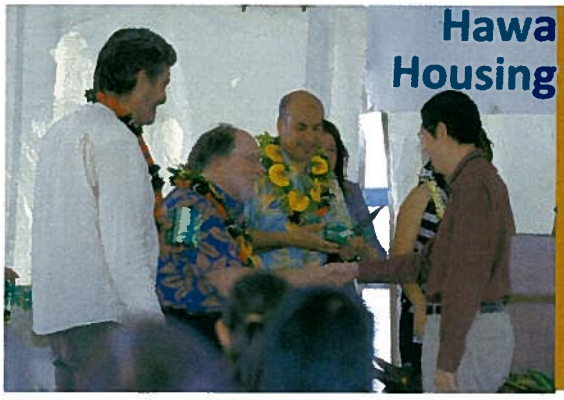
U.S. Secretary Shaun Donovan, Governor Neil Abercrombie and Chair David Gierlach discuss housing concerns.

2012
The Legislature appropriated the largest Biennial Capital Improvement Program (CIP) allocation in agency history, over $91 Million and passed a number of important proposals to assist the HPHA in quickly hiring an expanded workforce of skilled labor, eliminating unit vacancies, and reducing unit turnaround time.

HPHA Organization



OUR STAFF



Governor Neil Abercrombie, Chairman David Gierlach, and Executive Director Hakim Ouansafi congratulate Dennis Xiao, Section 8 Specialist during a service award ceremony. Many outstanding employees were recognized for their exceptional work during the fiscal year, including:

Mannix Tesoro, BMW II- Sustained Superior Performance Award
Kiriko Oishi, Chief Compliance Officer - Chief of the Year
Rick Sogawa, Procurement Officer - Director's Award
Gail Lee, AMP Property Manager - Chairman's Award
Construction Branch - Governor's Award

Federal & State Low Income Public Housing Program

FEDERAL PUBLIC HOUSING is a U.S. Department of Housing and Urban Development (HUD) program established to provide decent, safe rental housing for eligible low-income families, the elderly, and persons with disabilities. There are approximately 1.2 million households living in public housing units nationwide, managed by some 3,300 Public Housing Agencies. Program eligibility and rents are income-based.

The Hawaii Public Housing Authority (HPHA) is the sole statewide public housing agency for the State of Hawaii, established by the Territory of Hawai'i in 1935 to provide safe, decent, and sanitary housing for low-income residents. Guided by an eleven (11) member Board of Directors appointed by the Governor of Hawaii, today the HPHA Federal and State Low Income Public Housing programs combine to serve over 6,100 families or more than 18,500 individuals.

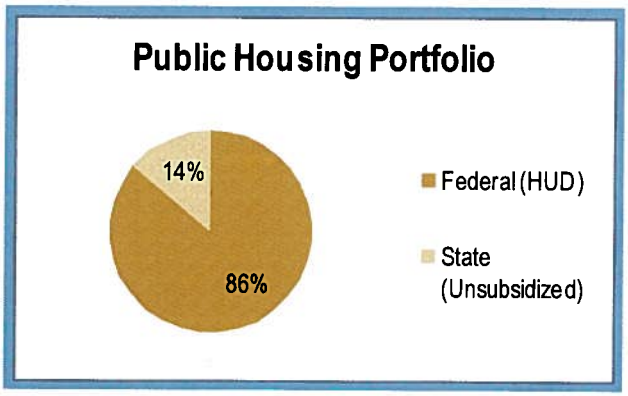
HPHA's portfolio of **85 properties** consists of **6,195** units of public housing:

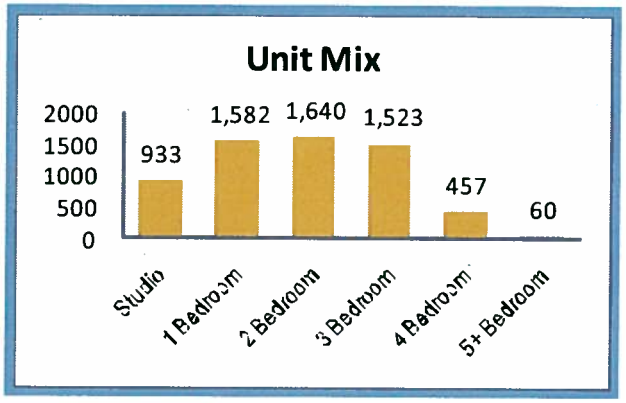
- **5,331 units** HUD subsidized
- **864 units** State (no subsidy)
- Units on Kaua'i, O'ahu, Moloka'i, Mau'i, and Hawai'i

Unit sizes range from studios to five (5) bedrooms

85 properties are grouped into **Sixteen (16) Asset Management Projects**

- **8 AMPs** managed by State employees
- **8 AMPs** managed by private contractors
- Accounting, budgeting, management, oversight, and evaluation are performed by AMP with Central Office assistance



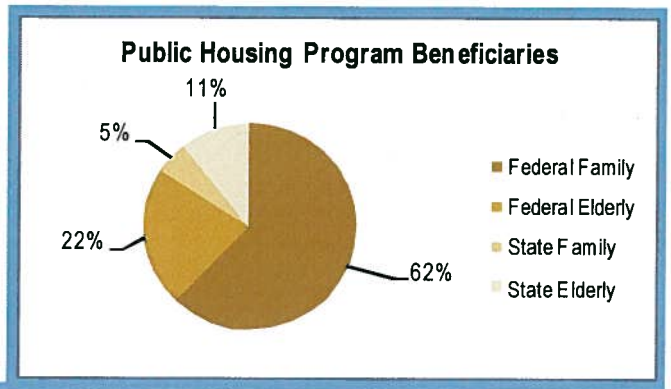


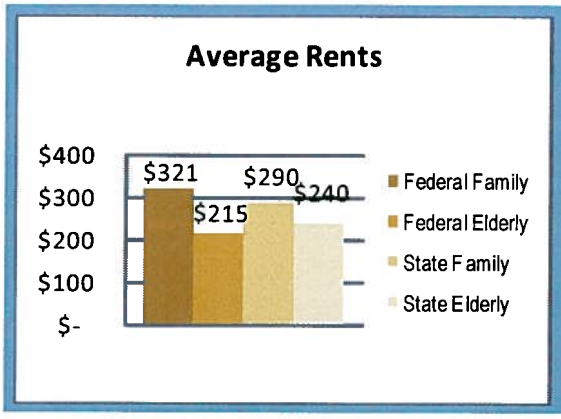
Of the HPHA's 6,195 units statewide, the HPHA had an occupancy rate on June 30, 2013 of 96%, representing an increase from the 89% occupancy rate in July 1, 2012.

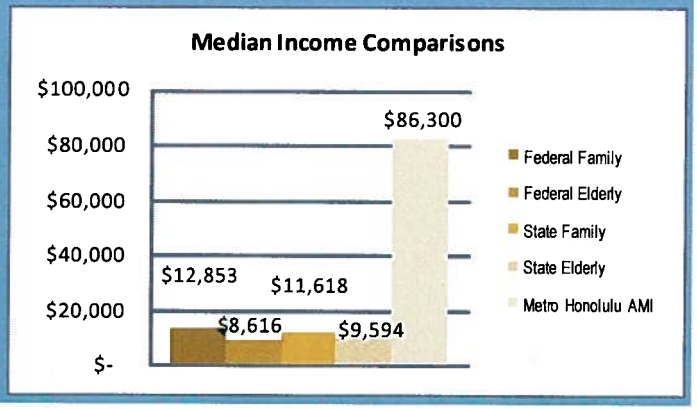
Public Housing Program - Tenant Characteristics

HPHA houses "**Low Income**" families earning **80% Area Median Income (AMI) or less**

- Honolulu Metropolitan Statistical Area AMI, family of 4 = **$86,300**
- **Not less than 40%** of Federal family public housing units are restricted to "**Extremely Low Income**" families earning **30% AMI or less**







Program	Number of Families	Number of Individuals	Average Family Size
Federal Family Low Income Public Housing	3,370	11,882	3.37
Federal Elderly Low Income Public Housing	1,140	1,337	1.14
Total Federal Tenants	4,510	13,219	2.93
State Family Low Income Public Housing	267	832	3.07
State Elderly Low Income Public Housing	569	745	1.31
Total State Tenants	836	1,577	1.89
Total Tenants	5.346	14,796	2.77

Property Management & Maintenance Services Branch

PROGRAM GOALS
Increase Occupancy to 97%
Improve Rent Collections to 97%
Reduce Type C Vacant Units
Improve Quality of Services
Increase Accessibility to Housing and Services

MASS PLACEMENTS & CERTIFICATIONS

This past fiscal year, a major goal of the HPHA was to improve the statewide average occupancy level to 97%. In order to achieve this goal, the HPHA had been expeditiously interviewing potential tenants throughout the year, and also held a mass certification event in 2013. Over 350 families were informed to attend the meetings which brought them all one step closer to attaining public housing.

Of the HPHA's 6,195 units statewide, the agency had an occupancy rate on June 30, 2013 of 96.8%, representing an increase from the 89% occupancy rate on July 1, 2012. The 201 vacant units represented a 36% reduction from the end of the previous calendar year, and rent collection rates were at 97%.

SPECIAL TEAMS

In 2012, the State Legislature passed Act 159 and Governor Abercrombie signed it into law, providing the Hawaii Public Housing Authority with a temporary exemption from civil service recruitment requirements and allowed for the hiring of exempt trade workers and contracting of repair work for vacant units statewide.

In order to expeditiously serve wait list families and reach the 97% statewide average occupancy goal, vacant units needed to be repaired quickly. This skilled crew of men and women, including carpenters, plumbers, electricians, and laborers, went to work renovating vacant units with the speed and skill necessary to produce quality units.

SPECIAL TEAM STATISTICS	
Total Housing Units Renovated	49
Total Bldgs. Renovated on Campus	2
Total No. of Additional Repairs by Team	109
Total No. of Hours Worked	21603
Total Unloaded Dollars Labor	$817,526.42
Total Material Cost	$311,269.97

Property Management & Maintenance Services Branch

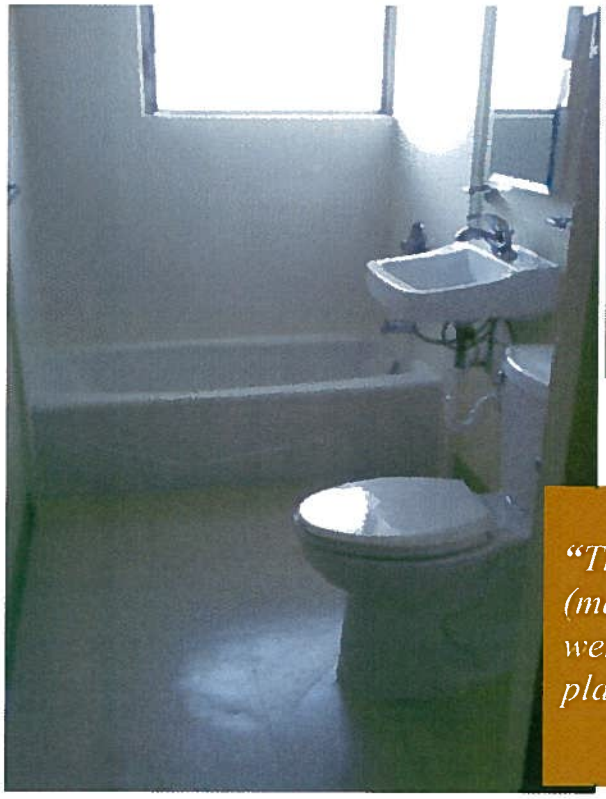
COMMUNITY SAFETY

During the year 2012-2013, the HPHA continued its focus on security and safety issues in public housing. The HPHA worked with Legislators, resident associations, and service providers to improve safety within the public housing communities. Utilizing crime prevention through environmental design features, the HPHA installed additional lighting, erected new security fences, issued resident identification cards, and continued with private security at several properties on Oahu. Security improvements and cooperation by the residents at the public housing properties proved to be a winning combination.

Statistics from the Honolulu Police Department show that crime and criminal activities at Mayor Wright Homes, formerly a Weed & Seed site, has dropped significantly after the implementation of additional security measures in the past fiscal year.

Repairs completed under Act 159 to vacant units in the state.

EXTERIOR AND INTERIOR UNIT RENOVATIONS

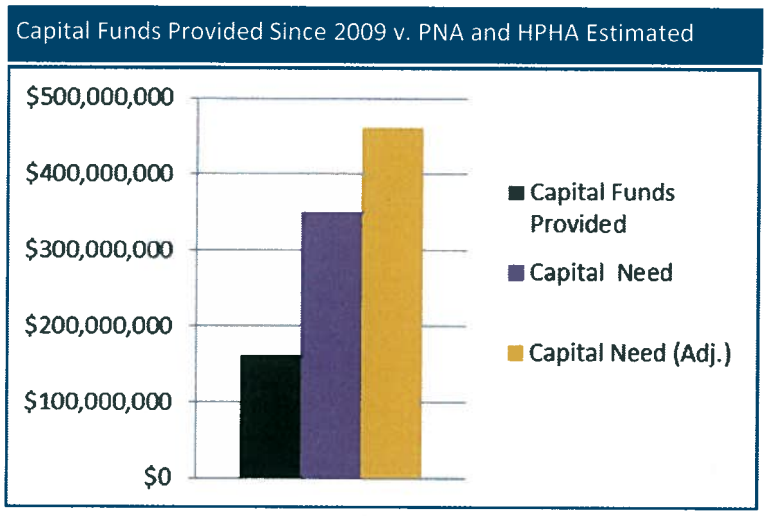


"Thank you so much for sending the (maintenance) workers to fix my unit. They were very professional and did a good job. My place is like new."

-Tenant Mayor Wright Homes

Construction Management Branch

The fiscal year 2012-2013 was a busy year for the HPHA's Construction Management Branch that was faced with 60% staff vacancies and millions of dollars to encumber. During the previous year, the Branch was able to successfully close or convert all large capacity cesspools which fulfilled the terms of the Consent Agreement and Final Order between the HPHA and the U.S. Environmental Protection Agency. The Construction Management Branch was also able to fully expend the $16 Million in Stimulus funds provided by the American Recovery and Reinvestment Act (ARRA) with a clear financial audit of the funds by the U.S. Department of Housing and Urban Development. All Quarterly Federal Reporting for stimulus funds and the Annual Federal Section 3 Report were reported on time.



The HPHA's housing stock still has an extensive capital need that continues to be underfunded by HUD, currently estimated at approximately $0.5 billion, an increase from 2009 estimates of $350 million in capital needs. HPHA intends to request additional State CIP funds this biennium, to address much needed capital repairs. During the year, the HPHA successfully met all capital fund deadlines and instead, often had to wait due to delays caused by other agencies processing the HPHA's requests.

A physical needs assessment was conducted on all 65 Federal and 20 State Public Housing Developments statewide. In addition to the construction projects that were completed and the design and construction contracts they were able to encumber/obligate on time, the Construction Management Branch manages a little over 100 open and on-going design and construction contracts.

Encumbering, obligating and expending all capital improvement funds remains the HPHA's top priority. Additionally, modernizing vacant units for occupancy is given focused attention, particularly those that correct life, health and safety issues and invest in accessibility and accommodation improvements. The HPHA strives to keep its staff trained and apprised of all code and compliance changes. It is working toward developing an interactive tool providing important fixed assets inventory information and maintenance schedule to major building systems to get ahead of maintenance issues that lead to expensive remediation measures.

The HPHA continues its efforts to integrate energy efficiency and green design in all phases of design and construction. As good stewards of Hawaii's scarce resources, the HPHA intends to incorporate these concepts more aggressively as it moves forward with modernization projects throughout the State.

Construction Management Branch

Funding as of June 30, 2013:

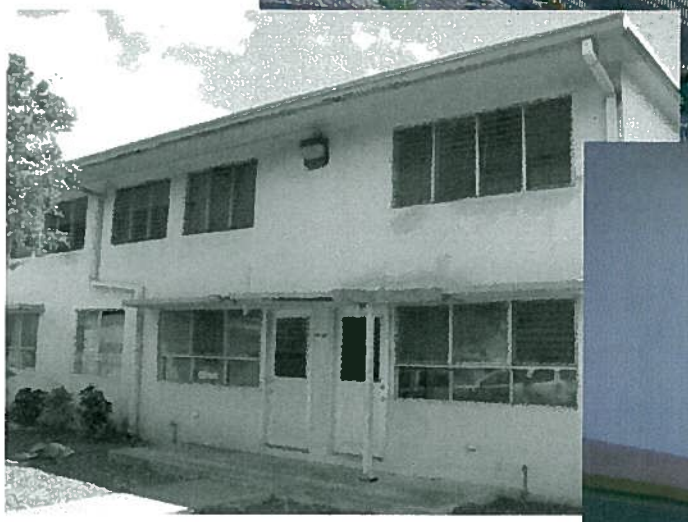
In Contract:
$46,771,853 – Federal funds (Capital Fund Program, CFP)
$56,485,906 – State funds (Capital Improvement Projects, CIP)
$103,257,759 – Total in Contract

Budgeted:
$57,285,440 – Federal CFP funds appropriated and budgeted
$134,728,830 – State CIP funds appropriated and budgeted
$192,014,270 – Total Budgeted

New Contracts in FY 2012-2013:

6 New Consultant Contracts
8 New Construction Contracts
1 In-house Design
14 Total New Contracts (plus 1 in-house design)

$2,935,043 in New Consultant Contracts
$16,067,449 in New Construction Contracts
$19,002,492 Total New Contracts



KUHIO HOMES: Exterior Repairs
Spalling concrete, asbestos abatement, window replacement, repainting funded through State and Federal Capital appropriations.

Construction Management Branch

Summary of Completed Construction Projects for FY 2012-2013:

$1,232,587 in CIP for Design
$1,753,921 in CIP for Construction
$11,335,951 in CFP for Construction
$722,175 in EPA for Construction
$ 15,044,634 Total Construction

WAHIAWA TERRACE: *Before and after photos of renovation work at Wahiawa Terrace which included kitchen and bath repairs. Repairs were funded through State CIP appropriations.*

Completed Construction Projects FY 2012 - 2013

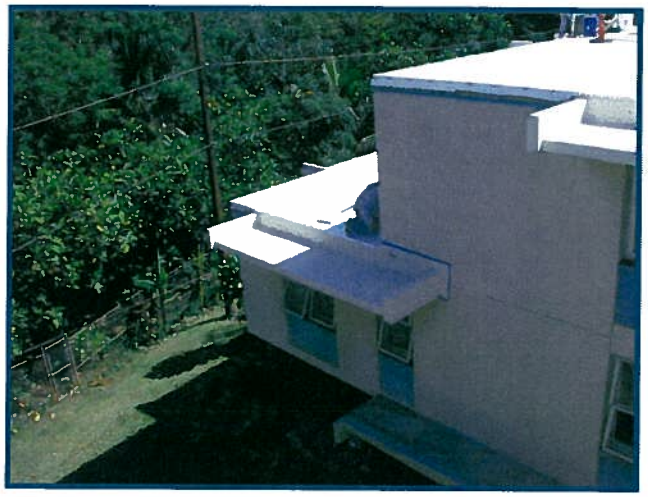
The HPHA has dozens of design and construction contracts that are ongoing. Below are completed projects for the fiscal year.

Kapa`a Type C Vacant Unit;	Des: $13,567 CIP, Const: $90,457 CFP
Kawailehua Site & Bldg;	Des: $510,449 CIP, Const: $2,476,702 CFP, $1,026,732 CIP
Kahekili Terrace Type C Units	Des: *in-house*, Const: $1,023,581 CFP
Noelani I Type C Vacant Units	Des: $38,877 CIP, Const.: $528,725 CFP
Noelani II Type C Vacant Units	Des: $19,438 CIP, Const: $87,135 CFP
Kekaha Ha`aheo LCCC	Des: $172,838 CIP, Const: $909,825 CFP & $722,175 EPA
Ke Kumu Ekolu Type C Units	Des: $38,877 CIP, Const: $157,515 CFP
KPT low rise Type C Vacant Units	Des: $33,953 CIP, Const: $302,579 CFP
Kuhio Homes Type C Vacant Units	Des: $11,318 CIP, Const: $64,657 CFP
Palolo Valley Homes Type C Units	Des: $13,570 CIP, Const. $81,898 CFP
Hale Ho`okipa Type C Vacant Units	Des: $19,438 CIP, Const. $90,752 CFP
Mayor Wright Homes Type C Units	Des: $67,860 CIP, Const: 407,016 CFP
Mayor Wright Homes Re-roof	Des: $54,945 CIP; Const: $715,266 CFP
Wahiawa Terrace Re-roof	Des: $151,979 CIP, Const: $827,999 CFP
Paoakalani Type C Vacant Units	Des: *in-house*, Const: $77,339 CFP
Makua Ali`I Ph.2 Structural Repairs	Des: n/a, Const: $3,128,453 CFP
Kalaheo Homes LCCC	Des: $85,478 CIP, Const: $366,052 CIP
Pu`uwai Momi Type C Units	Des: *in-house/DAGS,* Const: $315,371 CIP

Construction Management Branch

INTERIOR UNIT REPAIRS

EXTERIOR REPAIRS & REROOFING

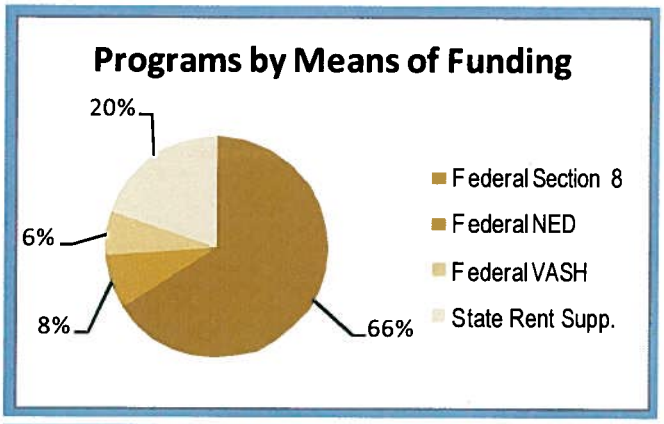


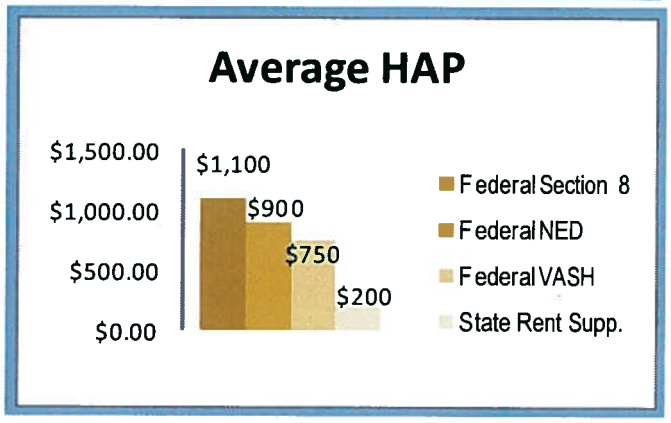
Section 8 Subsidy Programs Branch

FEDERAL AND STATE RENTAL SUBSIDIES. The Hawaii Public Housing Authority manages 7 different types of rental assistance or subsidy programs. Section 8 Housing Choice Voucher (HCV) Program, commonly known as "Section 8", is a HUD program established to provide rental subsidies for standard-quality units that are chosen by the tenant in the private market with assistance given through tenant-based vouchers. It is the largest of the HPHA's rental subsidy programs and is administered on Oahu only. The HPHA also administers Non-elderly Disabled Vouchers, Veteran's Affairs Supportive Housing vouchers, Performance Based contract administration project based vouchers, tenant protection vouchers, and Section 8 project based vouchers. The State of Hawai'i provides the HPHA with limited funding for a similar Rent Supplement program that is administered in the same fashion as the Federal HCV Program and provides shallow rent subsidies for units statewide.

PROGRAM STATISTICS

2,000	HUD Housing Choice Vouchers, Avg. Housing Assistance Payment (HAP) = **$1,100** per month
175	Non-Elderly Disabled Vouchers (NED) Average HAP = **$900 month**
250	Veterans Affairs Supportive Housing (VASH) , Avg. HAP = **$750 month**
217	State Rent Supplement Program Avg. payment of **$200** per household





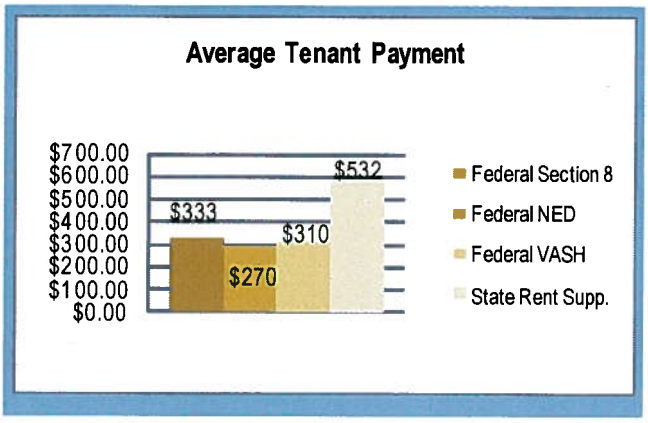
Governor Neil Abercrombie presents Mr. David Webb, FSS Program Graduate, with his escrow check.

FAMILY SELF-SUFFICIENCY PROGRAM

The HPHA administers the Family Self-Sufficiency Program via a contract with the City and County of Honolulu. FSS participants are linked to social services to help them gain economic independence from government assistance. Participants sign a FSS contract which sets out goals for their progress. As part of the program, an interest-bearing FSS escrow account is established by the HPHA for each participating family. As their income grows, the funds are deposited into the escrow account for the family who is eligible to receive the funds at the completion of their contract.

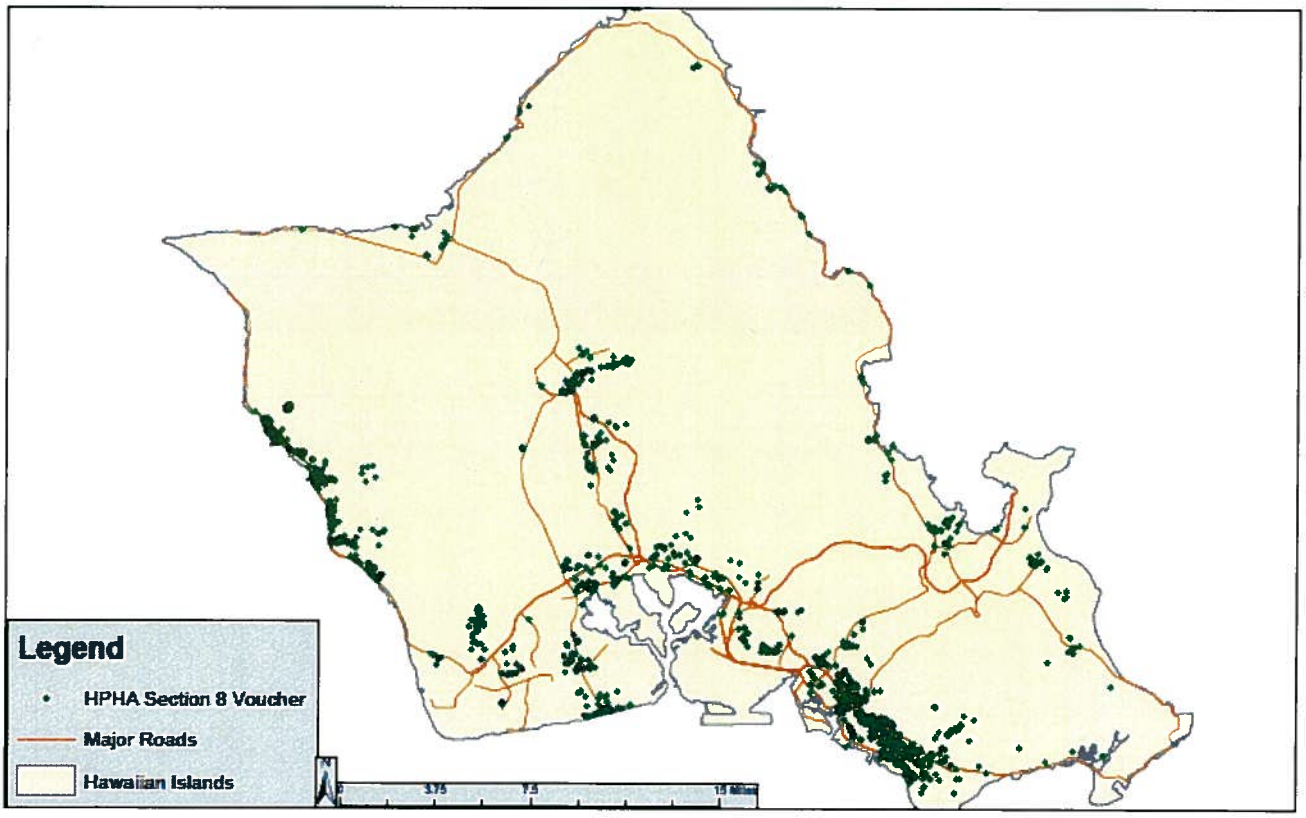
Section 8 Subsidy Programs Branch

Program	Median Income
Federal Section 8	$15,420
Federal NED	$10,884
Federal VASH	$12,252
State Rent Supplement	$13,327
Honolulu AMI	**$86,300**

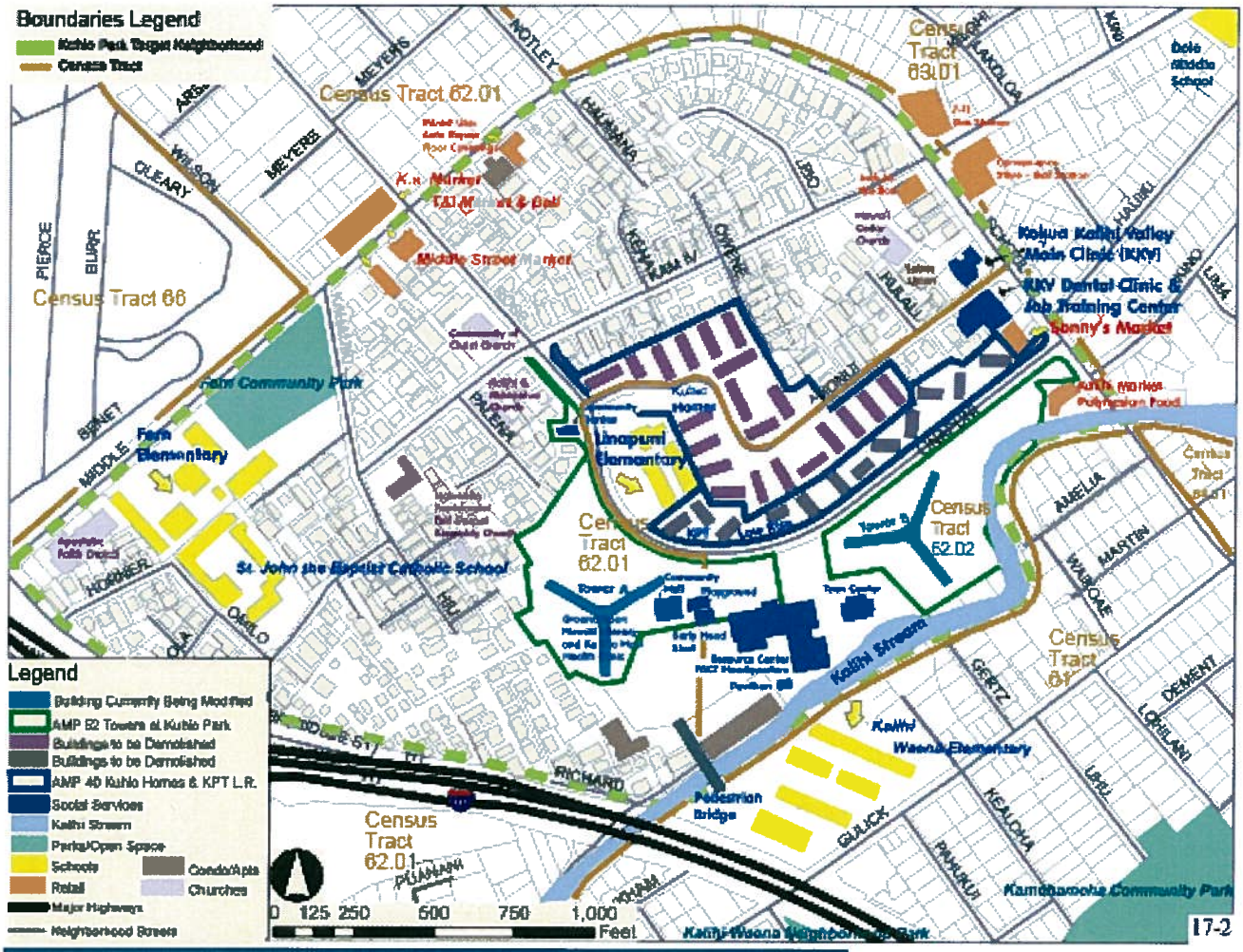


Program	Number of Families	Number of Individuals	Average Family Size
Section 8	1,367	6,099	4.42
NED	175	444	2.69
VASH	250	186	1.39
Total Federal	1,792	6,834	4.07
State Rent Supp.	217	1,462	3.51
Total Recipients	1,961	8,296	3.79

Although the Section 8 waitlist has been closed since 2006, the HPHA began serving waitlist applicants. During the year, the HPHA Board of Directors adopted a policy change to remove waitlist preferences for the Section 8 program. This allowed applications to be processed in an expeditious manner to assist more needy families who were on the brink of homelessness.



Choice Neighborhoods Planning Grant



Neighborhood Map from the HPHA's CNI Planning Grant Application

CHOICE NEIGHBORHOODS is one of the signature programs of the Obama Administration's Neighborhood Revitalization Initiative, which is designed to support holistic strategies that bring public and private partners together to help break the cycle of poverty. In addition to supporting affordable housing, the Choice Neighborhoods grant programs seek to encourage collaboration among housing developers, educators, the criminal justice system, cities, states, and nonprofit organizations to create sustainable, mixed-income neighborhoods with quality housing, high performing schools and safe streets.

The HPHA teamed up with EJP Consulting Group and the Michaels Development Company and successfully applied for and received a Choice Neighborhoods Initiative Planning Grant award for $300,000 from the U.S. Department of Housing and Urban Development for the Kuhio Homes public housing community.

The State Legislature was a key partner in submitting a competitive application: Senate Resolution 38, S.D. 1 was included in the application documenting the state's support; and Act 106, Session Laws of Hawaii 2012 (the State Budget) appropriated $600,000 in CIP funds that fulfilled the 100% match requirement.

Choice Neighborhoods Planning Grant

COMMUNITY PLANNING Throughout the year, meetings were held to gather input from the Kalihi neighborhood and tenants. The Housing, People, Neighborhood and Education Task forces were formed with community stakeholders and monthly meetings have been occurring to develop a robust Transformation Plan to support an application for a $30 Million Implementation Grant.

Community meetings with service providers, tenants, neighbors, educators, legislators and numerous stakeholders form the basis of the transformation plan.

NEEDS ASSESSMENTS The Pacific Resources for Education and Learning completed a comprehensive "Needs Assessment" for the Kuhio Park Low Rises, Kuhio Homes, the Towers of Kuhio Park, and the surrounding neighborhood. This was done to guide the Choice Neighborhoods Initiative team with the future planning of potential improvements that were collected by our tenants through the survey. A number of topics including but not limited to health, education, supportive services, transportation and others will be included in our draft "Transformation Plan" that will be due to the U.S. Department of Housing and Urban Development in April 2014.

For more information: http://www.hpha.hawaii.gov/cni/

OUTLINING OUR VISION The first deliverable was submitted to the U.S. Department of Housing and Urban Development (HUD). The "Annotated Outline" contains information regarding the Kuhio Park neighborhood, the future vision and strategies that were determined with all of the data that we have been collecting over the first half of Choice Neighborhoods Planning Grant Initiative. If you would like to review the "Annotated Outline", you can view it on the HPHA website.

Administrative Functions

COMPLIANCE OFFICE

The Compliance Office provides oversight to ensure that programs and activities operate according to Federal and State requirements, agency policies, fair housing laws and regulations.

During Fiscal Year 2013, the Compliance Office provided Fair Housing, Language Access, Violence against Women's Act (VAWA), Confirmatory Letters, and Reasonable Accommodations training for HPHA staff, private property management contractors, and public housing residents. The Compliance Office processed approximately 408 tenant requests for reasonable accommodations under Section 504 of the Rehabilitation Act and the Fair Housing Act.

There were no new discrimination complaints filed with the Hawaii Civil Rights Commission or the U.S. Department of Housing and Urban Development that required any action by the Hawaii Public Housing Authority. The two outstanding discrimination complaints filed with the Hawaii Civil Rights Commission were closed due to HCRC's decision that there was no basis to the claim.

HEARINGS OFFICE

Act 160, 2012 amended Section 356D-93, Hawaii Revised Statutes, to streamline the eviction process and allow eviction hearings by way of video conference to reduce travel costs to the HPHA.

Chapter 17-2020, Hawaii Administrative Rules, relating to Eviction Practice and Procedure was amended to implement the changes set forth in Act 160, 2012. The proposed Rule changes are awaiting public hearing and once this hearing process is completed the Rule must be adopted by the Governor and certified copies need to be filed with the Lieutenant Governor.

The Hearings Office maintained the required number of board members for quorum for the four (4) Neighbor Island eviction boards (Kauai, Maui, Hilo, and Kona) and three (3) Oahu eviction boards.

MAHALO! The HPHA sends their appreciation to the community volunteers who serve on the Eviction Boards and hear eviction cases in a fair and balanced manner.

Hearings Office Statistics

160	eviction referrals
119	were for rent in arrears
41	were for non rent (criminal or drug cases)
76	families evicted for this period.
78	families were put on conditions or vacated their units willingly.

Administrative Functions

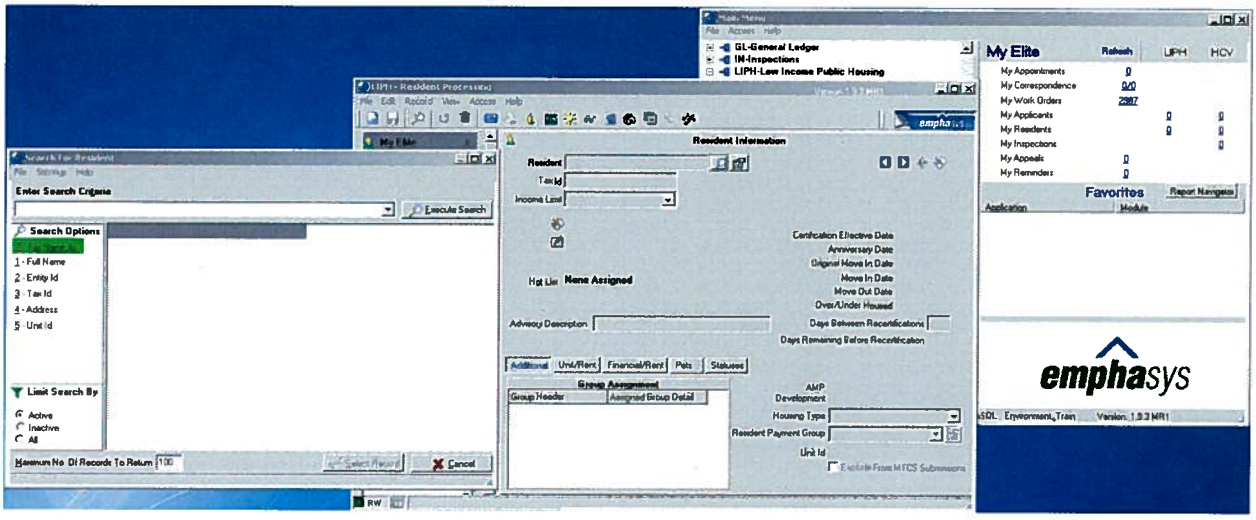
INFORMATION TECHNOLOGY OFFICE

During the past fiscal year, the ITO staff brought the Emphasys Elite Low Income Public Housing and related modules online. Property management staff were set up to use this new Windows based software to manage data on tenants and applicants throughout the State.

Accounts, passwords, and access rights for more than 150 users were assigned in the new system. Training was accomplished with a combination of both onsite and remote instruction and AMP staff are currently using the new software for basic day to day operations.

The Windows interface is more intuitive, and provides a more stable platform than the older DOS system. Additional setup and training will be required in order to bring on additional modules. Inventory, fixed assets, and procurement modules are still in the process of being implemented, based upon HPHA's work processes.

ITO staff is currently in the process of designing dozens of customized reports to supplement those built into the Elite system, to address various staff needs. To date, well over 100 of these customized reports have been created.



During the fiscal year, ITO also configured numerous cellular phones and notebooks with Traveler services to provide better synchronized remote access to Lotus Notes email services to allow key supervisory and management staff to keep constantly informed and accessible during emergencies statewide.

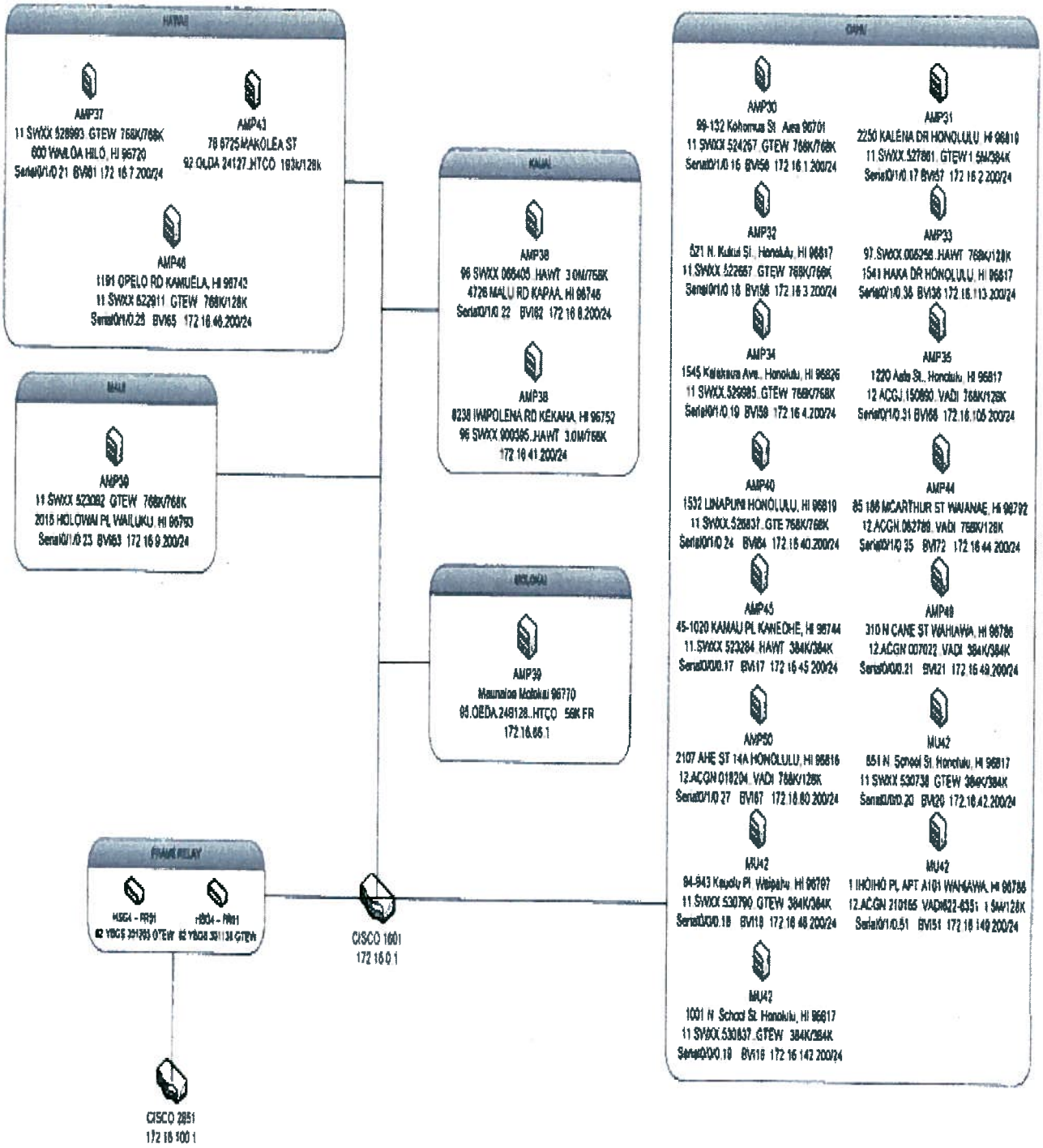
ITO staff also created and maintained a new website for the Choice Neighborhoods Initiative Planning Grant, which can be found at http://www.hpha.hawaii.gov/cni/.

(The main HPHA website is also in the process of being re-designed, in WordPress, and is expected to be released in early next fiscal year.)

Administrative Functions

INFORMATION TECHNOLOGY OFFICE

ITO also worked with Hawaiian Telcom to begin the process of upgrading of the major network lines connecting all AMPs statewide. A total of 26 network lines are scheduled to be upgraded to provide increased bandwidth for faster response time and more reliable data transmissions.



Exempt Employment & Volunteer Report

The HPHA employed 283 Full Time Equivalents in a variety of Civil Service and Exempt capacities statewide as of June 30, 2013. Pursuant to Section 356D-2, HRS, the HPHA provides the following report on the employment of non-civil service positions. All positions are considered critical to agency operations and do not have a civil service equivalent or were hired under Act 159.

HPHA Exempt New Hires – July 1, 2012 – June 30, 2013

Date of Hire	Office/Area	Position Title
11/15/12	CO	Hsg Comp & Eval Spclt
02/13/13	CO	Hsg Comp & Eval Spclt
01/15/13	PEO	Hsg Planner
04/10/13	PO	Hsg Contract Spclt (Goods & Svcs)
12/17/12	CMB/CMS/CMU1	Project Engineer
08/10/12	CMSS	Hsg Welder I
10/04/12	CMSS	Hsg Plumber Helper
11/26/12	CMSS	Hsg Carpenter I
08/27/12	CMSS	Hsg Carpenter I
02/04/13	CMSS	Hsg Electrician I
08/27/12	CMSS	Hsg Plumber I
04/01/13	CMSS	Hsg Plumber I
02/04/13	CMSS	Hsg Bldg Maint Helper
10/04/12	PMMSB/MS/AMP 31	Hsg General Laborer II
02/05/13	PMMSB/MS/AMP 31	Hsg Welder I
08/27/12	PMMSB/MS/AMP 32/33	Hsg Gen Const & Maint Spvr I
08/13/12	PMMSB/MS/AMP 32/33	Hsg Bldg Maint Worker II
10/04/12	PMMSB/MS/AMP 32/33	Hsg Bldg Maint Worker I
08/20/12	PMMSB/MS/AMP 32/33	Hsg Bldg Maint Worker I
12/10/12	PMMSB/MS/AMP 32/33	Hsg General Laborer II
01/02/13	PMMSB/MS/AMP34	Hsg Gen Contr & Maint Spvr I
12/10/12	PMMSB/MS/AMP34	Hsg Painter I
10/16/12	PMMSB/MS/AMP 35	Hsg Bldg Maint Worker I
01/28/13	PMMSB/MS/AMP 35	Hsg Painter I
12/04/12	PMMSB/MS/AMP 37	Hsg Bldg Maint Spvr I
11/14/12	PMMSB/MS/AMP 38	Hsg Bldg Maint Worker II
12/03/12	PMMSB/MS/AMP 38	Hsg Plumber I
04/29/13	PMMSB/RSS	Prop Spclt & Tnt Svc
01/02/13	PMMSB/RSS	Prop Spclt & Tnt Svc
	Total	29

HPHA supervisors Mary Jane Hall-Ramiro and Stephanie Fo interview applicants at a job fair for skilled trade workers.

MAHALO TO THE VOLUNTEERS!

Pursuant to Section 90-5, HRS, the HPHA provides the following report on the use of Volunteers:

Total Number of Volunteers Utilized: Approximately 140

Total No. of Service Hours Logged: Over 1,900 hours

2013 Legislative Acts

In 2013, the following eleven bills that affect the HPHA were enacted, and are currently in the process of being implemented.

Act	Title/Intent	Description
Act 40 (S.B. No. 1112)	Deleting State Public Housing Delinquent Accounts	Authorizes the Hawaii Public Housing Authority to delete delinquent accounts receivable records for state low-income public housing projects that have been delinquent at least ninety days and also authorizes the Hawaii Public Housing Authority to assign delinquent accounts to a collection agency.
Act 76 (S.B. No. 94 HD2 CD1)	Hawaii Interagency Council on Homelessness	Provides for the appointment of a House of Representatives member and a Senate member to serve as alternate members on the Hawaii Interagency Council on Homelessness in the absence of the House and Senate member, respectively. Provides for the appointment of a representative of the Hawaii public housing authority on the Hawaii Interagency Council on Homelessness. Effective upon approval.
Act 145 (H.B. No. 87 SD2 CD1)	Criminal Trespass; Public Housing Project	Broadens the petty misdemeanor crime of criminal trespass in the second degree to include a person who enters or remains unlawfully in or upon the premises of a public housing project or state low-income housing project after a reasonable request or warning to leave by housing authorities or a police officer; provided that no warning or request is necessary when property is closed and signage appropriately placed and using certain letter size provides notification of closure. Effective January 1, 2014
Act 146 (H.B. No. 514 HD2, SD1)	Tax Exemption	Establishes the state income tax and obligations exemption for public housing agencies among the laws governing the Hawaii Public Housing Authority. Effective upon approval.
Act 147 (H.B. No. 888 HD2, SD1, CD1)	Disposition of Abandoned or Seized Property	Establishes a process whereby the Hawaii Public Housing Authority may dispose of abandoned or seized property that it has acquired on state low-income housing projects. Effective July 1, 2013.

2013 Legislative Acts

Act	Title/Intent	Description
Act 148 (S.B. No. 82 SD1, HD2, CD1)	General Powers and Waitlist	Authorizes Hawaii Public Housing Authority to receive, use, and dispose of property and sell real property subject to legislative approval; receive gifted property to benefit public housing residents; and use volunteer services. Directs the Hawaii Public Housing Authority to make available not less than fifty per cent of available federal and state low-income housing units for applicants without preference and up to fifty per cent of available federal and state low-income housing units for applicants with preference. Effective July 1, 2013.
Act 149 (S.B. No. 84 HD2, CD1)	Public Housing Project Definition	Expands the scope of the definition of "public housing project" to include any housing project controlled or managed by the Hawaii Public Housing Authority pursuant to federally assisted housing. Excludes state-owned public housing. Effective upon approval.
Act 150 (S.B. No. 88 SD1, HD2, CD1)	Liquor Prohibitions	Prohibits possessing open liquor containers in the common areas in state and federal public housing projects. Effective upon approval.
Act 151 (S.B. No. 305 SD1, HD1, CD1)	Public Housing Development	Authorizes the Hawaii public housing authority to develop public housing projects. Authorizes the Hawaii public housing authority to develop commercial and industrial properties and sell or lease other properties in connection with the development of public housing dwelling units. Effective July 1, 2013.
Act 152 (S.B. No. 1118 SD1, HD1, CD1)	HPHA Personnel	Authorizes the Hawaii Public Housing Authority (HPHA) Board of Directors to set the salaries, not to exceed the Governor's salary, of the HPHA executive director, executive assistant, chief financial management advisor, property management branch chief, chief planner, and redevelopment officer. Effective upon approval.

2013 Legislative Acts

Act	Title/Intent	Description
Act 223 (H.B. No. 536 HD1, SD2, CD1)	HPHA Home Ownership; Eligibility	Clarifies preference in state low-income housing for disabled veterans. Authorizes the Hawaii Public Housing Authority to disqualify any applicant or tenant from state low-income housing if the applicant, tenant, or a household member owns or acquires a home within the State. Effective upon approval.

2014 Legislative Proposals

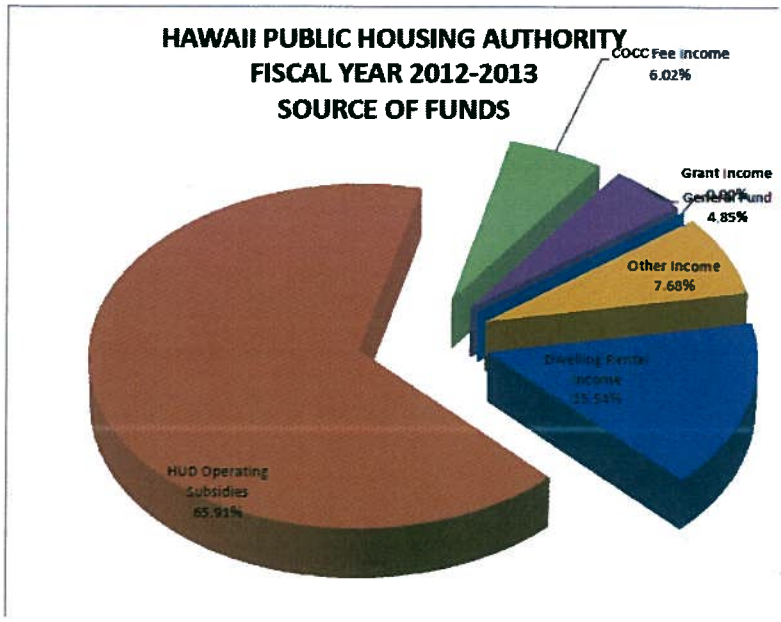
Looking forward, the HPHA tentatively intends to pursue the following legislative proposal in 2014 to further improve and streamline its operations to better serve its tenants and program applicants. This portion of the report is required under Section 356D-20(3)(B), Hawaii Revised Statutes.

Title / Intent	Bill Purpose	DHS No.
Section 8 Housing Choice Voucher Non-Inheritance Bill	To prevent the passing of a Section 8 Housing Choice Voucher from the original household signers and circumventing the waitlist process, with exemptions for minor children in the event of the death of their parents.	HMS-12

HPHA continues its modernization of public housing communities with the full support of the Legislature, the Governor's Administration, and the federal government.

Financial Data and Auditor's Report

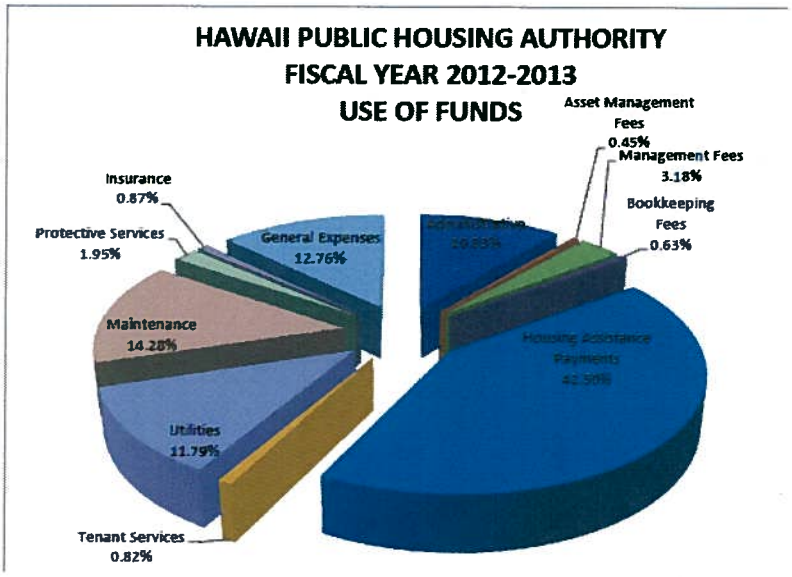
	Total Revenues	Total Expenses	Surplus/Deficit
Actual	$104,621,427	$115,379,303	$10,757,876
Budget	$112,085,793	$122,123,680	$10,037,887



The HPHA's Fiscal Management Office oversees all budgeting and accounting needs of the housing authority. Due to the complexities of managing state and federal funds across both general and proprietary funding sources, the HPHA sought assistance from the Legislature and the Governor to provide for a competitive salary for a Chief Financial Management Advisor. Under Act 152, 2013, the HPHA was granted authority to set the salaries of key supervisory staff, which included the Chief Financial Management Advisor.

While the HPHA is administratively attached to DHS, the HPHA is a full-service agency with a full staff of back office services.

[§356D-2] Hawaii public housing authority; establishment, staff.
(a) There is established the Hawaii public housing authority to be placed within the department of human services for administrative purposes only. The authority shall be a public body and a body corporate and politic.



The above financial data is subject to audited year end adjustments.

The most recent financial and audit information is available on the HPHA website:

http://www.hpha.hawaii.gov/reportsstudies/index.htm

Federal and State Public Housing Properties

OAHU PROPERTIES

PROPERTY NAME	ADDRESS	CITY	ZIP	TOTAL UNITS	DATE OF INITIAL OCCUPANCY
Asset Management Project 30					
Puuwai Momi	99-132 Kohomua St.	Aiea	96701	260	07/15/69
Hale Laulima	1184 Waimano Home Rd.	Pearl City	96782	36	03/24/81
Salt Lake	2907 Ala Ilima St.	Honolulu	96818	28	06/25/82
Waipahu I	94-111 Pupuole St.	Waipahu	96797	19	04/20/70
Waipahu II	94-132 Pupupuhi St.	Waipahu	96797	20	01/05/70
Asset Management Project 31					
Kalihi Valley Homes	2250 Kalena Dr.	Honolulu	96819	373	08/25/53
Hauiki Homes	Meyers St.	Honolulu	96819	46	06/09/64
Puahala Homes I	Ahiahi Pl. & Hala Dr.	Honolulu	96817	28	04/19/52
Puahala Homes II	Ahiahi Pl.	Honolulu	96817	20	04/19/52
Puahala Homes III	Ahiahi Pl.	Honolulu	96817	40	07/15/59
Puahala Homes IV	School St. & Lanakila Ave.	Honolulu	96817	40	07/15/59
Asset Management Project 32					
Mayor Wright Homes	521 N. Kukui St	Honolulu	96817	364	10/27/52
Asset Management Project 33					
Kaahumanu Homes	Alokele & Kaiwiula St	Honolulu	96817	152	10/26/58
Kamehameha Homes	1541 Haka Dr.	Honolulu	96817	221	08/26/97
Asset Management Project 34					
Kalakaua Homes	1545 Kalakaua Ave.	Honolulu	96826	221	12/05/83
Makua Alii (E)	1541 Kalakaua Ave.	Honolulu	96826	211	12/06/67
Paoakalani (E)	1583 Kalakaua Ave.	Honolulu	96826	151	12/21/70
Asset Management Project 35					
Punchbowl Homes (E)	730 Captain Cooke Ave.	Honolulu	96813	156	12/27/60
Kalanihuia (E)	1220 Aala St.	Honolulu	96817	151	01/16/69
Makamae (E)	21 S. Kuakini St.	Honolulu	96813	124	06/08/71
Spencer House	1035 Spencer St.	Honolulu	96822	17	11/16/86
Pumehana (E)	1212 Kinau St.	Honolulu	96814	139	04/04/72
Asset Management Project 40					
Kuhio Homes	Ahonui St.	Honolulu	96819	134	11/16/53
Oahu Management Unit 42					
Hale Po'ai (E)	1001 N. School St.	Honolulu	96817	206	06/01/89
La'iola (E)	1 & 15 Ihoiho Pl.	Wahiawa	96786	108	10/01/91
Kamalu (E)	94-941 Kau'olu Pl.	Waipahu	96797	109	12/01/93
Ho'olulu (E)	94-943 Kau'olu Pl.	Waipahu	96797	112	02/02/95

Federal and State Public Housing Properties

OAHU PROPERTIES

Asset Management Project 44					
Waimaha-Sunflower	85-186 McArthur St.	Waianae	96792	130	07/01/80
Kau'iokalani	85-658 Farrington Hwy.	Waianae	96792	50	07/26/95
Maili I	Maliona St.	Waianae	96792	20	01/28/69
Maili II	Keliikipi St.	Waianae	96792	24	11/12/99
Nanakuli Homes	Lualei Pl. & Farrington Hwy.	Waianae	96792	36	11/24/69
Asset Management Project 45					
Koolau Village	45-1027 Kamau Pl.	Kaneohe	96744	80	11/05/69
Hookipa Kahaluu	47-330 Ahuimanu Rd.	Kaneohe	96744	56	08/18/83
Kaneohe Apartments	45-507 & 45-513 Pahia Rd.	Kaneohe	96744	24	04/19/84
Kauhale O'hana	41-1260 Kalanianaole Hwy.	Waimanalo	96795	25	04/06/95
Waimanalo Homes	Humuniki St. & Humuna Pl.	Waimanalo	96795	19	05/02/01
Waimanalo Homes II	Humuniki St. & Humuna Pl.	Waimanalo	96795	22	05/02/01
Asset Management Project 49					
Kauhale Nani	310 North Cane St.	Wahiawa	96786	50	07/10/80
Wahiawa Terrace	337 Palm St.	Wahiawa	96786	60	10/01/66
Kupuna Home O'Waialua (E)	67-088 Goodale Ave.	Waialua	96791	40	02/01/77
Asset Management Project 50					
Palolo Valley Homes	2107 Ahe Street	Honolulu	96816	118	06/30/57
Asset Management Project 52					
Kuhio Park Terrace	1475 Linapuni St.	Honolulu	96819	614	02/02/65

HAWAII PROPERTIES

NAME	ADDRESS	CITY	ZIP	TOTAL UNITS	DATE OF INITIAL OCCUPANCY
Asset Management Project 37 (East Hawaii)					
Lanakila Homes I	600 Wailoa St	Hilo	96720	78	02/29/00
Lanakila Homes II	600 Wailoa St.	Hilo	96720	44	02/29/00
Lanakila Homes III	600 Wailoa St.	Hilo	96720	20	09/14/62
Lanakila Homes IV	600 Wailoa St.	Hilo	96720	48	04/26/05
Hale Aloha O Puna (E)	16-189 Pili Mua St.	Keaau	96749	30	11/08/77
Hale Olaloa (E)	144 Kamana St.	Hilo	96720	50	07/08/76
Kauhale O'Hanakahi	19 Pamala St.	Hilo	96720	20	02/28/97
Lokahi	Lokahi Circle	Hilo	96720	30	05/01/62

Federal and State Public Housing Properties

HAWAII PROPERTIES

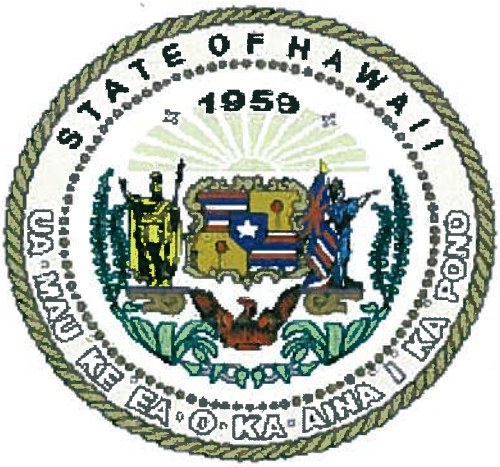
Ka Hale Kahaluu	78-6725 Makolea St.	Kailua-Kona	96740	50	08/13/81
Hale Hookipa (E)	81-1038 Nani Kupuna Place	Kealakekua	96750	32	06/01/76
Kaimalino	74-5060 Kealakaa St.	Kailua-Kona	96740	40	06/28/71
Kealakehe	74-991 Manawale'a St.	Kailua-Kona	96740	48	08/28/85
Nani Olu (E)	81-1011 Nani Kupuna Place	Kealakekua	96750	32	08/31/81
Asset Management Project 46 (North Hawaii)					
Noelani II	65-1191 Opelo Rd.	Kamuela	96743	24	11/07/88
Hale Hauoli (E)	45-540 Koniaka Pl.	Honokaa	96727	40	03/04/70
Ke Kumu 'Ekolu	68-3385 Ke Kumu Pl.	Waikoloa	96738	20	02/28/97
Ke Kumu Elua	68-3367 Ke Kumu Pl.	Waikoloa	96738	26	10/22/95
Noelani I	65-1189 Opelo Rd.	Kamuela	96743	19	04/15/83

KAUAI PROPERTIES

NAME	ADDRESS	CITY	ZIP	TOTAL UNITS	DATE OF INITIAL OCCUPANCY
Asset Management Project 38 (Kauai)					
Kapaa	4726 Malu Rd.	Kapaa	96746	36	07/19/66
Hale Hoolulu (E)	4264 Ala Muku Pl.	Kilauea	96754	12	04/02/74
Hale Nana Kai O Kea (E)	4850 Kawaihau Rd.	Kapaa	96746	38	10/15/77
Hui O Hanamaulu	Laukona St.	Hanamaulu	96715	46	05/18/66
Kalaheo	Puu Rd.	Kalaheo	96741	8	04/03/67
Kawailehua -State	5220 Paanau Rd.	Koloa	96756	26	11/23/93
Kekaha Ha'aheo	8238 Iwipolena Rd.	Kekaha	96752	78	10/12/82
Eleele Homes	Ahe St.	Eleele	96705	24	06/17/66
Hale Hoonanea (E) (Port Allen)	4401 Waialo Rd.	Eleele	96705	40	07/06/76
Home Nani (E)	Moana & Laau Rd.	Waimea	96796	14	07/07/70

MAUI / MOLOKAI PROPERTIES

NAME	ADDRESS	CITY	ZIP	TOTAL UNITS	DATE OF INITIAL OCCUPANCY
Asset Management Project 39 (Maui / Molokai)					
Kahekili Terrace [a & b]	2015 Holowai Pl..	Wailuku	96793	82	05/01/66
David Malo Circle	Mill St	Lahaina	96761	18	06/01/66
Makani Kai Hale	35 Koapaka Ln.	Waiehu	96793	25	09/11/95
Piilani Homes (E)	1028 Wainee St.	Lahaina	96761	42	08/17/70
Makani Kai Hale II	35 Koapaka Ln.	Waiehu	96793	4	05/01/98
Kahale Mua - Federal	P.O. Box 30	Maunaloa	96770	25	12/10/93
Kahale Mua - State	Maunaloa, Molokai	Maunaloa	96770	32	04/11/92



Hawaii Public Housing Authority
1002 North School Street
Honolulu, Hawaii 96817
(808) 832-4692
www.hpha.hawaii.gov

Approved by the Executive Director
December 19, 2013

FOR ACTION

MOTION: To Authorize the Hawaii Public Housing Authority (HPHA) to Hold Public Hearings on the Draft Five-Year and Annual Public Housing Agency Plan for Fiscal Years 2014 – 2019

I. FACTS

A. The Five Year and Annual Public Housing Agency (PHA) Plan 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 (HCV) 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 HCV assistance monies.

B. The Five Year and Annual Plan for Fiscal Years 2014 – 2019 states the mission of serving the needs of low-income and very low-income families, and sets out the goals, objectives and policy changes of the HPHA for a five-year period.

C. A public hearing on the draft PHA 5-Year and Annual Plan is required under the 24 Code of Federal Regulations, Part 903.17. Public notice of the hearing must be published in newspapers of general circulation at least 45 days prior to the public hearing.

D. The HPHA must electronically submit the plan and required attachments in the HUD-specified format no later than April 17, 2014, for review and subsequent approval by the local Honolulu HUD Office.

II. DISCUSSION

A. The HPHA's Five Year and Annual PHA Plan for Fiscal Years 2014-2019 has several new goals and objectives, as well as changes to HPHA policies.

B. For the HPHA's Five Year and Annual PHA Plan for Fiscal Years 2014-2019, meetings started with the Resident Advisory Board (RAB) members on a

monthly basis in September 2013. RAB members and the HPHA staff discussed progress over the past five years and additions and changes to the plan. The RAB will provide preliminary comments and recommendations, and the HPHA will respond to those recommendations. Discussion will continue at the January meeting.

C. In order to meet the April 17, 2014 deadline for submitting the final plan to HUD, the following schedule has been established:

Action	Timeframe
Input From RAB (Monthly Meetings)	September 2013 – February 2014
Board – "For Action" (set Public Hearing)	December 19, 2013
Publish Hearing Notice (45 Day Notice)	December 20 – 27, 2014
Public Hearing	Between February 17-28, 2014
Finalize Plan	March 3 – March 14, 2014
Board – "For Action" (To Approve Plan)	March 20, 2014
Transmit Approved PHA Plans to HUD	March 24, 2014
HUD Final Deadline	April 17, 2014

D. Information regarding the draft PHA Plan and the public hearings will be sent to all RAB members, Resident Associations and Asset Management Project (AMP) managers, and will be included in the January monthly rent billing statement mailed to all public housing households.

E. To notify the public of the public hearings, notices will be published in the Honolulu Star-Advertiser, The Garden Island (Kauai), The Maui News, West Hawaii Today (Kailua-Kona), and the Hawaii Tribune Herald (Hilo) upon Board approval.

F. The draft Five Year and Annual PHA Plan for Fiscal Years 2014-2019 and required attachments are provided in this packet for review.

III. RECOMMENDATION

That the HPHA Board of Directors Authorize the Hawaii Public Housing Authority (HPHA) to Hold Public Hearings on the Draft Five-Year and Annual Public Housing Agency Plan for Fiscal Years 2014 – 2019

Attachment A: Draft PHA 5-Year and Annual Plan for Fiscal Years 2014-2019.

Prepared by: Benjamin Park, Planner BP

Approved on the date set forth above
By the HPHA Board of Directors

David Glerlach
Chairperson

1. HA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011

1.0 PHA Information

PHA Name: Hawaii Public Housing Authority PHA Code: HI001

PHA Type: ☐ Small ☐ High Performing ☒ Standard ☐ HCV (Section 8)

PHA Fiscal Year Beginning: (MM/YYYY): 07/2013

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)

Number of Public Housing Units: 5,332 Number of Housing Choice Voucher units: 3,420

3.0 Submission Type

☒ 5-Year and Annual Plan ☐ Annual Plan Only ☐ 5-Year Plan Only

4.0 PHA Consortia ☐ 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:					

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 Mission.

The Hawaii Public Housing Authority (HPHA) is committed to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

5.2 Goals and Objectives.

A. Expand the supply of assisted housing:
1. Apply for and lease up additional rental vouchers if available.
2. 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 public/private partnerships in the redevelopment for all properties.
4. Assess the feasibility of acquiring or developing more properties to create additional housing opportunities on all islands.
5. Pursue inclusion in rental assistance demonstration (RAD) for select public housing properties to convert to the housing choice voucher program.
6. Pursue VASH development opportunities and additional funding.

B. Improve the quality of assisted housing:
1. Improve public housing management: (PHAS score)
   - PHAS Physical Condition (REAC) – Achieving an above average score of 75 out of 100 points for each property.
   - PHAS Financial Condition – Maintain rent collection rate of 95% or better at all properties.
   - 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); Form Processing: Complete all forms in an expeditious manner.
   - Continue to implement upgrades of PHA computer software to increase the efficiency of programs agency-wide.
   - Continue to improve the tenant rent collection system through timely evictions for non-payment of rents.
2. Improve voucher management: (SEMAP score)
   - Maintain "High Performer" status.
   - Maintain lease-up to 95% of budget utilization.
   - Maintain an effective reporting system to improve operational efficiency.
   - Continue to develop relationships with more partners in the recruitment and retention of landlords.
   - Increase efforts to lease up VASH vouchers for qualifying veterans by pursuing operational efficiencies.
3. Increase customer satisfaction:
   - Automate more functions to provide increased quality of service such as web-based applications, increase web capabilities, and interactive voice response systems.
4. Concentrate on efforts to improve specific management functions:
   - Revise and implement plan to have Tenant Monitors or other resident participation programs to address issues when managers are not available.
5. Continue to 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, study the feasibility of utilizing public/ private partnerships for the redevelopment of public housing and pursue mixed finance redevelopment opportunities with various HUD programs such as RAD and CNI.
9. Continue to refer criminal cases to the eviction board in an expeditious manner to maintain the health and safety of the public housing community.

5.2 Goals and Objectives (continued)

C. Increase assisted housing choices:
1. Conduct outreach efforts to potential voucher landlords.
2. Provide Section 8 voucher mobility counseling.
3. Assess voucher payment standards.
4. Maintain voucher homeownership program.
5. Maintain public housing or other homeownership programs.
6. Utilize Geographical Wait Lists.
7. Pursue designated housing for elderly-only project(s).

D. Provide an improved living environment:
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, such as increased lighting, resident identification cards, utilizing after hour quiet time, crime prevention through environmental design features.
4. Designate developments or buildings for particular resident groups (e.g., elderly or persons with disabilities) and/or pursue designated housing under HUD's definition of designated housing
5. Pursuing a due process determination from HUD to expedite criminal activity cases that involve assault, terroristic threatening, firearms, dangerous weapons, harassment, kidnapping, sexual assault, extortion, forgery, burglary, unauthorized entry into a dwelling, unauthorized entry into a motor vehicle, criminal property damage, criminal trespass on HPHA property, disorderly conduct, child pornography, and consuming liquor on HPHA property, which is considered as reasonably likely to adversely affect the health, safety, right to peaceful enjoyment of the premises by other tenants, the HPHA and its staff.
6. Installing adaptable design elements to allow elderly tenants to age in place.
7. De-Concentration Summary reveals 1 AMP site is below the 85% threshold and 1 AMP site is above 115% threshold. Applicants will be placed accordingly.
8. With a public/private partnership and Master Development agreement with Michaels Development, income mixing is present at Kuhio Park Terrace.

E. Promote self-sufficiency and asset development of assisted households:
1. Increase the number and percentage of employed persons in assisted families by conducting annual activities such as job fairs and job training events.
2. Engage supportive service providers to improve assistance recipients' employability.
3. Engage supportive service providers to increase independence for the elderly or families with disabilities by continually attracting and providing supportive services.
4. Provide measures and opportunities to increase the income of residents to complement de-concentration and income targeting.
5. Improve Section 3 plan to expand resident employment opportunities.

F. Ensure equal opportunity and affirmatively further fair housing:
1. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sexual orientation, gender identity, marital status, 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, ancestry, national origin, age, sex, sexual orientation, gender identity, marital status, familial status, HIV/AIDS infection 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. Maintain the Limited English Proficiency (LEP) plan for applicants and residents of public housing and Section 8 programs.

5.2 Goals and Objectives (continued)

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 2015.

G. Improve the housing delivery system through cost-effective management of federal government programs and resources:

1. Implement project based accounting and management for federal public housing.
2. Improve the tenant rent collection system by updating policies and procedures, timely evictions for non-payment of rents, and timely write offs.
3. Implement energy efficient cost saving measures in all properties.
4. Work with the University of Hawaii including but not limited to the development of a database system to inventory all properties.
5. Study the feasibility of creating energy farms to generate power for all properties.
6. Pursue prosecution for criminal property damage.
7. Continue to automate major operation components of the PHA computer software such as work order processing and tracking, materials, inventory, and fixed assets to improve the efficiency and accuracy of financial accounting and reporting.
8. Continue to upgrade the computer network infrastructure with faster, more reliable, and redundant connections to increase overall productivity.
9. Upgrade computers and servers with newer models to provide faster response time for users, and standardize all versions of office software.
10. Implement a content management system for more efficient retrieval of documents stored electronically on the HPHA network.
11. Acquire video conferencing equipment to further better communication between all HPHA properties on all islands.
12. Make available not less than fifty per cent of available federal and state low-income housing units for applicants without preference and up to fifty per cent of available federal and state low-income housing units for applicants with preference as mandated by ACT148 – 2013.
13. Adopt proposed Hawaii Administrative Rule (HAR) revisions to prohibit smoking in public housing, and provide tenants with revised lease addenda outlining enforcement strategies for the "No Smoking" policy.
14. Adopt changes to Admissions and Continued Occupancy Policy for the Federally Assisted Low-income Public Housing program to ensure compliance with HUD regulations and policies.
15. Work with any and all departments and agencies to combat the community goal of homelessness.

H. Evaluate the current administration of HPHA's Section 8 Housing Choice Voucher Program (Due to the recent change in funding levels for the Section 8 HCV Program by HUD, HPHA will be exploring options to maximize the number of voucher participants within the current HUD funding level):

1. Increase the current number of active vouchers by leveraging HPHA's "High Performer" status to participate in any current or future HUD programs and/or create and implement new programs in conjunction with the local HUD office.
2. Maintaining current subsidy amounts and not open the wait list until HUD funding is increased.

I. 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.

6.0a **PHA Plan Update**

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

- Capital improvements: The HPHA will look into the feasibility of pursuing mixed finance and project based redevelopment projects and create public/private partnerships by utilizing various HUD programs including but not limited to Rental Assistance Demonstration and Choice Neighborhood Initiative, and will utilize various financing tools to rehabilitate federal and state low-income housing properties and pursue any and all means of financing including but not limited to federal grants, state appropriations and low-income housing tax credits.

- Economic Self-Sufficiency:
  1. Evaluate the need and the feasibility of the HUD "Step Up" program to provide jobs and job training opportunities on HUD-assisted construction projects to residents of public housing and other low-income people.
  2. Pursue grant opportunities to fund self-sufficiency coordinator positions through HUD grants.

- Housing Choice Voucher Administrative Plan and Admissions and Continued Occupancy Policy (ACOP):
  1. Update occupancy guidelines to allow two people per living space, and single person families shall be allocated a studio. (ACOP pg. 5-1 and Section 8 Admin Plan pg. 5-12)
  2. Update policy on additions to the household after admission into the Housing Choice Voucher program to deny additions of an additional family consisting of more than one member to the Housing Choice Voucher except by birth, adoption, or court-awarded custody, or marriage, when the addition would increase the subsidy to the family. (Section 8 Admin Plan pg. 9-4)
  3. Adopt policy on changes to household composition when a family member who is 18 and over remove themselves from the household; and to establish the following policies when such family members seek readmission to the household:
     A. They are prohibited from readmission to the household.
     B. They are required to apply as new applicants for placement on the waitlist.
     C. The HPHA may consider medical hardship or other extenuating circumstances, and if determined necessary as a reasonable accommodation, may allow such family members to be added to the household as a live-in-aide (Section 8 Admin Plan pg. 9-4)
  4. Adopt policy regarding remaining members of assisted tenant families to allow only the original household members at the time of voucher issuance to retain the voucher where other members of the family have left the unit; and to provide for the return of the voucher to the HPHA once all original household members are no longer in the household; and to provide an exception for families where the original parents in the household are survived by minors who were subsequently added to the household, until the minors reach a certain age (e.g., 21 years of age). (Section 8 Admin Plan)
  5. Close the Palolo Project Based Voucher wait list except for four bedroom units.
  6. Adopt a policy to implement a lottery system to randomly choose families (excluding the elderly, disabled, and victims of domestic violence) to terminate from the Housing Choice Voucher Program if the HPHA must terminate Housing Assistance Payments contracts due to insufficient funding. (Section 8 Admin Plan pg. 12-6 and 12-7)
  7. In determining income from assets for purposes of eligibility and subsidy determination in the Public Housing program and the Section 8 program, update the policy determining the value of a checking account to be consistent with the policy determining the value of a savings account, by using the current balance, instead of average monthly balance for the last six months, to reduce administrative burden and excessive paperwork and added expense for the applicant.
  8. In determining the amount of allowances for purposes of rent and subsidy determination in the Housing Choice Voucher program, establish policy to cap the amount of child care expenses that can be claimed at the amount of the lower wage earned by working family members, unless the child care expenses incurred is obviously to enable another family member with higher wages to work.

6.0b PHA Plan Update (continued)

9. Enter into a cooperative agreement with the State Department of Human Services and the State Department of Health to exchange program and client information to streamline operations and to combat fraud in the public housing and the Section 8 programs.

10. In the Housing Choice Voucher program, update policy regarding the designation of the head of household, spouse, and co-head of the family in the event of marriage of the head or co-head individuals who may not be related by blood, marriage, adoption, or other operation of law, subsequent to admission to the program, to clarify as follows:
    A. If the head marries, head's spouse automatically replaces original co-head as spouse. The original co-head automatically becomes an authorized family member.
    B. If the co-head marries, as a family can only have a spouse or co-head, but not both, the family determines whether the co-head's spouse will become the head of household, or an authorized household member. (Check with Phineas Consulting for proper wording and citations.)
11. Adopt policy requiring live-in aides to establish legal residency in the United States to receive subsidy for an additional bedroom in the Section 8 program, and to occupy an additional bedroom in the public housing program. (Compliance Office to check on regulatory authority)
12. Adopt policy in the Section 8 program to determine which household will include a minor's unearned income into the household's income, in determining unit size, and eligible deductions where two households in the assisted housing programs share custody of minors.
13. Adopt revisions to the Section 8 policy in shortening the length of time for a temporary absence from, other than students and foster care.
14. Update the Admissions and Continued Occupancy Policy to revise the "one-strike" admissions and termination policy to conform to the HUD Screening and Eviction Final Rule.
15. Extend the length of time an applicant may be denied admissions after drug-related criminal activity or convictions over the minimum of 3 years as required by the HUD regulations.
16. Update the Admissions and Continued Occupancy Policy to implement the requirements of Act 148, Session Laws of Hawaii 2013, restricting the number of available units that may be for applicants with preferences, and eliminating the elderly and disabled singles preference, which is considered obsolete.

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

The PHA Plan and all supporting documents are available on the internet: www.hpha.hawaii.gov/

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

7.0

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
3. ACOP Chapter 4
4. Statement of Financial Resources
5. Rent Determination policy: ACOP Chapter 6
6. Operation and Management
7. Grievance Procedures: ACOP Chapter 13
8. Designated Housing for Elderly and Disabled Families
9. Community Service and Self-Sufficiency
10. Safety and Crime Prevention
11. Pets Policy: ACOP Chapter 10
12. Civil Rights Certification
13. Fiscal Year Audit
14. Asset Management
15. Violence Against Women Act (VAWA) activities

The Housing Choice Voucher (Section 8) Administrative Plan and the Hawaii Administrative Rules § 17-2000, et. al., governing the HPHA's federal housing programs, as well as any amendments thereto, are available at the HPHA School Street location, Bldg. E, and on the HPHA's website. They are hereby incorporated by reference.

Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.

- **Mayor Wright Homes Redevelopment**
  HPHA is planning a Request for Qualifications or Request for Information or Request for Proposals for a developer/partner to complete a mixed income/mixed finance/mixed use-redevelopment project at Mayor Wright Homes in the near future, and the inclusion of mixed uses pursuant to ACT 90, SLH 2011.

- **Kuhio Park Terrace, Kuhio Homes and Kuhio Park Terrace Low-Rise Redevelopment**
  HPHA received a $300,000 Choice Neighborhoods Initiative (CNI) planning grant in 2012 and is developing a comprehensive Transformation Plan with input from community members, stakeholders and partners to revitalize the Kuhio Park Terrace, Kuhio Homes, Kuhio Park Terrace Low-Rise and Kalihi neighborhood area. The HPHA will explore options to either seek a Choice Neighborhoods Initiative (CNI) implementation grant and invest into realizing a future Transformation Plan due to HUD in October 2014, or progress through the approved redevelopment plan for the community which involves the construction of new mid/high-rise dwelling structures for low-income family and elderly public housing tenants, and the inclusion of mixed uses pursuant to Act 90, SLH 2011.

7.0

- **Mixed Finance Redevelopment**
  HPHA will evaluate and identify additional properties, on all islands, in its portfolio that have potential for public-private, mixed finance, mixed income redevelopment opportunities through Section 18 of the Housing Act of 1937 and various HUD programs including but not limited to the Rental Assistance Demonstration program, Choice Neighborhoods Initiative, VASH and any other federal, state, or local source such as the issuance of PHA bonds pursuant to Chapter 356D, Hawaii Revised Statutes.

- **Homeownership Programs:**
  1. Waimanalo Homes (HI10P001025) approved 1/10/2000; 28 units affected. Only 9 residents qualified to purchase units, and the period for application is closed. HPHA will investigate the possibility of reopening this program and committing Section 8 vouchers through SHOP.

  2. HPHA will research opportunities to increase home ownership for residents of public housing. Programs in other jurisdictions are being reviewed and HPHA plans to hold information sessions with residents and the community in general.

Project-based Vouchers.

1. HPHA plans to evaluate the property inventory for potential sites that might benefit from the use of project-based vouchers in addition to the properties listed below. The agency will also evaluate potential application for participation in the new HUD Rental Assistance Demonstration program.

2. 150 Project-based vouchers are part of the Kuhio Park Terrace Towers redevelopment, and the HPHA will be looking to add additional Project-based vouchers for the Kuhio Homes and Kuhio Park Terrace Low-Rise redevelopment. (HPHA is seeking additional replacement housing vouchers for public housing units that will be temporarily removed from inventory while the Kuhio Homes and Kuhio Park Terrace Low-Rise are redeveloped. Those units will be restored in future phases when redevelopment has been completed.)

3. 305 units at Palolo Homes I and II. The Palolo Homes I and II site-based waiting list shall be closed by the Section 8 Branch upon approval of this plan in order to better serve the current families in the program and reduce application processing costs except for 4 bedroom units. The list may be reopened at a later date upon notice by the HPHA.

Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. (continued)

1. 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.

2. 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.

8.0	**Capital Improvements.** HPHA is focusing capital improvements funding on protecting residents and the physical housing assets. In addition to the annual federal Capital Funding Program (CFP) grant, we are seeking state Capital Improvements Program (CIP) funds from the State Legislature in order to make needed repairs and modernize existing housing stock. In planning the use of funds, priority is being given to those needs that protect the health and safety of residents, such as ADA/Section 504 modifications, hot water systems and repairing sidewalks; and those that prevent further deterioration of housing, such as roof and spalling repairs, termite treatment and repairs, and other site repairs. Further, due to recent changes in PHAS Scoring factors, priority is also given to capital projects that restore previously vacant, uninhabitable units to rentable status. Due to the unpredictability of such capital projects, such as locations of such units and cause of un-inhabitability, the HPHA will be unable to maintain complete advance plans regarding these projects. This will result in slight modifications to the Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual State/Performance and Evaluation Reports; any such deviation shall not be considered by the HPHA to be a Substantial Deviation or Significant Amendment/Modification necessitating amendment of the HUD Approved PHA 5-Year and Annual Plan unless the amount of funds being required exceeds $10 Million, comprises more than 15% of a developments ACC unit count, or requires the relocation of more than two neighboring occupied units in accordance with the HPHA's definition section in 10.0 infra. For the Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual State/Performance and Evaluation Reports, where work is not specifically budgeted, monetary placeholders will be provided in lieu of specific development language, subject to Section 10.0 infra.
8.1	**Capital Fund Program Annual Statement/Performance and Evaluation Report.** As part of the PHA 5-Year and Annual Plan, annually complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report,* form HUD-50075.1, for each current and open CFP grant and CFFP financing. **SEE ATTACHED**
8.2	**Capital Fund Program Five-Year Action Plan.** As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan,* 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. **SEE ATTACHED**
8.3	**Capital Fund Financing Program (CFFP).** ☐ 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. **NOT APPLICABLE**

9.0

Housing Needs.

Housing Needs of Families on the Public Housing Waiting List as of July 1, 2013

Total Families on Waiting List = 6,905	# of families	% of total families
	Income Levels	
Extremely low income <=30% AMI	6,500	94.13%
Very low income (>30% but <=50% AMI)	342	4.95%
Low income (>50% but <80% AMI)	34	0.49%
Families with children	3,267	47.31%
Elderly families	1,729	25.04%
Families with Disabilities	1,621	23.48%
	Racial Distribution	
Asian/Pacific Islander/Other	5,607	81.20%
White	1,476	21.38%
Hispanic	582	8.43%
Black	244	3.53%
American Indian, etc.	127	1.84%
	Bedrooms Needed	
1BR and Studio	3,461	50.12%
2 BR	2,320	33.60%
3 BR	1,079	15.63%
4 BR	291	4.21%
5 BR	30	0.43%

9.0

Housing Needs (continued)

Housing Needs of Families on the Section 8 Waiting List as of July 1, 2013

Total Families on Waiting List = 2,547	# of families	% of total families
	Income Levels	
Extremely low income <=30% AMI	2,406	94.46%
Very low income (>30% but <=50% AMI)	105	4.12%
Low income (>50% but <80% AMI)	16	0.63%
Families with children	1,361	53.44%
Elderly families	301	11.82%
Families with Disabilities	483	18.96%
	Racial Distribution	
Asian/Pacific Islander/Other	2,903	82.18%
White	391	15.35%
Hispanic	191	7.50%
Black	88	3.46%
American Indian, etc.	32	1.26%
	Bedrooms Needed	
1BR and Studio	1,394	54.73%
2 BR	608	23.87%
3 BR	451	17.71%
4 BR	113	4.44%
5 BR	21	0.43%
5+ BR	1	0.04%

Housing Needs (continued)

Source: Consolidated Plan 2010 – 2014

9.0

Table III-3. Projected Housing Need by Income Group, 2015

% of HUD Median Income	Honolulu	Maui	Hawaii	Kauai	State
<30 %	3,922	1,093	1,287	414	6,716
30-50%	1,573	696	514	174	2,957
50-80%	5,397	732	1,186	409	7,724
80-120%	3,842	724	603	350	5,519
120-140%	831	106	119	207	1,263
140-180%	1,986	485	410	60	2,941
>180%	1,629	305	695	175	2,804
Total	19,180	4,141	4,814	1,789	29,924

Housing Needs (continued)

The following data is drawn from the Hawaii Housing Policy Study, 2011, by SMS Research for Hawaii Housing Finance and Development Corporation (HHFDC):

Table 11. Needed Housing Units by HUD Income Classification, Counties and State of Hawai`i, 2012-2016

	Total Units Needed, 2012 through 2016							
	HUD Income Classification							
	LT 30	30 to 50	50 to 80	80 to 120	120 to 140	140 to 180	180+	Total
State of Hawai'i	8,136	4,891	6,221	2,857	1,944	1,320	2,768	28,137
Ownership Units	2,248	1,149	2,833	1,364	1,297	886	1,961	11,738
Single-Family	1,225	674	2,207	1,014	994	828	1,383	8,325
Multi-Family	1,023	475	626	350	303	58	578	3,413
Rental Units	5,888	3,742	3,388	1,493	647	434	807	16,399
Single-Family	559	337	422	83	40	135	282	1,858
Multi-Family	5,329	3,405	2,966	1,410	607	299	525	14,541
City and County of Honolulu	6,006	3,549	4,268	1,976	1,561	632	1,865	19,857
Ownership Units	1,850	669	2,038	929	1,046	364	1,344	8,240
Single-Family	887	277	1,499	643	752	364	779	5,201
Multi-Family	963	392	539	286	294	0	565	3,039
Rental Units	4,156	2,880	2,230	1,047	515	268	521	11,617
Single-Family	134	69	183	0	0	92	195	673
Multi-Family	4,022	2,811	2,047	1,047	515	176	326	10,944
County of Maui	803	690	924	374	101	302	260	3,454
Ownership Units	130	249	380	131	10	261	199	1,360
Single-Family	88	212	331	117	10	203	190	1,151
Multi-Family	42	37	49	14	0	58	9	209
Rental Units	673	441	544	243	91	41	61	2,094
Single-Family	83	90	104	49	15	0	31	372
Multi-Family	590	351	440	194	76	41	30	1,722
County of Hawai'i	1,013	493	577	339	237	316	539	3,514
Ownership Units	243	184	286	224	201	236	387	1,761
Single-Family	225	172	277	179	192	236	387	1,668
Multi-Family	18	12	9	45	9	0	0	93
Rental Units	770	309	291	115	36	80	152	1,753
Single-Family	231	145	32	12	24	29	52	525
Multi-Family	539	164	259	103	12	51	100	1,228
County of Kaua'i	315	159	451	167	45	71	104	1,312
Ownership Units	26	46	128	79	40	26	31	376
Single-Family	26	13	99	74	40	26	26	304
Multi-Family	0	33	29	5	0	0	5	72
Rental Units	289	113	323	88	5	45	73	936
Single-Family	111	34	102	22	0	15	4	288
Multi-Family	178	79	221	66	5	30	69	648

Sources: Housing Demand Survey, 2011 and Hawai`i Housing Model, 2011.
Note. The sum of the needed units for the four counties may not equal the total number of needed units for the State due to rounding. Needed units are those housing units needed to eliminate pent-up demand and accommodate new household formation between 2012 and 2016 for the State of Hawai`i and its four counties, by preferred tenancy and unit type.

9.0

Shelter to Income Ratio by County, 2011

Table 5: Shelter-to-Income Ratio by County, 2011

Shelter payment as % of HH income	State of Hawai`i	City & County of Honolulu	County of Hawai`i	County of Maui	County of Kaua`i
Less than 30	51.4%	54.1%	49.1%	40.8%	46.0%
30 to 40	10.4%	8.2%	12.5%	18.0%	17.3%
Over 40	27.7%	28.0%	25.1%	30.2%	24.2%

9.0

Housing Needs (continued)

Table A-1. Characteristics of Housing Units, 1992, 1997, 2003, 2006, and 2011

County	Year	Tenancy		Unit Size (Bedrooms)			
		Own	Rent	Studio or 1 Bedroom	2 Bedrooms	3 Bedrooms	4+ Bedrooms
Honolulu	1992	48%	52%	20%	32%	30%	19%
	1997	54%	46%	16%	27%	36%	21%
	2003	61%	39%	15%	25%	35%	25%
	2006	59%	41%	18%	25%	37%	20%
	2011	56%	44%	15%	21%	37%	26%
Maui	1992	61%	39%	14%	26%	46%	15%
	1997	65%	35%	12%	23%	46%	19%
	2003	61%	40%	13%	28%	42%	17%
	2006	60%	40%	15%	27%	43%	17%
	2011	54%	46%	17%	26%	37%	20%
Hawai`i	1992	68%	32%	7%	25%	53%	14%
	1997	72%	28%	8%	21%	54%	17%
	2003	70%	30%	12%	19%	50%	19%
	2006	69%	31%	11%	22%	49%	18%
	2011	67%	33%	13%	21%	47%	19%
Kaua`i	1992	60%	40%	12%	19%	53%	15%
	1997	67%	33%	8%	19%	57%	15%
	2003	66%	34%	11%	20%	53%	17%
	2006	66%	34%	10%	21%	51%	18%
	2011	59%	41%	12%	19%	51%	18%
State	1992	52%	48%	17%	30%	35%	18%
	1997	58%	42%	14%	25%	40%	20%
	2003	62%	38%	14%	24%	39%	23%
	2006	61%	39%	17%	24%	39%	20%
	2011	57%	43%	15%	22%	39%	24%

Source. Housing Demand Survey, 1992, 1997, 2003, 2006, and 2011
Note. Sum of County figures may not equal the State total due to rounding.

Table A-2. Household Income Data, 1992, 1997, 2003, 2006, and 2011

County	Year	Total Households	Household Income						Median HH Income
			Less than $15,000	$15,000 to $24,999	$25,000 to $49,999	$50,000 to $74,999	$75,000 to $99,999	$100,000 or more	
Honolulu	1992	247,349	N/A	24%	29%	12%	6%	7%	$36,974
	1997	272,234	9%	9%	28%	15%	9%	6%	$42,234
	2003	292,003	8%	10%	36%	18%	11%	17%	$47,917
	2006	303,149	13%	7%	26%	22%	12%		$58,385
	2011	310,882	12%	7%	25%	22%	9%	25%	$59,076
Maui	1992	34,266	N/A	20%	36%	11%	2%	3%	$35,843
	1997	39,252	10%	8%	33%	15%	7%	6%	$38,908
	2003	43,687	9%	13%	34%	19%	14%	11%	$44,297
	2006	49,484	11%	8%	29%	20%	15%	17%	$49,795
	2011	54,132	12%	10%	27%	19%	11%	21%	$58,424
Hawai`i	1992	39,789	N/A	24%	39%	11%	3%	4%	$34,063
	1997	46,271	14%	14%	30%	12%	4%	4%	$31,831
	2003	54,644	14%	12%	39%	17%	9%	9%	$36,905
	2006	61,213	13%	10%	29%	22%	10%	16%	$51,920
	2011	67,096	18%	13%	25%	17%	10%	17%	$44,696
Kaua`i	1992	16,981	N/A	20%	36%	10%	5%	3%	$36,966
	1997	18,817	11%	13%	30%	15%	5%	3%	$34,891
	2003	20,460	13%	12%	37%	18%	9%	12%	$42,205
	2006	21,971	10%	10%	27%	23%	11%	19%	$53,116
	2011	23,201	13%	11%	25%	19%	9%	19%	$49,730
State	1992	338,385	N/A	24%	31%	12%	5%	6%	$36,289
	1997	376,574	10%	10%	29%	15%	8%	6%	$39,883
	2003	410,794	10%	10%	36%	19%	10%	15%	$46,086
	2006	435,818	13%	7%	27%	21%	12%	20%	$58,393
	2011	455,311	13%	8%	26%	21%	10%	23%	$58,700

Source: Housing Demand Survey, 1992, 1997, 2003, 2006, and 2011
Note. The number of total households for the Housing Demand survey represents an SNS estimate developed using ACS 2009 data prior to the release of Census 2010. The total number of households for each county differs by less than one percent from Census 2010 figures presented in Table 4.
Note. Sum of County figures may not equal the State total due to rounding.

9.0

Housing Needs (continued)

Table 11. Needed Housing Units by HUD Income Classification, Counties and State of Hawai`i, 2012-2016

	Total Units Needed, 2012 through 2016							
	HUD Income Classification							
	LT 30	30 to 50	50 to 80	80 to 120	120 to 140	140 to 180	180+	Total
State of Hawai'i	8,136	4,891	6,221	2,857	1,944	1,320	2,768	28,137
Ownership Units	2,248	1,149	2,833	1,364	1,297	886	1,961	11,738
Single-Family	1,225	674	2,207	1,014	994	828	1,383	8,325
Multi-Family	1,023	475	626	350	303	58	578	3,413
Rental Units	5,888	3,742	3,388	1,493	647	434	807	16,399
Single-Family	559	337	422	83	40	135	282	1,858
Multi-Family	5,329	3,405	2,966	1,410	607	299	525	14,541
City and County of Honolulu	6,006	3,549	4,268	1,976	1,561	632	1,865	19,857
Ownership Units	1,850	669	2,038	929	1,046	364	1,344	8,240
Single-Family	887	277	1,499	643	752	364	779	5,201
Multi-Family	963	392	539	286	294	0	565	3,039
Rental Units	4,156	2,880	2,230	1,047	515	268	521	11,617
Single-Family	134	69	183	0	0	92	195	673
Multi-Family	4,022	2,811	2,047	1,047	515	176	326	10,944
County of Maui	803	690	924	374	101	302	260	3,454
Ownership Units	130	249	380	131	10	261	199	1,360
Single-Family	88	212	331	117	10	203	190	1,151
Multi-Family	42	37	49	14	0	58	9	209
Rental Units	673	441	544	243	91	41	61	2,094
Single-Family	83	90	104	49	15	0	31	372
Multi-Family	590	351	440	194	76	41	30	1,722
County of Hawai'i	1,013	493	577	339	237	316	539	3,514
Ownership Units	243	184	286	224	201	236	387	1,761
Single-Family	225	172	277	179	192	236	387	1,668
Multi-Family	18	12	9	45	9	0	0	93
Rental Units	770	309	291	115	36	80	152	1,753
Single-Family	231	145	32	12	24	29	52	525
Multi-Family	539	164	259	103	12	51	100	1,228
County of Kaua'i	315	159	451	167	45	71	104	1,312
Ownership Units	26	46	128	79	40	26	31	376
Single-Family	26	13	99	74	40	26	26	304
Multi-Family	0	33	29	5	0	0	5	72
Rental Units	289	113	323	88	5	45	73	936
Single-Family	111	34	102	22	0	15	4	288
Multi-Family	178	79	221	66	5	30	69	648

Sources: Housing Demand Survey, 2011 and Hawai`i Housing Model, 2011.
Note. The sum of the needed units for the four counties may not equal the total number of needed units for the State due to rounding. Needed units are those housing units needed to eliminate pent-up demand and accommodate new household formation between 2012 and 2016 for the State of Hawai`i and its four counties, by preferred tenancy and unit type.

9.0

Housing Needs (continued)

Table A-5: Average Monthly Housing Cost, 1992, 1997, 2003, 2006, and 2011

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	$864	
	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
	2011	310,882	$1,415	$1,393	$1,510	$1,502	$1,487
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
	2011	54,132	$1,461	$1,468	$1,411	$1,280	$1,303
Hawai'i	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
	2011	67,096	$1,106	$1,102	$1,389	$1,121	$986
Kaua'i	1992	16,981	$726	$773	$612	$807	
	1997	18,817	$1,151	$1,290	$881	$830	$860
	2003	20,460	$1,284	$1,306	$1,014	$983	$885
	2006	21,971	$1,165	$1,178	$974	$1,230	$1,271
	2011	23,201	$1,273	$1,254	$983	$1,311	$1,292
State	1992	338,385	$800	$863	$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	$1,346
	2011	455,311	$1,355	$1,332	$1,495	$1,421	$1,398

Source: Housing Demand Survey, 1992, 1997, 2003, 2006, and 2011
Note. Sum of County figures may not equal the State total due to rounding.

Table A-9. Shelter-to-Income Ratios, 1992, 1997, 2003, 2006, and 2011

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%
	2011	310,882	54.1%	8.2%	28.0%	9.7%
Maui	1992	34,266	59.3%	18.1%	15.8%	6.7%
	1997	39,252	47.9%	16.0%	19.8%	16.4%
	2003	43,687	52.2%	18.3%	15.7%	15.9%
	2006	49,484	49.1%	14.3%	27.1%	9.4%
	2011	54,132	40.8%	18.0%	30.2%	11.0%
Hawai'i	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%
	2011	67,096	49.1%	12.5%	25.1%	13.3%
Kaua'i	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%
	2011	23,201	46.0%	17.3%	24.2%	12.6%
State	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%
	2011	455,311	51.4%	10.4%	27.7%	10.5%

Source: Housing Demand Survey, 1992, 1997, 2003, 2006, and 2011
Note. "Not enough information" households include those with no shelter payment and those that did not provide sufficient information to calculate a shelter-to-income ratio.
Note. Sum of County figures may not equal the State total due to rounding.

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 on all islands, including rural areas.
- Maintain or increase section 8 lease-up rates by maintaining 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.
- Seek additional Federal grant funds and State Capital Improvement Project funding.

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 and assess any programs that support and encourage work.

9.1

Strategy for Addressing Housing Needs.

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

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

- Adopt rent policies and assess any programs that 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 of fair housing laws to housing providers and to tenants with limited English proficiency.

Reasons for Selecting Strategies

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

9.1

Reasons for Selecting Strategies (cont.)

- Evidence of housing needs as demonstrated in the Consolidated Plan and the 2011 Hawaii Housing Policy Study and other information available to the PHA.
- Influence of the housing market on PHA programs.
- Community priorities regarding housing assistance.
- Results of consultation with local or state government.
- Results of consultation with residents and the Resident Advisory Board.
- Results of consultation with advocacy groups.

10.0

Additional Information. (a) Progress in Meeting Mission and Goals in the previous 5- Year Plan (FY 2009-2014)

1. PHA Goal: Expand the supply of assisted housing

- 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.
- Reduce public housing vacancies, not to exceed 5% vacancy rate.
- As of June 30, 2012, there were 372 vacant units. As of October 31, 2013, there are 174 vacant units.
- Of those 66 are scheduled for demo.*11/14/13*
- HPHA will aim to maintain this 5% vacancy rate into the future.
- Current occupancy rate is 97%.

2. PHA Goal: Improve the quality of assisted housing

- Improve public housing management: (PHAS score) HPHA currently maintains a 97% rent collection rate. HPHA completes 100% of emergency work orders within 24 hours and has met its goal to inspect 100% of units and systems using the Uniform Physical Condition Standard (UPCS). HPHA has completed system-wide upgrades to its network and computer software to increase the efficiency of administered programs. Additionally, HPHA's staff received HUD-provided training on rent calculation and internal PHAS training.
- Improve voucher management: Attained a perfect SEMAP score of 100%: The 2012-2013 final assessment SEMAP score ranks HPHA as a "High Performer."
- Increase customer satisfaction: HPHA has begun the development process to automate certain functions geared at enhancing customer service delivery and customer satisfaction including the redesign of the agency website and development of web-based applications. HPHA has implemented a no-smoking policy throughout all public housing properties.
- Renovate or modernize public housing units: As of June 30, 2013, HPHA has federal dollars in the amount of $57,285,440 CFP funds and $134,728,830 State CIP funds appropriated and budgeted for a total of $192,014,270. HPHA has expended $29,452,316 in CFP and $35,231,516 in State CIP for a total of $64,683,832. Additionally, HPHA partnered with HUD to offer a workshop on federal relocation requirements for staff and local partners.
- 7/20/12-Kapa`a-Type C Vacant Unit; Des: $13,567 CIP, Const: $90,457 CFP
- 7/31/12-Kawailehua-Site & Bldg. Impr; Des: $510,449 CIP, Const: $2,476,702 CFP, $1,026,732 CIP
- 8/15/12-Kahekili Terrace-Type C Units; Des: in-house, Const: $1,023,581 CFP
- 8/30/12-Noelani I-Type C Vacant Units; Des: $38,877 CIP, Const.: $528,725 CFP
- 8/30/12-Noelani II-Type C Vacant Units; Des: $19,438 CIP, Const: $87,135 CFP
- 8/30/2012-Kekaha Ha`aheo-LCCC; Des: $172,838 CIP, Const: $909,825 CFP & $722,175 EPA

10.0

Additional Information (continued)

- 8/30/12-Ke Kumu Ekolu-Type C Units; Des: $38,877 CIP, Const: $157,515 CFP
- 8/31/12-KPT low rise-Type C Vacant Units; Des: $33,953 CIP, Const: $302,579 CFP
- 8/31/12-Kuhio Homes-Type C Vacant Units; Des: $11,318 CIP, Const: $64,657 CFP
- 9/5/12-Palolo Valley Homes-Type C Units; Des: $13,570 CIP, Const. $81,898 CFP
- 9/6/12-Hale Ho`okipa-Type C Vacant Units; Des: $19,438 CIP, Const. $90,752 CFP
- 9/26/12-Mayor Wright Homes-Type C Vacant Units; Des: $67,860 CIP, Const: $407,016 CFP
- 10/1/12-Mayor Wright Homes-Re-roof; Des: $54,945 CIP; Const: $715,266 CFP
- 10/1/13-Wahiawa Terrace-Re-roof; Des: $151,979 CIP, Const: $827,999 CFP
- 1/15/12-Paoakalani-Type C Vacant Units; Des: in-house, Const: $77,339 CFP
- 1/26/13-Makua Ali`I-Ph.2 Structural Repairs; Des: n/a, Const: $3,128,453 CFP
- 3/22/13-Kalaheo Homes-LCCC; Des: $85,478 CIP, Const: $366,052 CIP
- 1/22/13-Pu`uwai Momi-Type C Units; Des: in-house/DAGS, Const: $315,371 CIP
- 5/10/13-Wahiawa Terrace-Type C Units; Des: in-house/DAGS, Const: $45,766 CIP
- Leverage capital funds to accelerate modernization projects. HPHA leveraged State funding, through the use of state CIP funds, in order to offset decreases in federal program funding.
- Provide replacement public housing: Under the Master Development Agreement, HPHA will redevelop Kuhio Homes and Kuhio Park Terrace Low-Rise with Michaels Development with an estimated 400 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 added increased lighting, surveillance cameras and 24-hour security patrols at properties with high crime activity. Efforts at Mayor Wright Homes have reduced overall crime by half.

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

- HPHA continues to operate the Tenant Aide Program for federal public housing residents.
- HPHA continues to fill vacant positions in the Property Management and Maintenance Services Branch to assist tenants in accessing resident services and case management.

10.0

Additional Information (continued)

6. PHA Goal: Asset Management

- HPHA has a HUD Technical Assistance consultant team reviewing the current AMP structure. When their report is final, AMP structure changes might be made based on the findings.

7. PHA Goal: Evaluate the current administration of HPHA's Section 8 Housing Choice Voucher Program

- 2012 and 2013 – rated as "High Performer".
- 2013 - Perfect SEMAP score.
- Began the process of removing local preferences to lease up people off the waitlist by date and time to ensure fairness.
- Purged waitlist to remove non-responsive applicants
- Adopted temporary compliance measures proposed by HUD
- Completing re-certifications, inspections and disbursing timely payments to landlords.

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

- HPHA evaluated agency-specific limited English proficiency (LEP) needs in order to supplement the HPHA's LEP plan and update procedures accordingly.
- HPHA provided training to staff on applicable laws, regulations, policies and procedures on the following topics: reasonable accommodations, assistance animals, limited English proficiency, and fair housing.
- HPHA offered a full day fair housing training for all employees and residents.
- HPHA evaluated the proposed rule on affirmatively furthering fair housing to identify changes to the analysis of fair housing impediments planning process.
- HPHA continues to participate in the fair housing consortium with Hawaii Civil Rights Commission, Legal Aid Society of Hawaii, Department of Hawaiian Home Lands, local county fair housing coordinators, and HUD FHEO to discuss impediments to fair housing.

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

- Continue to automate major operation components of the PHA computer software such as work order processing and tracking, materials, inventory, and fixed assets. Section 8, Low income public housing, wait list and financial modules were recently upgraded.
- Continue to upgrade the computer network infrastructure with faster, more reliable, and redundant connections to increase overall productivity. Upgrade computers with newer models, to provide faster response time for users, and standardize versions of office software.
- Ongoing SEMAP and PHAS training is being provided to HPHA staff.

Additional Information. (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

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:

Substantial Deviation: 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.

Significant Amendment/Modification: 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.

For Capital Fund Program projects that deviate from the Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual State/Performance and Evaluation Reports, only projects that meet the following criteria shall require 5-Year and Annual Plan Amendment: the amount of funds being required exceeds $10 Million; number of units being worked on comprises more than 15% of a developments ACC unit count; or work requires the relocation of more than two neighboring occupied units. Where work is not specifically budgeted, monetary placeholders will be provided in lieu of specific development language.

10.0

11.0	**Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office. (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only) (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) (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. (g) Challenged Elements (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

Table of Contents
HPHA 5 Year and Annual Plan
(FY 2014-2019)

- FYs 2014 – 2019 5-Year and Annual Plan
- RAB Recommendations and HPHA Responses
- Eligibility, Selection and Admissions Policies
- Financial Resources
- Rent Determination
- Operation and Management
- Grievance Procedures
- Designated Housing for Elderly and Disabled Families
- Community Service and Self-Sufficiency
- Safety and Crime Prevention
- Pets
- Civil Rights Certification
- 2012 Fiscal Year Audit
- Asset Management
- Violence Against Women Act (VAWA)
- Capital Fund Program Annual Statement/Performance and Evaluation Report.
- Capital Fund Program Five-Year Action Plan

045

Hawaii Public Housing Authority
5 Year and Annual Plan
Fiscal Year 2014 – 2019

RAB Comments and HPHA Response
Proposed 2014 PHA 5 Year and Annual Plan Revisions
(FY 2014-2019)

1. **Proposed Revision:** Mixed Finance Redevelopment – The HPHA will look into the feasibility of pursuing mixed finance redevelopment projects and create public/private partnerships with redevelopment partners utilizing various U.S. Department of Housing and Urban Development programs such as the Resident Assistance Demonstration program and the Choice Neighborhoods Initiative. The HPHA will also utilize various financing tools to rehabilitate federal and state low-income public housing properties, and pursue any and all means of financing including but not limited to federal grants, state appropriations and low income housing tax credits.

   RAB comment: Unanimous support.

   HPHA Response: The HPHA appreciates the support of the RAB and will continue to consult with the RAB on future policy changes.

2. **Proposed Revision:** Evaluate the need for and the feasibility of the U.S. Department of Housing and Urban Development's (HUD)"Step Up" program which provide jobs and job training opportunities on HUD-assisted construction to residents of public housing and other low income people.

   RAB comment: The RAB requested clarification that people with mental disabilities could also participate in the "Step Up" program. Unanimous support.

   HPHA Response: The "Step Up" program does include people with mental disabilities. The HPHA appreciates the support of the RAB and will continue to consult with the RAB on future policy changes.

3. **Proposed Revision:** Grievance Hearing – Exempt the HPHA from providing a grievance hearing where HUD issues a due process determination such as:
   a. Any criminal activity that threatens the health, safety or right to peaceful enjoyment of the premises by other residents or employees of the HPHA;
   b. Any violent or drug-related criminal activity on or off such premises; or
   c. Any criminal activity that resulted in a felony conviction of a household member.

If HUD issues a due process determination, the PHA may evict the occupants of the dwelling unit through the judicial eviction procedures. The HPHA is not required to provide the opportunity for a hearing under the HPHA's administrative grievance procedure. This will allow the HPHA to more quickly remove dangerous criminal tenants from public housing. Elements of due process shall mean an eviction action or a termination of tenancy in a State or local court in which the following procedural safeguards are required:

a. Adequate notice to the tenant of the grounds for terminating the tenancy and for eviction;
b. Right of the tenant to be represented by counsel;
c. Opportunity for the tenant to refute the evidence presented by the PHA including the right to confront and cross-examine witnesses and to present any affirmative legal or equitable defense which the tenant may have;
d. A decision on the merits.

RAB comment: The RAB believes in the safety and security in the community and discussed several past incidents where a due process determination from HUD would be ideal in removing people on drugs that perform violent acts. The RAB would like to see a revised rental agreement that states more HPHA obligations, and would like to have education for the community when they interact with people with mental disabilities. Unanimous support.

HPHA Response: The HPHA has been working with the Attorney General's office in revising the HPHA rental agreement and will look into reaching out to mental health social service providers to educate tenants on interacting with people with mental disabilities. The HPHA appreciates the support of the RAB and will continue to consult with the RAB on future policy changes.

4. **Proposed Revision:** Housing Choice Voucher – The HPHA may award Section 8 Housing Choice Vouchers to public housing residents for the following reasons without regard for the Housing Choice Voucher waitlist:
   a. Temporary or permanent relocation as a result of planned acquisition, demolition or rehabilitation.
   b. Emergency health and safety issues which prohibit a tenant to continue to reside at their property and no other comparable public housing project is available.
   c. Approved reasonable accommodation – Public housing tenants who have been approved for a transfer as a reasonable accommodation for a unit with special features when no unit is

available must wait a year before being eligible to receive a Housing Choice Voucher.

RAB comment: Unanimous support.

HPHA Response: The HPHA appreciates the support of the RAB and will continue to consult with the RAB on future policy changes.

5. **Proposed Revision:** ACOP and Housing Choice Voucher – Update occupancy guidelines for low-income public housing and the Housing Choice Voucher program – 2 per living space and single person families shall be allocated a studio. (ACOP pg. 5-1 and Section 8 Admin Plan pg. 5-12)

   RAB comment: The RAB noted that not every family would appreciate having family members sleeping in their living room due to the loss of privacy. Other concerns would be that by transferring families to satisfy the occupancy guidelines, families could be moved away from areas where they are already established in the community with their children going to the schools in the area, transportation issues and healthcare facilities.

   HPHA Response: The HPHA notes the concerns of the RAB regarding the proposed update in occupancy guidelines for low-income public housing and the Housing Choice Voucher program. However, this change will allow the HPHA to provide housing assistance to more people, and this will assure the full utilization of the unit. The HPHA is not allowed to have children of the opposite sex sleep in the same room without the family's consent, and the unit size standard shall be discussed with the family if they qualify for more than one unit size. The HPHA will continue to work with the RAB in determining a process when transferring and placing families according to the proposed changes of the occupancy guidelines.

6. **Proposed Revision:** Housing Choice Voucher – The PHA will not approve adding an additional family consisting of more than one member to the Housing Choice Voucher. (Section 8 Admin Plan pg. 9-4)

   RAB comment: Unanimous support.

   HPHA Response: The HPHA appreciates the support of the RAB and will continue to consult with the RAB on future policy changes.

7. **Proposed Revision:** Housing Choice Voucher – Family members age 18 years and over who remove themselves from the household shall be removed from the voucher. These individuals shall not be readmitted to the household and must apply as a new applicant for placement on the waiting list. The PHA in making determinations under this paragraph will consider medical hardship or other extenuating circumstances and may only be allowed back into the household as a live-in aide. (Section 8 Admin Plan pg. 9-4)

   RAB comment: The RAB stated that an extenuating circumstance be provided for families who have foster children, children with disabilities, and would like to see more low-income public housing tenants receive Housing Choice Vouchers.

   HPHA Response: The HPHA notes the concerns of the RAB and will continue to work with the RAB in determining if foster children and children with disabilities be considered for an extenuating circumstance.

8. **Proposed Revision:** Housing Choice Voucher – Only original household members at the time of voucher issuance can retain the voucher. Once all original household members are no longer in the household, the voucher shall be returned to the HPHA.

   RAB comment: Unanimous support.

   HPHA response: The HPHA appreciates the support of the RAB and will continue to consult with the RAB on future policy changes.

9. **Proposed Revision:** Housing Choice Voucher – If the HPHA must terminate Housing Assistance Payments contracts due to insufficient funding, the PHA will do so in accordance with the following criteria and instruction: Lottery System. Under this option the HPHA will randomly choose families to terminate from the Housing Choice Voucher Program. (Section 8 Admin Plan pg. 12-6 and 12-7)

   RAB comment: The RAB would like the HPHA to terminate families from the Housing Choice Voucher Program by income amount instead of with a lottery system. The RAB would also like the HPHA to exempt vouchers that belong to the elderly and disabled.

HPHA Response: Currently, the process for terminating families from the Housing Choice Voucher program goes by "last in, first out". The HPHA notes the concerns of the RAB and will continue to explore options with the RAB when the HPHA must terminate Housing Assistance Payments contracts due to insufficient funding.

10. **Proposed Revision:** Project Based Housing Choice Voucher – Close the Palolo Project Based Housing Choice Voucher waitlist except for 4 bedroom units until the waitlist is a reasonable size and waitlist applicants have an opportunity to be served in a reasonable time.

    RAB comment: Unanimous support.

    HPHA Response: The HPHA appreciates the support of the RAB and will continue to consult with the RAB on future policy changes.

ELIGIBILTY, SELECTION AND ADMISSIONS POLICIES

ACOP, Chapter 2

ELIGIBILITY FOR ADMISSION

[24 CFR 960.201]

INTRODUCTION

This Chapter defines both HUD's and the PHA 's criteria for admission and denial of admission to the program. The policy of this PHA is to strive for objectivity and consistency in applying these criteria to evaluate the qualifications of families who apply. The PHA staff will review all information provided by the family carefully and without regard to factors other than those defined in this Chapter. Families will be provided the opportunity to explain their circumstances, to furnish additional information, if needed, and to receive an explanation of the basis for any decision made by the PHA pertaining to their eligibility.

A. QUALIFICATION FOR ADMISSION

It is the PHA's policy to admit qualified applicants only. An applicant is qualified if he or she meets the following criteria:

- Is a family as defined in this Chapter;
- Heads a household where at least one member of the household is either a citizen or eligible non-citizen. (24 CFR Part 200 and Part 5, Subpart E);
- Has an Annual Income at the time of admission that does not exceed the low income limits for occupancy established by HUD and posted separately in the PHA offices;
    - The Quality Housing and Work Responsibility Act of 1998 authorizes PHAs to admit families whose income does not exceed the low-income limit (80% of median area income) once the PHA has met the annual 40% targeted income requirement of extremely low-income families (families whose income does not exceed 30% of median area income).
- Provides a Social Security number for all family members, age 6 or older, or will provide written certification that they do not have Social Security numbers;
- Meets or exceeds the tenant Selection and Suitability Criteria as set forth in this policy including the attendance and successful completion of the PHA's pre-occupancy class;

- Not have an outstanding debt owed to the PHA as a participant in any of its programs;
- Not have an outstanding liability for unpaid rent or damages incurred while previously participating in any Section 8 rental subsidy program;
- Not have been evicted since March 1, 1985 from a public housing program administered by the PHA or its predecessor, the Hawaii Housing Authority;
- Not have committed fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program;
- Not subject to lifetime registration requirements under any state sex offender's registration program.

Timing for the Verification of Qualifying Factors

The qualifying factors of eligibility, other than citizenship status, will be verified before the family is placed on the waiting list.

B. FAMILY COMPOSITION

Definition of Family

The applicant must qualify as a Family. A Family may be a single person or a group of persons.

A group of persons is defined by the PHA as two or more persons who intend to share residency whose income and resources are available to meet the family's needs, and will live together in PHA housing.

Elderly, disabled, and displaced families are defined by HUD in CFR 5.403.

The term "Family" also includes, but is not limited to:

- A family with or without children;
- An elderly family;
- A disabled family;
- A displaced family;
- The remaining member of a tenant family;
- A single person who is not elderly, displaced, or a person with disabilities, or the remaining member of a tenant family;
- Two or more elderly or disabled persons living together, or one or more elderly or disabled persons living with one or more live-in aides is a family;

- Two or more near-elderly persons living together; or one or more near-elderly persons living with one or more live-in aides.

The temporary absence of a child from the home due to placement in foster care shall not be considered in determining the family composition and family size.

Occupancy by Police Officers

In order to provide an increased sense of security for public housing residents, the PHA may allow public housing units to be occupied by police officers.

Police officers will not be required to be income eligible to qualify for admission to the PHA 's public housing program.

Head of Household

The head of household is the adult member of the household who is designated by the family as head, is wholly or partly responsible for paying the rent, and has the legal capacity to enter into a lease under State/local law.

Emancipated minors who qualify under State law will be recognized as head of household if there is a court order recognizing them as an emancipated minor.

A family may designate an elderly or disabled family member as head of household solely to qualify the family as an Elderly Family, provided that the person is at least partially responsible for paying the rent.

Spouse of Head

Spouse means the husband or wife of the head.

For proper application of the Non Citizens Rule, the definition of spouse is: the marriage partner who, in order to dissolve the relationship, would have to be divorced. It includes the partner in a common law marriage. The term "spouse" does not apply to boyfriends, girlfriends, significant others, or co-heads.

Co-head

An individual in the household who is equally responsible for the lease with the Head of Household. A household may have either a spouse or co-head, but not both. A co-head never qualifies as a dependent.

Live-In Attendants

A Family may include a live-in aide provided that such live-in aide:

- Is determined by the PHA to be essential to the care and well being of an elderly person, a near-elderly person, or a person with disabilities,
- Is not obligated for the support of the person(s), and
- Would not be living in the unit except to provide care for the person(s).

A live-in aide is not considered to be an assisted family member and has no rights or benefits under the program:

- Income of the live-in aide will not be counted for purposes of determining eligibility or level of benefits.
- Live-in aides are not subject to Non-Citizen Rule requirements.

Relatives are not automatically excluded from being live-in aides, but they must meet all of the elements in the live-in aide definition described above.

Family members of a live-in attendant may also reside in the unit, providing doing so does not increase the subsidy by the cost of an additional bedroom and that the presence of the family member(s) does not overcrowd the unit.

A Live-in Aide may only reside in the unit with the approval of the PHA. Written verification will be required from a reliable, knowledgeable professional, such as a doctor, social worker, or caseworker. The verification provider must certify that a live-in aide is needed for the care of the family member who is elderly, near-elderly (50-61) or disabled.

Verification of the need for a live-in aide must include the hours the care will be provided.

The PHA has the right to disapprove a request for a live-in aide based on the "Other Eligibility Criteria" described in this Chapter.

Over Income Families

The PHA will rent units to over-income families on a month-to-month basis, if there are no eligible families applying for assistance that month.

Over-income families must agree to vacate the unit with at least 30 day's notice provided by the PHA, if the unit is needed for an income-eligible family.

The PHA will publish a 30-day notice if the PHA determines the need to house over-income families.

C. MANDATORY SOCIAL SECURITY NUMBERS [24 CFR 5.216]

Families are required to provide verification of Social Security Numbers for all family members age 6 and older prior to admission, if they have been issued a number by the Social Security

Administration. This requirement also applies to persons joining the family after admission to the program.

Failure to furnish verification of social security numbers is grounds for denial of admission or termination of tenancy.

If a member does not have a Social Security Number they must sign a certification stating that they do not have one. The certification shall:

- state the individual's name, state that the individual has not been issued a Social Security Number;
- state that the individual will disclose the Social Security Number, if they obtain one at a later date;
- be signed and dated.

D. CITIZENSHIP/ELIGIBLE IMMIGRATION STATUS

In order to receive assistance, a family member must be a U.S. citizen or eligible immigrant. Individuals who are neither may elect not to contend their status. Eligible immigrants are persons who are in one of the six immigrant categories as specified by HUD.

For the Citizenship/Eligible Immigration requirement, the status of each member of the family is considered individually before the family's status is defined.

Mixed Families. A family is eligible for assistance as long as at least one member is a citizen or eligible immigrant. Families that include eligible and ineligible individuals are called "mixed". Such applicant families will be given notice that their assistance will be pro-rated and that they may request a hearing if they contest this determination.

No eligible members. Applicant families that include no eligible members will be ineligible for assistance. Such families will be denied admission and offered an opportunity for a hearing.

Non-citizen students defined by HUD in the non-citizen regulations are not eligible for assistance.

The PHA will establish and verify eligibility no later than the date of the family's annual reexamination following October 21, 1998.

No individual or family applying for financial assistance may receive such financial assistance prior to the affirmative establishment and verification of eligibility of at least one individual or family member.

E. OTHER ELIGIBILITY CRITERIA

All applicants will be processed in accordance with HUD's regulations (24 CFR Part 960) and sound management practices. Applicants will be required to demonstrate ability to comply with essential provisions of the lease as summarized below.

All applicants must demonstrate through an assessment of current and previous one year past behaviors up the ability:

- to pay rent and other charges as required by the lease in a timely manner;
- to care for and avoid damaging the unit and common areas;
- to use facilities, appliances and equipment in a reasonable way;
- to create no health or safety hazards, and to report maintenance needs in a timely manner;
- not to interfere with the rights and peaceful enjoyment of others and to avoid damaging the property of others;
- not to engage in criminal activity or alcohol abuse that threatens the health, safety or right to peaceful enjoyment of other residents or staff and not to engage in drug-related criminal activity on or off the PHA premises;
- not to have ever been convicted of manufacturing or producing methamphetamine, also known as "speed" or "ice."
- to comply with necessary and reasonable rules and program requirements of HUD and the PHA; and,
- to comply with local health and safety codes.

Denial of Admission for Previous Debts to This or Any Other PHA

Previous outstanding debts to this PHA or any PHA resulting from a previous tenancy in the public housing or Section 8 program must be paid in full prior to acceptance of application for admission. No Payment Agreement will be accepted.

At the time of initial application, the applicant must pay any previous debt prior to being placed on the waiting list.

Either spouse is responsible for the entire debt incurred as a previous PHA tenant. Children of the head or spouse who had incurred a debt to the PHA will not be held responsible for the parent's previous debt.

F. ONE STRIKE POLICY

Denial of Admission for Drug-Related and/or Other Criminal Activity

Purpose

All federally assisted housing is intended to provide a place to live and raise families, not a place to commit crime, to use or sell drugs or terrorize neighbors. It is the intention of the PHA to fully endorse and implement a policy which is designed to:

- Help create and maintain a safe and drug-free community;
- Keep our program participants free from threats to their personal and family safety;
- Support parental efforts to instill values of personal responsibility and hard work;
- Help maintain an environment where children can live safely, learn and grow up to be productive citizens; and
- Assist families in their vocational/educational goals in the pursuit of self-sufficiency.

Administration

All screening procedures shall be administered fairly and in such a way as not to discriminate on the basis of race, color, sex, religion, marital status, creed, national or ethnic origin, age, familial status, handicap or disability or HIV infection, and not to violate right to privacy.

To the maximum extent possible, the PHA will involve other community and governmental entities in the promotion and enforcement of this policy.

This policy will be posted on the PHA 's bulletin board and copies made readily available to applicants and tenants upon request.

HUD Definitions

"Drug related criminal activity" is the illegal manufacture, sale, distribution, use or possession with intent to manufacture, sell, distribute or use a controlled substance (as defined in section 102 of the Controlled Substances Act (21 U.S.C. 802)).

Drug related criminal activity means *on or off the* premises, *not just on or near the* premises.

"Criminal activity" includes any criminal activity that threatens the health, safety or right to peaceful enjoyment of the resident's public housing premises by other residents or employees of the PHA.

Screening for "One Strike"

In an effort to prevent drug related and other criminal activity, as well as other patterns of behavior that pose a threat to the health, safety or the right to peaceful enjoyment of the premises by other residents, the PHA will endeavor to screen applicants as thoroughly and fairly as possible.

If in the past the PHA initiated a lease termination, which may or may not have resulted in eviction for any reason cited under the One Strike Notice, for a family, as a prior resident of public housing, the PHA shall have the discretion to consider all circumstances of the case regarding the extent of participation by non-involved family members.

The PHA will not be obligated to ferret out information concerning a family's criminal activities as part of the processing of an application for assistance. Initial screening will be limited to routine inquiries of the family and any other information provided to the PHA regarding this matter. The inquiries will be standardized and directed to all applicants by inclusion in the application form.

If as a result of the standardized inquiry, or the receipt of a verifiable referral, there is indication that the family or any family member is engaged in drug-related criminal or violent criminal activity, the PHA will conduct closer inquiry to determine whether the family should be denied admission.

If the screening indicates that any family member has been arrested or convicted within the prior two (2) years for drug-related or violent criminal activity, the PHA shall obtain verification through police/court records.

Law Enforcement Records

The PHA will check criminal history for all applicants who are 18 years old and over to determine whether any member of the family has engaged in violent or drug-related criminal activity.

Verification of any past activity will be done prior to final eligibility and will include a check of conviction records.

The PHA has applied to the Federal Bureau of Investigation (FBI) and obtained a unique Originating Agency Identifier (ORI) number in order to maximize its efforts in obtaining applicant criminal record history.

The PHA has contracted with the Criminal Justice Center, an FBI approved channeling agent, to process and funnel requests in order to obtain National Crime Information Center (NCIC) data for the purpose of accessing FBI criminal records.

The PHA will do a name check only through its local law enforcement agency to access limited information from the NCIC.

The PHA acknowledges that a name check only may result in an inconclusive result without a positive fingerprint comparison. The results of an inconclusive name check will not be used to deny an applicant admission to housing.

If the channeling agency indicates to the PHA that there is a criminal history record indexed in the Interstate Identification Index which might belong to the applicant, the PHA must submit an applicant fingerprint card to the FBI through the appropriate channel in order to verify whether the criminal record is in fact the applicant's. Should the applicant instead elect to withdraw their application, no further action will be necessary.

Standard for Violation

Persons evicted from public housing, Indian housing, Section 23, or any Section 8 program because of drug-related criminal activity are ineligible for admission to Public Housing.

No member of the applicant's family may have engaged in drug related or violent criminal activity within the past two (2) years.

The PHA will permanently deny admission to public housing persons convicted of manufacturing or producing methamphetamine on the premises of the assisted housing project in violation of any Federal or State law. "Premises" is defined as the building or complex in which the dwelling unit is located, including common areas and grounds.

The PHA will deny participation in the program to applicants where the PHA determines there is reasonable cause to believe that the person is illegally using a controlled substance or engages in drug-related or other criminal activity. The same will apply if it is determined that the person abuses alcohol in a way that may interfere with the health, safety or right to peaceful enjoyment of the premises by other residents. This includes cases where the PHA determines that there is a pattern of illegal use of controlled substances or a pattern of alcohol abuse.

The PHA will consider the use of a controlled substance or alcohol to be a *pattern* if there is more than one incident during the previous twelve (12) months.

"Engaged in or engaging in or recent history of" drug related criminal activity means any act within the past two (2) years by applicants or participants, household members, or guests which involved drug-related criminal activity including, without limitation, drug-related criminal activity, possession and/or use of narcotic paraphernalia, which did or did not result in the arrest and/or conviction of the applicant or participant, household members, or guests.

"Engaged in or engaging in or recent history of" criminal activity means any act within the past two (2) years by applicants or participants, household members, or guests which involved criminal activity that would threaten the health, safety or right to peaceful enjoyment of the public housing premises by other residents or employees of the HA, which did or did not result in the arrest and/or conviction of the applicant or participant, household members, or guests.

In evaluating evidence of negative past behavior, the PHA will give fair consideration to the seriousness of the activity with respect to how it would affect other residents, and/or likelihood of favorable conduct in the future which could be supported by evidence of rehabilitation.

The PHA will waive the requirement regarding drug-related criminal activity if:

- The person demonstrates successful completion of a credible rehabilitation program approved by the PHA, or
- The individual involved in drug-related criminal activity is no longer in the household because the person is incarcerated.

The PHA may permit eligibility for occupancy and impose conditions that the involved family member(s) does not reside in the unit. The PHA will consider evidence that the person is no longer in the household such as divorce decree, incarceration, death, copy of a new lease with the owner's telephone number and address or other substantiating evidence.

Other criminal activity

"Other criminal activity" means a history of criminal activity involving crimes of actual or threatened violence to persons or property, or a history of other criminal acts, conduct or behavior which would adversely affect the health, safety, or welfare of other residents,

employees or agents of Management, visitors, or persons doing work on the premises at Management's request.

For the purposes of this policy, this is construed to mean that a member of the current family has been arrested or convicted of any criminal or drug-related criminal activity within the past twenty four (24) months.

HUD defines violent criminal activity as any criminal activity that has as one of its elements the use, attempted use, or threatened use of physical force against a person or property, and the activity is being engaged in by any family member.

- No family member may have threatened abusive or violent behavior toward PHA personnel at any time.
- No family member may have engaged in or threatened or committed abusive or violent behavior toward other residents, PHA personnel, agents of Management, visitors, or persons doing work on the premises at Management's request within the past three years.
- No family member may have committed fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program in the last two (2) years.

Evidence

The PHA must have evidence of the violation.

"Preponderance of evidence" is defined as evidence which is of greater weight or more convincing than the evidence which is offered in opposition to it; that is, evidence which as a

whole shows that the fact sought to be proved is more probable than not. The intent is not to prove criminal liability, but to establish that the act(s) occurred.

- Preponderance of evidence is not be determined by the number of witnesses, but by the greater weight of all evidence.

"Credible evidence" may be obtained from police and/or court records. Testimony from neighbors, when combined with other factual evidence, can be considered credible evidence. Other credible evidence includes documentation of drug raids or arrest warrants, evidence gathered by PHA inspectors and/or investigators, and evidence gathered from the PHA Hotline.

The PHA may pursue fact-finding efforts as needed to obtain credible evidence.

Obtaining Information From Drug Abuse Treatment Centers

The PHA will inquire of all applicants whether they are currently using or in the past have ever engaged in the illegal use of a controlled substance.

The PHA will inquire of all applicants who respond in the affirmative whether they are currently receiving treatment or have ever received treatment at a drug abuse treatment facility.

All applicants who respond in the affirmative will be required to sign a written consent authorizing the PHA to receive information from the drug abuse treatment facility stating only whether the facility has reasonable cause to believe that the applicant is currently engaging in the illegal use of a controlled substance.

The authorization will be sent to the drug abuse treatment facility with a PHA postage paid return addressed envelope addressed to the attention of the Public Housing Manager.

The PHA will maintain such information received from a drug abuse treatment facility in a manner that respects its confidentiality.

Such confidential information will be reviewed by the Public Housing Manager who will make a decision as to the outcome of the review.

Such confidential information will not be misused or improperly disseminated and will be destroyed not later than 5 days after the date on which the PHA gives final approval for admission.

If the application is denied, the information will be destroyed within three hundred fifty two (352) days following the date on which the statute of limitations for commencement of a civil action from the applicant based upon the denial of admission has expired.

Confidentiality of Criminal Records

The PHA will ensure that any criminal record received is maintained confidentially, not misused or improperly disseminated, and destroyed once the purpose for which it was requested is accomplished.

All criminal reports, while needed by the Public Housing Manager for screening for criminal behavior, will be housed in a locked file with access restricted to individuals responsible for such screening.

Misuse of the above information by any employee will be grounds for termination of employment. Penalties for misuse are contained in Personnel Policies.

If the family is determined eligible for initial or continued assistance, the PHA's copy of the criminal report shall be shredded as soon as the information is no longer needed for eligibility or continued assistance determination.

If the family's assistance is denied or terminated, the criminal record information shall be shredded immediately upon completion of the review or hearing procedures and a final decision has been made.

The PHA will document in the family's file that the family was denied admission or the tenancy was terminated due to findings in the Criminal History Report.

Disclosure of Criminal Records to Family

Before the PHA takes any adverse action based on a criminal conviction record, the applicant will be provided with a copy of the criminal record and an opportunity to dispute the record . Applicants will be provided an opportunity to dispute the record at an informal hearing. Tenants may contest such records at the court hearing in the case of evictions.

Hearings

(See Chapter titled "Complaints, Grievances and Appeals")

If information is revealed that would cause the PHA to deny admission to the household and the person disputes the information, s/he shall be given an opportunity for an informal hearing according to the PHA 's hearing procedures outlined in the Chapter on Complaints, Grievances and Appeals.

G. SCREENING FOR SUITABILITY [24 CFR 960.204, 960.205]

In developing its admission policies, the aim of the PHA is to attain a tenant body composed of families with a broad range of incomes and to avoid concentrations of the most economically deprived families and families with serious social problems. Therefore, it is the policy of the PHA to deny admission to applicants whose habits and practices may reasonably be expected to have a detrimental effect on the operations of the development or neighborhood, or on the quality of life for its residents.

The PHA will conduct a detailed interview of all applicants. The interview form will contain questions designed to evaluate the qualifications of applicants to meet the essential requirements of tenancy. Answers will be subject to third party verification.

An applicant's intentional misrepresentation of any information related to eligibility, award of preference for admission, housing history, allowances, family composition or rent will result in denial of admission.

Applicants must be able to demonstrate the ability and willingness to comply with the terms of the lease, either all or with assistance which they can demonstrate that they have or will have at the time of admission. (24 CFR 8.2 Definition: Qualified Individual with Handicaps) The availability of assistance is subject to verification by the PHA.

The PHA 's minimum age for admission as head of household is 18, to avoid entering into leases which would not be valid or enforceable under applicable law.

The PHA does not permit a parent or legal guardian to co-sign the lease on the applicant's behalf if the head of household is under 18.

As a part of the final eligibility determination, the PHA will screen each applicant household to assess their suitability as renters.

The PHA will complete a rental history check on all applicants.

The PHA shall rely upon sources of information which may include, but not be limited to, PHA records, personal interviews with the applicant or tenant, interviews with previous landlords, employers, family social workers, parole officers, criminal and court records, clinics, physicians or the police department, and home visits for persons who have had negative landlord reference(s) for poor housekeeping habits.

This will be done in order to determine whether the individual attributes, prior conduct, and behavior of a particular applicant is likely to interfere with other tenants in such a manner as to diminish their enjoyment of the premises by adversely affecting their health, safety or welfare.

The PHA will complete a home visit at the current residence of all applicants who have had landlord verifications returned to the PHA with unfavorable comments concerning their housekeeping habits. Applicants shall have at least two working days advance written notice of home visits.

Factors to be considered in the screening are housekeeping habits, rent paying habits, prior history as a tenant, criminal records, the ability of the applicant to maintain the responsibilities of tenancy, and whether the conduct of the applicant in present or prior housing has been such that admission to the program would adversely affect the health, safety or welfare of other residents, or the physical environment, or the financial stability of the project.

The PHA 's examination of relevant information pertaining to past and current habits or practices will include, but is not limited to, an assessment of:

- The applicant's past performance in meeting financial obligations especially rent.
- Eviction or a record of disturbance of neighbors sufficient to warrant a police call, destruction of property, or living or housekeeping habits at present or prior residences which may adversely affect the health, safety, or welfare of other tenants or neighbors.
- Any history of criminal activity on the part of <u>any</u> applicant family member involving criminal acts, including drug-related criminal activity.
- Any history or evidence of repeated acts of violence on the part of an individual, or a pattern of conduct constituting a danger to peaceful occupancy by neighbors.
- Any history of initiating threats or behaving in a manner indicating an intent to assault employees or other tenants.
- Any history of alcohol or substance abuse that would threaten the health, welfare, or right to peaceful enjoyment of the premises by other residents.
- The ability and willingness of an applicant to comply with the essential lease requirements will be verified and documented by the PHA. The information to be considered in the screening process shall be reasonably related to assessing the conduct of the applicant and other family members listed on the application in present and prior housing.

The history of applicant conduct and behavior must demonstrate that the applicant family can reasonably be expected not to:

- Interfere with other residents in such a manner as to diminish their peaceful enjoyment of the premises by adversely affecting their health, safety, or welfare. [24CFR 960.205(b)]
- Adversely affect the physical environment or financial stability of the project. [24CFR 960.205(b)]
- Violate the terms and conditions of the lease.
- Require services from PHA staff that would alter the fundamental nature of the PHA 's program.

<u>Rent Paying Habits</u>

The PHA will examine any Housing Authority records from a prior tenancy, and will request written references from the applicant's current landlord and may request written references from former landlords for up to the past two (2) years.

Based upon these verifications, the PHA will determine if the applicant was chronically late with rent payments, was evicted at any time during the past two (2) years for nonpayment of rent, or had other legal action initiated against him/her for debts owed. Any of these circumstances could be grounds for an ineligibility determination, depending on the amount of control the applicant had over the situation.

Applicants will not be considered to have a poor credit history if they had a poor rent paying history clearly related to an excessive rent relative to their income (using 50% of their gross income as a guide,) and responsible efforts were made by the family to resolve the nonpayment problem.

The lack of credit history will not disqualify a family, but a poor credit history will, with the exceptions noted above.

Where past rent paying ability cannot be documented, the PHA will check with the utility company(s) to determine whether the family has been current and timely on their payments.

Screening Applicants Who Claim Mitigating Circumstances

Mitigating circumstances are facts relating to the applicant's record of unsuitable rental history or behavior, which, when verified would indicate both: (1) the reason for the unsuitable rental history and/or behavior; and (2) that the reason for the unsuitable rental history and behavior is no longer in effect or is under control, and the applicant's prospect for lease compliance is an acceptable one, justifying admission.

If unfavorable information is received about an applicant, consideration shall be given to the time, nature, and extent of the applicant's conduct and to factors that might indicate a reasonable probability of favorable future conduct. In order to be factored into the PHA 's screening assessment of the applicant, mitigating circumstances must be verifiable.

If the mitigating circumstances claimed by the applicant relate to a change in disability, medical condition or course of treatment, the PHA shall have the right to refer such information to persons who are qualified and knowledgeable to evaluate the evidence and to verify the mitigating circumstance. The PHA shall also have the right to request further information reasonably needed to verify the mitigating circumstance, even if such information is of a medically confidential nature. Such inquiries will be limited to the information necessary to verify the mitigating circumstances or, in the case of a person with disabilities, to verify a reasonable accommodation.

Examples of Mitigating Circumstances

- Evidence of successful rehabilitation;
- Evidence of the applicant family's participation in and completion of social service or other appropriate counseling service approved by the PHA;

- Evidence of successful and sustained modification of previous disqualifying behavior.
- Consideration of mitigating circumstances does not guarantee that the applicant will qualify for admission. The PHA will consider such circumstances in light of:
- The applicant's ability to substantiate through verification the claim of mitigating circumstances and his/her prospects for improved future behavior; and
- The applicant's overall performance with respect to all the screening requirements.

Qualified and Unqualified Applicants

Information which has been verified by the PHA will be analyzed and a determination will be made with respect to:

- The eligibility of the applicant as a *family;*
- The eligibility of the applicant with respect to income limits for admission;
- The eligibility of the applicant with respect to citizenship or eligible immigration status;
- Preference category (if any) to which the family is entitled.

Assistance to a family may not be delayed, denied or terminated on the basis of the family's ineligible immigration status unless and until the family completes all the verification and appeals processes to which they are entitled under both INS and PHA procedures, except for a pending PHA hearing.

Applicants who are determined to be unqualified for admission will be promptly notified with a Notice of Denial of Admission stating the reason for the denial. The PHA shall provide applicants an opportunity for an informal hearing (see Chapter titled "Complaints, Grievances, and Appeals.")

Applicants who have requested a reasonable accommodation as a person with a disability and who have been determined eligible, but fail to meet the Applicant Selection Criteria, will be offered an opportunity for a second meeting to have their cases examined to determine whether mitigating circumstances or reasonable accommodations will make it possible for them to be housed in accordance with the screening procedures.

The PHA will make every effort to accurately estimate an approximate date of occupancy. However, the date given by the PHA does not mean that applicants should expect to be housed by that date. The availability of a suitable unit to offer a family is contingent upon factors not directly controlled by the PHA, such as turnover rates, and market demands as they affect bedroom sizes and project location.

Documenting Findings

An authorized representative of the PHA shall document any pertinent information received relative to the following:

- Criminal Activity - includes the activities listed in the definition of criminal activity in this Chapter.
- Pattern of Violent Behavior - includes evidence of repeated acts of violence on the part of an individual, or a pattern of conduct constituting a danger to peaceful occupancy of neighbors.
- Pattern of Drug Use - includes a determination by the PHA that the applicant has exhibited a pattern of illegal use of a controlled substance which might interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents.
- Drug Related Criminal Activity - includes a determination by the PHA that the applicant has been involved in the illegal manufacture, sale, distribution, use or possession of a controlled substance.
- Pattern of Alcohol Abuse - includes a determination by the PHA that the applicant's pattern of alcohol abuse might interfere with the health, safety or right to peaceful enjoyment of the premises by other residents.
- Initiating Threats - or behaving in a manner indicating an intent to assault employees or other tenants.
- Abandonment of a Public Housing Unit - without advising PHA officials so that staff may secure the unit and protect its property from vandalism.
- Non-Payment of Rightful Obligations - including rent and/or utilities and other charges owed to the PHA
- Intentionally Falsifying an Application for Leasing - including uttering or otherwise providing false information about family income and size, using an alias on the application for housing, or making any other material false statement or omission intended to mislead.
- Record of Serious Disturbances of Neighbors, Destruction of Property or Other Disruptive or Dangerous Behavior - consists of patterns of behavior which endanger the life, safety, or welfare of other persons by physical violence, gross negligence or irresponsibility; which damage the equipment or premises in which the applicant resides, or which are seriously disturbing to neighbors or disrupt sound family and community life, indicating the applicant's inability to adapt to living in a multi-family setting. Includes judicial termination of tenancy in previous housing on the grounds of nuisance

or objectionable conduct, or frequent loud parties, which have resulted in serious disturbances of neighbors.

- Grossly Unsanitary or Hazardous Housekeeping - includes the creation of a fire hazard through acts such as hoarding rags, papers, or other materials; severe damages to premises and equipment, if it is established that the family is responsible for the condition; seriously affecting neighbors by causing infestation, foul odors, depositing garbage in halls; or serious neglect of the premises.
- Destruction of Property from previous rentals.
- Whether Applicant or tenant is Capable of Maintaining the Responsibilities of tenancy - In the case of applicants for admission, the person's present living arrangements and a statement obtained from applicant's physician, social worker, or other health professional will be among factors considered in making this determination. The availability of a live-in attendant will be considered in making this determination.

In the event of the receipt of unfavorable information with respect to an applicant, Consideration shall be given to the time, nature, and extent of the applicant's conduct and to factors which might indicate a reasonable probability of favorable future conduct or financial prospects.

The PHA may waive the policies prohibiting admission in these circumstances if the person demonstrates to the PHA 's satisfaction that the person is no longer engaging in illegal use of a controlled substance or abuse of alcohol and has successfully completed a supervised drug or alcohol rehabilitation program.

Prohibited Criteria for Denial of Admission

Applicants will NOT be rejected because they:

- Have no income;
- Are not employed;
- Do not participate in a job training program;
- Will not apply for various welfare or benefit programs;
- Have children;
- Have children born out of wedlock;
- Are on welfare; or
- Are students.

Resident Participation in the Screening Process

It is the PHA 's policy to encourage resident participation in the applicant intake and screening process. The PHA recognizes that screening is only part of the occupancy cycle, and for the PHA -resident partnership to be effective, work is required both before and after admission. Given this policy the PHA, in conjunction with its resident leaders, proposes the following areas of involvement:

- **Orientation for families in shelters.** The objective is to introduce shelter families to the PHA 's screening requirements so that families with poor tenancy histories or no tenancy history can take actions to demonstrate that they meet PHA 's criteria for admission.
- **Home visits.** To work with residents to establish home visit inspection standards. To train residents on the standards and use residents along with the PHA staff to conduct home visits.
- **Applicant pre-occupancy orientation.** Attendance at pre-occupancy orientation is a requirement of the screening process. The PHA and its residents will develop the agenda for this orientation to include such issues as rent, house rules, lease provisions, security, social services and utilities.

H. HEARINGS

If information is revealed that would cause the PHA to deny admission to the household and the person disputes the information, s/he shall be given an opportunity for an informal hearing according to the PHA's hearing procedures outlined in Chapter 13, Complaints, Grievances and Appeals.

ACOP, Chapter 3

APPLYING FOR ADMISSION

INTRODUCTION

The policy of the PHA is to ensure that all families who express an interest in housing assistance are given an equal opportunity to apply, and are treated in a fair and consistent manner. This Chapter describes the policies and procedures for completing an initial application for assistance, placement and denial of placement on the waiting list, and limitations on who may apply. The primary purpose of the intake function is to gather information about the family, but the PHA will also utilize this process to provide information to the family so that an accurate and timely decision of eligibility can be made. Applicants will be placed on the waiting list in accordance with this Policy.

A. HOW TO APPLY

Families who wish to apply for any of the PHA's programs must complete a written application form when application-taking is open. Applications will be made available in an accessible format upon request from a person with a disability.

- Persons with disabilities may call the PHA to receive an application through the mail or make other arrangements to complete their pre-application.

- Applications will be accepted at the main administrative office and development site management office for all waiting lists.

The application process will involve two phases.

1. The first is the "initial" application for admission (referred to as a pre-application). This first phase is to determine the family's eligibility for, and placement on, the waiting list.

   The pre-application will be dated, time-stamped, and referred to the PHA's office where tenant selection and assignment is processed.

2. The second phase is the "final determination of eligibility for admission" (referred as the full application). The full application takes place when the family reaches the top of the waiting list. At this time the PHA ensures that verification of all HUD and PHA eligibility factors is current in order to determine the family's eligibility for an offer of a suitable unit.

B. "INITIAL" APPLICATION PROCEDURES

The PHA will utilize a preliminary-application form (pre-application) for the initial application for public housing. The application is taken in person and the data is entered into the computer. The application may also be mailed to the applicant and, if requested, it will be mailed in an

accessible format.

The purpose of the pre-application is to permit the PHA to preliminarily assess family eligibility or ineligibility and to determine placement on the waiting list.

The pre-application will contain questions designed to obtain the following information:

- Names of head and spouse
- Names of adult members and age of all members
- Number of family members (used to estimate bedroom size needed)
- Street address and phone numbers
- Mailing address (If PO Box or other permanent address)
- Annual income
- Source(s) of income received by household members to determine preference qualification
- Information regarding request for reasonable accommodation or for accessible unit
- Social Security Numbers
- Race/ethnicity
- Arrests/Convictions for Drug Related or Violent Criminal Activity
- Previous address
- Names and address of current and previous landlords
- Emergency contact person and address
- Questions regarding previous participation in HUD programs
- Outstanding debts to the PHA
- Prior eviction or termination for assistance
- Illegal use or pattern of abuse of a controlled substance or alcohol
- Subject to lifetime registration requirements under any state sex offender's registration program

Applications will be taken over the phone or in person and data will be entered into the computer.

Duplicate applications, including applications from a segment of an applicant household, will not be accepted.

Pre-applications will not require interviews. Information on the application will not be verified until the applicant has been selected for final eligibility determination. Final eligibility will be determined when the full application process is completed and all information is verified.

Applicants are requested to inform the PHA in writing of changes in family composition, income, and address, as well as any changes in their Preference status. Applicants are also required to respond to requests from the PHA to update information on their application, or to

determine their continued interest in assistance.

Failure to provide information or to respond to mailings will result in the applicant being removed from the waiting list. (See Chapter on Complaints, Grievances and Appeals)

C. NOTIFICATION OF APPLICANT STATUS

If after a review of the pre-application the family is determined to be preliminarily eligible, they will be notified in writing (in an accessible format upon request, as a reasonable accommodation).

This written notification of preliminary eligibility will be mailed to the applicant by first class mail.

If the family is determined to be ineligible based on the information provided in the pre-application, the PHA will notify the family in writing, state the reason(s), and inform them of their right to an informal hearing. Persons with disabilities may request to have an advocate attend the informal hearing as an accommodation. (See Chapter on Complaints, Grievances and Appeals)

D. COMPLETION OF A FULL APPLICATION

All preferences claimed on the pre-application or while the family is on the waiting list will be verified:

- Upon receipt of the preliminary application and prior to placement on the waiting list.

The qualification for preference must exist at the time the preference is verified regardless of the length of time an applicant has been on the waiting list because the preference is based on current status.

Applicants on the waiting list who will be selected in the near future will be sent a letter. (See Chapter on Tenant Selection and Assignment Plan.) The letter will notify the applicant of an application interview and request the applicant to bring all documents which verify all factors to be verified. Factors to be verified will be listed in the letter.

These documents will be used for verification only if third party verification cannot be obtained.

After the preference is verified, when the PHA is ready to select applicants, the PHA will send the applicant a letter notifying him/her of an appointment. Applicants will be required to:

- Complete a Personal Declaration Form prior to the full application interview.
- Complete a full application in their own handwriting, unless assistance is needed, or a request for accommodation is made by a person with a disability. Applicant will then be interviewed by PHA staff to review the information on the full application form.

- Participate in a full application interview with a PHA representative during which the applicant will be required to furnish complete and accurate information verbally as requested by the interviewer. The PHA interviewer will complete the full application form with answers supplied by the applicant. The applicant will sign and certify that all information is complete and accurate.

The full application will be mailed/communicated as requested as an accommodation to a person with a disability.

Requirement to Attend Interview

The PHA utilizes the full application interview to discuss the family's circumstances in greater detail, to clarify information which has been provided by the family, and to ensure that the information is complete. The interview is also used as a vehicle to meet the informational needs of the family by providing information about the application and verification process, as well as to advise the family of other PHA services or programs which may be available.

All adult family members must attend the interview and sign the housing application. Exceptions may be made for adult students attending school out of state or for members for whom attendance would be a hardship.

It is the applicant's responsibility to reschedule the interview if s/he misses the appointment. If the applicant does not reschedule or misses two scheduled meeting(s), the PHA will reject the application.

If an applicant fails to appear for their interview without prior approval of the PHA, their application will be denied unless they can provide acceptable documentation to the PHA that an emergency prevented them from calling.

Reasonable accommodation will be made for persons with a disability who requires an advocate or accessible offices. A designee will be allowed to provide some information, but only with permission of the person with a disability.

If an application is denied due to failure to attend the full application interview, the applicant will be notified in writing and offered an opportunity to request an informal hearing. (See Chapter on Complaints, Grievances and Appeals.)

All adult members must sign form HUD-9886, "Release of Information," the declarations and consents related to citizenship/immigration status and any other documents required by the PHA. Applicants will be required to sign specific verification forms for information which is not covered by the HUD-9886. Failure to do so will be cause for denial of the application for failure to provide necessary certifications and release as required by the PHA.

Information provided by the applicant will be verified, including information related to family composition, income, allowances and deductions, assets, eligible immigration status, full time

student status and other factors related to preferences, eligibility and rent calculation.

If the PHA determines at or after the interview that additional information or document(s) are needed, the PHA will request the document(s) or information in writing. The family will be given seven (7) working days to supply the information.

If the information is not supplied in this time period, the PHA will provide the family a notification of denial for assistance. (See Chapter on Complaints, Grievances and Appeals.)

E. PROCESSING APPLICATIONS

As families approach the top of the waiting list, the following items will be verified to determine qualification for admission to the PHA's housing:

- Preference verification
- Family composition and type (elderly/non elderly)
- Annual Income
- Assets and Asset Income
- Deductions from Annual Income
- Social Security Numbers of all family members
- Information used in applicant screening
- Citizenship or eligible immigration status
- Criminal History Report

F. FINAL DETERMINATION AND NOTIFICATION OF ELIGIBILITY

After the verification process is completed, the PHA will make a final determination of eligibility. This decision is based upon information provided by the family, the verification completed by the PHA, and the tenant suitability determination (see Chapter on Eligibility for Admission).

Because HUD can make changes in rules or regulations and family circumstances may have changed during the review process that affect an applicant's eligibility, it is necessary to make final eligibility determination.

The household is not actually eligible for a unit offer until this final determination has been made, even though they may have been preliminarily determined eligible and may have been listed on the waiting list.

DECONCENTRATION POLICY
ACOP, Chapter 4, Section J

It is the intent of the PHA to promote adequate and affordable housing, economic opportunity and a suitable living environment free of discrimination. Tenant selection and assignment for federal public housing shall be made without regard to race, color, religion, ancestry/national origin, sex familial status, physical or mental disability, marital status age, or HIV infection. To improve community quality of life and economic vitality, the PHA will implement measures to provide for deconcentration of poverty and income-mixing. The PHA will bring higher income tenants into lower income developments and lower income tenants into higher income developments. Additionally, the PHA will support measures to raise the income of households that currently reside in federal public housing. All measures and incentives that are undertaken to accomplish deconcentration and income-mixing will be uniformly applied.

The PHA's admission policy is designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Gross annual income is used for income limits at admission and for income-mixing purposes.

Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The PHA will gather data and analyze, at least annually, the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the PHA 's deconcentration efforts.

The PHA will use the gathered tenant incomes information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the project for the purpose of assisting the PHA in its deconcentration goals.

If the PHA's annual review of tenant incomes indicates that there has been a significant change in the tenant income characteristics of a particular project, the PHA will evaluate the changes to determine whether, based on the PHA methodology of choice, the project needs to be redesignated as a higher or lower income project or whether the PHA has met the deconcentration goals and the project needs no particular designation.

Deconcentration and Income-Mixing Goals

Admission policies related to the deconcentration efforts of the PHA do not impose specific quotas. Therefore, the PHA will not set specific quotas, but will strive to achieve deconcentration and income-mixing in its developments.

The PHA's income-mixing goal is a long-range goal and may not be achieved in the first year of implementation. The PHA will use its annual analysis of its public housing stock and tenant incomes to provide benchmarks for the PHA.

The PHA will add additional sites to its deconcentration goals each year until it has met its desired goal for all of its developments.

Project Designation Methodology

The PHA will determine and compare tenant incomes at the developments listed in this Chapter.

Upon analyzing its findings the PHA will apply the policies, measures and incentives listed in this Chapter to bring higher income families into lower income developments and lower income families into higher income developments.

The PHA's goal is to have eligible families having higher incomes occupy dwelling units in projects predominantly occupied by eligible families having lower incomes, and eligible families having lower incomes occupy dwelling units in projects predominantly occupied by eligible families having higher incomes.

Families having lower incomes include very low- and extremely low-income families.

When selecting applicant families and assigning transfers for a designated project the PHA will determine whether the selection of the family will contribute to the PHA's deconcentration goals.

The PHA will not select families for a particular project if the selection will have a negative effect on the PHA's deconcentration goals. However, if there are insufficient families on the waiting list or transfer list, under no circumstances will a unit remain vacant longer than necessary.

Steps for Implementation (24 C.F.R. 903.2)

Step 1: Determine the average income of all families residing in all covered developments.

$16,080.63

Step 2: Determine the average income of all families residing in each covered development, per unit size.

Development	Average Income
30	$ 17,662.75
31	$ 19,115.28
32	$ 15,554.34
33	$ 15,227.55
37	$ 14,459.25
38	$ 14,598.74
39	$ 16,814.62
40	$ 18,389.80
43	$ 12,810.54
44	$ 14,805.81
45	$ 16,835.62
49	$ 14,521.34
50	$ 18,252.52

Step 3: Determine whether each covered development falls above, within or below the Established Income Range. The Established Income Range is from 85 to 115 percent (inclusive) of the average family income. The established income range is: $13,668.53 to $18,492.72.

Development	Average Income
30	$ 17,662.75
31	$ 19,115.28
32	$ 15,554.34
33	$ 15,227.55
37	$ 14,459.25
38	$ 14,598.74
39	$ 16,814.62
40	$ 18,389.80
43	$ 12,810.54
44	$ 14,805.81
45	$ 16,835.62
49	$ 14,521.34
50	$ 18,252.52

Step 4: Explain how covered developments having average incomes outside the Established Income Range may explain or justify the income profile for these developments as being consistent with and furthering two sets of goals: the goals of deconcentration of poverty and income mixing as specified by the statute (bringing higher income tenants into lower income developments and vice versa); and the local goals and strategies contained in the PHA Annual Plan.

Development 43: The Planning and Evaluation Office is currently investigating further records to explain/justify this deviation from the Established Income Range.

Step 5: PHA Incentives for Higher Income Families

The PHA will offer certain incentives to higher income families willing to move into lower income projects. The PHA will not take any adverse action against any higher income family declining an offer by the PHA to move into a lower income project.

In addition to maintaining its public housing stock in a manner that is safe, clean, well landscaped and attractive, the PHA may offer the following incentives for higher income families moving into lower income projects:

(A) Incentives designed to encourage families with incomes below the Established Income Range to accept units in developments with incomes above the Established Income Range, or vice versa, including rent incentives, affirmative marketing plans, or added amenities;

(B) Target investment and capital improvements toward developments with an average income below the Established Income Range to encourage applicant families whose income is above the Established Income Range to accept units in those developments;

(C) Establish a preference for admission of working families in developments below the Established Income Range;

(D) Skip a family on the waiting list to reach another family in an effort to further the goals of the PHA's deconcentration policy;

(E) Provide such other strategies as permitted by statute and determined by the PHA in consultation with the residents and the community, through the PHA Annual Plan process, to be responsive to the local context and the PHA's strategic objectives.

STATEMENT OF FINANCIAL RESOURCES
HPHA 5-Year and Annual Plan 2014-2018

Financial Resources: Planned Sources and Uses

Sources	Planned $	Planned Uses
1. Federal Grants FY 2014		
a) Public Housing Operating Fund (100% assumed)	$20,998,946	
b) Public Housing Capital Fund	$9,066,970	
c) HOPE VI Revitalization	NA	
d) HOPE VI Demolition	NA	
e) Annual Contributions for Section 8 Tenant-Based Assistance	$24,342,995 $22,415,638	Excluding Admin Fees Excluding Admin Fees
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Family Self Sufficiency	N/A	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only)		
Comprehensive Grant (Capital Fund Program)	$8,161,752	Public Housing Capital Improvements
Economic Development Initiative (EDI)	$1,633,600	Economic Development Initiative Grants (Kalihi Valley Homes, Lanakila Homes, Pahala Homes, Kahale Mua)
Emergency Safety and Security Grant	$250,000	Emergency Safety and Security Grant (Funds to be used at Mayor Wright Homes)
3. Public Housing Dwelling Rental Income	$13,061,290	Public Housing Operations
4. Other income (list below)		
Interest Income	$3,043	
Other Income	$168,413	Laundry, Cell Towers, Etc.
5. Non-federal sources (list below)		
State General Fund	$1,514,456	Public Housing Security
Total Resources	$101,617,103	

RENT DETERMINATION POLICY

ACOP, Chapter 6

DETERMINATION OF TOTAL TENANT PAYMENT

[24 CFR 5.609, 5.611, 5.613, 5.615]

INTRODUCTION

The accurate calculation of Annual Income and Adjusted Income will ensure that families are not paying more or less money for rent than their obligation under the regulations.

This Chapter defines the allowable deductions from Annual Income and how the presence or absence of household members may affect the Total Tenant Payment (TTP). Income and TTP are calculated in accordance with 24 CFR Part 5, Subpart F and further instructions set forth in HUD Notices, Memoranda and Addenda. The formula for the calculation of TTP is specific and not subject to interpretation. The PHA's policies in this Chapter address those areas which allow the PHA discretion to define terms and to develop standards in order to assure consistent application of the various factors that relate to the determination of TTP.

A. RENT

The minimum rent for this PHA is $0.

The Total Tenant Payment is the greater of:

- 30% of the adjusted monthly income
- 10% of the monthly income
- The Minimum rent as established by the PHA.
- The minimum rent refers to a minimum total tenant payment and not a minimum tenant rent.

Or

- Flat Rent which shall be determined by the fair market rents (FMR) established by HUD, annually, pursuant to 24 CFR 888.113. These fair market rents, which include utilities (exclusive of telephone and cable TV), are established for dwelling units of various sizes.

The family has a choice of rent.

The Total Tenant Payment does not include charges for excess utility consumption or other charges.

B. INCOME AND ALLOWANCES

Income: The types of money, which are to be used as income for purposes of calculating the TTP are defined by HUD in federal regulations. In accordance with this definition, income from all sources of each member of the household is documented. (See Income Inclusions and Income Exclusions in the Glossary of Terms of this policy.)

Annual Income (See 24CFR5.609)

(a) Annual income means all amounts, monetary or not, which:
  (1) Go to, or on behalf of, the family head or spouse (even if temporarily absent) or to any other family member; or
  (2) Are anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date; and
  (3) Which are not specifically excluded in paragraph (c) of this section.
  (4) Annual income also means amounts derived (during the 12-month period) from assets to which any member of the family has access.

(b) Annual income includes, but is not limited to:
  (1) The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services;
  (2) The net income from the operation of a business or profession. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight-line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family;
  (3) Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation is permitted only as authorized in paragraph (b)(2) of this section. Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the family. Where the family has net family assets in excess of $5,000, annual income shall include the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD;
  (4) The full amount of periodic amounts received from Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of periodic receipts, including a lump-sum amount or prospective monthly amounts for the delayed start of a periodic amount (except as provided in paragraph (c)(9) of this section);
  (5) Payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation and severance pay (except as provided in paragraph (c)(3)

of this section);

(6) Welfare assistance. If the welfare assistance payment includes an amount specifically designated for shelter and utilities that is subject to adjustment by the welfare assistance agency in accordance with the actual cost of shelter and utilities, the amount of welfare assistance income to be included as income shall consist of: (i) The amount of the allowance or grant exclusive of the amount specifically designated for shelter or utilities; plus (ii) The maximum amount that the welfare assistance agency could in fact allow the family for shelter and utilities. If the family's welfare assistance is ratably reduced from the standard of need by applying a percentage, the amount calculated under this paragraph (b)(6)(ii) shall be the amount resulting from one application of the percentage;

(7) Periodic and determinable allowances, such as alimony and child support payments, regular contributions or gifts received from organizations or from persons not residing in the dwelling;

(8) All regular pay, special pay and allowances of a member of the Armed Forces (except as provided in paragraph (c)(7) of this section).

(c) Annual income does not include the following:

(1) Income from employment of children (including foster children) under the age of 18 years;

(2) Payments received for the care of foster children or foster adults (usually persons with disabilities, unrelated to the tenant family, who are unable to live alone);

(3) Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses (except as provided in paragraph (b)(5) of this section);

(4) Amounts received by the family that are specifically for, or in reimbursement of, the cost of medical expenses for any family member;

(5) Income of a live-in aide, as defined in 24 CFR Sec. 5.403;

(6) The full amount of student financial assistance paid directly to the student or to the educational institution;

(7) The special pay to a family member serving in the Armed Forces who is exposed to hostile fire;

(8) (i) Amounts received under training programs funded by HUD; (ii) Amounts received by a person with a disability that are disregarded for a limited time for purposes of Supplemental Security Income eligibility and benefits because they are set aside for use under a Plan to Attain Self-Sufficiency (PASS); (iii) Amounts received by a participant in other publicly assisted programs which are specifically for or in reimbursement of out-of-pocket expenses incurred (special equipment, clothing, transportation, child care, etc.) and which are made solely to allow participation in a specific program; (iv) Amounts received under a resident service stipend. A resident service stipend is a modest amount (not to exceed $200 per month) received by a resident for performing a service for the PHA or owner, on a part-time basis, that enhances the quality of life in the development. Such services may include, but are not limited to, fire patrol, hall monitoring, lawn maintenance, resident initiatives coordination, and serving as a member of the

PHA's governing board. No resident may receive more than one such stipend during the same period of time; (v) Incremental earnings and benefits resulting to any family member from participation in qualifying State or local employment training programs (including training programs not affiliated with a local government) and training of a family member as resident management staff. Amounts excluded by this provision must be received under employment training programs with clearly defined goals and objectives, and are excluded only for the period during which the family member participates in the employment training program;

(9) Temporary, nonrecurring or sporadic income (including gifts);

(10) Reparation payments paid by a foreign government pursuant to claims filed under the laws of that government by persons who were persecuted during the Nazi era;

(11) Earnings in excess of $480 for each full-time student 18 years old or older (excluding the head of household and spouse);

(12) Adoption assistance payments in excess of $480 per adopted child.

(13) The incremental earnings and benefits to any resident 1) whose annual income increases due to employment of a family member who was unemployed for one or more years previous to employment; or 2) whose annual income increases as the result of increased earnings by a family member during participation in any economic self sufficiency or other job training program; or 3) whose annual income increases due to new employment or increased earnings of a family member during or within six months of receiving state-funded assistance, benefits or services, will not be increased during the exclusion period. For purposes of this paragraph, the following definitions apply:

(a) State –funded assistance, benefits or services means any state program for temporary assistance for needy families funded under Part A of Title IV of the Social Security Act, as determined by the PHA in consultation with the local agencies administering Temporary Assistance for Needy Families (TANF) and Welfare-to-Work programs. The TANF program is not limited to monthly income maintenance, but also includes such benefits and services as one-time payments, wage subsidies and transportation assistance—provided that the total amount over a six-month period is at least $500.

(b) During the 12 month period beginning when the member first qualifies for a disallowance, the PHA must exclude from Annual Income any increase in income as a result of employment. For the 12 months following the exclusion period, 50% of the income increases shall be excluded.

(c) Regardless of how long it takes a resident to work for 12 months (to qualify for the first exclusion) or the second 12 months (to qualify for the second exclusion), the maximum period for the disallowance (exclusion) is 48 months.

(d) The disallowance of increased income under this section is only applicable to current residents and will not apply to applicants who have begun working prior to admission (unless their earnings are less than would be earned working ten hours per week at minimum wage, under which they qualify as unemployed.)

(14) Deferred periodic amounts from supplemental security income and social security benefits that are received in a lump sum amount or in prospective monthly amounts;

(15) Amounts received by the family in the form of refunds or rebates under State or local law for property taxes paid on the dwelling unit;

(16) Amounts paid by a State agency to a family with a member who has a developmental disability and is living at home to offset the cost of services and equipment needed to keep the developmentally disabled family member at home;

(17) Amounts specifically excluded by any other Federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under any program to which the exclusions set forth in the above list of excluded income apply. The following list of benefits is excluded income:

- The value of the allotment provided to an eligible household for coupons under the Food Stamp Act of 1977 [7 USC 2017 (h)];
- Payments to volunteers under the Domestic Volunteer Service Act of 1973 [42 USC 5044 (g), 5088]; Examples of programs under this Act include but are not limited to:
  - The Retired Senior Volunteer Program (RSVP);
  - Foster Grandparent Program (FGP)
  - Senior Companion Program (SCP);
  - The Older American Committee Service Program; and
  - National Volunteer Antipoverty Programs such as VISTA, Peace Corps, Service Learning Program, and Special Volunteer Programs.
- Small Business Administration Programs, such as the National Volunteer Program to Assist Small Business and Promote Volunteer Service to Persons with Business Experience, Service Corps of Retired Executives (SCORE), and Active Corps of Executives (ACE);
- Payments received under the Alaska Native Claims Settlement Act [43 USC 1626 (a)];
- Income derived from certain submarginal land of the United States that is held in trust for certain Indian tribes [25 USC 459e];
- Payments or allowances made under the Department of Health and Human Services' Low-Income Home Energy Assistance Program [42 USC 8624 (f)];
- Payments received under programs funded in whole or in part under the Job Training Partnership Act [29 USC 1552 (b)];
- Income derived from the disposition or funds of the Grand River Band of Ottawa Indians [Pub. L. 94-540, 90 State 2503-04]; and
- The first $2,000 of per capita shares received form judgment funds awarded by the Indian Claims Commission or the Court of Claims [25 USC 1407-08], or from funds held in trust for an Indian Tribe by the Secretary of Interior [25 USC 117 (b), 1407].

(18) Amounts of scholarships funded under Title IV of the Higher Education Act of 1965 including awards under the Federal work-study program or under the

Bureau of Indian Affairs student assistance programs [20 USC 187 (uu)]. Examples of Title IV programs include but are not limited to:

- Basic Educational Opportunity Grants (Pell Grants), Supplemental Opportunity Grants, State Student Incentive Grants, College Work Study, and Byrd Scholarships.
- Payments received from programs funded under Title V of the Older Americans Act of 1965 [42 USC 3056 (f)]: Examples of programs under this act include but are not limited to:
  - □ Senior Community Services Employment Program (CSEP);
  - □ National Caucus Center on the Black Aged;
  - □ National Urban League;
  - □ Association National Pro Personas Mayors;
  - □ National Council on Aging;
  - □ American Association of Retired Persons;
  - □ National Council on Senior Citizens; and
  - □ Green Thumb.
- Payments received after January 1, 1989, from the Agent Orange Settlement Fund or any other fund established in the Agent Orange product liability litigation;
- Payments received under the Maine Indian Claims Settlement Act of 1980 (Pub. L. 96-420, 94 Stat. 1785];
- The value of any child care provided or arranged (or any amount received as payment for such care or reimbursement for costs incurred for such care) under the Child Care and Development Block Grant Act of 1990 [42 USC 9858 (q)];
- Earned income tax credit refund payments received on or after 1/1/91 [26 USC 32 (j)];
- Payments by the Indian Claims Commission to the Confederated Tribes and Bands of Yakima Indian Nation or the Apache Tribe of Mescalero Reservation;
- Allowances, earnings and payments to AmeriCorps participants under the National and Community Service Act of 1990;
- Any allowance paid under the provisions of 38 USC 1805 to a child suffering from spina bifida who is the child of a Vietnam veteran;
- Any amount of crime victim compensation (under the Victims of Crime Act) received through crime victim assistance (or payment or reimbursement of the cost of such assistance) as determined under the Victims of Crime Act because of the commission of a crime against the applicant under the Victims of Crime Act; and
- Allowances, earnings and payments to individuals participating in programs under the Workforce Investment Act of 1998.

Adjusted Income is defined as the Annual income minus any HUD allowable deductions.

C. ALLOWABLE DEDUCTIONS AND OTHER ALLOWABLE EXCLUSIONS (24 CFR 5.611)

Adjusted income means annual income (as determined by the responsible entity) of the members of the family residing or intending to reside in the dwelling unit, after making the following deductions:

(a) Mandatory deductions. In determining adjusted income, the responsible entity must deduct the following amounts from annual income:
   (1) $480 for each dependent;
   (2) $400 for any elderly family or disabled family;
   (3) The sum of the following, to the extent the sum exceeds three percent of annual income: (i) Unreimbursed medical expenses of any elderly family or disabled family; and
   (ii) Unreimbursed reasonable attendant care and auxiliary apparatus expenses for each member of the family who is a person with disabilities, to the extent necessary to enable any member of the family (including the member who is a person with disabilities) to be employed, but this allowance may not exceed the earned income received by family members who are 18 years of age or older who are able to work because of such attendant care or auxiliary apparatus; and
   (4) Any reasonable child care expenses necessary to enable a member of the family to be employed or to further his or her education.

(b) Permissive deductions--for public housing only. For public housing only, a PHA may adopt additional deductions from annual income. The PHA must establish a written policy for such deductions.

PHA shall adopt all mandatory HUD Income Exclusions.

D. AVERAGING INCOME

When Annual Income cannot be anticipated for a full twelve months, the PHA will:

- Annualize current income and conduct an interim reexamination if income changes.

If there are bonuses or overtime which the employer cannot anticipate for the next twelve months, bonuses and overtime received the previous year will be used.

Income from the previous year may be analyzed to determine the amount to anticipate when third-party or check-stub verification is not available.

If by averaging, an estimate can be made for those families whose income fluctuates from month to month, this estimate will be used so that the housing payment will not change from month to month.

The method used depends on the regularity, source and type of income.

E. MINIMUM INCOME

There is no minimum income requirement. Families who report zero income are required to complete a written certification every three months. See attached form.

Families that report zero income will be required to provide information regarding their means of basic subsistence, such as food, utilities, transportation, etc.

The PHA will request credit checks for all adult members of families that report zero income.

Where credit reports show credit accounts open and payments current, the PHA will take action to investigate the possibility of fraud or program abuse.

F. INCOME OF PERSON PERMANENTLY CONFINED TO NURSING HOME

If a family member is permanently confined to a hospital or nursing home and there is a family member left in the household, the PHA will calculate the Total Tenant Payment by:

- Including the income of the person permanently confined to the nursing home and giving the family the medical deductions allowable on behalf of the person in the nursing home.

G. REGULAR CONTRIBUTIONS AND GIFTS [24 CFR 5.609(a)(7)]

Regular contributions and gifts received from persons outside the household are counted as income for calculation of the Total Tenant Payment.

Any contribution or gift received every twelve (12) months or more frequently will be considered a "regular" contribution or gift, unless the amount is less than one hundred dollars ($100) per year. This includes rent and utility payments made on behalf of the family and other cash or non-cash contributions provided on a regular basis. It does not include casual contributions or sporadic gifts. (See Chapter on "Verification Procedures," for further definition.)

If the family's expenses exceed their known income, the PHA will make inquiry of the family about contributions and gifts.

H. ALIMONY AND CHILD SUPPORT [24 CFR 5.609(a)(7)]

Regular alimony and child support payments are counted as income for calculation of Total Tenant Payment.

If the amount of child support or alimony received is less than the amount awarded by the court, the PHA must use the amount awarded by the court unless the family can verify that they are not receiving the full amount.

The PHA will accept as verification that the family is receiving an amount less than the award if:

- The HCDCH receives verification from the agency responsible for enforcement or collection.
- The family furnishes documentation of child support or alimony collection action filed through a child support enforcement/collection agency, or has filed an enforcement or collection action through an attorney.

It is the family's responsibility to supply a certified copy of the divorce decree.

I. LUMP-SUM RECEIPTS [24 CFR 5.609(b)(5), (c)]

Lump-sum additions to Family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains, and settlement for personal or property losses, are not included in income but may be included in assets.

Lump-sum payments caused by delays in processing periodic payments (unemployment or welfare assistance) are counted as income. Lump sum payments from Social Security or SSI are excluded from income, but any amount remaining will be considered an asset. Deferred periodic payments which have accumulated due to a dispute will be treated the same as periodic payments which are deferred due to delays in processing.

In order to determine amount of retroactive tenant rent that the family owes as a result of the lump sum receipt:

- The PHA uses a calculation method which calculates retroactively or prospectively depending on the circumstances.

Prospective Calculation Methodology

If the payment is reported on a timely basis, the calculation will be done prospectively and will result in an interim adjustment calculated as follows:

- The entire lump-sum payment will be added to the annual income at the time of the interim.

Retroactive Calculation Methodology

The family must pay this "retroactive" amount to the PHA in a lump sum.

At the PHA's option, the PHA may enter into a Repayment Agreement with the family.

The amount owed by the family is a collectible debt even if the family becomes unassisted.

Attorney Fees

The family's attorney fees may be deducted from lump-sum payments when computing annual income if the attorney's efforts have recovered a lump-sum compensation, and the recovery paid to the family does not include an additional amount in full satisfaction of the attorney fees.

J. CONTRIBUTIONS TO RETIREMENT FUNDS - ASSETS

Contributions to company retirement/pension funds are handled as follows:

- While an individual is employed, count as assets only amounts the family can withdraw without retiring or terminating employment.

K. ASSETS DISPOSED OF FOR LESS THAN FAIR MARKET VALUE

The PHA must count assets disposed of for less than fair market value during the two years preceding certification or reexamination. The PHA will count the difference between the market value and the actual payment received in calculating total assets.

Assets disposed of as a result of foreclosure or bankruptcy are not considered to be assets disposed of for less than fair market value. Assets disposed of as a result of a divorce or separation are not considered to be assets disposed of for less than fair market value.

The PHA's minimum threshold for counting assets disposed of for less than Fair Market value is $1,000. If the total value of assets disposed of within a one year period is less than $1,000, they will not be considered an asset.

L. CHILD CARE EXPENSES

Un-reimbursable child care expenses for children under 13 may be deducted from annual income if they enable an adult to work, attend school full time, or actively seek employment.

In the case of a child attending private school, only before or after-hours care can be counted as child care expenses.

Child care expenses must be reasonable. Reasonable is determined by what the average child care rates are in the PHA's jurisdiction.

Allowability of deductions for child care expenses is based on the following guidelines:

Child care to work: The maximum child care expense allowed must be less than the amount earned by the person enabled to work. The "person enabled to work" will be the adult member of the household who earns the least amount of income from working.

Child care for school: The number of hours claimed for child care may not exceed the number of hours the family member is attending school (including one hour travel time to and from school).

- **Amount of Expense:** The PHA will survey the local care providers in the community to determine what is reasonable. The PHA will use the collected data as a guideline. If the hourly rate materially exceeds the guideline, the PHA may calculate the allowance using the guideline.

M. MEDICAL EXPENSES [24 CFR 5.603]

When it is unclear in the HUD rules as to whether or not to allow an item as a medical expense, IRS Publication 502 will be used as a guide.

Nonprescription medicines must be doctor-recommended in order to be considered a medical expense.

Nonprescription medicines will be counted toward medical expenses for families who qualify if the family furnishes legible receipts with identification of the type of purchase.

Acupressure, acupuncture and related herbal medicines will not be considered allowable medical expenses.

Chiropractic services will be considered allowable medical expenses.

N. PRORATION OF ASSISTANCE FOR "MIXED" FAMILIES [24 CFR 5.520]

Applicability

Proration of assistance must be offered to any "mixed" applicant or participant family. A "mixed" family is one that includes at least one U.S. citizen or eligible immigrant and any number of ineligible members.

"Mixed" families that were participants on June 19, 1995, and that do not qualify for continued assistance must be offered prorated assistance. (See Chapter titled "Recertifications.") Applicant mixed families are entitled to prorated assistance. Families that become mixed after June 19, 1995, by addition of an ineligible member are entitled to prorated assistance.

Prorated Assistance Calculation

Prorated assistance will be calculated by subtracting the Total Tenant Payment from the applicable Maximum Rent for the unit the family occupies to determine the Family Maximum Subsidy. The family's TTP will be calculated by:

- Dividing the Family Maximum Subsidy by the number of persons in the family to determine Member Maximum Subsidy.
- Multiplying the Member Maximum Subsidy by the number of eligible family members to determine Eligible Subsidy.
- Subtracting the amount of Eligible Subsidy from the applicable Maximum Rent for the unit the family occupies to get the family's Revised Total Tenant Payment.

O. REDUCTION IN BENEFITS

See Chapter 11 entitled "Recertifications" Item D for reduction in welfare benefits.

P. UTILITY ALLOWANCE AND UTILITY REIMBURSEMENT PAYMENTS

If the cost of utilities (excluding telephone) is not included in the Tenant Rent, a utility allowance will be deducted from the total tenant payment. The Utility allowance is intended to help defray the cost of utilities not included in the rent. The allowances are based on the monthly cost of reasonable consumption utilities in an energy conservative household, *not* on a family's actual consumption. (See Utility Allowance Schedule at Appendix A)

When the Utility Allowance exceeds the family's Total Tenant Payment, the PHA will provide a Utility Reimbursement Payment for the family each month. The check will be made out directly to the tenant.

Q. EXCESS UTILITY PAYMENTS

NEED TO ADDRESS INDIVIDUAL RELIEF 965.502

Residents in units where the PHA pays the utilities may be charged for excess utilities if additional appliances or equipment are used in the unit. This charge shall be applied as specified in the lease. [24CFR 966.4(b)(2)]

R. FLAT RENTS

Fair Market Rent as a Basis for Flat Rents

The PHA will set flat rents to some of its public housing units using as a basis the current fair market rent for units comparable in size in the area in which each public housing development is located.

The PHA will not set flat rents below the monthly operating cost to operate the units.

Notice to Residents

The PHA will provide thirty (30) day notice to all families affected by any new flat rent policies.

OPERATION AND MANAGEMENT

The Hawaii Public Housing Authority (HPHA) is governed by an eleven member Board of Directors, and is comprised of the Office of the Executive Director; eight support offices (Compliance, Fiscal Management, Hearings, Housing Information, Information Technology, Personnel, Planning and Evaluation and Procurement) and five branches (Construction Management, Property Management and Maintenance Services, and Section 8 Subsidy Program). A brief description of each follows.

Board of Directors:

- Establishes policies and executive direction for HPHA.
- Approves programs and actions taken by HPHA.
- Approves for adoption and/or revision of administrative rules and procedures for the various HPHA programs.

Executive Director

- Serves as the focal point for the execution of the statutory provisions relating to housing management services, and the delivery of housing and housing services to the State of Hawaii.
- Provides for the overall administration and management of all functions and activities related to the day-to-day operation of HPHA.
- Implements programs to meet agency-wide goals and objectives in consonance with applicable plans and guidelines.
- Establishes policies and procedures to guide program operations.
- Serves as the focal point for program and personnel evaluation and personnel development.

Compliance Office

- Provides oversight to ensure that programs and activities operate according to Federal and State requirements, agency polices, and fair housing laws and regulations.
- Investigates incidents of waste, fraud and abuse, and, if necessary, imposes enforcement action.
- Performs annual and special reviews of HPHA's programs to ensure uniform application and implementation of rules, policies, and procedures.
- Coordinates and enforces all civil rights functions to comply with the law.

Fiscal Management Office

• Provides administrative assistance and advisory services in fiscal management, budget, and accounting services for HPHA.
• Oversees HPHA's assets, including real property.
• Formulates policies, procedures and standards in administering central accounting, asset (inventory) management and contract monitoring activities within HPHA.
• Provides consultative and technical services in budget coordination, planning development, execution and monitoring activities for all programs within HPHA, and with budget staff at the department level.

Hearings Office

• Represents HPHA at all eviction hearings at the hearing board level and coordinates with the Department of the Attorney General on court appeals.
• Assists and advises the Executive Director and other staff on rules and regulations relating to hearings and evictions.

Housing Information Office

• Acts as HPHA's media liaison.
• Establishes and maintains an effective communications program in support of public information.
• Serves as an intake for inquiries and complaints, and assists branches and offices with advocacy efforts.
• Develops cost-effective communication tools such as printed products, audio/visual materials, special events and presentations, public service announcements, and consumer services.

Information Technology Office

• Responsible for the overall administration, planning, direction, management, development, implementation and maintenance of all information technology (IT) systems for HPHA.
• Provides support and management in business application development and maintenance, project planning and implementation, telecommunication and network operations, systems software/hardware, and technical training for HPHA.
• Directs and coordinates all IT matters within and between HPHA and other State and County agencies, the Federal government, and commercial hardware and software organizations including private consultants.

Personnel Office

• Manages various personnel programs and activities including recruitment, examination and placement, position description, labor relations, civil rights, employee relations and safety, employee training and development, and personnel transactions and records maintenance.
• Provides advisory services to management personnel, supervisors, and employees. Interprets civil service regulations, departmental policies and procedures, Federal and State rules and regulations, collective bargaining contractual agreements, etc.

• Responsible to inform managers, supervisors and employees on personnel matters and concerns; obtain clarification on personnel issues as necessary and provide advice and guidance in the application of policies and procedures.
• Reviews and coordinates HPHA's safety program in compliance with Occupational Safety and Health Standards (OHSA) and Hawaii Occupational Safety and Health (HIOSH) requirements.

Planning and Evaluation Office
• Provides housing research and needs assessments and overall planning support functions.
• Evaluates the implementation of HPHA's objectives and policies.
• Assists in the development of the housing studies and reports.
• Develops legislative proposals and reports and administers rule-making procedures and coordinates and assists in the development and revisions of the rules and bylaws, as necessary.

Procurement Office
• Provides central procurement, storekeeping and inventory and inventory control services for all HPHA programs in accordance with State, Federal and HPHA's requirements.
• Reviews Request for Proposal (RFP), Invitation for Bids (IFB), Request for Qualifications (RFQ), and any other solicitation for consultants or good and services to ensure compliance with applicable Federal and State laws, rules, regulations, policies and procedures.
• Maintains appropriate level and composition of inventory for HPHA's needs and distributes items or purchases to users in an efficient and expeditious manner.

Construction Management Branch
• Provides for the overall administration of the rehabilitation and modernization programs.
• Coordinates and conducts periodic physical needs assessments of existing facilities, develops short and long-range plans for the modernization, capital improvement and extraordinary repairs and maintenance of the facilities.
• Provides construction management and technical assistance and architectural and engineering support for modernization, repair, and maintenance of HPHA projects.

Property Management and Maintenance Branch

• Provides for the management and maintenance of Federal and State low-income public housing, teacher housing, vacant land, equipment, and various other properties owned by HPHA.
• Develops and establishes management and maintenance plans to reflect the agency goals.
• Assesses the adequacy and effectiveness of the management, maintenance, and resident programs and makes necessary adjustments to meet the needs of the residents.
• Coordinates application functions for the public housing program.
• Administers various assigned project-based rental subsidy programs for privately owned rental developments.

Section 8 Subsidy Programs Branch

• Coordinates application and rental assistance functions for rent subsidy programs administered by HPHA.
• Schedules and conducts on-site inspections of initial and existing rental units in the private sector throughout Oahu.
• Provides outreach to families and landlords to promote rent subsidy programs and to assist in locating a unit to rent; fosters and establishes working relationships with real estate management staff, the community and other agencies to benefit participants in the rent subsidy programs.

The rules governing management of Hawaii Public Housing Authority properties can be found in:

Hawaii Administrative Rules, Title 17, Subtitle 5, Chapter 2028 (Federally-Assisted Housing Projects)

Hawaii Administrative Rules, Title 17, Subtitle 5, Chapter 2021 (Grievance Procedures).

Hawaii Administrative Rules, Title 17, Subtitle 5, Chapter 2020 (Eviction Practice and Procedure)

Hawaii Revised Statutes, Volume 14, Chapter 356 D

Hawaii Administrative Rules, Title 15 Subtitle 14, Chapter 185 (Section 8 - Housing Voucher Program).

- Hawaii Administrative Rules, Title 15 Subtitle 14, Chapter 195 (Section 8- Homeownership Program)
- Hawaii Revised Statutes, Volume 14, Chapter 356 D

HCDCH Maintenance Policy and Procedures Manual
General Guidelines

Objectives

1. Establish a team environment that provides an enjoyable work environment that balances personal and professional goals;

2. Encourage and support an atmosphere that allows open communication that nurture creative solutions and continuous improvement;

3. Establish maintenance standards to incorporate short and long range maintenance plans;

4. Enforce consistent maintenance practices and procedures to ensure full life expectancy of the public housing;

5. Establish partnering relationships to provide cost effective facilities support contracts (IDIQ);

A. General Performance Standards

Maintenance staff ensures that all parts of the buildings are kept in good repair and that lights, utilities, elevators, and building equipment are in proper working operation. Maintenance staff provides labor and materials required for the maintenance and repair of PH facilities and their various utility distribution systems. Routine maintenance includes monitoring of wages, provision of materials, equipment, services and other miscellaneous items as required to provide scheduled maintenance, normal re-painting, standard light replacement, and routine maintenance of roofs, electrical systems, exterior walls, foundations, ceilings, floors, air conditioning and heating, distribution lines, plumbing systems, elevators, and central water treatment systems.

1. Respond to resident work requests within three (3) days maximum

   a. Develop operations/follow-up procedure

   b. Develop monitoring system to ensure completion

2. Respond to emergency work requests within same day as received and response directly to the resident within 30 minutes

3. Develop Preventive Maintenance Program

   a. Develop inventory of infrastructure equipment
   b. Develop budgetary guidelines for planning 1, 3 & 5-year plans
   c. Develop preventive maintenance schedules

4. Perform annual unit inspections and provide reports to HCDCH

5. Develop cyclical painting program; including assessment of exterior surfaces

6. Prepare vacant units for occupancy within fourteen (14) working days

   a. Developing IDIQ performance based specifications

7. Provide maintenance staff necessary tools, equipment, supplies and materials to perform minor maintenance work

8. Ensure timely response to resident requests

   a. Developing operations procedure
   b. Enforce PHA resident regulations/rental agreements

9. Continuous improvement to increase operation efficiencies

   a. Decrease operational expenses by establishing a preventive maintenance cycle
   b. Maximize return on capital investments

   c. Reduce risks associated with health/safety/security issues

10. Establish partnering relationships with consultants and contractors

B. Maintenance Priorities

Work order categories:

1. **Emergency**	Items that could potentially cause injury, loss of life, threaten health or cause serious property damage. *To be performed during the current work day
2. **Resident Service Maintenance**	Work initiated as a result of resident request to be performed within three (3) working days
3. **Routine Maintenance**	Ongoing, regularly scheduled maintenance duties to maintain habitable, safe and sanitary housing and curb appeal *Curb Appeal Assessment reports incorporated with PHAS
4. **Vacant Units Turnover**	Develop performance based specifications *Minor renovations completed within fourteen (14) days *Contractor performance evaluation @6 months/12 months – performance based contracts
5. **Preventive Maintenance**	Regular, scheduled and efficient inspections of the PH To maintain PHA property in good repair, maintain/extend useful life assuring repairs are made prior to deterioration and actual breakdown.

C. Work Request System

1. Policies

   a. Maintenance staff will make no repairs without an authorized work request form.

   b. Repairs are to be performed within the time frames established

   c. Maintenance staff will keep open communications with resident

2. Procedures

   a. Resident submits maintenance service request

   b. PMMB receives, records and processes

   c. Maintenance team receives activated Work Request, time frame established, scope of work determined

   d. Completed work request – see Instructions for completion of Work Request Form (Attachment 1), obtain resident signature.

D. Emergency Maintenance Procedures

A. Emergency maintenance is an item that if not repaired promptly could cause injury, loss of life, threaten health or cause serious property damage.

Emergency work will be accomplished during the current work day

1. Emergency maintenance work shall be performed according to the following priority of work request categories:

   a. Loss of power
   b. Broken gas line or leaks
   c. Fires
   d. Broken water lines
   e. Exposed electrical lines
   f. Broken door locks
   g. Other conditions that may cause harm to residents or others or damage to property.

2. Maintenance supervisor shall be contacted immediately

   a. Maintenance supervisor will immediately go to location and verify existence of an emergency situation

   b. Maintenance supervisor will determine whether the work can be completed in-house or requires contract services

   c. If situation cannot be resolved or completed quickly, emergency status can be abated by transferring the resident away from the emergency situation.

d. If situation is determined not to be an emergency, resident will be informed that request will be considered as any other routine resident request.

e. Emergency work requests will be submitted immediately upon completion to Property Management.

E. Routine Maintenance Procedures

Routine maintenance includes ongoing regularly scheduled maintenance activities intended to maintain a decent, safe and sanitary condition of the housing facilities and to maintain curb appeal of the property.

1. **Extermination/Pest Management**

a. Maintenance staff will be provided with the proper training, equipment, insecticides, and bait necessary to maintain an efficient and effective pest control program.

b. Maintenance staff will program and schedule extermination requirements for each PH

c. Maintenance staff will be furnished approved schedules ten (10) days prior to the first extermination date.

d. Work in conjunction with Property Manager who will provide appropriate notification to residents and assuring that units are properly prepared.

e. PH will be completely treated for pests within a one (1) year cycle.

2. **Unscheduled Pest Extermination**

a. Residents requiring interim extermination will submit request to Property Management

b. Property Management will issue work request to the maintenance staff

c. Extermination services may be provided on demand on a monthly basis. Coordination responsibility through the property management.

3. **Rodent Control**

a. Properties will be baited for rodent extermination on:

____a. scheduled annual cycle of _____

or

____b. as necessary

b. Property Management will take precautionary measures to assure that residents are aware of the antidote for rodent poison use.

4. **Building Exterior**

a. Exterior walls are any walls that are exposed to the weather. All exterior walls shall be maintained in a structurally sound, weather tight condition. The walls shall be free of pitting and corrosion, vegetation and animal life, deteriorated siding and trim, discoloration and graffiti, or other defects.

5. **Roofs**

a. All roofing components shall be maintained to preserve a weather tight seal and prevent abnormal deterioration. Missing components shall be replaced to retain the original whole condition of the roof system.

Vent stacks, roof ventilators, solar panel systems that are incorporated into the roofing system by mechanical fasteners should function as originally designed. Flashing shall be maintained to prevent leaking. Wind driven turbine ventilators and solar panel systems shall be maintained free of corrosion or other defects that would prevent their operating as intended. Ensure that all other components attached to the roof are maintained to preserve the weather tight seal and abnormal deterioration.

b. **Gutters, Downspouts, and Splash Blocks** shall be properly aligned and secured to the buildings and correctly positioned to receive the impact of drainage water. Drains shall be maintained to effectively channel run-off water away from the housing unit. Gutters and downspouts shall be kept free of debris or any obstruction.

c. **Overhangs** shall be maintained with fascia and soffits properly secured and free from deterioration. Bird and vermin screens and vents shall be maintained intact and free of corrosion.

5. **Windows, Doors, Screens, and Shutters** should operate smoothly and properly. Exterior doors, windows, and shutters shall be maintained to preserve the weather tight seal with caulking, glazing and weather stripping fully intact. New replacement glass shall meet existing standards or shall be the same insulation value or greater thickness, type and quality as the existing. Window screens and screen doors shall be maintained in good working order and free of torn fabric and frame defects. All hardware shall be free of corrosion or other defects which would prevent its operating as intended.

6. **Building Interior**

a. **Interior walls** shall be maintained free of damage, deterioration, cracks, defective materials, or noticeable discoloration.

b. **Concrete floors** shall be maintained in a usable and safe condition, free of cracked, spalling or broken areas.

c. **Subflooring and structural members** shall be maintained in a safe and usable manner. Deteriorated subflooring members shall be repaired or replaced to retain the original whole condition of the floor.

d. **Vinyl Tile/Linoleum Floor coverings** shall be maintained in a good condition, free of cracks, chips, and torn or excessively worn material. No asbestos contained materials are allowed.

e. **Carpet** shall be maintained free of staining, fading, stretching, fraying, raveled seams, odors, and excessively worn material. Carpet edge should properly adhere to tack and transition strips.

f. **Ceramic Tile floors and/or walls** shall be maintained free of loose, damaged, broken, missing or cracked tiles and joints properly sealed to provide the intended watertight surface.

g. **Stairways**, treads, risers, nosings, balustrades, handrails, and other structural members shall be maintained to provide a safe and usable system.

h. **Ceilings and framing members** shall be properly secured. The ceiling shall be free of holes or cracks, soiled, defaced or water damaged surfaces, or other defects.

i. **Window coverings** shall be maintained to operate smoothly and properly, and be free of defects.

j. **Interior trim surfaces** shall be maintained smooth, free of chipped or peeling paint, exposed nails, warps, cracks, rot or termite damage.

k. **Built-in cabinetry**, shelving, countertops, and similar items shall be maintained in a fully usable condition.

l. **Unit accessories** such as mail slots, doorstops, door bells, door knockers, paper holders, soap trays, tumbler holders, towel bars, shower curtain rods, toilet seats, medicine cabinets, window covering brackets, curtain rods, closet pulley guides, house numbers, dryer vents, etc. shall be maintained free of defects and in a satisfactory, working condition.

m. **Safety accessories** such as hard-wired smoke detectors and plug-in carbon monoxide detectors shall be periodically tested to ensure conformance with national standards and life-cycle replacement guidelines.

n. **Special accessories** installed under the American Disabilities Act and for elderly PH shall be maintained in a satisfactory, safe and operating condition.

7. **Electrical equipment and distribution system** within each unit begins within the building service entrance. The electrical equipment, distribution panel, connections, grounds, outlets, switches, wiring, and lighting fixtures shall be maintained in a safe and usable condition, in conformance with national and local building codes. Receptacles and breakers with ground fault sensors shall be capable of properly detecting faults. Energy conservation concepts and measures should be taken into consideration.

8. **Plumbing system and fixtures** specific to each PH and other PH facilities shall be maintained in a good and safe operating condition and free of leaks and drips. Domestic water lines shall be maintained from and including the service cut-off box. Waste and

sewage lines shall be maintained to the connection at the sanitary sewer main. Gas lines shall be maintained to the cut-off valve at the pressure regulator.

All sinks, tubs, toilets, basins, lavatories, and showers shall be maintained properly, drain freely, and be free of chips, cracks, or excessive discoloration. All fixtures that cannot be repaired shall be replaced with plumbing fixtures of equal or better quality and in compliance with current plumbing codes. Replacement toilets shall be water saver types. Defective showerheads shall be replaced with a water saver showerhead.

9. **Heating, Ventilation and Air Conditioning (HVAC) systems** requires standard inspection and maintenance including the duct system, in a safe operating condition and at design capacity. All materials and equipment furnished shall be of the same grade, equal or better quality, and sized as the original construction. Filters will be of size and type recommended by equipment manufacturers and shall be replaced on a regular schedule.

Freon is a Class I ozone depleting substance and must be handled in compliance with the requirements of the Clean Air Act. All work shall comply with applicable standards.

10. **Appliances and equipment** shall be maintained in good operating condition. Appliances and equipment that cannot be adjusted, repaired, or are beyond economical repair shall be replaced.

11. **Painting** shall include both the interior and exterior of the PH units. Touch-up or partial painting on interior or exterior of units should be accomplished as required to properly maintain housing assets.

12. **Telephone Systems** shall be maintained from the demarcation point established by the local telephone company throughout the structure to, and including, telephone jacks. Cracked, missing, or inoperative plug-in or screw connected telephone jacks shall be replaced. Exposed overhead should be avoided throughout the PH facility.

F. Resident Service Maintenance

Resident service maintenance is work initiated as a result of resident requests:

a. Electrical repairs
b. Plumbing repairs
c. Broken window panes
d. Floor tile repair
e. Roof/ceiling leaks

Resident service maintenance requests shall be performed within three (3) working days

G. Janitorial and Grounds Maintenance

Enhance HA image and provide an attractive setting for its residents and general public.

a. Sweeping and Mopping of all public areas within the HA facility

1. All public corridors will be broom swept and mopped daily.

b. Cleaning Grounds and Landscaped Areas

1. Policing of landscaped areas is best performed by a worker equipped with a shoulder bag & metal tipped spear or other comparable equipment. The worker will wear gloves for protection when removing trash from the spear. Paper, small cardboard cartons, and miscellaneous trash will be speared and deposited in the bag or other approved container.

2. Litter, such as cigarette butts or matches on lawn and other areas will be swept up by means of a dust pan, shovel or wheelbarrow for removal.

3. Large pieces of paper and miscellaneous trash, such as aluminum cans, bottles, clothes hangers, too cumbersome for the bag, will be deposited in the nearest stationary waste receptacle or dumpster.

4. Litter found with names of residents will be notes and reported to property management so that notices can be mailed to the resident about the litter and charges, if applicable.

5. Cleaning of walkways, roads, playgrounds, parking areas where cars, benches and play equipment are prevalent, best results are attained by manual sweeping.

Grounds Maintenance

1. Common area grounds shall be maintained to enhance curb appeal. Planted beds, grass and ground cover, shrubs and hedges shall be maintained. Replacement plant materials shall be hardy, appropriate to the locale, drought resistant and easy to maintain.

2. Weed and pest control shall be performed to prevent undesirable plant growth and pest problems. Strictly adhered Environmental Protection Agency (EPA) guidelines shall be in compliance for the use of lawn chemicals for fertilization and pest control. Fertilizer shall be applied in a manner that promotes health, growth, color and appearance. Irrigation equipment shall be maintained in proper operating condition. Drainage systems shall be maintained in a condition as intended by original design. Proper maintenance shall be provided to prevent undermining and erosion of all slopes in landscaped and natural growth areas. Fence lines will be maintained to remove grass, weeds, and all other growth.

3. Playground, common and recreational areas shall be regularly maintained to remove all foreign materials.

4. Other real property, including but not limited to, playground equipment, fencing, and identification signage shall be maintained in good operating condition.

H. Trash Collection

HA will provide periodic trash collection at a frequency required to maintain the HA in a sanitary condition with required resident cooperation.

1. Trash collection will be provided by local city schedules

2. Trash collection will be provided by a private firm under contract with Property Management and will be renewed annually based upon performance.

I. Lawn care/Landscaping

HA will keep all elderly units and HA office/Maintenance/Storage lawns and landscaping areas cut and trimmed during the growing season to enhance the image of the HA and provide an attractive setting for its residents and general public.

a. **Lawn care**

1. No later than March 1st of each year, the Property Management staff and maintenance staff will prepare a schedule of all activities by function:

i.e., frequency of grass cutting, hedge cutting, tree and lawn trimming, flower be preparation, fertilizing, weed poisons, etc.

2. No later than March 15 of each year, Property Management staff and Maintenance supervisor will ensure all supplies required are ordered and equipment is stocked and operational.

3. Damage: In early spring, the Maintenance Staff will clear debris (tree limbs, large rocks, etc) from each lawn area and report excessive lawn damage, damage to trees, ornamental plants and shrubs to the Property Management staff. Maintenance supervisor will inform the PM staff of the location and nature of damage and schedule corrective work.

4. Fertilization and Weed Prevention: In the Spring, each lawn area will receive an application of fertilizer and weed prevention.

5. Mowing: Lawns will be cut approximately every fourteen (14) days depending on the rate of growth. During rainy season, mowing may be required more frequently.

6. Watering: Lawns should be watered every day except when limited due to local water shortage conditions, or some other factor which would cause damage to the lawn area (i.e., immediately after chemicals have been applied to prevent weed growth), or scheduled by PM for budget purposes.

Where applicable, sprinkler system shall be inspected monthly to ensure proper operation, including timers. Broken sprinkler heads, piping shall be repaired immediately to prevent waste.

b. **Landscaping**

1. Hedges and Shrubs: Ornamental plants should be trimmed on a regular basis. No plants should touch the foundation of any building. The shrubs should be cut clear of any stairs or building. The height and width of any hedge depends on their location and

purpose; i.e., whether they are decorative or serve as a buffer to street traffic noise or as a deterrent to window peeping, etc.
2. Trees: All dead or broken limbs should be cut clean near the trunk of the tree. No tree limb should touch any building or electrical line or overhang a traffic sign or cut view of street traffic.

3. Flower Beds: Beds will be cleared of debris and weeded on a regular schedule. A bed of mulch, tree bark, or stone will be placed to avoid excessive infiltration.

4. Weed Retardant: Where necessary, weed retardant should be administered to those areas that are not conducive to the growth of vegetation; i.e., cracks in pathways, along foundations, fence areas, etc.

5. Edging: Lawns, walkways, driveways/parking areas, and curbs should be edged to present a neat and attractive appearance each time the lawn is mowed.

I. Vacant Unit Turnaround Procedure

1. HA policy to prepare vacant units for new occupancy within a maximum of seven (7) working days.

2. Property Management reports vacant unit to maintenance. Plans will be developed to inspect, repair, paint, and clean as needed.

3. If the resident is available, the resident will certify the condition of the unit on the Unit Inspection Form.

4. Where resident vacates without notice, the maintenance shall perform the move-out inspection within 24-hours of learning of the vacancy.

5. Staff will note all items which must be repaired and/or cleaned and determine any damages to be charged to the resident.

6. Maintenance staff shall determine which work orders must be prepared following inspection and submit to Property Management

7. Property Management shall determine appropriate funding and approvals to proceed with work.

a. **Make-Ready Steps**

Maintenance staff and Property Management shall perform final inspections and complete Final Inspection Form.

1. Secure unit and change the cylinders on the unit doors and mailbox locks. The keys to the old cylinders should be tried in both the old unit and mailbox locks to ensure their proper operation. If satisfactory, the old cylinders and keys should be retained for re-use at a different location at a later date.

2. Remove range and refrigerator if applicable. Clean/repair range and refrigerator thoroughly

3. Exterminate

4. Remove debris and clean

5. Remove old name plates from the mail box, directory, and unit entrance door.

6. Remove all picture hooks, nails, curtain hooks and rods, shower curtain rings, etc.

7. Prepare walls as required. Patch plaster as required, especially nail holes. Prepare for paint application.

8. Replace or repair torn shades or blinds for proper operation.

9. Clean all light fixtures, windows and shades/blinds

10. Replace cracked, broken, missing, or loose ceramic tile

11. Repair Floor: Repair or replace missing tile. Mop the floor free of dirt, wax, scuff marks, etc. Excessive build-up of wax deposits should be removed.

12. Replace wash basins that have chipped surfaces and cannot be repaired.

13. Clean plumbing fixtures and cabinets thoroughly.

J. Extraordinary Maintenance/Major Repair

Circumstances will occur that will cause the maintenance staff and/or contractor to exceed the 7 working day standard for unit turn-around.

Volume of work is the primary determination factor for a major rehabilitation/repair.

Any one of the following work items is required to complete a unit turn around; it shall be classified as extraordinary maintenance.

These circumstances shall include the following categories:

1. Replace roof
2. Replace/repair entire plumbing system
3. Replace wall studs
4. Electrical re-wiring
5. Replace bathtub
6. Replace floor joists in any one room

If any combination of the following work items is required to complete a unit turn around, it shall also be classified as a major rehabilitation/repair:

1. Replace 50% or more of interior doors
2. Replace entrance doors
3. Replace two or more windows (frames and panes)
4. Replace three or more walls and/or ceilings (plaster or drywall)

5. Replace kitchen cabinets
6. Install new toilets, bathtubs, sinks
7. Replace water heater
8. Replace/repair 50% or more floor tile
9. Replace kitchen sink
10. Replace bathroom sink
11. Repair interior and/or exterior steps
12. Replace ceramic wall tiles
13. Replace entire walkways

a. Maintenance staff and property management shall perform the final inspection.

b. Upon final inspection, Property Management shall accept the unit as complete if all work is completed and in compliance with vacant unit turn around policies.

K. Planned and Preventive Maintenance Procedures

a. Annual Unit Inspections

1. Each occupied unit will be inspected annually by Maintenance Staff. Maintenance Staff will provide a list of units that will be inspected in the upcoming week so that they can be scheduled. Property Management staff will notify the resident of the inspection at least 48 hours/2 days prior to the inspection.

2. Maintenance staff conducting the inspection will use the HA Inspection Form

3. When major work items are found, they should be listed on the inspection form in sufficient detail to enable the preparation of a work order.

4. Unusual conditions should also be reported to Property Management staff thru the Inspection Form.

5. Faucets: Faucets will be inspected for their general condition (peeling, faded chrome, drips, etc.). Faucet handles should be adjusted for proper closure. Maintenance staff and/or contractor shall install replacement fixtures if proper closure cannot be obtained.

6. Appliances: Ranges will be inspected for oven door closure, knobs, gas flame adjustments, and top and oven burner condition. Defects shall be corrected immediately. If the range is found to be in poor condition, defects will be corrected immediately. If the range is found to be in poor or dirty condition because of resident neglect or lack of care, the problem will be documented on the Inspection Form and reported to Property Management staff.

Refrigerators: Refrigerators will be inspected for secure closure, door seals, thermostat adjustment, freezing capability, and general condition and cleanliness. If the refrigerator is found to be in poor or dirty condition because of resident neglect or lack of care, the problem will be documented on the Inspection Form and reported to Property Management staff.

7. Windows will be checked for broken, cracked, or loose panes, proper operation of window locks, proper operation of the window opening and closure, weather sealant and for cleanliness.

8. Blinds/shades (if applicable), will be check for condition and cleanliness of blades and tapes, for bent or broken blades, for proper operation of blinds. Shades will be checked for proper operation of shad and condition and cleanliness. All repairs and conditions shall be noted on the Inspection Form and reported to Property Management staff.

b. **General Unit Condition**

The general condition of the entire unit will be documented on the Inspection Form. The following items will be checked and included on the Inspection Form:

1. Is unit unsanitary, unclean or unsafe? If so, provide details.

2. Are there other damages? (Walls, ceilings, doors, etc.)

3. Ensure all appliances are tagged for use in the annual inventory.

4. Completed Inspection Form will be submitted to the Property Management staff responsible for initiating the work orders based on Annual Unit Inspections. Work orders will be categorized as a Unit Inspection and their issuance noted on the Inspection Form.

L. Planned and Preventive Maintenance Procedures

1. **Annual Unit Inspections**

2. **Building and Systems Maintenance**

   a. Buildings – Exterior envelope
   b. Mechanical/Electrical
   c. Equipment

3. **Painting**

   a. **Exteriors**

The scheduling of exterior painting is the responsibility of the maintenance staff and a scheduled is developed to accomplish the painting of approximately one-fifth (1/5) of the total facilities.

All appendage facilities within each PA shall be included as part of the schedule. These include the management/maintenance buildings, recreation building, pump and meter structures, benches, and signage, etc.

Painting will be accomplished between cycles if it becomes necessary due to fire damage, graffiti or other unavoidable circumstances.

GRIEVANCE PROCEDURES

ACOP, Chapter 13

COMPLAINTS, GRIEVANCES AND APPEALS

[24 CFR 966.50-966.57; Hawaii Administrative Rule 15-183 & 15-190]

INTRODUCTION

The informal hearing requirements defined in HUD regulations are applicable to participating families who disagree with an action, decision, or inaction of the PHA. This Chapter describes the policies to be used when families disagree with a PHA decision. It is the policy of the PHA to ensure that all families have the benefit of all protections due to them under the law.

Grievances shall be handled in accordance with the PHA's approved Grievance Procedures. The written grievance procedure is incorporated into this document by reference and is the guideline to be used for grievances and appeals.

A. COMPLAINTS

The PHA will respond promptly to all complaints.

Each complaint regarding physical condition of the units may be reported by phone to the Housing Manager. Anonymous complaints are checked whenever possible. The PHA does require that complaints be put in writing.

Complaints from families. If a family disagrees with an action or inaction of the PHA, complaints will be referred to the Manager. Complaints regarding physical condition of the units may be reported by phone to the Unit Manager.

Complaints from staff. If a staff person reports a family is violating or has violated a lease provision or is not complying with program rules, the complaints will be referred to the Unit Manager.

Complaints from the general public. Complaints or referrals from persons in the community in regard to the PHA or a family will be referred to the Housing Manager.

Anonymous complaints will be checked whenever possible.

B. APPEALS BY APPLICANTS

Applicants who are determined ineligible, who do not meet the PHA's admission standards, or where the PHA does not have an appropriate size and type of unit in its inventory will be given written notification promptly, including the reason for the determination.

Ineligible applicants will be promptly provided with a letter detailing their individual status, stating the reason for their ineligibility, and offering them an opportunity for an informal hearing.

Applicants must submit their request for an informal hearing in writing to the PHA within fourteen (14) working days from the date of the notification of their ineligibility.

If the applicant requests an informal hearing, the PHA will provide an informal hearing within twenty one (21) working days of receiving the request. The PHA will notify the applicant of the place, date, and time.

Informal hearings will be conducted by an impartial hearing officer. The person who is designated as the hearing officer cannot be the person who made the determination of ineligibility or a subordinate of that person.

The applicant may bring to the hearing any documentation or evidence s/he wishes and the evidence along with the data compiled by the PHA will be considered by the hearing officer.

The hearing officer will make a determination based upon the merits of the evidence presented by both sides. Within twenty one (21) working days of the date of the hearing, the hearing officer will mail a written decision to the applicant and place a copy of the decision in the applicant's file.

The grievance procedures for Public Housing tenants do not apply to PHA determinations that affect applicants.

C. APPEALS BY TENANTS

Grievances or appeals concerning the obligations of the tenant or the PHA under the provisions of the lease shall be processed and resolved in accordance with the Grievance Procedure of the PHA, which is in effect at the time such grievance or appeal arises.

(See the PHA's Grievance Procedure contained in this chapter.)

D. HEARING AND APPEAL PROVISIONS FOR "RESTRICTIONS ON ASSISTANCE TO NON-CITIZENS"

Assistance to the family may not be delayed, denied or terminated on the basis of immigration status at any time prior to the receipt of the decision on the INS appeal.

Assistance to a family may not be terminated or denied while the PHA hearing is pending but assistance to an applicant may be delayed pending the PHA hearing.

INS Determination of Ineligibility

If a family member claims to be an eligible immigrant and the INS SAVE system and manual search do not verify the claim, the PHA notifies the applicant or tenant within ten days of their right to appeal to the INS within thirty days or to request an informal hearing with the PHA either in lieu of or subsequent to the INS appeal.

If the family appeals to the INS, they must give the PHA a copy of the appeal and proof of mailing or the PHA may proceed to deny or terminate. The time period to request an appeal may be extended by the PHA for good cause.

The request for a PHA hearing must be made within fourteen days of receipt of the notice offering the hearing or, if an appeal was made to the INS, within fourteen days of receipt of that notice.

After receipt of a request for an informal hearing, the hearing is conducted as described in the "Grievance Procedures" section of this chapter for both applicants and participants. If the hearing officer decides that the individual is not eligible, and there are no other eligible family members the PHA will:

- Deny the applicant family.
- Terminate the participant if the family does not qualify for deferral.

If there are eligible members in the family, the PHA will offer to prorate assistance or give the family the option to remove the ineligible members.

All other complaints related to eligible citizen/immigrant status:

- If any family member fails to provide documentation or certification as required by the regulation, that member is treated as ineligible. If all family members fail to provide, the family will be denied or terminated for failure to provide.
- Participants whose termination is carried out after temporary deferral may not request a hearing since they had an opportunity for a hearing prior to the termination.
- Participants whose assistance is pro-rated (either based on their statement that some members are ineligible or due to failure to verify eligible immigration status for some members after exercising their appeal and hearing rights described above) are entitled to a hearing based on the right to a hearing regarding determinations of Tenant Rent and Total Tenant Payment.
- Families denied or terminated for fraud in connection with the non-citizens rule are entitled to a review or hearing in the same way as terminations for any other type of fraud.

E. GRIEVANCE PROCEDURES

Residents of Public Housing may contact the PHA administrative office, project office, Hearing office, or Property Management office to initiate grievance process.

Definitions

Grievance. Any dispute which a tenant may have with respect to a Housing Authority action or failure to act in accordance with the individual tenant's lease or PHA regulations which adversely affect the individual tenant's rights, duties, welfare, or status.

Complainant. Any tenant whose grievance is presented to the PHA or at the site/management office informally or as part of the informal hearing process.

Hearing Officer/Hearing Panel. A person or persons selected in accordance with this grievance procedure to hear grievances and render a decision with respect thereto.

Tenant. A lessee or the remaining head of household of any tenant family residing in housing accommodations owned or leased by the PHA.

Elements of Due Process. An eviction action or a termination of tenancy by a Hearing Board in which the following procedural safeguards are required.

- Adequate notice to the tenant of the grounds for terminating the tenancy and for eviction;
- Opportunity for the tenant to examine all relevant documents, records, and regulations of the PHA prior to the trial for the purpose of preparing a defense;
- Right of the tenant to be represented by counsel;
- Opportunity for the tenant to refute the evidence presented by the PHA including the right to confront and cross-examine witnesses and to present any affirmative legal or equitable defense which the tenant may have;
- A decision on the merits of the case.

Applicability

This Grievance Procedure applies to all individual grievances, except any grievance concerning a termination of tenancy or eviction that involves:

- Any activity, not just criminal activity, that threatens the health, safety, or right to peaceful enjoyment of the premises of other residents or PHA employees, or
- Any drug-related criminal activity *on* or *off* such premises.

Pre-Hearing Procedures

Informal Conference Procedures

Any grievance shall be presented orally or in writing to the PHA main administrative office, or the Property management office who sent the notice on which the grievance is based. Written grievances must be signed by the complainant. The grievance must be presented within a reasonable time, not past the first working day after the day of the action or failure to act which is the basis for the grievance. It may be simply stated, but shall specify:

- The particular grounds upon which it is based;
- The action requested; and
- The name, address, and telephone number of the complainant, and similar information about the complainant's representative, if any.

The purpose of the initial discussion is to discuss and to resolve the grievance without the necessity of a formal hearing.

Within seven business days, a summary of this discussion will be given to the complainant by a PHA representative. One copy will be filed in the tenant's file.

The summary will include: names of participants, the date of the meeting, the nature of the proposed disposition, and the specific reasons for the disposition. The summary will also specify the steps by which a formal hearing can be obtained.

Dissatisfaction with Informal Conference

If the complainant is dissatisfied with the proposed disposition of the grievance, s/he shall submit a written request for a hearing within fifteen (15) business days of the receipt of the summary of the informal meeting.

The request for a hearing may be turned in at the Project Office or at the PHA's Hearings Office. If received at the Project Office, the manager will forward it to the Hearings Office.

The request must specify the reason for the grievance request and the relief sought.

Failure to Request a Formal Hearing

If the complainant does not request a formal hearing within fifteen (15) business days, s/he waives his/her right to a hearing, and the PHA's proposed disposition of the grievance will become final. This section in no way constitutes a waiver of the complainant's right to contest the PHA's disposition in an appropriate judicial proceeding.

Right to a Hearing

After exhausting the informal conference procedures outlined above, a complainant shall be entitled to a hearing before a hearing officer.

- The head of household or other adult household member must attend the hearing.
- If the complainant fails to appear within fifteen (15) minutes of the scheduled time, the complainant waives his/her right to a hearing.

The PHA will provide reasonable accommodation for persons with disabilities to participate in the hearing. The PHA must be notified at least five (5) business days prior to the scheduled time if special accommodations are required.

Selection of Hearing Officer

A grievance hearing shall be conducted by an impartial person or persons appointed by the PHA other than the person who made or approved the PHA action under review, or a subordinate of such person.

Procedures to Obtain a Hearing

Informal Prerequisite

All grievances must be informally presented as a prerequisite to a formal hearing.

The hearing officer may waive the prerequisite informal conference if, and only if, the complainant can show good cause why s/he failed to proceed informally.

Escrow Deposit

Before a hearing is scheduled in any grievance involving an amount of rent the PHA claims is due, the complainant shall pay to the PHA all rent due and payable as of the month preceding the month in which the act or failure to act took place.

The complainant shall thereafter deposit the same amount of the monthly rent in an escrow account each month until the complaint is resolved by decision of the hearing official or panel.

The PHA may waive these escrow requirements. The escrow deposit requirement must be waived if tenant has a financial hardship paying the minimum rent. Also it must be waived if the tenant has reduced welfare benefits related to work requirements.

Unless so waived, failure to make the required escrow payments shall result in termination of the grievance procedure.

Failure to make such payments does not constitute a waiver of any right the complainant may have to contest the PHA's disposition of the grievance in any appropriate judicial proceeding.

Scheduling

If the complainant complies with the procedures outlined above, a hearing shall be scheduled by the hearing officer promptly within twenty eight (28) business days at a time and place reasonably convenient to the complainant and the PHA.

A written notification of the date, time, place, and procedures governing the hearing shall be delivered to the complainant and the appropriate PHA official.

Hearing Procedures

The hearing shall be held before a hearing officer.

The complainant shall be afforded a fair hearing and be provided the basic safeguards of due process to include:

- The opportunity to examine and to copy before the hearing, at the expense of the complainant, all documents, records and regulations of the PHA that are relevant to the hearing with at least a 24 hour notice to the legal department prior to the hearing. Any document not so made available after request by the complainant may not be relied upon by the PHA at the hearing;

- The PHA shall also have the opportunity to examine and to copy at the expense of the PHA all documents, records and statements that the family plans to submit during the hearing to refute the PHA's inaction or proposed action. Any documents not so made available to the PHA may not be relied upon at the hearing;
- The right to a private hearing unless otherwise requested by the complainant;
- The right to be represented by counsel or other person chosen as a representative;
- The right to present evidence and arguments in support of the complaint, to controvert evidence presented by the PHA , and to confront and cross-examine all witnesses upon whose testimony or information the PHA relies, limited to the issues for which the complainant has received the opportunity for a formal hearing; and
- The right to a decision based solely and exclusively upon the facts presented at the hearing.

If the hearing officer determines that the issue has been previously decided in another proceeding, a decision may be rendered without proceeding with the hearing.

If the complainant or PHA fail to appear at the scheduled hearing, the hearing officer may:

- make a determination that the party has waived his/her right to a hearing.

Such a determination in no way waives the complainant's right to appropriate judicial proceedings in another forum.

At the hearing, the complainant must first make a showing of an entitlement to the relief sought and thereafter the PHA must sustain the burden of justifying the PHA action or failure to act against which the complaint is directed.

The hearing shall be conducted by the hearing officer as follows:

Informal: Oral and documentary evidence pertinent to the facts and issues raised by the complaint may be received without regard to admissibility under the rules of evidence applicable to judicial proceedings;

Formal: The hearing officer shall require the PHA, complainant, counsel, and other participants and spectators to conduct themselves in an orderly manner. The failure to comply with the directions of the hearing official/panel to maintain order will result in the exclusion from the proceedings, or a decision adverse to the interests of the disorderly party and granting or denial of the relief sought, as appropriate.

The PHA may arrange, in advance, and at the expense of the party making the arrangement, for a transcript of the hearing. Any interested party may purchase a copy of such transcript.

Decisions of the Hearing Officer/Panel

The hearing officer shall give the PHA and the complainant a written decision, including the reasons for the decision, within a reasonable time following the hearing. The PHA will place one copy in the tenant files. The written decision will be sent to the address provided at the hearing.

The decision of the hearing officer shall be binding on the PHA which shall take all actions necessary to carry out the decision, unless the complainant files for a judicial review or trial in Circuit Court.

Housing Authority Eviction Actions

If a tenant has requested a hearing in accordance with these duly adopted Grievance Procedures on a complaint involving a PHA notice of termination of tenancy, and the hearing officer upholds the PHA action, the PHA shall not commence an eviction action until it has served a notice to vacate on the tenant.

In no event shall the notice to vacate be issued prior to the decision of the hearing officer having been mailed or delivered to the complainant.

Such notice to vacate must be in writing and specify that if the tenant fails to quit the premises within the applicable statutory period, or on the termination date as stated in the notice of termination, whichever is later, appropriate action will be brought against the complainant. The complainant may be required to pay court costs and attorney fees.

DESIGNATED HOUSING FOR ELDERLY AND DISABLED FAMILIES

At its meeting on July 16, 2009 the Board of Directors of HPHA authorized HPHA to apply to HUD for the designation of 3 federal public housing sites as elderly-only. The sites are:

- Makua Alii at 1541 Kalakaua Ave, Honolulu
- Paoakalani at 1583 Kalakaua Ave, Honolulu
- Kalanihuia at 1220 Aala St, Honolulu

HPHA will prepare the required studies and justification forms and request HUD approval to designate them as elderly-only. Upon approval from HUD, only elderly persons on the public housing waiting lists will be placed in those facilities.

As part of the designation plan submitted to HUD, HPHA will outline the policies and procedures that will be used to implement the conversion to elderly-only, including a policy on current residents who are not elderly. HPHA does not intend to force such residents to move, but will offer incentives to those who wish to relocate. Currently, HPHA is exploring funding sources for the development and implementation of these policies and procedures, such as vouchers offered by HUD for non-elderly disabled persons.

COMMUNITY SERVICE AND SELF-SUFFICIENCY

The Community Service and Self-Sufficiency Program is administered by the HPHA's Property Management and Maintenance Services Branch staff.

Community Service Activities:
The term community service is defined in 24 CFR Part 906.601 as the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. The following examples are considered community service activities:

1. Actively participating in a community Voluntary Tenant Patrol.
2. Participating in an anti-graffiti program by monitoring and eliminating graffiti in the housing community.
3. Assisting in grounds maintenance and community beautification project.
4. Assisting with a literacy and self-esteem program in an after-school youth program.
5. Assisting in a senior center providing elderly families with information on various services such as transportation, meals, etc.
6. Assisting in a homeless shelter kitchen.
7. Volunteering at the food bank.
8. Assisting with a youth sports or mentoring program.
9. Participating in a tutoring program.

Self-Sufficiency Activities:
Any economic self-sufficiency program designed to encourage, assist, train, or facilitate the economic independence of public housing residents or families to provide work for such families. Eligible self-sufficiency activities must equal to no less than 8 hours per month to qualify. The following are example activities that meet the definition of self-sufficiency program:

1. Job training (such as basic office skills, resume writing, interview skills, dress for success, office equipment).
2. Employment counseling.
3. Work placement.
4. Basic skills training.
5. Education (such as secondary education).
6. English proficiency.
7. Financial management or budgeting classes.
8. Household management.
9. Life skills (such as health and wellness classes).
10. Apprenticeship or vocational training.
11. Substance abuse treatment.
12. Mental health treatment program.

SERVICES

Program Name & Description	Estimated Size	Allocation Method	Access	Eligibility
Child & Family Services Case management and congregate activities for elderly residents to improve the quality of life.	(Dependent on funding renewal; previously 380)	First come, first served with outreach; open to all interested	Child & Family Services/ outreach and PHA referrals	Public housing residents at Kalakaua Homes, Makua Alii, Paoakalani, Pumehana, Punchbowl.
Mental Health Kokua Case management and supportive services for mentally disabled persons	125	First come, first served with outreach; open to all interested	Mental Health Kokua, outreach and HPHA referrals	Kalakaua Homes, Makua Alii, Paoakalani, Punchbowl and Pumehana

Ineligible Activities:

1. Part-time or full-time employment (including seasonal or temporary employment).
2. Political activities (such as lobbying, campaigning, advocacy activities).
3. Any activities performed or work ordinarily performed by HPHA employees.
4. Community Service activities shall not replace a job at any administrative office or public housing complex where residents perform activities to satisfy the service requirement (24 CFR Part 960.609).

Notification to residents regarding requirement or exempt status of each adult family member:

New applicants are provided written notice of the community service and self-sufficiency requirement and a description of program procedures at orientation and prior to placement in their unit. The program description includes information regarding general program policy; determination of exempt and non-exempt family members; description of the process for reviewing compliance; and required documentation for service requirement performance. Residents will be sent a quarterly reminder to provide HPHA with documentation of their service activities during the lease period. *(Residents will be notified with their Notice of Recertification that they must complete the Community Service Program requirements in order to remain eligible for housing assistance.)*. All current residents will be required to enter into the revised lease agreement, which includes the community service requirement, at their re-certification.

Cooperative agreements with TANF agency:

HPHA entered into a formal written agreement on 4/8/97 with the Department of Human Services (the State of Hawaii's TANF agency) to coordinate the verification of participation in TANF and/or in community service activities or duties in compliance with the Community Service Requirement. Coordination includes client referrals, information sharing regarding mutual clients (for rent determinations and otherwise), and coordination of provision of specific social and self-sufficiency services and programs to eligible families.

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

1. Adopting appropriate changes to the PHA's public housing rent determination policies and training staff to carry out those policies;
2. Informing residents of new policy on admission and reexamination.
3. Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services

Programmatic aspects of the requirement including types of activities residents may participate in to fulfill their obligations:

Residents participating in community service and self-sufficiency activities are persons who are unemployed and may have been out of the work force for some period of time. Depending upon the type of activities under the HPHA's program, residents can benefit from participating in these activities including:

1. Significant experience or exposure to various volunteer work or duties that are a public benefit and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-sufficiency in the community.
2. Opportunity to explore training and employment areas that may not have been available in the past.
3. Opportunity to be exposed to different types of job skills and work environments.
4. Contacts with possible agencies or employers that the resident may never have had the opportunity to interact with prior to this experience.
5. Increased confidence in the residents' skills and abilities that may encourage them to pursue permanent employment or training.

SAFETY AND CRIME PREVENTION

Description of the need:

- Incidents of violent and/or drug-related crime in some of the PHA's developments
- Incidents of violent and/or drug-related crime in the areas surrounding or adjacent to some PHA developments
- Residents at some sites fearful for their safety and the safety of their children
- Observed lower-level crime, loitering, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime

Basis for determining the needs:

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports

Developments most affected:

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

Crime prevention activities:

- HPHA will re-assess its Safety and Crime Prevention Program on an annual basis and implement improvements wherever necessary.
- Resident Patrols are being formed at more sites, and HPHA is actively working for additional sites to do so.
- HPHA will assess the need and possibly create a security force division to oversee security at all Federal and State properties.
- State funding for security measures has been obtained.
- Applications for Federal funding for security measures will be submitted upon availability.
- Contracting with outside and/or resident organizations for the provision of crime and drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Combined neighborhood walks between housing projects and community groups.
- Continued support training for staff, residents, and community partners who participate in community activities, voluntary resident patrols, and/or resident associations.

Coordination between PHA and the police:

- HPHA coordinates legislative initiatives with Honolulu Police Department and Office of the Attorney General to ensure valid, enforceable statutes to reduce crime and vandalism.
- Police are involved in development, implementation, and ongoing evaluation of drug-elimination plan.
- Police provide crime data to housing authority staff for analysis and action.
- Police have established a physical presence on housing authority property, such as community policing office and officer in residence.
- Police regularly testify in and otherwise support eviction cases.
- Police regularly meet with the PHA management and residents.
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement service.
- HPHA encourages development of additional Voluntary Resident Patrols developed with the local Police Departments.
- HPHA proposed statutory amendments allowing police access to public housing properties to curb criminal trespass.

PETS POLICY

ACOP, Chapter 10

The HPHA Board of Directors has adopted a Pets Policy. Staff is currently developing proposed revisions to the Pets Policy for adoption by the HPHA Board of Directors, in accordance with the tenant notice provisions of 24 CFR 5.353, which may include the following substantive changes:

- **Limit tenants to one pet, regardless of the category of animal.**
- **Decrease maximum size limitation for a dog or cat from 25 lbs to 21 lbs at adulthood.**
- **Not allow certain breeds of animals as a pet.**
- **Update the types of required vaccinations.**
- **Decrease maximum capacity limitation of aquariums that may be kept from 25 gallons to 5 gallons.**
- **Require the removal of any pet offspring from the premises within a certain time after birth. For dogs or puppies, removal will be required by 8 weeks after birth. For cats or kittens, removal will be required by 12 weeks after birth. For all other animals, removal will be required by 6 weeks after birth.**
- **Provide that the presence of offspring of an approved pet is conclusive evidence of violation of the requirement to have a pet spayed or neutered. Thereafter, this requirement will be immediately enforced.**
- **Clarify that tenants may only pet-sit for pets that are approved by the HPHA as a pet and have obtained an HPHA pet permit. Pets that are not approved by the HPHA or do not have an HPHA pet permit shall not be brought onto property, either by a tenant or by a tenant's guest. This is to ensure the health and safety of the residents and their approved pets.**
- **Clarify that the Pet Policy does not apply to approved assistance animals, and that owners of approved assistance animals must follow reasonable conditions of owning an assistance animal.**
- **Clarify that violation of a reasonable condition of owning an assistance animal, including causing physical injury or property damage, is grounds for rescission**

of approval of assistance animal, removal of assistance animals from premises, and for termination of tenancy or eviction.

Any non-substantive changes will not be considered a substantial deviation from the PHA plan and will be adopted by the HPHA Board of Directors, not through the PHA Plan process.

PET POLICY

A. Tenants of federal public housing under Section 31 of the United States Housing Act of 1937 may own and keep common household pets, if the resident maintains each pet responsibly, in accordance with applicable State and local public health, animal control and animal anti-cruelty laws and regulations, and policies established in the Public Housing Agency Plan, in certain designated projects/apartments owned and/or operated by the PHA. The PHA shall bear full responsibility of enforcing the pet policy, including but not limited to providing any notification to a pet owner, removal of the pet or termination of the Tenant's tenancy or both.

B. Each housing project having pets shall have the resident association and/or a project pet committee, which will consist of both residents who own a pet and those who do not own a pet, to participate in a pet monitoring program. The association or pet committee will assist the project management in monitoring the pet policy in their respective projects. Any violation of the pet policy and/or sighting of any stray animals within the boundaries of the housing project will be immediately reported to the housing project management staff.

C. A Tenant may have multiple animals, but not in the same category (i.e., only one dog or cat, a bird (one small or medium sized bird or two small birds – parakeet size), and an aquarium).

D. Definition: "Pets" mean the following domesticated, common household animals, and no others: cats, dogs, birds, fish. Only one four-legged furry, warm bodied pet per household will be permitted. The weight of a dog or cat shall not exceed 25 pounds (adult size). One small or medium sized bird or two small birds (parakeet size) may be kept. Only one aquarium, which shall not exceed 25 gallons, may be kept. Dogs and cats must be spayed or neutered. This definition does not include animals that are used to assist the handicapped.

E. Application. Prior to housing any pet on premises owned and/or operated by the PHA, a tenant shall apply to the PHA for a permit to do so. The application must be accompanied by the following:

1. A full pet deposit of $75.00 (per household) or an amount equal to Total Tenant Payment, whichever is lower. This deposit is refundable within 14 days after the Tenant disposes of the pet or vacates and if PHA verifies that there are no expenses directly attributable to the presence of the pet. However, for expenses exceeding the deposited amount, the household shall be responsible to reimburse the PHA for those costs. In addition to the pet deposit, each tenant owning a dog or cat will be charged a non-refundable fee of $5.00 per month (per household). This non-refundable pet fee will cover reasonable operating costs expended by the PHA associated to the maintenance of the housing project's common use areas relating to the presence of pets. The pet fee will be included as a separate item on tenant's monthly housing rental bill.

2. A current dog license issued by the appropriate authority.

3. Signed veterinarians' statement verifying that the animal is in good health, has no communicable diseases or pests, and, in the case of cats and dogs, is spayed or neutered.

4. Evidence that the pet has received all current inoculations or boosters including parvovirus, distemper, hepatitus, leptospirosis, feline distemper, rhino tracheitis, calcivirus, and pneumonitis must be provided.

5. A signed affidavit from an alternate custodian who will take temporary custody of the pet from the premises for period of time not to exceed 10 days when the Tenant is to be away overnight or longer and will assume all the responsibilities of the pet owner in caring for the pet. In addition, the alternate custodian must be available to take temporary custody of the pet from the premises within twelve hours after any emergency causing the owner not to be able to care for the animal.

6. A signed statement from the Tenant acknowledging that he/she has received and read the Pet Rules and agrees to comply with them and accept any and all financial and personal liability associated with the personal pet ownership in the housing project.

7. PHA may request a letter of reference on the pet from a previous landlord.

8. If the pet is a dog or cat, the Management, resident association, and/or pet committee must interview the owner and pet.

9. A color picture of the pet, except for fish, must be provided both at the time of application and when the pet reaches adult size.

F. Approval of Pet Application. Once all of the applicable conditions for application for pet ownership permit have been met, PHA shall make a decision on the resident's application

within five working days. If approved, the resident will be informed in writing and an anniversary date (Month and Day Only) will be established for purposes of the annual update of the pet ownership permit. It is the responsibility of the resident to re-validate the pet ownership permit within 30 days after the anniversary date. Failure to re-validate the pet ownership permit shall result in the removal of the pet or termination of the Tenant's tenancy or both.

G. Refusal of Pet Application. PHA may refuse, subject to PHA's grievance procedure, to approve a pet application due to the following reasons:

1. The animal does not meet the definition of pet.

2. Tenant fails to provide complete application information required by the Pet Ownership Policy.

3. Management determines that the Tenant will not be able to keep the pet in compliance with the Pet Rules and other Rental Agreement obligations, including such factors as pet's temperament and size and tenant's habits and practices.

H. Revoking Pet Ownership. Maintaining a pet in a facility owned and/or operated by PHA shall be subject to the rules set forth herein. The Tenant's pet ownership may be revoked at any time, subject to PHA's Grievance Procedure, due to any of the following reasons:

1. Management determines that the pet is not properly cared for.

2. The pet presents a threat to the safety and security of other tenants, PHA employees, contractors and others on the premises.

3. The pet is destructive or causes an infestation.

4. The pet disturbs other tenants for reasons including but not limited to noise, odor, cleanliness, sanitation, and allergic reactions.

5. Tenant fails to re-validate the pet ownership permit as required in the Pet Ownership Policy.

6. Tenant fails to pay the monthly non-refundable pet fee on a timely basis.

7. Written recommendation from the Resident Association and/or Project Pet Committee to revoke a tenant pet ownership due to a demonstrated lack of cooperation and responsibility in maintaining a pet.

I. All tenants allowed to keep a pet shall comply with the following rules:

1. In the case of dogs, proof that the pet is currently licensed must be provided annually.

2. Evidence that the pet has received all current inoculations or boosters including parvovirus, distemper, hepatitus, leptospirosis, feline distemper, rhino tracheitis, calcivirus, and pneumonitis must be provided to the HCDCH annually.

3. A signed affidavit from the alternate custodian must be provided to the PHA annually that the alternate custodian is willing to take temporary custody of the pet when the Tenant is unable to care for it for a period of time not to exceed 10 days.

4. No pet may be kept in violation of state law, or local ordinances with respect to humane treatment or health.

5. If pets are left unattended for a period of twenty-four (24) hours or longer, the Management may enter the dwelling unit to remove the pet. The Management will transfer the pet to the proper authorities, subject to the provisions of Hawaii State law and pertinent local ordinances. PHA accepts no responsibility for the animal under such circumstances.

6. No animal shall be kept, raised, or bred for any commercial purpose.

7. Dogs and cats must wear identification tags specifying resident's name and apartment number.

8. All pets shall remain inside the Tenant's dwelling unit. No animal shall be permitted in laundromats, hallways, community rooms, public restrooms, or other designated common areas unless to allow for ingress and egress to the building. Pets must be carried at all times while in elevator.

9. When taken outside the unit, dogs and cats must be kept on a leash, no longer than six (6) feet, controlled by a responsible individual.

10. No animal may be leashed to any stationary object outside the Tenant' s apartment.

11. Birds must be confined to a cage at all times.

12. Vicious and/or intimidating dogs or animals with a past history of attack or aggressive behavior towards other animals or people will not be allowed.

13. Cats must be declawed.

14. Tenants shall not permit their pet to disturb, interfere, or diminish the peaceful enjoyment of other tenants. The terms "disturb", "interfere", and "diminish" shall include but not be limited to barking, howling, chirping, biting, scratching, and other like activities.

15. Tenants must provide litter boxes, which must be kept in the dwelling unit for cat waste. Tenants shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Litter shall be changed not less than once a week and placed in a plastic bag, properly disposed of by being placed in a trash container outside of the building, and at no time washed down any drains or flushed down any toilets. Pet waste may not be put down the garbage chutes.

16. Tenants shall take adequate precautions and measures necessary to eliminate pet odors within or around the unit and shall maintain the unit in a sanitary condition at all times.

17. Tenants are responsible for cleaning up pet waste from their pet both inside and outside the dwelling unit and on facility grounds. Waste must be disposed of by being placed in a sealed plastic bag and then placed in a trash container outside of the building. At no time is pet waste washed down any drains or flushed down any toilets. Pet waste may not be put down the garbage chutes.

18. PHA may designate areas on the project grounds for pet exercise and deposit of waste or may prohibit the entire grounds from being used for pet exercise and deposit of waste. PHA shall provide adequate written notification to Tenant in event of any designation or prohibition.

19. Tenants shall not alter their dwelling unit, patio, or unit area in order to create an enclosure for any pet. No doghouses, animal runs, etc. will be permitted.

20. Tenants are responsible for all damages caused by their pets including the cost of professional cleaning of carpets and/or fumigation of units.

21. PHA may designate areas within a project, building, floor, or section of building, where pet owners must live and may direct such moves as may be necessary to establish such areas. The areas may be adjusted and PHA may direct such additional moves as may be necessary to meet changing needs. PHA shall provide adequate written notification to tenant should any designation be made. Tenant agrees to comply with PHA's request to move pursuant to this paragraph.

22. Tenants are prohibited from feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without the written permission of PHA.

23. Guests may not bring pets (any type) onto the premises. No pet sitting will be allowed except as allowed in paragraph E.5 (Alternate Custodian).

J. Animals That Assist the Disabled.

1. This Pet Policy does not apply to animals that are used to assist the disabled (assistance animals). However, a disabled tenant whose pets are not approved as an assistance animal must still comply with this pet policy.

2. To determine that an animal is excluded from this Pet Policy, a tenant must request and receive approval for an assistance animal. If the tenant's disability is not obvious or readily known, the tenant must provide a written certification from a reliable third party, such as a physician, on a form provided by the HPHA verifying that the individual has a qualifying disability and the need for the assistance animal.

3. The request may be denied if the use of a particular assistance animal poses a direct threat to the health or safety of others or results in actual damage to the property, unless the damage can be eliminated or substantially reduced.

4. Disabled tenants who are approved for an assistance animal must still comply with the provisions of the rental agreement and may be subject to reasonable conditions. If any of these reasonable conditions are breached or any provision of the rental agreement is violated, or if an approved assistance animal causes bodily injury or property damage, the approval may be rescinded and the tenant requested to remove the assistance animal within 24 hours of notice.

K. Violation of these rules may be grounds for removal of the pet or termination of the Tenant's tenancy or both. Termination will be in accordance with procedures set forth in the Rental Agreement and State law.

CIVIL RIGHTS CERTIFICATION

The Hawaii Public Housing Authority complies with all applicable laws and regulations. Certification thereof is contained in the form *HUD-50077 PHA Certification of Compliance with the PHA Plans and Related Regulations.*

Hawaii Public Housing Authority

Financial Statements
June 30, 2012
Together with Independent Auditor's Report

Submitted by

THE AUDITOR
STATE OF HAWAII

Table of Contents

	Page
Independent Auditor's Report	3-4
Management's Discussion and Analysis	5-16
Basic Financial Statements:	
Government-wide Financial Statements:	
Statement of Net Assets	17-18
Statement of Activities	19
Governmental Fund Financial Statements:	
Balance Sheet - Governmental Funds	20
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Assets	21
Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	22
Reconciliation of the Change in Fund Balances to the Statement of Activities	23
Proprietary Funds:	
Statement of Net Assets - Proprietary Fund	24-25
Reconciliation of the Proprietary Fund Net Assets to the Statement of Net Assets	26
Statement of Revenues, Expenses, and Changes in Net Assets - Proprietary Fund	27-28
Reconciliation of the Change In Net Assets of the Proprietary Funds to the Statement of Activities	29
Statement of Cash Flows - Proprietary Fund	30-32
Fiduciary Fund:	
Statement of Net Assets – Fiduciary Fund	33
Statement of Changes In Fiduciary Net Assets	34
Notes to the Basic Financial Statements	35-64

Table of Contents (continued)

	Page
Required Supplementary Information Other Than Management's Discussion and Analysis:	
Budgetary Comparison Schedule – Major Governmental Funds	
Budgetary Comparison Schedule – Budget-to-GAAP Reconciliation	66-68
Supplementary Information:	
Combining Balance Sheet – Nonmajor Governmental Funds	70
Combining Statement of Revenues and Expenses, Expenditures and Changes in Fund Balances – Nonmajor Governmental Funds	71
Combining Statement of Net Assets – Nonmajor Other Enterprise Funds	72-73
Combining Statement of Revenues and Expenses – Nonmajor Other Enterprise Funds	74
Combining Statement of Changes in Net Assets - Nonmajor Other Enterprise Funds	75
Combining Statement of Cash Flows – Nonmajor Other Enterprise Funds	76-77
Combining Statement of Net Assets – Internal Service Funds	78
Combining Statement of Revenues and Expenses and Changes in Net Assets – Internal Service Funds	79
Combining Statement of Cash Flows – Internal Service Funds	80
Reconciliation of Cash	81-82

Independent Auditor's Report

The Auditor
State of Hawaii

Board of Directors
Hawaii Public Housing Authority:

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Hawaii Public Housing Authority (Authority), as of and for the year ended June 30, 2012. These financial statements are the responsibility of the Authority'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 of America. 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 consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over financial reporting. Accordingly, we express no such opinion. 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.

As discussed in Note 1, the financial statements of the Authority are intended to present the financial position, changes in financial position and cash flows, where applicable, of only that portion of the governmental activities, business-type activities, each major fund, and the aggregate other fund information of the State of Hawaii that is attributable to the transactions of the Authority. They do not purport to, and do not, present fairly the financial position of the State of Hawaii as of June 30, 2012, and the changes in its financial position and cash flows, where applicable, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Authority as of June 30, 2012, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

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Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and the Budgetary Comparison schedules on pages 5 through 16 and pages 66 to 68, respectively, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying Combining Financial Statements of Nonmajor Governmental and Nonmajor Other Enterprise and Internal Service Funds and Reconciliation of Cash schedules are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Combining Financial Statements of Nonmajor Governmental and Nonmajor Other Enterprise and Internal Service Funds and Reconciliation of Cash schedules are fairly stated in all material respects in relation to the financial statements as a whole.

KMH LLP

KMH LLP

Honolulu, Hawaii
December 17, 2012

Hawaii Public Housing Authority

Management Discussion and Analysis
June 30, 2012

The Management Discussion and Analysis (MD&A) provides the highlights of the Hawaii Public Housing Authority's (HPHA) financial performance for the fiscal year ended June 30, 2012. The HPHA's MD&A is designed to: focus on significant financial issues; review the HPHA's financial activity; highlight changes in the HPHA's financial position (its ability to address the next and subsequent year challenges); and identify individual fund issues or concerns. Since the MD&A is designed to focus on the financial activities of the HPHA for the last fiscal year ended June 30, 2012, readers should review this in conjunction with the financial statements that follow.

INTRODUCTION

The Hawaii Public Housing Authority (HPHA) is administratively attached to the State's Department of Human Services. The HPHA's Board of Directors consists of eleven members, of whom nine are public members appointed by the Governor. Public members are appointed from each of the counties of Honolulu, Hawaii, Maui, and Kauai. One public member must be an advocate for low-income or homeless persons. One public member must be a person with a disability or an advocate for persons with disabilities. As required by federal statutes, at least one public member shall be a person who is directly assisted by the authority under the federal low-rent public housing or federal section 8 tenant-based housing assistance payments program while serving on the board. The Director of the Department of Human Services and the Governor's designee are ex-officio voting members. All HPHA board actions are taken by the affirmative vote of at least six members.

During the audited period of July 1, 2011 to June 30, 2012, the HPHA administered the following major programs:

- Federal and State public housing programs
  The HPHA administered over 5,300 federal public housing units in Hawaii with funds received from the United States Department of Housing and Urban Development (HUD), and 860 state public housing units developed with State funds.

- Federal and State rent subsidy programs
  The HPHA administered two federally funded rental assistance programs - Section 8 Housing Choice Voucher Program, Veterans Affairs Supportive Housing Program and the State funded rental assistance program, subsidizing monthly rental payments to qualified households. HPHA also has a Special Allocation Program which administers a project based program under a contract with the federal government through a subcontract, Contract Management Services (a subsidiary of the Bremerton, Washington Housing Authority).

FINANCIAL HIGHLIGHTS

- At the close of the fiscal year, the assets of the HPHA exceeded its liabilities by $372,028,342 (net assets). Of this amount, $296,503,732 is invested in capital assets. (As detailed on *Government-Wide Statement of Net Assets, page 18*)

- The HPHA's government wide net assets decreased by $15,181,648. The decrease in net assets is the offsetting activities in government activities and business-type activities as follows:

  a. Governmental activities decrease in net assets of $21,076,609 is primarily due to the lapsed funds of $10,873,763 and Capital Outlays of $8,521,033 under the Capital Project Fund (as detailed on *Government-Wide Statement of Activities, pages 19 & 22).*

  b. Business-type activities increase in net assets of approximately $5,894,961 (as detailed on *Government-Wide Statement of Activities, page 19*) is primarily due to capital contribution transfers of $8,521,033; net operating transfers of $5,721,234 from Governmental Activities and loss before transfers of $8,347,306 *(Proprietary Funds, Statement of Revenues, Expenses and Changes in Net Assets, page 28).*

     The capital contribution transfers are related to the Capital Project fund's current year capital outlay ($8,521,033) *(*as detailed on *Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances, pages 22)* expended for the benefit of business-type activities funds.

     Similar to the prior year, the net operating transfers are related to rental housing shortfalls paid for by the General Fund and Capital Project Funds *(*as detailed on *Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances, pages 22).*

     The loss before transfers of $8,347,306 is due to a decrease in HUD capital and operating subsidies from prior year of approximately $13,810,858 and from the gain from sale of Wilikina Apartments Project of approximately $2,003,456 million *(*as detailed on *Proprietary Funds, Statement of Revenues, Expenses and Changes in Net Assets, page 28).*

Hawaii Public Housing Authority

Management Discussion and Analysis
June 30, 2012

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis serves as an introduction to the HPHA's basic financial statements. The HPHA's basic financial statements comprise three components:

1) Government-wide financial statements;
2) Governmental fund financial statements; and
3) Proprietary fund financial statements.

This report also contains other supplemental information in addition to the basic financial statements themselves.

Government-wide Financial Statements: The *government-wide financial statements* are designed to provide readers with a broad overview of the HPHA's finances in a manner similar to a private-sector business. The first two government-wide financial statements – *Statement of Net Assets* and the *Statement of Activities* provide both long-term and short-term information about the HPHA's overall financial status.

The *Statement of Net Assets* presents information on all of the HPHA's assets less liabilities, resulting in net assets. The statement displays the financial position of the HPHA. Over time, increases and decreases in net assets help determine whether the HPHA's financial position is improving or deteriorating.

The *Statement of Activities* shows how the HPHA's net assets changed as a result of the year's activities. The statement uses the accrual basis of accounting, similar to the accounting used by private-sector businesses. All of the revenues and expenses are reported regardless of the timing of when cash is received or paid. The statement identifies the extent each expenditure function draws from general and federal revenues of the HPHA or is financed through charges for services and intergovernmental aid (primarily federal programs and state appropriations).

The government-wide financial statements of the HPHA are divided into three categories:

- **Governmental activities**. The activities in this section are primarily supported by State appropriations or by HUD contributions, and focus on money flow into and out of those funds and the balances left at year-end. The governmental funds statements – the *Balance Sheet* and the *Statement of Revenues and Expenditures and Changes in Fund Balances* – are reported using modified accrual accounting (*an accounting method measuring cash and all other financial assets readily convertible to cash*). The governmental fund statements provide a detailed short-term view to help determine whether there are more or fewer financial resources to finance the HPHA's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, additional information is provided to explain the relationship (*or differences*) between them.

- **Business-type activities**. Business type activities (*also referred to as "proprietary funds"*) are financed and operated in a manner similar to private business enterprises, where funding to recover costs of providing goods and services to the general public is derived through user charges. Business-type activities are reported using an accrual basis of accounting and the economic resources measurement focus.

- **Fiduciary funds**. Fiduciary funds account for assets held by the HPHA in a trustee capacity or as an agent for others. Activities from fiduciary funds are not included in the government-wide financial statements because the HPHA cannot use these assets for its operations. Fiduciary funds of the HPHA, consisting of agency funds and private-purpose trust funds, are reported in the Statement of Fiduciary Net Assets using an accrual basis of accounting. Agency funds held by the HPHA involve only the receipt, temporary investment, and remittance of resources to individuals, private organizations, or other governments in a purely custodial capacity.

Detailed information on HPHA's most significant funds is represented in the fund financial statements, but the fund statements are not a representation of the HPHA as a whole.

Fund Financial Statements: The HPHA uses fund accounting to ensure and demonstrate fiscal accountability. A fund is defined as a grouping of related accounts used to keep track of specific sources of funding and spending for particular purposes (*sometimes referred to as a "self-balancing" set of accounts*). This means a fund's assets will equal the total of its liabilities and its fund balance (or net assets), similar to the way financial statements are presented.

The financial activities of the HPHA are recorded in individual funds, each deemed to be a separate accounting entity. Funds are then either reported as a major or non-major fund. The criteria for determining "major" or "non-major" funds is based on Governmental Accounting Standards Board (GASB) Statement 34, Basic Financial Statements - Management's Discussion and Analysis for State and Local Governments. Major funds are reported separately, while non-major funds are combined as a whole and separated as a column in the fund financial statements. Details for the non-major funds are found in the combining section of the financial statements.

Notes to the Financial Statements: Notes to the financial statements provide additional information essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

HAWAII PUBLIC HOUSING AUTHORITY
Condensed Statement of Net Assets
June 30, 2012 & June 30, 2011
(In thousands of dollars)

	Governmental Activities		Business Activities		Total	
	2012	2011	2012	2011	2012	2011
Current and other assets	$ 26,829	$ 49,643	$ 66,441	$ 53,788	$ 93,270	$ 103,431
Capital assets	4,784	5,435	291,720	293,172	296,504	298,607
Other assets	-	-	5,837	8,303	5,837	8,303
Total Assets	$ 31,613	$ 55,078	$ 363,998	$ 355,263	$ 395,611	$ 410,341
Current and other liabilities	$ 2,773	$ 5,135	$ 10,051	$ 9,301	$ 12,824	$ 14,436
Long-term liabilities	111	137	10,647	8,558	10,758	8,695
Total Liabilities	2,884	5,272	20,698	17,859	23,582	23,131
Net assets:						
Invested in capital assets, net of related debt	4,784	5,435	291,720	293,173	296,504	298,608
Restricted	4,952	3,984	-	5,829	4,952	9,813
Unrestricted	18,993	40,387	51,580	38,402	70,573	78,789
Total net assets	28,729	49,806	343,300	337,404	372,029	387,210
Total liabilities & net assets	$ 31,613	$ 55,078	$ 363,998	$ 355,263	$ 395,611	$ 410,341

Statement of net assets

Net assets may serve over time as a useful indicator of the HPHA's financial position. At the close of the fiscal year, the HPHA's assets exceeded its liabilities by $372,028,342. $296,503,732 of net assets is invested in capital assets, net of related debt. As discussed in the financial highlights, net assets decreased by $15,181,648 during the fiscal period. (as detailed in the *Government-Wide Statement of Net Assets and Statement of Activities, pages 18 and 19*).

Of the HPHA's total assets, $296,503,732 (or 75%) represents capital assets, net of related debt, Cash and Due from the State of Hawaii (as presented in the detailed *Government-Wide Statement of Net Assets, page 17*) in the amount of $86,107,085 and comprises 22% of total assets. Amounts that are "Due from the state of Hawaii" represent available State allotted appropriations as of the end of the fiscal year and are primarily designated for capital improvement projects. Net assets for the previous fiscal year had a similar composition with the majority of total net assets represented by capital assets, net of related debt.

Accounts payable and accrued current expenses of $10,563,696 (as detailed in the *Government-Wide Statement of Net Assets, page 18*) comprise 82% of the HPHA's total current liabilities.

Long term liabilities increased by $2,063,088 from the prior year. This is primarily due to the net increase in other post retirement employee benefits liability of $2,257,745 (as detailed in the *Notes to the Financial Statements, #9, page 62.*) The HPHA's obligations related to other post retirement employee benefits are based on reports provided by the State's Department of Accounting and General Services.

HAWAII PUBLIC HOUSING AUTHORITY
Government-Wide Statement of Activities
Years Ended June 30, 2012 and June 30, 2011
(In thousands of dollars)

	Governmental Activities		Business Activities		Total	
	2012	2011	2012	2011	2012	2011
Revenues						
Program Revenues:						
Charges for services	$ -	$ -	$ 18,435	$ 20,442	$ 18,435	$ 20,442
Operating grants and contributions	52,292	48,409	21,814	22,412	74,106	70,821
Capital grants and contributions	-	-	11,029	24,242	11,029	24,242
Other income	-	-	2,008	3,993	2,008	3,993
General Revenues:						
State allotted appropriations, net of lapsed funds	(5,415)	9,274	-	-	(5,415)	9,274
Total revenues	46,877	57,683	53,286	71,089	100,163	128,772
Expenses						
Governmental Activities						
Rental housing assistance program	61,881	61,856	-	-	61,881	61,856
Business-type activities						
Rental assistance program	-	-	49,078	50,870	49,078	50,870
Housing development program	-	-	8,635	8,637	8,635	8,637
Other	-	-	3,921	1,538	3,921	1,538
Total governmental-wide expenses	61,881	61,856	61,634	61,045	123,515	122,901
Excess of revenues over expenses	(15,004)	(4,173)	(8,348)	10,044	(23,352)	5,871
Capital contributions	-	-	8,521	12,716	8,521	12,716
Transfers	(6,071)	(26,718)	5,721	4,799	(350)	(21,919)
CHANGES IN NET ASSETS	(21,075)	(30,891)	5,894	27,559	(15,181)	(3,332)
Total net assets, beginning of year	49,806	80,697	337,404	309,845	387,210	390,542
Total net assets, end of year	$ 28,731	$49,806	$ 343,298	$ 337,404	$ 372,029	$ 387,210

Statement of Activities

Operating grants and contributions increased $3,284,273 in the current year from $70,821,478 to $74,105,751. Capital grants and contributions decreased by $13,212,485 in the current year from $24,242,031 to $11,029,546. Included in those decrease are the HUD operating and capital subsidies

which decreased from $46,654,508 to $32,843,650 a decrease of $13,810,858 or 29.6% from prior year. Those amounts contributed to the business-type activities operating loss of $10,355,280 for the year (as detailed in the *Government – Wide Statement of Activities, Page 19)*. Consequently, business-type activities recognized net loss, before capital contributions and transfers, of $8,347,306 for the year.

Governmental activities net assets decreased by $21,076,609. This decrease is primarily due to lapsed capital funds of $10,873,763 and net transfers of $5,721,234 to business-type activities (as detailed in *Government-Wide Statement of Activities, Page 19).*

FINANCIAL ANALYSIS OF THE HPHA'S FUNDS

Governmental funds

The focus of the HPHA's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the HPHA's financing requirements. In particular, unreserved fund balances may serve as a useful measure of the HPHA's net resource available for spending at the end of the fiscal year. (Detailed on *Governmental Funds, Statement of Revenues, Expenditures and Changes in Fund Balance, page 22.*)

- At the end of the fiscal year, combined fund balances amounted to $24,056,266, of which $16,407,637 is reserved for capital projects, a decrease of $20,451,382 in comparison with the prior year's combined fund balance (as detailed on *Governmental Funds, Balance Sheet, pages 20 and 22).*

- The general fund balance excess of revenues over expense at the end of the fiscal year was $4,196,669. However, $4,540,628 was transferred out of the General Fund to support the HPHA's business type activities (as detailed on *Governmental Funds, Statement of Activities, page 22, and Note #11, page 64).*

- The key factors in this decrease were the net transfers out of $5,721,234, and the lapsed funds of $10,873,763 (as detailed on *Statement of Activities, page 22, and Note #2, page 47*).

- The remaining change is related to the net change is Capital Projects Fund of approximately $18,923,018 which consists of capital outlay of approximately $8,534,957 net of current year appropriations of approximately $485,702 (as detailed on *Governmental Funds, Statement of Revenues, Expenditures, and Changes in Fund Balances, page 22*).

- At the end of the fiscal year, the HPHA had an unexpended fund balance of $16,407,637 for Capital Projects (as detailed on *Governmental Funds, Balance Sheet, page 20).*

- The Housing Choice Voucher Program subsidy for the current year showed an increase of $3,915,743 from prior year primarily due to funding for tenant protection and Veterans Affairs Supportive Housing vouchers. Approximately $442,573 (as detailed on *Governmental Funds, Balance Sheet,*

page 20) of HUD contributions have been recorded as deferred income. HUD contributions are paid based on budget of expected voucher payments. As such, HUD contributions in excess of housing assistance payments are reported as deferred income.

Proprietary funds

The HPHA's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

- With the implementation of HUD's Asset Management and Project Based Budgeting, the HPHA established the Central Office Cost Center (COCC) fund to account for costs related to the general oversight of its housing projects and other indirect and administrative costs of the Authority. The COCC fund charges fees to the HPHA's various housing projects for administrative services and general oversight.

- Overall loss before transfers amounted to approximately $8,347,306 *(Proprietary Funds, Statement of Revenues, Expenses and Changes in Net Assets, page 28*) compared with prior year income of $10,044,845. The change is primarily due to a decrease in gain on sale of projects of $2,004,007 from prior year net of decrease in HUD operating and capital subsidies of $13,810,858 (*Combining Statement of Revenues and Expenses – Nonmajor Other Enterprise Funds Page 75).*

- The COCC loss before transfers increased from $487,291 to a loss of $2,612,537 *(Proprietary Funds, Statement of Revenues, Expenses and Changes in Net Assets, page 28*). This is primarily due to the overall decrease in "Fee-for-service" income of approximately $579,185 to $5,332,216 or 9.8%. The majority of the decrease is related to the decrease in capital fund management fee and a $677,504 increase in Personnel Services related to increases in staffing and related OPEB expenses. The COCC also still reflects bad debt expense of approximately $440,000 related to the amounts due from the Department of Human Services for management fee and interfund reimbursements owed by the former Homeless Programs.

  During the fiscal year, the COCC received approximately $10,386,003 *(Proprietary Funds, Statement of Revenues, Expenses and Changes in Net Assets, page 28*) of operating transfers compared with prior year transfers of $11,339,122. Of this amount, $10,000,000 is from the sale of the Wilikina Apartments Project.

- Under the Federal Low Rent Program, net loss before transfers amounted to approximately $2,245,110 compared to the prior year net income of $11,380,100. The total net variance was $13,625,210 due to overall HUD operating and capital subsidies decreasing to $32,634,794 from prior year $46,193,203 due to the infusion of Federal Capital Funds under the American Reinvestment and Recovery Act in the prior fiscal period. Operating expenses decreased by $1,792,308 to $49,077,696 from prior year *(Proprietary Funds, Statement of Revenues, Expenses and Changes in Net Assets, page 27*). The majority of the decreases is related to a $579,185 decrease in COCC management fee charges (*see related decreased COCC revenues above*).

- Housing Revolving Fund and Housing for Elderly was consistent with prior year, the rental income received for the two funds are not sufficient to support each of the fund's operational expenditures. Consequently, Housing Revolving fund and Housing for Elderly losses before transfers amounted to $1,883,564 and $2,480,210, respectively *(Proprietary Funds, Statement of Revenues, Expenses and Changes in Net Assets, page 28)*. The shortfall for the Housing Revolving Fund and Housing for Elders Revolving Funds were addressed by Operating Transfers in the amount of $1,318,630 and $1,048,489, respectively *(Proprietary Funds, Statement of Revenues, Expenses and Changes in Net Assets, page 28)*.

- Other Enterprise Funds income before transfers amounted to approximately $905,523 *(Proprietary Funds, Statement of Revenues, Expenses and Changes in Net Assets, page 28)* compared with prior year income of approximately $2,859,378. The decrease in income is due primarily to the gain from sale of Project of $4,007,463 in prior year compared to $2,003,456 in the current year, before transfer.

  Ke Kumu Ekahi and the Kuhio Park Terrace Resource Center continue to operate at a deficit (as detailed on *Combining Statement of Revenues and Expenses – Nonmajor Other Enterprise Funds, page 75)*.

CAPITAL ASSETS AND DEBT ADMINISTRATION

The HPHA's investment in capital assets for its governmental and business-type activities for the fiscal year ended June 30, 2012 is $296,503,732 (*net of related debt*). This investment in capital assets includes land, buildings and improvements, equipment, furniture, and fixtures. (Detailed in *Notes to the Financial Statements, #5, page 51 and 52.*)

HPHA Capital Assets
Years ended June 30, 2012 and June 30, 2011
(In thousands of dollars)

	Governmental Activities		Business Activities		Total	
	2012	2011	2012	2011	2012	2011
Land	$ 2,373	$ 2,373	$ 22,966	$ 22,966	$ 25,339	$ 25,339
Buildings and improvements	15,041	15,041	529,204	536,419	544,245	551,460
Equipment	1,198	1,198	8,797	9,721	9,995	10,919
Construction in progress	-	350	35,664	35,991	35,664	36,341
Total	18,612	18,962	596,631	605,097	615,243	624,059
Accumulated Depreciation	(13,828)	(13,527)	(304,911)	(311,924)	(318,739)	(325,451)
Total Capital Assets Net	$ 4,784	$ 5,435	$ 291,720	$ 293,173	$ 296,504	$ 298,608

Major capital asset events during the current fiscal year included the following:

Major Projects Outstanding FY2012 (work-in-progress) at the end of the year

- AMP 30 Puuwai Momi Electrical System Repairs I and II- $2,139,560
- AMP 30 Salt Lake Apartment and Elevator Renovation and Installation of a New Elevator - $1,388,888
- AMP 31 Kalihi Valley Homes, Site & Dwelling Improvements Phase IVA - $4,651,779
- AMP 31 Puahala Homes Site Improvements - $2,783,231
- AMP 32 Mayor Wright Emergency Security Improvements - $100,000
- AMP 32 Mayor Wright Homes, Reroofing - $715,266
- AMP 34 Kalakaua Homes Roof Improvements, Painting and ADA - $1,446,562
- AMP 34 Kalakaua Homes ADA and 504 Interior and Exterior Paint and Miscellaneous Repairs - $2,069,313
- AMP 34 Makua Alii Structural and Spall Repairs and 2nd Phase - $4,200,917
- AMP 37 Lanakila Homes Fair Housing Renovations - $2,207,822
- AMP 38 LCCC for Federal and State Projects on the Islands, Kauai - $2,832,000
- AMP 38 Kawailehua Improvements - $3,503,434
- AMP 42 Hale Po'ai Building Improvements - $2,400,000
- AMP 49 Wahiawa Terrace Re-Roof - $827,999
- AMP 49 Kupuna Home O'Waialua Sewage Treatment Plant Improvements - $942,081
- AMP 50 Palolo Valley Homes Physical Improvements - $2,789,960
- AMP 50 Palolo Valley Homes Physical Improvements Phase I and II - $11,140,600
- PHA–Wide PHA-Wide Vacant Unit Repairs - $5,638,480

Debt Activity

As of June 30, 2012, HPHA has no Mortgage and Notes Payable debt outstanding. The two loans for the Banyan Street Manor development were paid in full during the fiscal year ended June 30, 2011. During the fiscal year ended June 30, 2011, approximately $294,605 was paid as part of the planned amortization and the sale of Banyan Street Manor development. No additional debt was incurred during the fiscal year ended June 30, 2012.

ECONOMIC FACTORS

During 2009 legislative session, S.B. bill No. 910 was enacted and requires the transfer of the functions and duties of the homeless programs branch of the Authority to the Department of Human Services effectively July 1, 2010. The impact of the transfer to the Authority's net assets was approximately $22,000,000 and is included in intergovernmental transfers under governmental activities in the governmental-wide statement of activities. The HPHA, however, continues to hold title to the State owned shelter facilities and is working with the Department of the Attorney General to transfer those assets to the Department of Land and Natural Resources.

In February 2010, HHA Wilikina Apartment Project, Inc. a corporate agent of HPHA entered in an agreement for the sale of Wilikina Apartments Projects to VB Wilikina Limited Partnership, a Washington Limited Partnership for an agreed price of $10 million. The sale was consummated on April 23, 2012. The buyer agrees to maintain and operate the Wilikina Apartments Project as an affordable rental and to continue the affordability requirement of the Wilikina Apartments Project throughout the term of the Ground Lease.

In May 2009, the Board of Directors authorized the sale of the Banyan Street Manor Apartments at 1122 Banyan Street, Honolulu, Hawaii. In January 2010, the HPHA entered into a Purchase Agreement with Banyan Housing Limited Partnership (LP) and issued escrow instructions for the sale. The sale was structured as a purchase of the improvements by Banyan Housing LP and the assumption of the ground lease issued by the City and County of Honolulu to the HPHA by Banyan Housing LP. On May 30, 2011 the sale of Banyan Street Manor closed and the HPHA received sale proceeds in the amount of $6.6 million.

On August 20, 2009, the HPHA Board of Directors approved the selection of the Michaels Development Company to undertake a mixed finance redevelopment project at the Kuhio Park Terrace and Kuhio Homes(KPT/KH). On May 12, 2011 the sale of Kuhio Park Terrace closed and the HPHA received sale proceeds in the amount of $3.1 million. HPHA will continue to redevelop the remaining parcel at Kuhio Park Terrace/Kuhio Homes in accordance with its Master Development Agreement.

During the 2012 Legislative session, the Hawaii State Legislature appropriated an unprecedented $91.0 million in Capital Improvement Program Funds to the HPHA for capital repairs. The majority of these funds will be expended on capital assets of various activities over the next several fiscal periods.

On April 21, 2011, the plaintiffs Fetu Kolio, et al., filed two lawsuits in federal and state courts naming the State of Hawaii, et al., as defendant. The plaintiffs are residents of Mayor Wright Homes, a 364 public housing project built in 1953 and financed by HUD. In the federal action, the plaintiffs seek declaratory and injunctive relief and damages for alleged violations of the ADA, the Rehabilitation Act, and the Fair Housing Amendments. The plaintiffs' state court complaint alleges lack of hot water, vermin infestation, inadequate security. The plaintiffs seek class action status in both actions as well as statutory attorneys' fees. Plaintiffs were denied Class Action Certification in both the State and Federal cases in September, 2012. The parties have actively engaged in several mediation sessions with Keith Hunter of

Alternative Dispute Resolution Hawaii (ADR) since these lawsuits were file. At this point, the parties are still discussing possible settlement of both cases.

In August 2009, Iris Rodrigues-Kaikana was murdered by Corbit Ahn at the Kamehameha Homes ("KH") in Kalihi. KH is operated by the Hawaii Public Housing Authority. Neither Iris, who was 18 years old, or Ahn were residents at KH and may have visited residents of KH on the evening of the murder, although this has not been confirmed. The complaint alleges, among other things, that the State: failed to secure, properly monitor and light the premises; "encouraged hoodlums like Defendant Ahn to enter the premises"; removed gates to keep "gangsters" out; " allowed sexual predators onto the premises"; and refused to enforce a curfew for hoodlums. Defendant Ahn was criminally convicted of murder in July 2012. He is appealing his conviction and he file a Motion to Stay, this civil action until his criminal appeal is resolved. His Motion to Stay, this civil action pending his criminal appeal was granted in October, 2012. The State intends to vigorously defend this case and plans to file dispositive motions once Defendant Ahn's criminal appeal is decided.

CONTACT INFORMATION

This financial report is designed to provide a general overview of the HPHA's finances for all those with an interest in the HPHA's finances. If you have any questions about this report or need additional financial information, contact the Office of the Executive Director, Hawaii Public Housing Authority 1002 North School Street, Honolulu, HI 96817.

Hawaii Public Housing Authority

GOVERNMENT-WIDE
STATEMENT OF NET ASSETS

June 30, 2012

ASSETS	Governmental Activities	Business-Type Activities	Total
Current Assets:			
Cash	$ 5,451,744	$ 61,372,710	$ 66,824,454
Restricted cash	117,605	-	117,605
Due from State of Hawaii	19,165,026	-	19,165,026
Receivables:			
Accrued interest	-	796	796
Tenant receivables, less allowance for doubtful receivables of $2,182,382	-	344,662	344,662
Other	192,987	10,975	203,962
	192,987	356,433	549,420
Internal balances	(189,959)	189,959	-
Due from other state agencies	-	104,945	104,945
Due from HUD	106,853	3,442,294	3,549,147
Inventories	-	931,322	931,322
Prepaid expenses and other assets	1,984,528	17,139	2,001,667
Deposits held in trust	-	26,647	26,647
Total current assets	26,828,784	66,441,449	93,270,233
Notes Receivable	-	5,242,729	5,242,729
Accrued Interest	-	594,410	594,410
Capital Assets, less accumulated depreciation	4,783,599	291,720,133	296,503,732
Total assets	$ 31,612,383	$ 363,998,721	$ 395,611,104

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

GOVERNMENT-WIDE
STATEMENT OF NET ASSETS (continued)

June 30, 2012

LIABILITIES AND NET ASSETS	Governmental Activities	Business-Type Activities	Total
Current Liabilities:			
Accounts payable	$ 1,858,791	$ 4,224,598	$ 6,083,389
Accrued expenses	471,116	4,009,191	4,480,307
Due to State of Hawaii	-	571,402	571,402
Due to HUD	38	-	38
Security deposits	-	837,403	837,403
Deferred income	442,573	409,312	851,885
Total current liabilities	2,772,518	10,051,906	12,824,424
Accrued Expenses	110,726	10,647,612	10,758,338
Commitments and Contingencies			
Net Assets:			
Invested in capital assets, net of related debt	4,783,599	291,720,133	296,503,732
Restricted by legislation and contractual agreements	4,951,841	-	4,951,841
Unrestricted	18,993,699	51,579,070	70,572,769
Total net assets	28,729,139	343,299,203	372,028,342
Total liabilities and net assets	$ 31,612,383	$ 363,998,721	$ 395,611,104

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

GOVERNMENT-WIDE
STATEMENT OF ACTIVITIES

Year Ended June 30, 2012

		Program Revenues			Net (expense) revenue and changes in net assets		
Functions/Programs:	Expenses	Charges for services and other revenues	Operating grants and contributions	Capital grants and contributions	Governmental activities	Business-type activities	Total
Governmental activity --							
Rental Housing and Assistance Program	$ 61,881,342	$ -	$ 52,291,647	$ -	$ (9,589,695)	$ -	$ (9,589,695)
Total governmental activities	61,881,342	-	52,291,647	-	(9,589,695)	-	(9,589,695)
Business-type activities:							
Rental assistance program	49,077,696	14,197,792	21,605,248	11,029,546	-	(2,245,110)	(2,245,110)
Rental housing program	8,634,927	3,579,967	208,856	-	-	(4,846,104)	(4,846,104)
Others	3,921,030	656,964	-	-	-	(3,264,066)	(3,264,066)
Total business-type activities	61,633,653	18,434,723	21,814,104	11,029,546	-	(10,355,280)	(10,355,280)
Total government-wide	$ 123,514,995	$ 18,434,723	$ 74,105,751	$ 11,029,546	(9,589,695)	(10,355,280)	(19,944,975)
State Allotted Appropriations, net of lapsed funds of $10,873,763					(5,415,331)	-	(5,415,331)
Other Non-Program Revenue					-	2,007,974	2,007,974
Capital Contributions					-	8,521,033	8,521,033
Net Transfers					(5,721,234)	5,721,234	-
Intergovernmental Transfer					(350,349)	-	(350,349)
Total general (expenses) revenues and transfers					(11,486,914)	16,250,241	4,763,327
Change in net assets					(21,076,609)	5,894,961	(15,181,648)
Net Assets at July 1, 2011					49,805,748	337,404,242	387,209,990
Net Assets at June 30, 2012					$ 28,729,139	$ 343,299,203	$ 372,028,342

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

GOVERNMENTAL FUNDS
BALANCE SHEET

June 30, 2012

ASSETS	General	Capital Projects	Housing Choice Voucher	Section 8 Contract Administration	Other Funds	Total Governmental Funds
Current Assets:						
Cash	$ -	$ -	$ 3,562,616	$ 1,889,090	$ 38	$ 5,451,744
Restricted cash	-	-	117,605	-	-	117,605
Due from State of Hawaii	1,153,286	18,011,740	-	-	-	19,165,026
Other receivables	-	-	192,987	-	-	192,987
Due from other funds	-	-	662,939	128,375	-	791,314
Due from HUD	-	-	-	97,646	9,207	106,853
Prepaid expenses and other assets	47,805	-	1,936,723	-	-	1,984,528
Total assets	$ 1,201,091	$ 18,011,740	$ 6,472,870	$ 2,115,111	$ 9,245	$ 27,810,057
LIABILITIES AND FUND BALANCES						
Current Liabilities:						
Accounts payable	$ 216,631	$ 1,604,103	$ 38,035	$ 22	$ -	$ 1,858,791
Accrued expenses	8,777	-	227,988	234,351	-	471,116
Due to other funds	128,711	-	812,433	30,922	9,207	981,273
Deferred income	-	-	442,573	-	-	442,573
Due to HUD	-	-	-	-	38	38
Total liabilities	354,119	1,604,103	1,521,029	265,295	9,245	3,753,791
Fund Balances:						
Restricted by legislation and contractual agreements	-	-	4,951,841	-	-	4,951,841
Committed	-	10,088,283	-	-	-	10,088,283
Assigned	846,972	6,319,354	-	1,849,816	-	9,016,142
Total fund balances	846,972	16,407,637	4,951,841	1,849,816	-	24,056,266
Total liabilities and fund balances	$ 1,201,091	$ 18,011,740	$ 6,472,870	$ 2,115,111	$ 9,245	$ 27,810,057

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET ASSETS

June 30, 2012

Total fund balance - governmental funds		$ 24,056,266
Amounts reported for governmental activities in the statement of net assets are different because:		
Capital assets used in governmental activities are not financial resources and therefore not reported in the funds	4,783,599	
Long-term compensated absences are not due and payable in the current period and therefore are not reported in the funds	(110,726)	4,672,873
Net assets of governmental activities		$ 28,729,139

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

Year ended June 30, 2012

	General	Capital Projects	Housing Choice Voucher	Section 8 Contract Administration	Other Funds	Total Governmental Funds
Revenues:						
Intergovernmental – HUD annual contributions and others	$ -	$ -	$ 25,263,030	$ 27,011,608	$ -	$ 52,274,638
State allotted appropriations, net of lapsed funds of $10,873,763	4,972,730	(10,388,061)	-	-	-	(5,415,331)
Other	-	-	16,825	184	-	17,009
Total revenues	4,972,730	(10,388,061)	25,279,855	27,011,792	-	46,876,316
Expenditures:						
Housing assistance payments	626,169	-	23,441,913	25,704,769	-	49,772,851
Personnel services	63,160	-	1,170,978	-	-	1,234,138
Administration	47,865	-	791,037	1,009,676	-	1,848,578
Professional services	30,373	-	62,675	40,262	-	133,310
Capital outlays	-	8,521,033	-	-	-	8,521,033
Other	8,494	13,924	74,136	-	-	96,554
Total expenditures	776,061	8,534,957	25,540,739	26,754,707	-	61,606,464
Excess (deficiency) of revenues over (under) expenditures	4,196,669	(18,923,018)	(260,884)	257,085	-	(14,730,148)
Other Financing Uses - Transfers Out	(4,540,628)	(1,032,450)	-	(148,156)	-	(5,721,234)
Net change in fund balances	(343,959)	(19,955,468)	(260,884)	108,929	-	(20,451,382)
Fund Balances at July 1, 2011	1,190,931	36,363,105	5,212,725	1,740,887	-	44,507,648
Fund Balances at June 30, 2012	$ 846,972	$ 16,407,637	$ 4,951,841	$ 1,849,816	$ -	$ 24,056,266

The accompanying notes are an integral part of this statement

Hawaii Public Housing Authority

RECONCILIATION OF THE CHANGE IN FUND
BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES

Year ended June 30, 2012

Net change in fund balances - total governmental funds		$ (20,451,382)
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures. In the statement of activities, the cost of those governmental activities assets, net of $8,521,033 of capital contribution outlays, is allocated over their estimated useful lives and reported as depreciation expense. Depreciation expense of those governmental activity assets amounted to approximately $301,000.	(301,343)	
Intergovernmental transfers, capital related items	(350,349)	
Long-term compensated absences reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds	26,465	(625,227)
Change in net assets of governmental activities		$ (21,076,609)

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

PROPRIETARY FUNDS
STATEMENT OF NET ASSETS

June 30, 2012

ASSETS	Federal Low Rent Program	Housing Revolving Fund	Housing for Elders Revolving Fund	Central Office Cost Center Fund	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds
Current Assets:							
Cash	$ 30,766,321	$ 897,905	$ 2,324,285	$ 22,254,443	$ 3,778,602	$ 60,021,556	$ 1,351,154
Receivables:							
Accrued interest	-	-	423	-	-	423	373
Tenant receivables, less allowance for doubtful accounts of $2,181,846	302,794	35,743	-	-	6,125	344,662	-
Other	-	10,975	-	-	-	10,975	-
	302,794	46,718	423	-	6,125	356,060	373
Due from other funds	-	77,262	-	12,540,778	1,131,650	13,749,690	939
Due from other state agencies	-	-	-	76,240	28,705	104,945	-
Due from HUD	3,395,833	-	-	-	46,461	3,442,294	-
Inventories	795,398	27,928	88,316	19,680	-	931,322	-
Prepaid expenses and other assets	-	-	-	17,139	-	17,139	-
Deposits held in trust	-	-	-	-	26,647	26,647	-
Total current assets	35,260,346	1,049,813	2,413,024	34,908,280	5,018,190	78,649,653	1,352,466
Notes Receivable	4,816,629	426,100	-	-	-	5,242,729	-
Accrued Interest	-	594,410	-	-	-	594,410	-
Capital Assets, less accumulated depreciation	221,185,513	20,750,616	38,758,934	80,427	10,942,529	291,718,019	2,114
Total assets	$ 261,262,488	$ 22,820,939	$ 41,171,958	$ 34,988,707	$ 15,960,719	$ 376,204,811	$ 1,354,580

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

PROPRIETARY FUNDS
STATEMENT OF NET ASSETS (continued)

June 30, 2012

LIABILITIES AND NET ASSETS	Federal Low Rent Program	Housing Revolving Fund	Housing for Elders Revolving Fund	Central Office Cost Center Fund	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds
Current Liabilities:							
Accounts payable	$ 3,732,168	$ 111,080	$ 108,556	$ 84,967	$ 187,827	$ 4,224,598	$ -
Accrued expenses	1,786,177	60,220	11,470	1,141,377	1,009,947	4,009,191	-
Due to other funds	8,993,494	391,794	228,380	59,137	3,886,839	13,559,644	1,026
Due to State of Hawaii	-	-	-	-	571,402	571,402	-
Security deposits	616,387	37,971	146,955	-	36,090	837,403	-
Deferred income	379,353	29,959	-	-	-	409,312	-
Total current liabilities	15,507,579	631,024	495,361	1,285,481	5,692,105	23,611,550	1,026
Accrued Expenses	760,224	56,404	-	9,830,984	-	10,647,612	-
Commitments and Contingencies							
Net Assets:							
Invested in capital assets, net of related debt	221,185,513	20,750,616	38,758,934	80,427	10,942,529	291,718,019	2,114
Unrestricted	23,809,172	1,382,895	1,917,663	23,791,815	(673,915)	50,227,630	1,351,440
Total net assets	244,994,685	22,133,511	40,676,597	23,872,242	10,268,614	341,945,649	1,353,554
Total liabilities and net assets	$ 261,262,488	$ 22,820,939	$ 41,171,958	$ 34,988,707	$ 15,960,719	$ 376,204,811	$ 1,354,580

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

RECONCILIATION OF THE PROPRIETARY FUNDS NET ASSETS
TO THE STATEMENT OF NET ASSETS

June 30, 2012

Total net assets of enterprise funds	$ 341,945,649
Amounts reported for business-type activities in the statement of net assets are different because internal service fund assets and liabilities are included with business-type activities	1,353,554
Net assets of business-type activities	$ 343,299,203

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

PROPRIETARY FUNDS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS

Year ended June 30, 2012

	Federal Low Rent Program	Housing Revolving Fund	Housing for Elders Revolving Fund	Central Office Cost Center Fund	Other Enterprise Funds	Eliminating Entries	Total Enterprise Funds	Internal Service Funds
Operating Revenues:								
Rental	$ 14,146,334	$ 1,047,490	$ 1,934,387	$ -	$ 942,137	$ -	$ 18,070,348	$ 2,553
Fee-for-service	-	-	-	5,332,216	-	(5,332,216)	-	-
Other	235,049	21,807	69,429	96,966	72,586	-	495,837	-
Total operating revenues	14,381,383	1,069,297	2,003,816	5,429,182	1,014,723	(5,332,216)	18,566,185	2,553
Operating Expenses:								
Project	5,127,643	-	-	-	-	-	5,127,643	-
Personnel services	8,849,774	781,058	-	5,996,327	-	-	15,627,159	-
Depreciation	11,658,902	706,403	1,399,224	9,065	799,490	-	14,573,084	2,437
Administration	5,523,425	300,016	1,285,637	819,234	664,596	(4,910,797)	3,682,111	36,058
Provision for losses	428,015	44,456	-	443,242	37,908	-	953,621	-
Professional services	134,720	29,365	20,192	527,501	83,941	-	795,719	2,243
Security	1,848,887	-	516	11,481	-	-	1,860,884	-
Insurance	671,545	30,982	125,299	60,675	19,801	-	908,302	-
Repairs and maintenance	3,661,505	241,168	283,702	93,608	285,550	(421,419)	4,144,114	-
Utilities	10,966,753	821,570	1,371,874	112,115	430,177	-	13,702,489	-
Payments in lieu of taxes	206,527	-	-	-	-	-	206,527	-
Capital expenditures	-	-	-	11,262	-	-	11,262	-
Total operating expenses	49,077,696	2,955,018	4,486,444	8,084,510	2,321,463	(5,332,216)	61,592,915	40,738
Operating loss carried forward	(34,696,313)	(1,885,721)	(2,482,628)	(2,655,328)	(1,306,740)	-	(43,026,730)	(38,185)

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

PROPRIETARY FUNDS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS (continued)

Year ended June 30, 2012

	Federal Low Rent Program	Housing Revolving Fund	Housing for Elders Revolving Fund	Central Office Cost Center Fund	Other Enterprise Funds	Eliminating Entries	Total Enterprise Funds	Internal Service Funds
Operating loss brought forward	(34,696,313)	(1,885,721)	(2,482,628)	(2,655,328)	(1,306,740)	-	(43,026,730)	(38,185)
Nonoperating Revenues (Expenses):								
Interest income (expense)	2,669	2,157	2,418	42,791	(263)	-	49,772	6,777
Gain on sale of Project	-	-	-	-	2,003,456	-	2,003,456	-
HUD operating subsidies	21,605,248	-	-	-	208,856	-	21,814,104	-
HUD capital fund subsidies	11,029,546	-	-	-	-	-	11,029,546	-
Other (expenses) revenues	(186,260)	-	-	-	214	-	(186,046)	-
Net nonoperating revenues	32,451,203	2,157	2,418	42,791	2,212,263	-	34,710,832	6,777
(Loss) income before transfers	(2,245,110)	(1,883,564)	(2,480,210)	(2,612,537)	905,523	-	(8,315,898)	(31,408)
Capital Contributions	5,142,566	1,997,111	1,381,356	-	-	-	8,521,033	-
Net Transfers	3,396,027	1,318,630	1,173,451	9,747,556	(9,914,430)	-	5,721,234	-
Change in net assets	6,293,483	1,432,177	74,597	7,135,019	(9,008,907)	-	5,926,369	(31,408)
Net Assets at July 1, 2011	238,701,202	20,701,334	40,602,000	16,737,223	19,277,521	-	336,019,280	1,384,962
Net Assets at June 30, 2012	$ 244,994,685	$ 22,133,511	$ 40,676,597	$ 23,872,242	$ 10,268,614	$ -	$ 341,945,649	$ 1,353,554

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

RECONCILIATION OF THE CHANGE IN NET ASSETS
OF PROPRIETARY FUNDS
TO THE STATEMENT OF ACTIVITIES

Year ended June 30, 2012

Change in net assets - total enterprise funds	$	5,926,369
Change in net assets - internal service funds		(31,408)
Change in net assets of business-type activities	$	5,894,961

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS

Year ended June 30, 2012

	Federal Low Rent Program	Housing Revolving Fund	Housing for Elders Revolving Fund	Central Office Cost Center Fund	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds
Cash Flows from Operating Activities:							
Cash received from renters	$ 13,884,407	$ 996,958	$ 1,948.970	$ -	$ 992,873	$ 17,823,208	$ -
Cash payments to employees	(9,252,619)	(782,782)	-	(5,042,922)	-	(15,078,323)	-
Cash payments to suppliers	(27,716,449)	(1,363,953)	(3,136.975)	(1,505,758)	(1,583,964)	(35,307,099)	-
Cash receipts from (payments to) other funds	4,963,367	688,205	1,455.146	3,513,105	(411,098)	10,208,725	46,531
Other cash receipts (payments)	235,049	18,617	72,093	11,354	86,782	423,895	(25,885)
Net cash (used in) provided by operating activities	(17,886,245)	(442,955)	339.234	(3,024,221)	(915,407)	(21,929,594)	20,646
Cash Flows from Noncapital Financing Activities:							
HUD operating subsidy received	22,868,253	-	-	-	388,500	23,256,753	-
Net operating transfers	-	1,016,113	226.464	10,079,634	(9,914,430)	1,407,781	-
Other	-	-	-	-	(49)	(49)	-
Net cash provided by (used in) noncapital financing activities	22,868,253	1,016,113	226,464	10,079,634	(9,525,979)	24,664,485	-
Cash Flows from Capital and Related Financing Activities:							
HUD capital subsidy received	11,433,963	-	-	-	-	11,433,963	-
Net proceeds from sale of Project	-	-	-	-	10,000,000	10,000,000	-
Payments for acquisition of property and equipment	(9,644,770)	-	-	-	-	(9,644,770)	-
Release of restricted deposits and funded reserves	-	-	-	-	79,634	79,634	-
Other	-	-	-	-	13,073	13,073	-
Net cash provided by capital and related financing activities	1,789,193	-	-	-	10,092,707	11,881,900	-
Subtotal carried forward	6,771,201	573,158	565,698	7,055,413	(348,679)	14,616,791	20,646

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS (continued)

Year ended June 30, 2012

	Federal Low Rent Program	Housing Revolving Fund	Housing for Elders Revolving Fund	Central Office Cost Center Fund	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds
Subtotal brought forward	6,771,201	573,158	565,698	7,055,413	(348,679)	14,616,791	20,646
Cash Flows from Investing Activity -- Receipts of Interest	2,669	12,034	53,846	29,074	-	97,623	40,398
Net cash provided by investing activities	2,669	12,034	53,846	29,074	-	97,623	40,398
Net increase (decrease) in cash	6,773,870	585,192	619,544	7,084,487	(348,679)	14,714,414	61,044
Cash at July 1, 2011	23,992,451	312,713	1,704,741	15,169,956	4,127,281	45,307,142	1,290,110
Cash at June 30, 2012	$ 30,766,321	$ 897,905	$ 2,324,285	$ 22,254,443	$ 3,778,602	$ 60,021,556	$ 1,351,154

The accompanying notes are an integral part of this statement

Hawaii Public Housing Authority

PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS (continued)

Year ended June 30, 2012

	Federal Low Rent Program	Housing Revolving Fund	Housing for Elders Revolving Fund	Central Office Cost Center Fund	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds
Cash Flows from Operating Activities:							
Reconciliation of operating loss to net cash (used in) provided by operating activities							
Operating loss	$ (34,696,313)	$ (1,885,721)	$ (2,482,628)	$ (2,655,328)	$ (1,306,740)	$ (43,026,730)	$ (38,185)
Adjustments to reconcile operating loss to net cash (used in) provided by operating activities							
Depreciation	11,658,902	706,403	1,399,224	9,065	799,490	14,573,084	2,437
Provision for losses	428,015	44,456	-	443,242	37,908	953,621	-
Changes in assets and liabilities:							
Tenant receivables	(358,630)	(44,214)	1,906	-	(1,954)	(402,892)	-
Other receivables	-	(3,190)	2,664	-	82,121	81,595	-
Due from other funds	-	773,813	1,440,344	(3,080,592)	106,731	(759,704)	115,808
Due from other state agency	-	-	-	11,354	-	11,354	-
Inventories	(29,955)	(429)	3,975	6,672	-	(19,737)	-
Prepaid expenses and other assets	-	-	-	(11,639)	-	(11,639)	-
Deposits held in trust	-	-	-	-	(611)	(611)	-
Accounts payable	(270,580)	59,577	(53,912)	38,119	(79,533)	(306,329)	-
Accrued expenses	322,246	(1,724)	182	2,758,369	(20,242)	3,058,831	-
Due to other funds	4,963,367	(85,608)	14,802	(543,483)	(517,829)	3,831,249	(59,414)
Security deposits	30,397	(480)	12,677	-	(14,748)	27,846	-
Deferred income	66,306	(5,838)	-	-	-	60,468	-
Net cash (used in) provided by operating activities	$ (17,886,245)	$ (442,955)	$ 339,234	$ (3,024,221)	$ (915,407)	$ (21,929,594)	$ 20,646

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

FIDUCIARY FUND
STATEMENT OF FIDUCIARY NET ASSETS

June 30, 2012

	Private Purpose Trust
ASSET	
Cash	$ 1,655
NET ASSETS	
Total Net Assets - Held in Trust	$ 1,655

The accompanying notes are an integral part of this statement.

Hawaii Public Housing Authority

FIDUCIARY FUND
STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS

Year ended June 30, 2012

	Private Purpose Trust
Net Assets at July 1, 2011	$ 1,655
Net Assets at June 30, 2012	$ 1,655

The accompanying notes are an integral part of this statement.

1. Organization and Significant Accounting Policies

a. General

Act 196, SLH 2005, as amended by Act 180, SLH 2006, created the Hawaii Public Housing Authority (the Authority).

The Authority's mission is to provide safe, decent and sanitary dwelling for low and moderate income residents of Hawaii and to operate its housing program in accordance with federal and state of Hawaii laws and regulations.

For financial reporting purposes, the Authority includes all funds that are controlled by or dependent on the Authority's Board of Directors. Control by or dependence on the Authority was determined on the basis of statutory authority and monies flowing through the Authority to each fund. The Authority is a component unit of the State of Hawaii.

The financial statements of the Authority are intended to present the financial position, changes in financial position, and cash flows where applicable, of only that portion of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the State of Hawaii that is attributable to the transactions of the Authority. They do not purport to, and do not, present fairly the financial position of the State of Hawaii as of June 30, 2012, and the changes in its financial position and cash flows, where applicable, for the year then ended in conformity with accounting principles generally accepted in the United States of America. The State Comptroller maintains the central accounts for all State funds and publishes financial statements for the State annually, which include the Authority's financial activities.

b. Government-Wide and Fund Financial Statements

The government-wide financial statements, the statement of net assets and the statement of activities, report information of all of the non-fiduciary activities of the Authority. Governmental activities, which normally are supported by State allotments and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

1. Organization and Significant Accounting Policies (continued)

b. Government-Wide and Fund Financial Statements (continued)

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include charges to customers who purchase, use, or directly benefit from goods or services provided by a given function.

Program revenues also include grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. State allotments and other items not properly included among program revenues are reported instead as general revenues. Resources that are dedicated internally are reported as general revenues rather than program revenues. The Authority employs an indirect cost allocation system.

Net assets are restricted when constraints placed on them are either externally imposed or imposed by constitutional provisions or enabling legislation. Internally imposed designations of resources are not presented as restricted net assets. When both restricted and unrestricted resources are available for use, generally it is the Authority's policy to use restricted resources first then unrestricted resources as they are needed.

The fund financial statements are provided for governmental funds, proprietary funds and fiduciary fund. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Non-major funds are summarized into a single column. The Authority's fiduciary fund is presented in the fund financial statements. Since by definition their assets are being held for the benefit of a third party (other local governments, private parties, etc.) and cannot be used to address activities as obligations of the government, their funds are not incorporated into the government-wide statements.

c. Measurement Focus and Basis of Accounting

i. Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

1. Organization and Significant Accounting Policies (continued)

c. Measurement Focus and Basis of Accounting (continued)

ii. Governmental Fund Financial Statements

The Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Authority considers revenues to be available if they are collected within 60 days of the end of the current fiscal year end. In applying the susceptible to accrual concept to intergovernmental revenues, the provider should recognize liabilities and expenses and the recipient should recognize receivables and revenues when applicable requirements, including timing requirements are met.

Principal revenue sources considered susceptible to accrual include federal grants and rental income. Some revenue items that are considered measurable and available to finance operations during the year from an accounting perspective are not available for expenditure due to the State's present appropriation system. These revenues have been accrued in accordance with generally accepted accounting principles since they have been earned and are expected to be collected within sixty days of the end of the period. Other revenues are considered to be measurable and available only when cash is received by the Authority.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Modifications to the accrual basis of accounting include employees' vested vacation and other post-retirement benefits, which are recorded as expenditures when utilized or paid. The amount of indebtedness related to accumulated vacation and other post-retirement benefits at June 30, 2012 has been reported in the government-wide financial statements.

1. Organization and Significant Accounting Policies (continued)

c. Measurement Focus and Basis of Accounting (continued)

iii. Proprietary Funds and Fiduciary Fund

The financial statements of proprietary funds and the fiduciary fund are reported using the economic resources measurement focus and the accrual basis of accounting, similar to the government-wide statements described above.

Each proprietary fund has the option under the Government Accounting Standards Board (GASB) Statement 20, *Accounting and Financial Reporting for Proprietary funds and Other Governmental Entities that Use Proprietary Fund Accounting*, to elect to apply all Financial Accounting Standards Board (FASB) pronouncements issued after November 30, 1989, unless FASB conflicts with GASB. The Authority has elected to not apply FASB statements after the applicable date.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services or goods in connection with a proprietary fund's principal ongoing operations. Revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses. The principal operating revenues of the Authority's enterprise funds is rental income. Federal grants are reported as nonoperating income.

d. Fund Accounting

The financial activities of the Authority are recorded in individual funds, each of which is deemed to be a separate accounting entity. The Authority uses fund accounting to report on its financial position and results of operations. Fund accounting is designed to demonstrate the legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts.

GASB Statement 34 sets forth minimum criteria for the determination of major funds. The non-major funds are combined in a column in the fund financial statements and detailed in the combining section.

1. Organization and Significant Accounting Policies (continued)

d. Fund Accounting (continued)

i. Governmental Funds

General Fund – The general fund is the general operating fund of the Authority. It is used to account for all financial activities except those required to be accounted for in another fund. This fund includes the Rent Housing and Assistance Program. The annual operating budget as authorized by the State Legislature provides the basic framework within which the resources and obligations of the general fund are accounted.

Special Revenue Funds – Special revenue funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. These funds include Section 8 Housing Choice Voucher Program, Contract Administration, Residential Opportunities Self-Sufficient Programs (ROSS), and Economic Development Initiative Special Project Grant Boys and Girls Club of Hawaii (Boys and Girls Club).

Capital Projects Fund – Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary fund type).

The Authority reports the following major governmental funds:

- General Fund
- Capital Projects Fund
- Housing Choice Voucher Program – accounts for federal contributions for housing assistance payments under the Housing Choice Voucher Program.
- Section 8 Contract Administration – accounts for federal contributions primarily for housing payments under the Project-Based Section 8 Program.

1. Organization and Significant Accounting Policies (continued)

d. Fund Accounting (continued)

ii. Proprietary Funds

Enterprise Funds – These funds account for those activities for which the intent of management is to recover, primarily through user charges, the cost of providing goods or services to customers, or where sound financial management dictates that periodic determinations of results of operations are appropriate.

The enterprise funds include the Federal Low Rent Program, Housing Revolving Fund, Housing for Elders Revolving Fund, Central Office Cost Center Fund and other funds. The other funds include the Banyan Street Manor Project, Wilikina Apartments Project, Kekumu at Waikoloa Project, Disbursing Fund and Kuhio Park Terrace (KPT) Resource Center.

Internal Service Funds – These funds account for those activities, which provide goods or services primarily to the Authority, rather than to external parties. In the government-wide statements, internal service funds are included with business-type activities. These funds include the Equipment Rental Fund and Vehicle Rental Fund.

The Authority reports the following as major proprietary funds:

Federal Low-Rent Program accounts for the proceeds from federal contributions for the development of rental property and rental income and federal operating subsidies from such properties.

Housing Revolving Fund accounts for various state multifamily housing projects located throughout the State of Hawaii.

Housing for Elders Revolving Fund accounts for various state elderly housing projects located throughout the State of Hawaii.

Central Office Cost Center Fund was established to account for costs related to the general oversight of its housing projects and other indirect and administrative costs of the Authority. The fund charges fees to the Authority's various housing projects for such services. In addition to the fee income to operate the public housing programs, the Authority also earns fees from its other federal and state programs. The fee income earned by the fund is considered to be de-federalized.

1. Organization and Significant Accounting Policies (continued)

d. Fund Accounting (continued)

iii. Fiduciary Fund

The private-purpose trust fund accounts for net assets held in a trustee capacity for others.

e. Department of Housing and Urban Development (HUD) Subsidized Programs

The Federal Low-Rent Program Fund operates under HUD's Annual Contribution Contract and consists of the operations of low-rent housing properties. The purpose of the program is to provide decent and affordable housing to low-income families at reduced rents. The properties are owned, maintained and managed by the Authority. The properties are acquired, developed and modernized under HUD's comprehensive grant programs. Funding for the properties is provided by federal operating subsidies and tenant rentals (determined as a percentage of family income, adjusted for family composition).

The Section 8 Programs consists of the Housing Choice Voucher Program Fund and the Section 8 Contract Administration Fund. The Housing Choice Voucher Program Fund provides rental housing assistance subsidies to qualified participants. The purpose of the program is to assist low-income families, the elderly and the disabled to afford decent, safe and sanitary housing in the private market. Federal housing assistance is provided on behalf of the family or individuals and is paid directly to the landlord directly by the Authority. The family or individual is responsible for finding a suitable housing unit in which the landlord agrees to rent under the program. The Section 8 Contract Administration Fund administers non-Authority owned housing units used for low-income housing. HUD provides a contracted dollar amount to the Authority, which is used to provide rental payment assistance to landlords.

1. Organization and Significant Accounting Policies (continued)

f. Capital Assets

Capital assets, which include property and equipment, are reported in the applicable governmental or business-type activities in the government-wide financial statements and proprietary funds financial statements. Capital assets are defined by the Authority as land and those assets with estimated useful lives greater than one year and with an acquisition cost greater than:

Land improvements	$ 100,000
Building and building improvements	$ 100,000
Equipment	$ 5,000

Purchased and constructed capital assets are valued at cost. Donated assets are recorded at their fair market value at the date of donation.

Capital assets utilized in the governmental funds are recorded as expenditures in the governmental fund financial statements.

Depreciation expense is recorded in the government-wide financial statements, as well as the proprietary funds financial statements. The Authority utilizes the straight-line method over the assets' estimated useful life. No depreciation is recorded for land and land improvements. Generally, the useful lives are as follows:

	Governmental Activities	Proprietary Fund and Business-Type Activities
Building and building improvements	25 years	10 – 40 years
Equipment	7 years	1 – 10 years

g. Cash and Cash Equivalents

Cash and cash equivalents for the purpose of the statement of cash flows – proprietary funds, include all cash and investments with original purchased maturities of three months or less.

h. Inventories

In the governmental funds, the cost of inventories is recorded as an expenditure when consumed.

1. Organization and Significant Accounting Policies (continued)

i. Interfund Receivables and Payables

During the course of operations, numerous transactions occur between individual funds that may result in amounts owed between funds. Those related to goods and service type transactions are classified as "due to and from other funds." Interfund receivables and payables between funds (noncurrent portion) are reported as "advances from and to other funds." Interfund receivables and payables between funds within governmental activities are eliminated in the statement of net assets.

j. HUD Annual Contributions

The Authority receives annual contributions and subsidies from HUD for operating the Authority's housing assistance payment programs and the development and operation of low-income housing projects. The Authority also receives annual subsidies from HUD for housing assistance payments and operating deficits incurred in the operation of the programs. Annual subsidies recorded in the proprietary fund types are recognized as nonoperating revenue when realized and earned and are accounted for in the statement of revenues, expenses and changes in fund net assets – proprietary funds as HUD operating subsidy.

k. Vacation

Employees are credited with vacation at a rate of 168 hours per calendar year. Accumulation of such vacation credits is limited to 720 hours at calendar year end and is convertible to pay upon termination of employment. Liabilities for accumulated unpaid vacation are accrued at the end of each accounting period utilizing current salary rates. Such vacation credits are recorded as accrued wages and employee benefits payable in the government-wide and the enterprise funds financial statements at the balance sheet date. Accumulated unpaid vacation estimated to be used or paid during the next year is approximately $774,000.

The change in accumulated unpaid vacation during the year is approximately as follows:

Balance at July 1, 2011	Additions	Reductions	Balance at June 30, 2012
$2,314,000	$1,060,000	$1,130,000	$2,244,000

1. Organization and Significant Accounting Policies (continued)

k. Vacation (continued)

As of June 30, 2012, approximately $170,000 and $2,074,000 of the unpaid vacation balance was for government-wide activities and business-type activities, respectively, and is included in accrued expenses in the accompanying statement of net assets.

l. Allocated Costs

The Authority provides certain administrative services to its various funds. The cost of these services is allocated to the funds based on estimates of benefits provided to the funds.

m. Restrictions of Fund Balances

The Authority classifies fund balances into specifically defined classifications for governmental fund types. Classifications include the following:

Restricted. Balances that are restricted for specific purposes by external parties such as creditors, grantors or other governments.

Committed. Balances that can only be used for specific purposes pursuant to constraints imposed by formal action of the state legislature. Committed fund balances also include contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

Assigned. Balances that are constrained by management to be used for specific purposes but are neither restricted nor committed. The general and capital projects fund balances are assigned for continuing appropriations, which are comprised of encumbrances and unencumbered allotment balances. Encumbrances represent outstanding commitments, which generally are liquidated in the subsequent fiscal year. Unencumbered allotment balances represent amounts that have been released and made available for encumbrance or expenditure and are legally segregated for a specific future use.

Unassigned. Residual balances that are not contained in the other classifications.

1. Organization and Significant Accounting Policies (continued)

n. Risk Management

Liabilities related to certain types of losses (including torts, theft of, damage to, or destruction of assets, errors or omissions, natural disasters and injuries to employees) are reported when it is probable that the losses have occurred and the amount of those losses can be reasonably estimated.

o. Management's Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles accepted in the United States of America (GAAP) requires management to make estimates and assumptions that affect the 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 expenditures during the reporting period. Significant estimates and assumptions include the valuation for accounts receivable and the liability of other post employee benefits. Actual results could differ from those estimates.

p. Recently Issued Accounting Pronouncements

In December 2010, the GASB issued Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. This Statement incorporates FASB, APB, and ARB pronouncements, not conflicting with GASB pronouncements, and issued on or before November 30, 1989, into the GASB authoritative literature. The provisions of this Statement are effective for financial statements for periods beginning after December 15, 2011. Management is currently assessing the impact of GASB Statement No. 62 on its financial position and results of operations and has not determined if the adoption will have a material effect on its financial statements.

In June 2011, the GASB issued Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. This Statement provides financial reporting guidance for deferred outflows of resources and deferred inflows of resources. The provisions of this Statement are effective for financial statements for periods beginning after December 15, 2011. Management is currently assessing the impact of GASB Statement No. 63 on its financial position and results of operations and has not determined if the adoption will have a material effect on its financial statements.

1. Organization and Significant Accounting Policies (continued)

p. Recently Issued Accounting Pronouncements (continued)

In June 2012, the GASB issued Statement No. 68, *Accounting and Financial Reporting for Pension*. This Statement requires governments providing defined benefit pensions to recognize their long-term obligation for pension benefits as a liability, and to more comprehensively and comparably measure the annual costs of pension benefits. The provisions of this Statement are effective for periods beginning after June 15, 2014. Management is currently assessing the impact of GASB Statement No. 68 on its financial position and results of operations and has not determined if the adoption will have a material effect on its financial statements.

2. Budgeting and Budgetary Control

The budget of the Authority is a detailed operating plan identifying estimated costs and results in relation to estimated revenues. The budget includes (1) the programs, services and activities to be provided during the fiscal year, (2) the estimated revenues available to finance the operating plan, and (3) the estimated spending requirements of the operating plan. The budget represents a process through which financial policy decisions are made, implemented and controlled. Revenue estimates are provided to the State Legislature at the time of budget consideration and are revised and updated throughout the fiscal year. Amounts reflected as budgeted revenues in the accompanying required supplementary information – budgetary comparison schedule are estimates as compiled by the Authority and reviewed by the Department of Budget and Finance. Budgeted expenditures are derived primarily from acts of the State Legislature and from other authorizations contained in the State Constitution, the Hawaii Revised Statutes and other specific appropriation acts in various Session Laws of Hawaii.

Expenditures of these appropriated funds are made pursuant to the appropriations in the biennial budget as amended by subsequent supplemental appropriations. Budgetary control is maintained at the departmental level. Budget revisions and interdepartmental transfers may be affected with certain executive and legislative branch approvals.

The general fund and certain special revenue funds have legally appropriated annual budgets. The final legally adopted budget in the accompanying required supplementary information – budgetary comparison schedule represent the original appropriations, transfers and other legally authorized legislative and executive changes.

2. Budgeting and Budgetary Control (continued)

To the extent not expended or encumbered, general fund and special revenue funds appropriations generally lapse at the end of the fiscal year or grant period for which the appropriations were made. The State Legislature or federal government specifies the lapse dates and any other contingencies that may terminate the authorization for other appropriations. Known lapses occurring in the year of appropriation, if any, are included in the amended budgets, and are netted against revenues in the accompanying required supplementary information – budgetary comparison schedule.

A comparison of both the original budget and the final budget to the actual revenues and expenditures of the general and certain special revenue funds are presented in the accompanying required supplementary information – budgetary comparison schedule. Differences between revenues and expenditures reported on the budgetary basis and those reported in accordance with GAAP are mainly due to revenues and expenditures of unbudgeted funds and the different methods used to recognize resource uses. For budgeting purposes, resource uses are recognized when cash disbursements are made or funds are encumbered.

For financial statements presented in accordance with GAAP, expenditures are recognized when incurred and encumbrances are not reported as resources used.

A summation of the differences between revenues and expenditures reported on the budgetary basis and those reported in accordance with GAAP for the general and certain special revenue funds for the year ended June 30, 2012 is set forth in the required supplementary information.

3. Cash

The State maintains a cash pool that is available to all funds. The Director of Finance is responsible for the safekeeping of all monies paid into the State Treasury. The Director of Finance may invest any monies of the State, which in the Director's judgment are in excess of the amounts necessary for meeting the immediate requirements of the State. Cash is pooled with funds from other State agencies and departments and deposited with approved financial institutions or invested in the State Treasury Investment Pool. Cash accounts that participate in the investment pool accrue interest based on the average weighted cash balances of each account.

The State requires that the depository banks pledge, as collateral, government securities held in the name of the State for deposits not covered by federal deposit insurance.

3. Cash (continued)

At June 30, 2012, total cash, including restricted cash and deposits, reported in the statement of net assets is $66,968,706 which consisted of the following:

	Governmental	Business-Type	Total
State pool and petty cash	$ -	$ 7,490,702	$ 7,490,702
Cash in bank (book balance)	5,569,349	53,882,008	59,451,357
	5,569,349	61,372,710	66,942,059
Deposits held in trust	-	26,647	26,647
Total Cash	$ 5,569,349	$ 61,399,357	$ 66,968,706

During 2012, the Authority recorded a valuation loss of approximately $12,000 for its State pool cash balances included in interest income. The valuation adjustment relates primarily to the State of Hawaii auction rate securities and is reported in interest income (expense) in the accompanying statement of revenues, expenses and changes in net assets.

Bank balance of cash in bank was approximately $61,863,000, of which $3,646,000 was covered by federal depositary insurance and $58,217,000 by collateral held by the pledging financial institution's trust department or agent in the name of the Authority.

4. Notes Receivable

a. Uncollateralized Promissory Note Receivable

The note receivable consists of a $426,100 uncollateralized promissory note receivable, bearing interest at 9%, from a developer who had leased certain building improvements under a sublease agreement with the Authority. The entire payment of principal and unpaid interest was due and payable on January 1, 2009, unless the Authority acquired such building improvements constructed by the developer for a sum equal to the amount owed under this note. During 2009, the Authority had agreed with the developer to acquire such building improvements. However, as of June 30, 2012, the legal title transfer has not been executed. Consequently, the financial statements reflect a note receivable balance of $426,100 and the related accrued interest receivable balance of approximately $594,000. The Authority is currently addressing this issue.

4. Notes Receivable (continued)

b. Note Receivable for Sale of Kuhio Park Terrace Towers

On May 1, 2011, the Authority entered into an Acquisitions Financing Agreement (Agreement) to sell, transfer and convey unto a third party the buildings, structures, equipment, machinery, apparatus, fixtures and fittings (Improvements) of the two high rise buildings known as Kuhio Park Terrace Towers (Project), and for the execution of a ground lease for the land underlying the Improvements (Property), as defined in the Agreement. The ground lease annual rent is one dollar ($1) and expires on May 11, 2076, with an option for an additional ten (10) years. The buyer, as defined in the Agreement, is required to redevelop the Project to include 555 units, 347 of which will be operated as public housing. In order to assist the buyer in financing the rehabilitation of the Project, the State of Hawaii, Hawaii Housing and Finance Development Corporation issued revenue bonds in the amount of $66,000,000 for which the proceeds were used to make a mortgage loan to the buyer.

The buyer, pursuant to the Agreement, agreed to pay the Authority an acquisition fee of $4,665,000 in consideration for acquiring the leasehold interest in the Property and $45,000,000 for the Improvements, such that the total purchase price was $49,665,000. Of the total purchase price, $3,162,943 was paid in cash and the remaining balance of $46,502,057 is being financed pursuant to the Agreement by a note. The note, which is secured by a leasehold mortgage and security agreement, matures in May 2051 and accrues interest at the greater of 4.19 percent per annum or the long term annually compounding applicable federal rate. The note is payable from cash flows from the Property in the amounts and priority set forth in the note, provided that the payments due shall not exceed seventy-five percent (75%) of the borrower's surplus cash, as defined in the note. Additionally, the note is subordinate to the rights of certain financing agreements related to the issuance of revenue bonds for the redevelopment of the Project. Any remaining unpaid principal and accrued interest balance is due and payable on the maturity date of the note.

Additionally, prior to the execution of the ground lease and sale of the Improvements, several planned capital improvements related to the Project had not been completed. As both the Authority and the buyer agreed that the work is necessary, the buyer agreed to complete the work and the Authority agreed to provide the financing. Accordingly, the Authority agreed to loan the buyer up to $3,900,000 from Public Housing Capital Funds and State of Hawaii Capital Improvement Projects Funds. Payment of principal would be deferred until the maturity date, whereupon all principal is due, subject to the availability of surplus cash, as defined in the note agreement. As of June 30, 2012, the Authority has not provided such financing.

4. Notes Receivable (continued)

b. Note Receivable for Sale of Kuhio Park Terrace Towers (continued)

The sale of the Project is being accounted for under the cost recovery method. Under this method, the gain on sale is deferred until the total payments made by the buyer exceed the cost of the Project. However, a portion of the deferred gain is recognized as income to the extent that the deferred gain exceeds the note receivable from the buyer plus the maximum contingent liability to the Authority for other debt on the Project.

During 2012, the Authority identified an additional $3,363,794 of capital assets under the Federal Low Rent Program related to the Kuhio Park Terrace Towers and adjusted the deferred gain balance accordingly as of June 30, 2012. As of June 30, 2012, the net note receivable, inclusive of all principal, accrued interest and deferred gain related to the Project, is as follows and reflected under the Federal Low Rent Program statement of net assets:

Principal and accrued interest	$ 46,502,057
Deferred gain	(41,685,428)
Net note receivable	$ 4,816,629

5. Capital Assets

Capital assets activity for the year ended June 30, 2012 was as follows:

	July 1, 2011	Increases	Decreases	June 30, 2012
Governmental Activities				
Capital assets, not being depreciated:				
Land	$ 2,373,410	$ -	$ -	$ 2,373,410
Construction in progress	350,349	-	(350,349)	-
Total capital assets not being depreciated	2,723,759	-	(350,349)	2,373,410
Capital assets, being depreciated:				
Building and improvements	15,040,694	-	-	15,040,694
Equipment	1,197,769	-	-	1,197,769
Total capital assets being depreciated	16,283,463	-	-	16,238,463
Less accumulated depreciation for:				
Building and improvements	12,365,358	284,722	-	12,650,080
Equipment	1,161,573	16,621	-	1,178,194
Total accumulated depreciation	13,526,931	301,343	-	13,828,274
Governmental activities, net	$ 5,435,291	$ 301,343	$ (350,349)	$ 4,783,599

5. Capital Assets (continued)

	July 1, 2011	Increases	Decreases	June 30, 2012
Business-Type Activities				
Capital assets, not being depreciated:				
Land	$ 22,966,200	$ -	$ -	$ 22,966,200
Construction in progress	35,990,652	19,084,969	(19,411,560)	35,664,061
Total capital assets not being depreciated	58,956,852	19,084,969	(19,411,560)	58,630,261
Capital assets being depreciated:				
Building and improvements	536,419,347	15,695,902	(22,911,224)	529,204,025
Equipment	9,721,050	13,717	(938,029)	8,796,738
Total capital assets being depreciated	546,140,397	15,709,619	(23,849,253)	538,000,763
Less accumulated depreciation for:				
Building and improvements	302,463,406	14,560,851	(20,759,300)	296,264,957
Equipment	9,461,276	14,670	(830,012)	8,645,934
Total accumulated depreciation	311,924,682	14,575,521	(21,589,312)	304,910,8[illegible]
Business-type activities capital assets, net	$ 293,172,567	$ 20,219,067	$ (21,671,501)	$ 291,720,133

Current-period depreciation expense was charged to function as follows:

Governmental Activity -	
Rental Housing and Assistance Program	$ 301,343
Business-Type Activities:	
Federal Low Rent Program	11,658,902
Housing Revolving Fund	706,403
Housing for Elders Revolving Fund	1,399,224
Central Office Cost Center Fund	9,065
Internal Services	2,437
Others	799,490
Total depreciation expense – business-type activities	14,575,521
Total depreciation expense	$ 14,876,864

5. Capital Assets (continued)

At June 30, 2012, capital assets for the proprietary funds consisted of the following:

	Enterprise Funds							
	Federal Low Rent Program	Housing Revolving Fund	Housing for Elders Revolving Fund	Central Office Cost Center	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds	Total
Land	$ 13,093,629	$ 2,252,881	$ 6,104,817	$ -	$ 1,514,873	$ 22,966,200	$ -	$ 22,966,200
Buildings and improvements	432,253,888	28,880,216	55,622,256	42,857	12,404,808	529,204,025	-	529,204,025
Equipment, Furniture and fixtures	6,543,964	252,521	208,356	79,274	-	7,084,115	1,712,623	8,796,738
Construction in Progress	32,326,143	878,045	2,459,873	-	-	35,664,061	-	35,664,061
Less accumulated depreciation	263,032,111	11,513,047	25,636,368	41,704	2,977,152	303,200,382	1,710,509	304,910,891
Net property and Equipment	$ 221,185,513	$ 20,750,616	$ 38,758,934	$ 80,427	$ 10,942,529	$291,718,019	$ 2,114	$291,720,133

6. Sale of Wilikina Apartments

On May 22, 2012, with the approval of HUD, the Authority consummated the sale of the Project building, reserves and operating funds for $10,000,000. $10,000,000 was allocated and paid in consideration for the building and related improvements and $1 for the ground lease interest, as defined in the agreement. The purchase price was paid by a combination of proceeds from the sale of federal and state low-income housing tax credits and tax-exempt private activity bonds allocated by Hawaii Housing Finance and Development Corporation. The Authority recognized a gain of $2,003,456 from the sale which is included under other enterprise funds in the statement of revenues and expenses, and changes in net assets.

7. Commitments and Contingencies

a. Lease Commitments

The Authority leases from the City and County of Honolulu the land upon which its former Banyan Street Manor Project building is situated on, and subleases it to the Project's new owner. The lease is for a term of 55 years beginning May 27, 2011. Lease rent in the amount of $75 was prepaid by the new owner for the entire term of the lease. As part of the sales price of the Project building, reserves and operating funds on May 27, 2011, $75 was allocated for the ground lease interest and other property, as defined in the agreement.

The Authority leases the land upon which its former Wilikina Apartments Project building is situated on to its new owner. The lease is for a term of 65 years beginning May 22, 2012. Lease rent in the amount of $1 was prepaid by the new owner for the entire term of the lease.

b. Construction Contracts

At June 30, 2012, the Federal Low Rent Program fund and the Capital Projects fund had outstanding construction contract commitments to expend approximately $9,136,538 and $10,088,283, respectively, for the construction and renovation of housing projects.

c. Torts

The Authority is involved in various actions, the outcome of which, in the opinion of management and the Attorney General, will not have a material adverse effect on the Authority's financial position except for the OHA and Kuhio Park Terrace lawsuits described below. Losses, if any, are either covered by insurance or will be a liability against the State of Hawaii.

d. Workers' Compensation Policy

The State is self-insured for workers' compensation. Accordingly, the Authority is liable for workers' compensation claims filed by its employees. Liabilities for workers' compensation claims are established if information indicates that it is probable that liabilities have been incurred and the amount of those claims can be reasonably estimated. The basis for estimating the liabilities for unpaid claims include the effects of specific incremental claim adjustment expenses, salvage and subrogation, and other allocated or unallocated claim adjustment expenses. These liabilities include an amount for claims that have been incurred but not reported. The workers' compensation reserve amounted to approximately $313,000 at June 30, 2012.

7. Commitments and Contingencies (continued)

e. Accumulated Sick Leave Pay

Sick leave accumulates at the rate of one and three-quarters working days for each month of service without limitation. It may be taken only in the event of illness and is not convertible to pay upon termination of employment. However, a State employee who retires or leaves government service in good standing with 60 days or more of unused sick leave is entitled to additional service credit in the Employees' Retirement System of the State of Hawaii (ERS). Accumulated sick leave at June 30, 2012 amounted to approximately $4,014,000.

f. Deferred Compensation Plan

In 1984, the State established a deferred compensation plan, which enables State employees to defer a portion of their compensation. The State Department of Human Resources Development has the fiduciary responsibility of administering the plan. Deferred compensation is not available to employees until termination, retirement, death or an unforeseeable emergency.

g. Litigation

OHA et al. v. State of Hawaii, Civil No. 94-0205-01 (First Circuit)

The lands transferred to the United States by the Republic of Hawaii at Hawaii's annexation to the United States in 1898 are commonly referred to as the ceded lands. Upon Hawaii's admission to the Union in 1959, title to ceded lands still held by the United States and to lands, which the United States acquired, by exchange for ceded lands after 1898 was conveyed by the United States to the State of Hawaii. Section 5 of the Admission Act expressly provided that those lands were to be held by the State as a public trust. Certain rental housing projects of the Authority are situated on parcels of land, which are to be held by the State as a public trust under Section 5.

In 1979, the State legislature (the "Legislature") adopted HRS Chapter 10 ("Chapter 10,"), which, as amended in 1980, specified, among other things, that OHA expend 20 percent of all funds derived by the State from the Ceded Lands for the betterment of Native Hawaiians.

In 1987, in Trustees of the Office of Hawaiian Affairs v. Yamasaki, 69 Haw. 154 (1987) ("Yamasaki"), the Hawaii Supreme Court concluded that Chapter 10 was insufficiently clear regarding the amount of monies OHA was entitled to receive from the public trust lands.

7. Commitments and Contingencies (continued)

g. Litigation (continued)

OHA et al. v. State of Hawaii, Civil No. 94-0205-01 (First Circuit) (continued)

In 1990, in response to Yamasaki, the Legislature adopted Act 304, Session Laws of Hawaii 1990, which (i) defined "public land trust" and "revenue," (ii) reiterated that 20 percent of the now defined "revenue" derived from the "public land trust" was to be expended by OHA for the betterment of native Hawaiians, and (iii) established a process for OHA and the Director of Finance of the State jointly to determine the amount of monies which the State would pay OHA to retroactively settle all of OHA's claims for the period June 16, 1980 through June 30, 1991. Since fiscal year 1992 and until the first quarter of fiscal year 2002, the State, through its departments and agencies paid 20 percent of "revenues" to OHA on a quarterly basis.

On January 14, 1994, OHA filed suit against the State alleging that the State failed to properly account for and fully pay the pro rata share of proceeds and income derived from the lands of public trust established by the Admission Act and the 1978 amendments to the State Constitution. OHA seeks an accounting of all proceeds and income, funds and revenues derived from the lands since 1978, and restitution or damages amounting to 20 percent of the proceeds and income derived from (a) the lands since November 7, 1978, (b) the lands since June 16, 1980, and (c) the lands under Act 304, Session Laws of Hawaii 1990, as well as interest thereon. The State has denied all of OHA's substantive allegations, and asserted its sovereign immunity from suit and other jurisdictional and claim-barring defenses.

In May 1996, OHA filed four motions for partial summary judgment as to the State's liability to pay OHA 20 percent of monies from four specific sources, including rental housing projects of the Authority situated on public trust lands. The State opposed those four motions. The State also filed a motion to dismiss on sovereign immunity grounds.

On October 24, 1996, the Circuit Court of the First Circuit of the State of Hawaii (First Circuit Court) denied the State's motion to dismiss and granted OHA's four motions for partial summary judgment. The State has filed an interlocutory appeal to the Hawaii Supreme Court from both orders. All other proceedings have been stayed pending the Hawaii Supreme Court's disposition of the appeal.

7. Commitments and Contingencies (continued)

g. Litigation (continued)

OHA et al. v. State of Hawaii, Civil No. 94-0205-01 (First Circuit) (continued)

OHA's complaint and motions do not specify the State's alleged failures, nor do they state the dollar amount of the claims. The First Circuit Court's October 24, 1996 order granting OHA's motions for partial summary judgment did not determine the amounts owing. The basis and methodology for calculating any such amount are being disputed. OHA has not provided complete information for its claims for the period from 1981 through 1991, and has provided no information as to its claims for the period from 1991 to the present. The expert witness retained by OHA in this case has estimated that the State's potential liability for the four sources specified in OHA's summary judgment motions for the years 1981 through 1991 (but not thereafter) to be not less than $178,000,000, of which approximately $9,200,000 is related to gross rental income derived by the Authority.

On June 30, 1997, the Governor approved Act 329, Session Laws of Hawaii, 1997. The purpose of this Act was to achieve a comprehensive, just and lasting resolution of all controversies relating to the proper management and disposition of the lands subject to public trust, and of the proceeds and income, which the lands generate. The Act also fixes the amount of proceeds and income OHA will receive during the two-year period at $15.1 million per year, and requires the completion, continued maintenance, and use of a comprehensive inventory of the public trust lands.

On September 12, 2001 the Hawaii Supreme Court concluded by holding that Act 304 was effectively repealed by its own terms, and that there was no judicial management standard, by which to determine whether OHA was entitled to the revenues it sought because the repeal of Act 304 revived the law which the court in Yamasaki had previously concluded was insufficiently clear to establish how much OHA was entitled to receive. The Supreme Court dismissed this case for lack of justicability. Immediately thereafter, agencies ceased paying OHA any receipts from the ceded lands.

7. Commitments and Contingencies (continued)

g. Litigation (continued)

OHA et al. v. State of Hawaii, Civil No. 94-0205-01 (First Circuit) (continued)

The Legislature took no action during the 2002 and 2003 legislative sessions to establish a new mechanism for establishing how much OHA was to receive. On January 23, 2003, and pending legislative action to establish such a mechanism, the Governor issued Executive Order No. 03-03 directing state agencies to resume transferring receipts from the ceded lands to OHA. During the 2003 legislative session, the Legislature appropriated moneys from the various funds into which the ceded lands receipts had been deposited and directed the agencies to pay them to OHA. During the 2004 legislative session, the Legislature did not appropriate any moneys from the various funds. OHA continues to pursue its claims for a portion of the revenues from the ceded lands.

Fetu Kolio, et al. v. State of Hawaii, et al., Civil No. 11-1-0795-04 GWBC (1st Cir.)

On April 21, 2011, the plaintiffs filed two lawsuits in federal and state courts. The plaintiffs are residents of the Mayor Wright Homes, a 364 public housing project built in 1953 and financed by HUD. In the federal action, the plaintiffs seek declaratory and injunctive relief and damages for alleged violations of the ADA, the Rehabilitation Act, and the Fair Housing Amendments. The plaintiffs' state court complaint alleges causes of action for breach of implied warranty of habitability and breach of lease, and alleges lack of hot water, vermin infestation, and inadequate security. The plaintiffs seek class action status in both actions as well as statutory attorneys' fees.

The parties have been actively engaged in several mediation sessions. The parties have agreed to limited discovery while discussing settlement. The Authority believes it is unlikely that it will obtain a favorable outcome. In addition to injunctive relief and monetary damages, the plaintiffs will likely obtain attorney's fees in excess of $50,000. Accordingly, an accrual for $50,000 has been recorded in the accompanying statement of net assets of the Authority.

7. Commitments and Contingencies (continued)

g. Litigation (continued)

Steven Rodrigues v. Corbit Ahn, et al., Civil No 10-1-1411-06 (1st Cir.)

In August 2009, Iris Rodrigues-Kaikana was murdered by Corbit Ahn at the Kamehameha Homes in Kalihi. Kamehameha Homes ("KH") is operated by the Hawaii Public Housing Authority (which is adminitratively attached to DHS). Neither Iris, who was 18 years old, or Ahn were residents at KH. Both may have visited residents of KH on the evening of the murder, although this has not been confirmed. The Complaint alleges, among other things, that the State: failed to secure, to properly monitor and light the premises; "encouraged hoodlums like Defendant Ahn to enter the premises"; removed gates to keep "gangsters" out; "allowed sexual predators onto the premises"; and refused to enforce a curfew for hoodlums. Defendant Ahn was criminally convicted of murder in July 2012. He is appealing his conviction, and he was granted a Motion to Stay his civil action in October 2012 until his criminal appeal is resolved.

The State intends to vigorously defend this case and plans to file a dispositive motion after discovery has been completed. If the State is found liable, the potential loss is estimated at $150,000. However, as the likelihood of an unfavorable outcome against the State is low, the Authority has not provided for any loss provision.

h. HUD Examination

In September 2011, as a result of HUD's limited review of the Authority's fiscal year 2010 policies and procedures, and operations, HUD issued a performance evaluation resulting in the Authority as being designated as a "troubled" public housing agency. Subsequently HUD performed a review of the Authority's fiscal year 2011 policies and procedures, and operations. HUD issued its 2011 performance evaluation results in 2012 and designated the Authority as a "sub-standard" public housing agency.

8. Retirement Plan

a. Plan Description

All eligible employees of the State and Counties are required by Chapter 88 of the Hawaii Revised Statutes to become members of the Employees' Retirement System of the State of Hawaii (ERS), a cost-sharing multiple-employer public employee retirement plan. The ERS provides retirement benefits as well as death and disability benefits. The ERS issues a publicly available comprehensive annual financial report that includes financial statements and required supplementary information for ERS. That report may be obtained from ERS.

The ERS consists of a contributory plan and a noncontributory plan. Employees covered by Social Security on June 30, 1984 were given the option of joining the noncontributory plan or remaining in the contributory plan. All new employees hired after June 30, 1984, who are covered by Social Security, are generally required to join the noncontributory plan. Both plans provide a monthly retirement allowance based on the employee's age, years of credited service, and average final compensation (AFC). The AFC is the average salary earned during the five highest paid years of service, including the vacation payment, if the employee became a member prior to January 1, 1971. The AFC for members hired on or after this date is based on the three highest paid years of service excluding the vacation payment. All benefits vest after five and ten years of credited service for the contributory and noncontributory plans, respectively. All contributions, benefits and eligibility requirements are governed by Chapter 88.

On July 1, 2006, a new hybrid contributory plan became effective pursuant to Act 179, SLH of 2004. Members in the hybrid plan are eligible for retirement at age 62 with 5 years of credited services or age 55 and 30 years of credit service. Members will receive a benefit multiplier of 2% for each year of credited service in the hybrid plan. The benefit payment options are similar to the current contributory plan. Almost 58,000 current members, all members of the noncontributory plan and certain members of the contributory plan are eligible to join the new hybrid plan. Most of the new employees hired from July 1, 2006 are required to join the new hybrid plan.

8. Retirement Plan (continued)

b. Funding Policy

Most covered employees of the contributory plan are required to contribute 7.8 percent of their salary. Police officers, firefighters, investigators of the department of the prosecuting attorney and the attorney general, narcotics enforcement investigators, and public safety investigators are required to contribute 12.2 percent of their salary. The actuarial cost or funding method used to calculate the total employer contribution required is the entry age normal actuarial cost method. Effective July 1, 2005, employer contribution rates are a fixed percentage of compensation, including the normal cost plus amounts required to pay for the unfunded actuarial accrued liability.

The Authority's contributions requirements as of June 30, 2012, 2011 and 2010 were approximately $1,571,000, $1,537,000, and $1,603,000, respectively.

9. Other Post Retirement Employee Benefits

The Authority contributes to the Employers Union Trust Fund (EUTF), an agent multiple-employer defined benefit plan that replaced the Hawaii Public Employees Health Fund effective July 1, 2003, pursuant to Act 88, SLH of 2001. The EUTF was established to provide a single delivery system of health benefits for state and county workers, retirees, and their dependents. The eligibility requirements for retiree health benefits are as follows:

For employees hired before July 1, 1996, the Authority pays the entire base monthly contribution for employees retiring with 10 years or more of credited service, and 50% of the base monthly contribution for employees retiring with fewer than ten years of credited service. A retiree can elect family plan to cover dependents.

For employees hired after June 30, 1996 but before July 1, 2001, and who retire with at less than 10 years of service, the Authority makes no contributions. For those retiring with at least 10 years but fewer than 15 years of service, the Authority pays 50% of the base monthly contribution. For those retiring with at least 15 years but fewer than 25 years of service, the Authority pays 75% of the base monthly contribution. For those employees retiring with at least 25 years of service, the Authority pays 100% of the base monthly contribution. Retirees in this category can elect family plan to cover dependents.

9. Other Post Retirement Employee Benefits (continued)

For employees hired on or after July 1, 2001, and who retire with less than 10 years of service, the Authority makes no contributions. For those retiring with at least 10 years but fewer than 15 years of service, the Authority pays 50% of the base monthly contribution. For those retiring with at least 15 years but fewer than 25 years of service the Authority pays 75% of the base monthly contribution. For those employees retiring with at least 25 years of service, the Authority pays 100% of the base monthly contribution. Only single plan coverage is provided for retirees in this category. Retirees can elect family coverage but must pay the difference.

Annual OPEB Cost and Net OPEB Obligation

It is the State's policy that measurement of the actuarial valuation and the annual required contribution (ARC) for postretirement healthcare and life are made for the state as a whole and are not separately computed for the individual state departments and agencies such as the Authority. The state allocates the ARC to the various departments and agencies based upon a systematic methodology. The Authority's contribution for the year ended June 30, 2012, was approximately $834,000, which represented 30% of the Authority's share of the ARC for postretirement healthcare and life insurance benefits of approximately $3,092,000. The Authority's contribution for the years ended June 30, 2011 and 2010 were approximately $737,000 and $703,000, respectively.

The following is a summary of changes in postretirement liability during the fiscal year ended June 30, 2012:

Balance at June 30, 2011	$ 7,031,554
Additions	3,091,746
Deletions	(834,001)
Balance at June 30, 2012	$ 9,289,299

As of June 30, 2012, the postretirement liability balance of approximately $9,289,000 was included in long-term accrued expenses under the Central Office Cost Center Fund.

The State's Comprehensive Annual Financial Report includes the required footnote disclosure and required supplementary information on the State's OPEB benefit plans.

10. Interfund Receivables and Payables

The composition of interfund balances as of June 30, 2012 is as follows:

Due from	Housing Choice Voucher	Section 8 Contract Admin	Housing Revolving Fund	Central Office Cost Center Fund	Internal Services Fund	Non-major Enterprise
General Fund	$ -	$ -	$ -	$ 42,142	$ -	$ 86,569
Housing Choice Voucher	-	-	-	812,433	-	-
Section 8 Contract Admin	-	-	-	-	-	30,922
Federal Low-Rent Program	-	-	2,578	8,432,435	-	558,481
Housing Revolving Fund	-	-	-	391,794	-	-
Housing for Elders Revolving Fund	-	-	-	-	-	228,380
Central Office Cost Center	-	-	-	-	-	59,137
Internal Services Fund	-	-	-	-	-	1,026
Nonmajor – Enterprise	662,939	128,375	74,684	2,861,974	939	157,928
Nonmajor – Government	-	-	-	-	-	9,207
Total	$ 662,939	$ 128,375	$ 77,262	$12,540,778	$ 939	$ 1,131,650

The interfund receivable and payable balances are due to interfund goods or services provided or reimbursable expenditures and payments between funds.

11. Net Transfers

The composition of net transfer balances reflected in the financial statements as of June 30, 2012 is as follows:

Transfer From	Federal Low Rent Program	Housing Revolving Fund	Housing For Elders Revolving Fund	Central Office Cost Center Fund	Non-Major Enterprise Funds
General Fund	$ 1,867,601	$1,318,169	$ 1,295,481	$ 59,377	$ -
Capital Projects	1,014,941	461	-	-	17,048
Section 8 Contract Administration	-	-	-	-	148,156
Housing Elders Revolving Fund	-	-	-	246,992	-
Federal Low Rent Program	-	-	124,962	13,717	-
Central Office Cost Center	652,164	-	-	-	-
Nonmajor – Enterprise	-	-	-	10,079,634	-
Nonmajor – Government	-	-	-	-	-
Total	$ 3,534,706	$1,318,630	$ 1,420,443	$ 10,399,720	$ 165,204

The following describes the transfers noted above:

General Fund: The General Fund expended approximately $4,541,000 from the current year annual State of Hawaii appropriations to pay for rental housing service shortfalls under certain enterprise funds.

Section 8 Contract: The Section 8 Contract expended approximately $148,000 to pay for Non-Major Enterprise service shortfalls.

Capital Projects: The Capital Projects Fund expended approximately $1,032,000 from the current year annual State of Hawaii appropriations to pay for rental housing service repairs and maintenance shortfalls under certain enterprise funds.

Federal Low Rent Program: The Federal Low Rent Program expended approximately $139,000 to pay for capital outlays for certain enterprise funds.

Central Office Cost Center: The Central Office Cost Center expended approximately $652,000 to pay for capital outlays for certain enterprise funds.

11. Net Transfers (continued)

Housing for Elders Revolving Fund: The Housing for Elders Revolving Fund expended approximately $247,000 to pay for administrative shortfalls under the Central Office Cost Center fund.

Nonmajor - Enterprise: The Wilikina Apartments Project transferred the net proceeds from the sale of the Wilikina Apartments of approximately $10,000,000 to the Central Office Cost Center Fund. The amount has been restricted by the Authority's Board of Directors for future housing service and development plans.

12. Capital Contributions

During 2012, the Capital Projects Fund expended approximately $8,521,000 from the current year annual State of Hawaii appropriations to pay for capital outlays that were contributed to enterprise funds. The composition of capital contribution balances reflected in the financial statements as of June 30, 2012 is as follows:

Contributed From	Federal Low Rent Program	Housing Revolving Fund	Housing For Elders Revolving Fund
Capital Projects Fund	$5,142,566	$1,997,111	$1,381,356

Required Supplementary Information
Other Than Management's Discussion and Analysis

Hawaii Public Housing Authority

REQUIRED SUPPLEMENTARY INFORMATION

BUDGETARY COMPARISON SCHEDULE -
MAJOR GOVERNMENTAL FUNDS

Year ended June 30, 2012

	General Fund		
	Original Budget	Final Budget	Budgetary Actual
Revenues -			
State allotted appropriations	$ 5,458,432	$ 5,458,432	$ 5,458,432
Expenditures -			
Rental housing and assistance program	5,458,432	5,458,432	4,972,730
EXCESS OF REVENUES UNDER EXPENDITURES	$ -	$ -	$ 485,702

	Housing Choice Voucher Program		
	Original Budget	Final Budget	Budgetary Actual
Revenues -			
HUD contributions	$ 24,299,861	$ 24,299,861	$ 24,299,861
Expenditures -			
Rental housing and assistance program	24,299,861	24,299,861	25,540,738
DEFICIENCY OF REVENUES UNDER EXPENDITURES	$ -	$ -	$ (1,240,877)

See accompanying independent auditor's report.

Hawaii Public Housing Authority

REQUIRED SUPPLEMENTARY INFORMATION

BUDGETARY COMPARISON SCHEDULE -
MAJOR GOVERNMENTAL FUNDS (continued)

Year ended June 30, 2012

	Section 8 Contract Administration		
	Original Budget	Final Budget	Budgetary Actual
Revenues -			
HUD contributions	$ 27,011,608	$ 27,011,608	$ 27,011,608
Expenditures -			
Rental housing and assistance program	27,011,608	27,011,608	26,714,445
EXCESS OF REVENUES OVER EXPENDITURES	$ -	$ -	$ 297,163

See accompanying independent auditor's report.

Hawaii Public Housing Authority

REQUIRED SUPPLEMENTARY INFORMATION

BUDGETARY COMPARISON SCHEDULE -
BUDGET-TO-GAAP RECONCILIATION

Year ended June 30, 2012

	General Fund	Housing Choice Voucher Program	Section 8 Contract Administration
Excess (deficiency) of revenues over (under) expenditures and other sources and uses - actual on budgetary basis	$ 485,702	$ (1,240,877)	$ 297,163
Reserve for encumbrance at year end*	1,153,286	-	-
Expenditures for liquidation of prior year's encumbrances	(1,041,017)	-	-
Reversion of prior year's allotments	(485,702)	-	-
Accrual adjustments, operating transfers and other	(456,228)	979,993	(188,234)
(DEFICIENCY) EXCESS OF REVENUES (UNDER) OVER EXPENDITURES AND OTHER USES - US GAAP BASIS	$ (343,959)	$ (260,884)	$ 108,929

* Amount reflects the encumbrance balance included in continuing appropriation.

See accompanying independent auditor's report

Supplementary Information

Hawaii Public Housing Authority

COMBINING BALANCE SHEET – NONMAJOR GOVERNMENTAL FUNDS

June 30, 2012

ASSETS	ROSS	Boys and Girls Club	Total
Current Assets:			
Cash	$ 34	$ 4	$ 38
Due from HUD	8,304	903	9,207
Total assets	$ 8,338	$ 907	$ 9,245
LIABILITIES AND FUND BALANCES			
Current Liabilities:			
Due to other funds	$ 8,304	$ 903	$ 9,207
Due to HUD	34	4	38
Total current liabilities	8,338	907	9,245
Fund Balances - Restricted	-	-	-
Total liabilities and fund balances	$ 8,338	$ 907	$ 9,245

See accompanying independent auditor's report.

Hawaii Public Housing Authority

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – NONMAJOR GOVERNMENTAL FUNDS

Year ended June 30, 2012

	ROSS	Boys and Girls Club	Total
Revenues - Intergovernmental – HUD annual contributions	$ -	$ -	$ -
Expenditures - Administration	-	-	-
Excess of revenues over expenditures	-	-	-
Net change in fund balances	-	-	-
Fund Balances at July 1, 2011	-	-	-
Fund Balances at June 30, 2012	$ -	$ -	$ -

See accompanying independent auditor's report.

Hawaii Public Housing Authority

COMBINING STATEMENT OF NET ASSETS – NONMAJOR OTHER ENTERPRISE FUNDS

June 30, 2012

ASSETS	Banyan Street Manor Project	Wilikina Apartments Project	Kekumu at Waikoloa Project	Disbursing Fund	KPT Resource Center	Total
Current Assets:						
Cash	$ 13,433	$ 531,983	$ 37,003	$ 3,196,183	$ -	$ 3,778,602
Tenant receivables, less allowance for doubtful accounts	-	-	4,172	-	1,953	6,125
Due from other funds	14,863	5,270	-	1,066,221	45,296	1,131,650
Due from other state agencies	-	-	-	28,705	-	28,705
Due from HUD	-	46,461	-	-	-	46,461
Deposits held in trust	-	-	26,647	-	-	26,647
Total current assets	28,296	583,714	67,822	4,291,109	47,249	5,018,190
Capital Assets, less accumulated depreciaiton	-	1,514,873	-	-	9,427,656	10,942,529
Total assets	$ 28,296	$ 2,098,587	$ 67,822	$ 4,291,109	$ 9,474,905	$ 15,960,719

See accompanying independent auditor's report.

204

Hawaii Public Housing Authority

COMBINING STATEMENT OF NET ASSETS – NONMAJOR OTHER ENTERPRISE FUNDS (continued)

June 30, 2012

LIABILITIES AND NET ASSETS	Banyan Street Manor Project	Wilikina Apartments Project	Kekumu at Waikoloa Project	Disbursing Fund	KPT Resource Center	Total
Current Liabilities:						
Accounts payable	$ -	$ 67,509	$ 4,875	$ 115,443	$ -	$ 187,827
Accrued expenses - other	-	-	931,592	109	78,246	1,009,947
Due to other funds	28,296	100,325	151,987	3,606,231	-	3,886,839
Due to State of Hawaii	-	-	-	571,402	-	571,402
Security deposits	-	-	24,981	-	11,109	36,090
Total current liabilities	28,296	167,834	1,113,435	4,293,185	89,355	5,692,105
Net Assets:						
Invested in capital assets, net of related debt	-	1,514,873	-	-	9,427,656	10,942,529
Unrestricted	-	415,880	(1,045,613)	(2,076)	(42,106)	(673,915)
Total net assets	-	1,930,753	(1,045,613)	(2,076)	9,385,550	10,268,614
Total liabilities and net assets	$ 28,296	$ 2,098,587	$ 67,822	$ 4,291,109	$ 9,474,905	$ 15,960,719

See accompanying independent auditor's report.

205

Hawaii Public Housing Authority

COMBINING STATEMENT OF REVENUES AND EXPENSES – NONMAJOR OTHER ENTERPRISE FUNDS

Year ended June 30, 2012

	Banyan Street Manor Project	Wilikina Apartments Project	Kekumu at Waikoloa Project	Disbursing Fund	KPT Resource Center	Total
Operating Revenues:						
Rental	$ -	$ 122,656	$ 311,612	$ -	$ 507,869	$ 942,137
Other	-	68,049	4,537	-	-	72,586
Total operating revenues	-	190,705	316,149	-	507,869	1,014,723
Operating Expenses:						
Depreciation	-	303,298	-	-	496,192	799,490
Administration	-	163,054	192,885	-	308,657	664,596
Provision for losses	-	-	-	-	37,908	37,908
Professional services	-	71,276	9,905	-	2,760	83,941
Insurance	-	19,341	-	-	460	19,801
Repairs and maintenance	-	175,662	58,010	-	51,878	285,550
Utilities	-	111,619	88,415	-	230,143	430,177
Total operating expenses	-	844,250	349,215	-	1,127,998	2,321,463
Operating loss	-	(653,545)	(33,066)	-	(620,129)	(1,306,740)
Nonoperating (Expense) Revenue:						
Interest (expense) income	-	(271)	-	-	8	(263)
Gain on sale of Project	-	2,003,456	-	-	-	2,003,456
HUD operating subsidy	-	208,856	-	-	-	208,856
Other Revenues	-	214	-	-	-	214
Net nonoperating revenue	-	2,212,255	-	-	8	2,212,263
Income (loss) before transfers	-	1,558,710	(33,066)	-	(620,121)	905,523
Net Transfers	-	(10,062,586)	148,156	-	-	(9,914,430)
Change in net assets	$ -	$ (8,503,876)	$ 115,090	$ -	$ (620,121)	$ (9,008,907)

See accompanying independent auditor's report.

206

Hawaii Public Housing Authority

COMBINING STATEMENT OF CHANGES IN NET ASSETS – NONMAJOR OTHER ENTERPRISE FUNDS

Year ended June 30, 2012

	Banyan Street Manor Project	Wilikina Apartments Project	Kekumu at Waikoloa Project	Disbursing Fund	KPT Resource Center	Total
Net Assets at July 1, 2011	$ -	$ 10,434,629	$ (1,160,703)	$ (2,076)	$ 10,005,671	$ 19,277,521
Change in Net Assets	-	(8,503,876)	115,090	-	(620,121)	(9,008,907)
Net Assets at June 30, 2012	$ -	$ 1,930,753	$ (1,045,613)	$ (2,076)	$ 9,385,550	$ 10,268,614

See accompanying independent auditor's report.

- 207

Hawaii Public Housing Authority

COMBINING STATEMENT OF CASH FLOWS – NONMAJOR OTHER ENTERPRISE FUNDS

Year ended June 30, 2012

	Banyan Street Manor Project	Wilikina Apartments Project	Kekumu at Waikoloa Project	Disbursing Fund	KPT Resource Center	Total
Cash Flows from Operating Activities:						
Cash received from renters	$ -	$ 175,957	$ 311,001	$ -	$ 505,915	$ 992,873
Cash payments to suppliers	(40,668)	(515,754)	(434,510)	-	(593,032)	(1,583,964)
Cash receipts from (payments to) other funds	443	74,451	2,327	(438,940)	(49,379)	(411,098)
Other	929	18,961	4,537	62,355	-	86,782
Net cash used in operating activities	(39,296)	(246,385)	(116,645)	(376,585)	(136,496)	(915,407)
Cash Flows from Noncapital Financing Activities:						
Net operating transfers	-	(10,062,586)	148,156	-	-	(9,914,430)
Receipts from HUD	-	388,500	-	-	-	388,500
Other	-	(57)	-	-	8	(49)
Net cash (used in) provided by noncapital financing activities	-	(9,674,143)	148,156	-	8	(9,525,979)
Cash Flows from Capital and Related Financing Activities:						
Net proceeds from sale of Project	-	10,000,000	-	-	-	10,000,000
Release of restricted deposits and funded reserves	-	79,634	-	-	-	79,634
Other	-	13,073	-	-	-	13,073
Net cash provided by capital and related financing activities	-	10,092,707	-	-	-	10,092,707
Net (decrease) increase in cash	(39,296)	172,179	31,511	(376,585)	(136,488)	(348,679)
Cash at July 1, 2011	52,729	359,804	5,492	3,572,768	136,488	4,127,281
Cash at June 30, 2012	$ 13,433	$ 531,983	$ 37,003	$ 3,196,183	$ -	$ 3,778,602

See accompanying independent auditor's report.

208

Hawaii Public Housing Authority

COMBINING STATEMENT OF CASH FLOWS – NONMAJOR OTHER ENTERPRISE FUNDS (continued)

Year ended June 30, 2012

	Banyan Street Manor Project	Wilikina Apartments Project	Kekumu at Waikoloa Project	Disbursing Fund	KPT Resource Center	Total
Cash Flows from Operating Activities:						
Reconciliation of operating loss to net cash used in operating activities:						
Operating loss	$ -	$ (653,545)	$ (33,066)	$ -	$ (620,129)	$ (1,306,740)
Adjustments to reconcile operating loss to net cash used in operating activities:						
Depreciation	-	303,298	-	-	496,192	799,490
Provision for losses	-	-	-	-	37,908	37,908
Changes in assets and liabilities:						
Tenant receivables	-	-	-	-	(1,954)	(1,954)
Other receivables	929	18,961	-	62,231	-	82,121
Due from other funds	587,757	8,067	2,327	(446,124)	(45,296)	106,731
Deposits held in trust	-	-	(611)	-	-	(611)
Accounts payable	(19,451)	25,198	(85,295)	15	-	(79,533)
Other accrued expenses	(21,217)	-	-	109	866	(20,242)
Due to other funds	(587,314)	66,384	-	7,184	(4,083)	(517,829)
Security deposits	-	(14,748)	-	-	-	(14,748)
Net cash used in operating activities	$ (39,296)	$ (246,385)	$ (116,645)	$ (376,585)	$ (136,496)	$ (915,407)

See accompanying independent auditor's report.

209

Hawaii Public Housing Authority

COMBINING STATEMENT OF NET ASSETS – INTERNAL SERVICE FUNDS

June 30, 2012

ASSETS	Equipment Rental	Vehicle Rental	Total
Current Assets:			
Cash	$ 764,609	$ 586,545	$ 1,351,154
Accrued interest receivable	243	130	373
Due from other funds	939	-	939
Total current assets	765,791	586,675	1,352,466
Capital Assets, less accumulated depreciation	2,114	-	2,114
Total assets	$ 767,905	$ 586,675	$ 1,354,580
LIABILITIES AND NET ASSETS			
Current Liability - Due to Other Funds	$ -	$ 1,026	$ 1,026
Net Assets:			
Invested in capital assets	2,114	-	2,114
Unrestricted	765,791	585,649	1,351,440
Total net assets	767,905	585,649	1,353,554
Total liabilities and net assets	$ 767,905	$ 586,675	$ 1,354,580

See accompanying independent auditor's report.

Hawaii Public Housing Authority

COMBINING STATEMENT OF CASH FLOWS – INTERNAL SERVICE FUNDS

Year Ended June 30, 2012

	Equipment Rental	Vehicle Rental	Total
Cash Flows from Operating Activities:			
Cash (payments to) receipts from other funds	$ (58,826)	$105,357	$ 46,531
Other cash payments	(24,859)	(1,026)	(25,885)
Net cash (used in) provided by operating activitie	(83,685)	104,331	20,646
Cash Flows From Investing Activity -			
Receipts of Interest	25,647	14,751	40,398
Net cash provided by investing activity	25,647	14,751	40,398
Net (decrease) increase in cash	(58,038)	119,082	61,044
Cash at July 1, 2011	822,647	467,463	1,290,110
Cash at June 30, 2012	$764,609	$586,545	$1,351,154
Cash Flows from Operating Activities:			
Reconciliation of operating loss to			
net cash (used in) provided by operating activities:			
Operating loss	$ (24,743)	$ (13,442)	$ (38,185)
Adjustments to reconcile operating loss			
to net cash used in operating activities			
Depreciation	2,437	-	2,437
Changes in assets and liabilities:			
Due from other funds	(939)	116,747	115,808
Due to other funds	(60,440)	1,026	(59,414)
Net cash (used in) provided by operating activities	$ (83,685)	$104,331	$ 20,646

See accompanying independent auditor's report.

Hawaii Public Housing Authority

RECONCILIATION OF CASH

June 30, 2012

The Authority's cash consists of the following as of June 30, 2012:

Equity in State Treasury investment pool - Gov't Wide	$ 7,490,702
Cash in banks	59,451,357
Deposits held in trust	26,647
	66,968,706
Equity in State Treasury investment pool - Fiduciary Fund	1,655
	$ 66,970,361

Total cash is in agreement with the State Comptroller's central accounting records as of June 30, 2012, as reconciled below:

	Appropriation symbol	June 30, 2012
Cash in State Treasury		
Special Funds	S-05-337-K	$ 20,592
	S-07-337-K	60,200
	S-08-337-K	10,433
	S-09-337-K	111,502
	S-10-337-K	109,606
	S-11-337-K	7,143
	S-12-337-K	1,836,487
	S-05-308-K	70
	S-07-308-K	1,357
	S-09-308-K	2,671
	S-10-308-K	20,534
	S-12-308-K	785,809
	S-08-304-K	89,005
	S-06-332-K	3,200
	S-07-332-K	21,986
	S-08-332-K	6,530
	S-11-332-K	70,647
	S-12-332-K	1,252,513
	S-12-335-K	588,196
	S-12-336-K	767,062
Trust Funds	T-06-927-K	588
	T-07-920-K	1,062
	T-11-913-K	353
	T-12-913-K	34,893
Total cash held in State Treasury as reported by State Comptrollers accounting records carried forward		5,802,439

See accompanying independent auditor's report.

Hawaii Public Housing Authority

RECONCILIATION OF CASH (continued)

June 30, 2012

	Appropriation symbol	June 30, 2012
Subtotal brought forward		5,802,439
Reconciling items:		
Deposit in Transit not recorded by DAGS		1,705,096
State Treasury Investment Pool Write-down		(15,178)
		1,689,918
Cash held outside State Treasury:		
Cash in bank		59,451,357
Deposits held in trust		26,647
		59,478,004
Cash on statement of net assets, including Fiduciary Fund		$ 66,970,361

See accompanying independent auditor's report.

ASSET MANAGEMENT

HPHA will contribute to the long term asset management of its public housing stock through the following activities:

- Assessing the current AMP assignments in terms of financial viability, age and condition of the housing units and general manageability of the size of the AMP.
- Consideration of private management of projects where appropriate.
- HPHA has obtained an investment grade energy audit, which will be used as the basis for an Energy Services agreement, under which the contractor will design, finance and install improvements and the PHA will pay the cost of the contract through future energy cost savings.
- Pursuing mixed-income, mixed finance redevelopment of additional public housing projects through public/private partnership.
- Increasing revenues through improved rent collection, reviewing fees to ensure they balance the ability of residents to pay, against need to cover costs.
- Conduct capital improvements as outlined in forms HUD 50075.1 and HUD 50075.2
- Evaluate home ownership program options and take steps to begin if determined beneficial to residents.

VIOLENCE AGAINST WOMEN ACT (VAWA) ACTIVITIES

The Violence Against Women Act (VAWA) requires PHAs to describe any goals, objectives, policies or programs that enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault or stalking.

The HPHA supports the goals and objectives of VAWA and will comply with its requirements. The HPHA is currently working to implement policies to the Public Housing Program as required by VAWA. A review of policies and procedures will be conducted to ensure that all requirements are met or exceeded.

Recognizing the seriousness, HPHA has in place a Preference designation in its Admission Policy for victims of domestic violence. The HPHA has completed the following in its efforts to support and comply with VAWA provisions:

* The Section 8 Administrative Plan has been updated to reflect HPHA policy on the prohibition against denial of assistance to victims of domestic violence, dating violence, and stalking as required by VAWA.

* The fair housing policy in the HPHA Admissions and Continued Occupancy Policy for the Federally Assisted Public Housing Program has also been updated to reflect compliance with the provisions of VAWA.

*Established a list of domestic violence service providers statewide to provide referrals to aid applicant or resident victims.

* Information regarding the VAWA is given to all HPHA public housing residents at annual recertification and residents are required to sign a lease addendum acknowledging the VAWA protections. This notice and lease addendum are also available in Cantonese, Chuukese, Ilocano, Korean, Samoan, and Tagalog.

* Information regarding the VAWA is also distributed to Section 8 tenants. New Section 8 leases also require the HUD Tenancy Addendum which include provisions relating to VAWA.

* Property management staff were given a refresher session on the protections of VAWA in 2012.

The HPHA's Board of Directors has adopted an interim VAWA Policy. Staff is currently developing a final policy for adoption pending reauthorization of VAWA. Non-substantive changes are not considered a substantial deviation to the PHA plan, and will be adopted by the HPHA Board of Directors, and not through the PHA Plan process.

Subject: VIOLENCE AGAINST WOMEN ACT of 2005 (VAWA) IMPLEMENTATION of INTERIM POLICY – Public Housing

I. BACKGROUND

On January 5, 2006, President Bush signed into law the Violence Against Women Act of 2005 (VAWA). While the U.s. Department of Housing and Urban Development (HUD) is developing proposed regulations, public housing agencies (PHAs) were informed that in the interim the statutory provisions were effective from the date the law was enacted. HUD has yet to issue final rules that would make conforming changes in existing regulations and provide guidance regarding the requirements of the law.

II. VAWA REQUIREMENTS

The purpose of VAWA is to protect certain victims of criminal domestic violence, dating violence, sexual assault, or stalking – as well as members of the victim's immediate families – from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim.

HUD has instructed PHAs that *Certification of Domestic Violence, Dating Violence, or Stalking for use in Public Housing program, HUD form – 50066* may be used by PHAs administering the Public Housing Program. The form needs to be completed, signed and submitted within fourteen (14) business days from the date the individual certifies that he/she is a victim under VAWA (domestic violence, dating violence, or stalking, and that the incident or incidences in question are bona fide incidences of such actual or threatened abuse).

The VAWA also requires that PHAs provide adequate notice and address issues of confidentiality as follows.

PHAs must notify applicants and tenants of their rights under VAWA, and the right of confidentiality. All information provided to a PHA relating to the incident(s) of domestic violence, including the fact that an individual is a victim of domestic violence, dating violence, or stalking, must be retained in confidence and neither entered into any shared database nor provided to a related entity, except to the extent that the disclosure is (i) requested or consented by the individual in writing; (ii) required for use in an eviction proceeding or termination of assistance; or otherwise required by applicable law. The HUD-approved certification form provides notice to the tenant of the confidentiality of the form and the limits thereof.

III. DEFINITIONS: The following definitions were incorporated into the United States Housing Act and apply to VAWA.

Domestic Violence. The term includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's act under the domestic or family violence laws of the jurisdiction.

Dating Violence: Violence committed by a person:

1. *who is or has been in a social relationship of a romantic or intimate nature with the victim; and*
2. *Where the existence of such relationship shall determine based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; and (iii) the frequency of interaction between the persons involved in the relationship.*

Stalking: to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or to place under surveillance with the intent to kill, injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (i) that person; (ii) a member of the immediate family of that person; or (iii) the spouse or intimate partner of that person.

Immediate Family Member: a spouse, parent, brother or sister, or child of the person, or an individual to whom that person stands in loco parentis (in place of a parent); or any other person living in the household of that person and related to that person by blood or marriage.

IV. HPHA Interim Policy

A. Application

At Application: (Initial and Final Eligibility review)

1. An applicant will be granted a preference eligible status as a victim of domestic violence, dating violence or stalking, with certification or documentation verifying current actual or threatening abuse. An applicant may not be denied admission solely because an applicant is or has been a victim of domestic violence, dating violence, or stalking, if he or she is otherwise qualified for admission.

2. In reviewing preference eligibility, staff must determine whether negative suitability was a consequence of domestic violence against the applicant.

3. An applicant will not be denied admission if the unfavorable (negative report) screening factors of the applicant are related to acts of domestic violence, dating violence, or stalking against the applicant or any member of the family household. For example:
   a. If a negative report of performance in meeting lease obligations is related to domestic violence, dating violence, or stalking against the applicant or any member of the applicant's household, these shall not make the applicant ineligible for admission.

4. Verification of domestic violence, dating violence or stalking for preference status with:
   a. a federal, state, or local police records, or
   b. a court record that documents the incident;
   c. a statement certifying abuse, under penalty of perjury, from
      - a victim service-provider,
      - an attorney, or
      - a medical professional from whom the victim sought assistance; or
   d. a certification form approved by HUD, completed by applicant, signed and submitted within (14) days of the date requested.

B. TENANTS: Occupancy Lease Enforcement

1. The VAWA provides that criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that abuse.

2. An incident of actual or threatened domestic violence, dating violence or stalking does not qualify as "good cause" for terminating assistance, tenancy or occupancy rights of a victim of such violence.

3. HPHA is explicitly permitted to bifurcate leases in order to evict or terminate assistance to a tenant who engages in violence against

others, without evicting or terminating assistance to the remaining tenants who may or may not be the victims of this violence.

a. This means that if the abuser is named as the head of household on the lease, the HPHA can terminate the abuser's assistance only. The HPHA is then allowed to create a new lease with the remaining tenants.

b. If the HPHA seeks to terminate the tenancy of a victim of domestic violence, dating violence, or stalking for lease violations unrelated to the domestic violence, dating violence, or stalking, HPHA may not hold the individual to a more demanding set of rules than you apply to tenants who are not victims of domestic violence, dating violence, or stalking.

c. The HPHA will recommend that the victim seek assistance from local service providers of domestic violence.

d. The HPHA will recommend that victim contact police and obtain a temporary restraining order against the abuser.

C. TENANT'S RIGHTS

1. A tenant has the right to continue to remain in housing or receive housing assistance if tenant is a victim of domestic violence, dating violence, sexual assault or stalking.

2. If the tenant feels they are a victim of domestic violence, dating violence, sexual assault or stalking, the tenant may disclose this information to the HPHA. The HPHA may request that the tenant certify in written form that the tenant is a victim of domestic violence, dating violence, sexual assault or stalking. The tenant shall provide the certification to the HPHA as requested.

D. CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE OR STALKING

1. The HPHA may request certification in responding to an incident(s) of actual or threatened domestic violence, dating violence or stalking that may affect a tenant's participation in the housing program to request in writing that an individual complete, sign and submit, within fourteen (14) business days of the request, a HUD-approved certification form. Using the HUD form, the individual certify that he/she is a victim of domestic violence, dating violence, or stalking, and that the incident(s) in question are bona fide incidences of such actual or threatened abuse. The

individual shall be asked to provide the name of the perpetrator on the HUD form.

2. In lieu of or in addition to the certification form, a tenant may provide, (1) local police or court record; (2) documentation signed and attested to by an employee, agent or volunteer of a victim service provider, an attorney or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking, or the effects of abuse, in which the professional attests under penalty of perjury (28 U.S.C. 1746) to the Professional's belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, dating violence or stalking has signed or attested to the documentation.

3. If the individual does not provide the form HUD-50066 or written certification that may be provided in lieu of the certification by the fourteenth (14th) business day or any extension of that date provided by the HPHA, none of the protections afforded to the victim of domestic violence, dating violence or stalking by section 607 of VAWA will apply. The HPHA would therefore be free to evict, or to terminate assistance, in the circumstances authorized by otherwise applicable law and lease provisions, without regard to the amendments made by Section 607.

4. The HPHA may accept certification beyond the 14th day, if the delay in submittal was for good cause.

E. ALL INFORMATION CONFIDENTIAL:

1. The HPHA must keep information confidential, including the individual's status as a victim of domestic violence, dating violence, or stalking. The HPHA may disclose the information if: the victim requests or consents to the disclosure in writing; the information is required for use in eviction proceedings related to whether the incident or incidents in questions qualify as a serious or repeated violation of the lease or criminal activity directly relating to domestic violence, dating violence, or stalking; or disclosure is otherwise required by law.

F. DEALING WITH INCIDENTS OR CLAIMS OF DOMESTIC VIOLENCE

1. The HPHA will encourage victims to seek professional assistance by referring them to the appropriate victim service providers.

2. If police are involved, staff should keep in contact with them. The HPHA should obtain a copy of police report for its files, and request the perpetrator is issued a temporary restraining order.

3. Once a temporary restraining order is issued, and the victim has provided a certification of domestic violence, the HPHA may remove the abuser from the lease. The HPHA will make available to the victim the option to change existing unit entry locks at their cost, if desired.

4. In cases where the facts are unclear, staff may liberally apply VAWA procedures and then seek immediate consultation with the Property Management and Maintenance Services Branch.

5. The HPHA will issue written "Trespass Warning Notice" when deemed appropriate. Staff shall cooperate and coordinate with police and on-site security, if any, to the issuance and enforcement of trespass notices.

6. The HPHA will keep written log of actions taken, including referrals to social service organizations, to police, or to other state agencies; to document efforts made to assist victims assisted under VAWA.

7. The HPHA may issue a Notice of Violation to one of the tenants of a lease in order to evict, remove, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant.

8. Questions regarding the application of the VAWA will be addresses to the Department of the Attorney General via HPHA's Compliance Office. In situations where an imminent emergency threatens life or property, staff must contact the police for immediate assistance. Guidance on the VAWA is not an emergency and shall be addresses through the Compliance Office as stated above.

9. The HPHA is requires to maintain confidential information in separate files and stored in a locked restricted access cabinet.

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-09 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2009 FFYof Grant Approval: 2009

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☒ Revised Annual Statement (revision no: 17)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	7,913,000	7,637,755	7,637,755.00	4,634,384.00
2	1406 Operations (may not exceed 20% of line 20) [3]	2,416,486	2,416,486	2,416,486.00	2,416,486.00
3	1408 Management Improvements	54,497	54,497	54,497.00	35,723.45
4	1410 Administration (may not exceed 10% of line 20)	1,252,617	1,252,617	1,252,617.00	1,249,723.00
5	1411 Audit	0	0	0.00	0.00
6	1415 Liquidated Damages	0	0	0.00	0.00
7	1430 Fees and Costs	825,306	731,592 .90	498,175.67	479,050.95
8	1440 Site Acquisition	0	0	0.00	0.00
9	1450 Site Improvement	351,679	444,559	444,559.34	289,696.75
10	1460 Dwelling Structures	7,202,827	7,238,495	6,752,990.09	6,048,157.98
11	1465.1 Dwelling Equipment—Nonexpendable	376,659	376,659	377,159.10	376,659.10
12	1470 Non-dwelling Structures	0	0	0.00	0.00
13	1475 Non-dwelling Equipment	0	0	0.00	0.00
14	1485 Demolition	0	0	0.00	0.00
15	1492 Moving to Work Demonstration	0	0	0.00	0.00
16	1495.1 Relocation Costs	11,271	11,271	0.00	0.00
17	1499 Development Activities [4]	0	0	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	34,834	0	729,692.80	0.00
20	Amount of Annual Grant: (sum of lines 2 - 19)	12,526,177	12,526,177	12,526,177.00	10,895,497.23
21	Amount of line 20 Related to LBP Activities	0	0	0.00	0.00
22	Amount of line 20 Related to Section 504 Activities	0	0	0.00	0.00
23	Amount of line 20 Related to Security - Soft Costs	0	0	0.00	0.00

222

form HUD-50075.1 (4/2008)

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-09 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2009 FFYof Grant Approval: 2009

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☒ Revised Annual Statement (revision no: 17)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
24	Amount of line 20 Related to Security - Hard Costs	0	0	0.00	0.00
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0.00	0.00

Signature of Executive Director 7/5/2013 Signature of Public Housing Director 7/5/2013

[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

form HUD-50075.1 (8)

223

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
Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No:HI08P001501-09 CFFP (Yes/ No): No Replacement Housing Factor Grant No:					Federal FFY of Grant: 2009		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated2	Funds Expended2	
30/1026 Puuwai Momi	Electrical System Repairs (Construction)	1450		12,232.00	12,232.00	12,232.00	12,232.00	In Progress
30/1026 Puuwai Momi	Electrical System Repairs (Construction) I & II	1460		204,969.64	204,969.64	204,969.64	0.00	In Progress
31/1005 Kalihi Valley Homes	Site & Dwelling Improvements Phase II (Design)	1430		14,574.21	0.00	0.00	0.00	Completed
32/1003 Mayor Wright Homes	Reroofing (Const)	1460		217,934.00	217,934.00	217,934.00	178,407.90	In Progress
33/1009 Kaahumanu Homes	Re-Roofing & Misc. Repairs (Construction)	1450		37,474.34	37,474.34	37,474.34	37,474.34	In Progress
33/1009 Kaahumanu Homes	Re-Roofing & Misc. Repairs (Construction)	1460		118,813.55	118,813.59	118,813.59	118,813.59	In Progress
34/1012 Makua Alii	Structural & Spall Repairs 2nd Phase (Const)	1460		1,421,933.89	1,842,757.24	1,421,933.89	1,600,393.60	In Progress
37/1004/1013 Lanakila Homes	LBP Testing Services (Design)	1430		62,555.27	0.00	0.00	0.00	
37/1004/1013 Lanakila Homes	Vacant Unit Repair (Const)	1460		15,000.00	0.00	0.00	0.00	
38/1018 Kapaa	Repair Four Units (4) Units 3L, 3R, 14L, 17L (Const)	1460		298,274.08	0.00	0.00	0.00	
38/1018 Kapaa	Sewage Impv, Electrical Upgrades, Bldg & Site Impv	1450		179,293.00	179,293.00	179,293.00	24,430.41	In Progress

224

form HUD-50075.1 (4/2008)

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
Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No:HI08P001501-09 CFFP (Yes/ No): No Replacement Housing Factor Grant No:					Federal FFY of Grant: 2009		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated2	Funds Expended2	
38/1086 Kawailehua	Kawailehua, (Federal) Exterior Improvements (Const)	1450		97,680.00	97,680.00	97,680.00	97,680.00	In Progress
38/1086 Kawailehua	Kawailehua, (Federal) Exterior Improvements (Const)	1460		1,701,450.26	1,701,449.48	1,701,449.00	1,701,449.48	In Progress
39/1092 Makani Kai Hale	Certificate of Occupancy (Relocation)	1430		450.00	450.00	450.00	450.00	Completed
40/1010 Kuhio Park Terrace	Remove and Replace Lobby Roof Towers A and B. Selective patching of Tower A(Construction)	1460		37,500.00	37,500.00	37,500.00	30,375.00	Completed
40/1010 Kuhio Park Terrace	Upgrade Trash Chutes (Construction)	1465		364,829.12	364,829.12	364,829.12	364,829.12	In Progress
40/1010 Kuhio Park Terrace	KPT, Install New Telephone Cabinets and Conduits in Building "B" (Const)	1465		11,829.98	11,829.98	12,329.98	11,829.98	Completed
40/1053 Kuhio Park Terrace	KPT, Environmental Compliance With DOH Mandate (Design)	1430		7,853.00	7,853.40	7,853.00	7,853.40	Completed
43/1053,1063 Hale Hookipa & Nani Olu	Hale Hookipa & Nani Olu Reroofing (Const)	1460		117,534.00	117,534.15	117,534.15	117,534.15	Completed
43/1061 Ka Hale Kahaluu	Ka Hale Kahaluu, Emergency Sidewalk Repair (Const)	1450		25,000.00	25,000.00	25,000.00	25,000.00	In Progress

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
Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No:HI08P001501-09 CFFP (Yes/ No): No Replacement Housing Factor Grant No:					Federal FFY of Grant: 2009		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated2	Funds Expended2	
43,46,34/1053/1032/1063/1071/1036 Hale Hookipa, Kaimalino, Nani Olu, Noelani, and Paoakalani	Hale Hookipa, Kaimalino, Nani Olu, Noelani, and Paoakalani Reroofing (Design)	1430		88,749.00	88,749.00	88,749.00	78,414.88	In Progress
44/1108, 1033 Maili I	Emergency Monitoring & Soil Testing Oahu, HI (Const)	1430		859.00	858.64	858.64	858.64	Completed
49/1050 Kupuna Home O'Waialua	Water Leak Detection & Video Camera Scoping Svc Design)	1430		15,587.53	15,587.53	15,587.53	15,587.53	Completed
49/1015 Wahiawa Terrace	Re-roof (Const)	1460		685,832.00	685,832.00	685,832.00	648,195.22	In Progress
50/1008 Palolo Valley Homes	Physical Improvements (Design)	1430		302,439.00	302,438.50	302,438.50	302,438.50	In Progress
50/1008 Palolo Valley Homes	Physical Improvements Ph1 & 2 (Const)	1450		0.00	92,880.00	92,880.00	92,880.00	In Progress
50/1008 Palolo Valley Homes	Physical Improvements Ph1 & 2 (Const)	1460		500,000.00	428,119.00	407,120.00	428,119.00	In Progress
PHA - Wide	Environmental, Historical, Flood Plain, Archeological, Cultural Rev (All Federal)	1430		82,159.00	82,159.00	82,159.00	73,368.00	In Progress
PHA - Wide	CMB, Newspaper Ads	1430		80.00	80.00	80.00	80.00	In Progress
PHA Wide	CMS Support Seervices Technical Salaries (Const)	1430		250,000.00	233,416.04	0.00	0.00	In Progress
PHA Wide	PHA Wide Type C Group A, Oahu (Const)	1460		858,100.32	858,100.67	814,418.32	807,500.60	In Progress
PHA Wide	PHA Wide Type C Group B, Oahu (Const)	1460		1,025,485.50	1,025,485.50	1,025,485.50	417,369.44	In Progress

form HUD-50075.1 (4/2008)

226

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
Expires 4/30/2011

Part II: Supporting Pages								
PHA Name: Hawaii Public Housing Authority	**Grant Type and Number** Capital Fund Program Grant No:**HI08P001501-09** CFFP (Yes/ No): **No** Replacement Housing Factor Grant No:					**Federal FFY of Grant: 2009**		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated2	Funds Expended2	
PHA Wide	Management Improvements	1408		54,497.00	54,497.00	54,497.00	35,723.45	In Progress

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

227

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-10 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2010 FFYof Grant Approval: 2010

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☒ Revised Annual Statement (revision no: 9)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	7,898,483	7,898,483	7,882,201	7,054,192.00
2	1406 Operations (may not exceed 20% of line 20) [3]	2,477,847	2,477,847	2,477,847	619,461.75
3	1408 Management Improvements	500,000	249,788	246,838	13,717.26
4	1410 Administration (may not exceed 10% of line 20)	1,038,924	1,038,924.00	1,038,924	1,038,924.00
5	1411 Audit	0	0	0	0.00
6	1415 Liquidated Damages	0	0	0	0.00
7	1430 Fees and Costs	613,629	613,629	604,349	492,818.89
8	1440 Site Acquisition	0	0	0	0.00
9	1450 Site Improvement	845,806	845,806	845,806	845,306.42
10	1460 Dwelling Structures	5,670,503	5,432,410	5,553,911	3,960,478.27
11	1465.1 Dwelling Equipment—Nonexpendable	246,969	479,651	246,969	479,650.83
12	1470 Non-dwelling Structures	800,787	800,787	800,787	800,787.00
13	1475 Non-dwelling Equipment	0	0	0	0.00
14	1485 Demolition	0	0	0	0.00
15	1492 Moving to Work Demonstration	0	0	0	0.00
16	1495.1 Relocation Costs	0	0	0	0.00
17	1499 Development Activities [4]	0	0	0	0.00
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0.00
19	1502 Contingency (may not exceed 8% of line 20)	194,770	450,393 4	573,804	0.00
20	Amount of Annual Grant: (sum of lines 2 - 19)	12,389,235	12,389,235	12,389,235.00	8,251,144.42

228

form HUD-50075.1 (4/2008)

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-10 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2010 FFYof Grant Approval: 2010

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☒ Revised Annual Statement (revision no: 9)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
21	Amount of line 20 Related to LBP Activities	0	0	0	0.00
22	Amount of line 20 Related to Section 504 Activities	0	0	0	0.00
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0.00
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0.00
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0.00

Signature of Executive Director 7/9/2013 Signature of Public Housing Director 7/9/2013

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

229

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
Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-10 CFFP (Yes/ No): No Replacement Housing Factor Grant No:					Federal FFY of Grant: 2010		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
30/1026 Puuwai Momi	Puuwai Momi, Electrical System Repairs (Const) I & II	1460		286,855.00	287,160.00	0.00	0.00	In Progress
31/1005 Kalihi Valley Homes	Emergency Construction, Removal and Repair Falling Boulder	1450		10,000.00	10,000.00	10,000.00	9,500.00	In Progress
31/1005 Kalihi Valley Homes	Emergency Construction, Removal and Repair Falling Boulder	1460		80,000.00	80,000.00	80,000.00	75,316.00	In Progress
34/1012 Makua Alii	Structural Investigation and Repairs (Design)	1430		30,522.12	30,522.12	30,522.00	0.00	In Progress
34/1012 Makua Alii	Structural and Spall Repairs 2nd Phace (Const)	1460		818,306.62	818,306.62	1,239,129.97	818,306.62	In Progress
37 Lanakila Homes	Phase II, III & IV (Design)	1430		124,298.90	124,298.90	124,298.90	124,298.90	In Progress
37 Lanakila Homes	Physical Impv Phase IIIA (Const)	1460		38,245.87	38,245.87	38,245.87	38,245.87	In Progress
39/1017 Kahekili Terrace	Sewer and Drainage Improvements, Site & Dwelling Improvement and Security Lighting Improvements (Constr)	1450		91,000.45	91,000.45	91,000.45	91,000.75	In Progress
39/1017 Kahekili Terrace	Physical Improvements (Const)	1460		180,947.25	180,947.25	180,947.25	180,946.95	In Progress
40/1010 KPT	Upgrade Trash Chutes (Const)	1460		232,681.50	0.00	232,681.50	0.00	In Progress
40/1010 KPT	Upgrade Trash Chutes (Const)	1465		0.00	232,681.50	0.00	232,681.50	In Progress
49/1015 Wahiawa Terrace	Repair Fire Alarm System (Const)	1430		8,888.00	8,888.00	8,888.00	8,888.00	In Progress
50/1008 Palolo Valley Homes	Physical Improvements (Design)	1430		206,097.84	206,097.84	202,098.25	202,098.25	In Progress
50/1008 Palolo Valley Homes	Physical Improvements Ph1 & 2 (Const)	1450		152,399.00	152,399.00	152,399.00	152,399.00	In Progress
50/1008 Palolo Valley Homes	Physical Improvements Ph1 & 2 (Const)	1460		860,327.00	860,327.00	860,327.00	860,327.00	In Progress
52/1010 KPT	Redevelopment of KPT and Kuhio Homes (Const)	1460		359,837.00	359,837.00	359,837.00	359,837.00	In Progress

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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
Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-10 CFFP (Yes/ No): No Replacement Housing Factor Grant No:					Federal FFY of Grant: 2010		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
52/1010 KPT	Redevelopment of KPT and Kuhio Homes (Const)	1465		246,969.33	246,969.33	246,969.33	246,969.33	In Progress
52/1010 KPT	Redevelopment of KPT and Kuhio Homes (Const)	1470		800,787.00	800,787.00	800,787.00	800,787.00	In Progress
52/1010 KPT	Redevelopment of KPT and Kuhio Homes (Const)	1450		592,406.67	592,406.67	592,406.67	592,406.67	In Progress
PHA-Wide	PHA Wide CMS Support Services Technical Salaries (Const)	1460		250,000.00	250,000.00	0.00	0.00	In Progress
PHA-Wide	ADA/Fair Housing Accessability Study	1430		88,517.00	88,517.00	83,237.00	69,288.74	In Progress
PHA-Wide	Physical Needs Assessment (PNA) of Federal Housing Projects (Plans)	1430		155,305.00	155,305.00	155,305.00	88,245.00	In Progress
PHA-Wide	PHA Wide Type C Units Group A, Kauai (Const)	1460		90,460.00	90,460.00	89,900.00	80,910.00	In Progress
PHA-Wide	PHA Wide Type C Units Group B, Hawaii (Const)	1460		528,725.00	523,008.29	528,725.00	523,008.29	In Progress
PHA-Wide	PHA Wide Type C Units Group Inhouse, Maui (Const)	1460		1,023,580.54	1,023,580.54	1,023,580.54	1,023,580.54	In Progress
PHA-Wide	PHA Wide Type C Units Group B, Oahu (Const)	1460		920,537.31	920,537.31	920,537.31	0.00	In Progress
PHA-Wide	Management Improvements	1408		500,000.00	249,788.31	246,837.50	13,717.26	In Progress

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] 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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-11 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2011 FFYof Grant Approval: 2011

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☒ Revised Annual Statement (revision no: 8)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	4,384,799	4,384,799	4,270,004.00	2,777,192.00
2	1406 Operations (may not exceed 20% of line 20) [3]	2,060,380	2,060,380	2,060,379.60	0.00
3	1408 Management Improvements	350,000	71,000	150,000.00	0.00
4	1410 Administration (may not exceed 10% of line 20)	1,030,190	1,030,190	1,030,189.80	0.00
5	1411 Audit	0	0	0.00	0.00
6	1415 Liquidated Damages	0	0	0.00	0.00
7	1430 Fees and Costs	3,326,701	1,026,032	952,560.20	31,257.05
8	1440 Site Acquisition	0	0	0.00	0.00
9	1450 Site Improvement	308,998	308,998	0.00	0.00
10	1460 Dwelling Structures	3,048,177	5,012,338	2,306,213.00	1,467,133.55
11	1465.1 Dwelling Equipment—Nonexpendable	0	100,000	0.00	0.00
12	1470 Non-dwelling Structures	0	100,000	0.00	0.00
13	1475 Non-dwelling Equipment	0	0	0.00	0.00
14	1485 Demolition	0	0	0.00	0.00
15	1492 Moving to Work Demonstration	0	0	0.00	0.00
16	1495.1 Relocation Costs	0	0	0.00	0.00
17	1499 Development Activities [4]	0	0	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	177,452	592,960		0.00
20	Amount of Annual Grant: (sum of lines 2 - 19)	10,301,898	10,301,898	6,499,342.60	1,498,390.60

232

form HUD-50075.1 (4/2008)

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-11 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2011 FFYof Grant Approval: 2011

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☒ Revised Annual Statement (revision no: 8)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
21	Amount of line 20 Related to LBP Activities	0	0	0.00	0.00
22	Amount of line 20 Related to Section 504 Activities	0	0	0.00	0.00
23	Amount of line 20 Related to Security - Soft Costs	0	0	0.00	0.00
24	Amount of line 20 Related to Security - Hard Costs	0	0	0.00	0.00
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0.00	0.00

Signature of Executive Director 7/9/2013 Signature of Public Housing Director 7/9/2013

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] 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
Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-11 CFFP (Yes/ No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2011		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Total Estimated Cost		Total Actual Cost		Status of Work
			Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
30/1026 Puuwai Momi	Puuwai Momi, MOD (Design)	1430	1,200,000.00	0.00	0.00	0.00	Planning
31/1005 Kalihi Valley Homes	Site & Dwelling Improvement Pahse IVA (Const)	1460	200,000.00	0.00	0.00	0.00	Planning
31/1005 Kalihi Valley Homes	Site & Dwelling Impv Remaining Design (Design)	1430	1,004,141.00	100,000.00	0.00	0.00	Planning
32/1003 Mayor Wright Homes	Relocation of Security Booth, Upgrade Electrical Conduit for Same (Const)	1460	10,000.00	0.00	0.00	0.00	Planning
32/1003 Mayor Wright Homes	Replace Defective Concrete Walkways and ramps (Const)	1460	100,000.00	0.00	0.00	0.00	Planning
34/1036 Paoakalani	Vacant Unit Repair (Type C) In House Design (Const)	1460	77,339.00	77,339.00	77,339.00	77,339.00	Completed
35/1047 Pumehana, Makamae & Punchbowl	Interior & Exterior Repairs, Trash Chute	1460	175,780.00	245,187.41	0.00	0.00	Planning
37/1004/11013 Lanakila Homes	Lanakila Homes, LBP Testing Services (Design)	1430	0.00	27,493.00	0.00	0.00	In Progress
38/1054 Hale Nana Kai Okea	Hale Nana Kai O`Kea, Physical Improvement (Const)	1460	0.00	2,043,510.00	0.00	0.00	Planning
38/1018 Kapaa	Kapaa, Repair Four Unit (4) Units 3L, 3R, 14L, 17L (Const)	1460	0.00	313,580.00	0.00	0.00	In Progress
46/1097 Ke Kumu Ekolu	Renov to Unit #2204	1460	15,000.00	14,000.00	0.00	0.00	Planning
50/1008 Palolo Valley	Physical Improvements (Design)	1430	552,560.20	498,538.55	552,560.20	31,257.05	In Progress
50/1008 Palolo Valley Homes	Physical Improvements Ph 1 & 2 (Const)	1460	2,020,058.00	2,007,875.00	2,228,874.00	1,389,794.55	In Progress
50/1008 Palolo Valley Homes	Physical Improvements Ph 1 & 2 (Const)	1465	0.00	100,000.00	0.00	0.00	In Progress
50/1008 Palolo Valley Homes	Physical Improvements Ph 1 & 2 (Const)	1470	0.00	100,000.00	0.00	0.00	In Progress

234

form HUD-50075.1 (4/2008)

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
Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-11 CFFP (Yes/ No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2011		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Total Estimated Cost		Total Actual Cost		Status of Work
			Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
50/1008 Palolo Valley Homes	Physical Improvements Ph 1 & 2 HECO Work (Const)	1450	308,998.00	308,998.00	0.00	0.00	In Progress
PHA-Wide	CMS Support Services Technical Salaries (Const)	1460	250,000.00	250,000.00	0.00	0.00	Planning
PHA-Wide	Type C Units Group B, Oahu (Const)	1460	200,000.00	60,847.01	0.00	0.00	In Progress
PHA-Wide	Type C Vacant Unit Repairs/Statewide (Design)	1430	170,000.00	0.00	0.00	0.00	Planning
PHA-Wide	Physical Needs Assessment (PNA) of Federal Housing Projects (Plans)	1430	400,000.00	400,000.00	400,000.00	0.00	In Progress
PHA-Wide	Management Improvement	1408	350,000.00	71,000.00	150,000.00	0.00	In Progress

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] 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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Capital Fund Program Grant No: HI08P001501-12 CFFP (Yes/ No): No Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2012 FFYof Grant Approval: 2012

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☒ Revised Annual Statement (revision no: 3)

☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	31,120,000	31,120,000	7,556,603	89,603
2	1406 Operations (may not exceed 20% of line 20) [3]	1,890,879	1,890,879	1,890,879	0
3	1408 Management Improvements	250,000	350,000	250,000	0
4	1410 Administration (may not exceed 10% of line 20)	945,440	945,440	945,440	0
5	1411 Audit	0	0	0	0
7	1430 Fees and Costs	400,000	250,000	0	0
9	1450 Site Improvement	0	0	1,000	0
10	1460 Dwelling Structures	5,500,000	5,700,433	996,000	0
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	1,000	0
12	1470 Non-dwelling Structures	0	0	1,000	0
13	1475 Non-dwelling Equipment	0	0	1,000	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities [4]	0	0	0	0
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	468,078	317,645		0
20	Amount of Annual Grant: (sum of lines 2 - 19)	9,454,397	9,454,397	4,086,319	0
21	Amount of line 20 Related to LBP Activities	0	0	0	0
22	Amount of line 20 Related to Section 504 Activities	0	0	0	0
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0

236

form HUD-50075.1 (4/2008)

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Capital Fund Program Grant No: **HI08P001501-12** CFFP (Yes/ No): **No** Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant: 2012** **FFYof Grant Approval: 2012**

Type of Grant

☐ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☒ **Revised Annual Statement (revision no: 3)**

☒ **Performance and Evaluation Report for Period Ending: 06/30/13** ☐ **Final Performance and Evaluation Report**

		Original	Revised[2]	Obligated	Expended
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0

Signature of Executive Director 7/5/2013 **Signature of Public Housing Director** 7/5/2013

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

237

form **HUD-50075.1** (08)

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-12 CFFP (Yes/ No): No Replacement Housing Factor Grant No:					Federal FFY of Grant: 2012		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
30/1066 Salt Lake Apt.	Bldg. Improvements (Const)	1460		0.00	1,000,000.00	0.00	0.00	Planning
32/1003 Mayor Wright	Mayor Wright Homes, Replace Defective Concrete Walkways and Ramps at Mayor Wright Homes (Const)	1460		0.00	68,500.00	0.00	0.00	Planning
32/1003 Mayor Wright	Emergency Security Impv (Const)	1460		350,000.00	350,000.00	0.00	0.00	In Progress
34/1012 Makua Alii	Structural & Spall Repairs 2nd Phase (Const)	1450		0.00	0.00	1,000.00	0.00	Planning
34/1012 Makua Alii	Structural & Spall Repairs 2nd Phase (Const)	1460		0.00	0.00	996,000.00	0.00	Planning
34/1012 Makua Alii	Structural & Spall Repairs 2nd Phase (Const)	1465		0.00	0.00	1,000.00	0.00	Planning
34/1012 Makua Alii	Structural & Spall Repairs 2nd Phase (Const)	1470		0.00	0.00	1,000.00	0.00	Planning
34/1012 Makua Alii	Structural & Spall Repairs 2nd Phase (Const)	1475		0.00	0.00	1,000.00	0.00	Planning
34/1012, 1036 Makua Alii & Paoakalani	Repair & Repavement of Sidewalks (Const)	1460		800,000.00	800,000.00	0.00	0.00	Planning
38/1021 Hui O Hanamaulu	Physical Improvementws (Const)	1460		2,500,000.00	2,500,000.00	0.00	0.00	Planning
44/1091 Kauiokalani	Paint, Interior Repairs Including Termites (Const)	1460		0.00	131,933.00	0.00	0.00	Planning
46/1071/1078 Noelani I & II	Waterline Replacement & Repair (Const)	1460		1,850,000.00	850,000.00	0.00	0.00	Planning
50/1008 PaloloValley Homes	Office Building (Design)	1430		150,000.00	0.00	0.00	0.00	Planning
PHA-Wide	CMS Support Services Technical Salaries (Const)	1430		250,000.00	250,000.00	0.00	0.00	Planning
PHA-Wide	Management Improvements	1408		250,000.00	350,000.00	250,000.00	0.00	Planning

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

238

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-13 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2013 FFYof Grant Approval: 2012

Type of Grant

☒ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no: 0)
☐ Performance and Evaluation Report for Period Ending: ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	60,222,000	60,222,000	10,713,590	4,290,222
2	1406 Operations (may not exceed 20% of line 20) [3]	1,813,394	1,813,394	0	0
3	1408 Management Improvements	250,000	250,000	0	0
4	1410 Administration (may not exceed 10% of line 20)	906,697	906,697	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	1,300,000	1,450,000	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	4,593,954	4,543,954	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	25,000	25,000	0	0
17	1499 Development Activities [4]	0	0	0	0
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	177,925	77,925	0	0
20	Amount of Annual Grant: (sum of lines 2 - 19)	9,066,970	9,066,970	0	0
21	Amount of line 20 Related to LBP Activities	0	0	0	0

239

form HUD-50075.1 (7/2008)

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08P001501-13 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2013 FFYof Grant Approval: 2012

Type of Grant

☒ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no: 0)
☐ Performance and Evaluation Report for Period Ending: ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
22	Amount of line 20 Related to Section 504 Activities	0	0	0	0
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0

Signature of Executive Director 11/16/2013 **Signature of Public Housing Director** 11/16/2013

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

240

form **HUD-50075.1** (4/2008)

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: **HI08P001501-13** CFFP (Yes/ No): **No** Replacement Housing Factor Grant No:					**Federal FFY of Grant: 2012**		
Development Number Name/PHA-Wide Activities	**General Discription of Major Work Categories**	**Development Account No.**	**Quantity**	**Total Estimated Cost**		**Total Actual Cost**		**Status of Work**
				Original	**Revised [1]**	**Funds Obligated[2]**	**Funds Expended[2]**	
30/1026 Puuwai Momi	Modernization Ph1 (Design)	1430		1,300,000	1,300,000	0.00	0.00	Planning
30/1038 Waipahu I	Vacant Unit Repairs (Const)	1460		100,000	100,000	0.00	0.00	Planning
31/1005 Kalihi Valley Homes	Site and Dwelling Improvement Remaining Construction (Const)	1460		0	3,000,000	0.00	0.00	Planning
40/1007 Kuhio Homes	Vacant Unit Repairs (Const)	1460		100,000	100,000	0.00	0.00	Planning
45/1030, 1072, 1090	Koolau Village and Hookipa Kahaluu, Kauhale Ohana, ADA Compliance Oahu, (Design)	1430		0	150,000	0.00	0.00	In Progress
46/1071,1078 Noelani I and II	Waterline Replacement and Repair (Const)	1460		750,000	750,000	0.00	0.00	Planning
50/1008 Palolo Valley	Physical Improvements Ph3 (Const)	1460		3,000,000	0	0.00	0.00	Planning
COCC PHA Wide	CMS Support Services Technical	1460		300,000	250,000	0.00	0.00	Planning
LIPH PHA Wide	ADA Accessibility Compliance, for Various State and Federal Projects (Const)	1460		343,954	343,954	0.00	0.00	Planning
LIPH PHA Wide	Management Improvements	1408		250,000	250,000	0.00	0.00	Planning

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

241

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08E001501-13 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2013 FFYof Grant Approval: 2012

Type of Grant

☒ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no: 0)
☐ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations (may not exceed 20% of line 20) [3]	0	0	0	0
3	1408 Management Improvements	0	0	0	0
4	1410 Administration (may not exceed 10% of line 20)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	10,500	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	120,000	0	0	0
13	1475 Non-dwelling Equipment	119,500	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities [4]	0	0	0	0
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2 - 19)	250,000	0	0	0
21	Amount of line 20 Related to LBP Activities	0	0	0	0

242

form HUD-50075.1 (4/2008)

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08E001501-13 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2013 FFYof Grant Approval: 2012

Type of Grant

☒ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no: 0)
☐ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
22	Amount of line 20 Related to Section 504 Activities	0	0	0	0
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0

Signature of Executive Director 7/5/2013 **Signature of Public Housing Director** 7/5/2013

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

243

form **HUD-50075.1** (4/2008)

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: HI08E001501-13 CFFP (Yes/ No): No Replacement Housing Factor Grant No:					Federal FFY of Grant: 2012		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
32/1003 Mayor Wright	Emergency Security Impv (Const)	1450		10,500.00	0.00	0.00	0.00	Planning
32/1003 Mayor Wright	Modernization, Ph 1 (Const)	1470		120,000.00	0.00	0.00	0.00	Planning
32/1003 Mayor Wright	Replace Defective Concrete Walkways & Ramps (Const)	1475		119,500.00	0.00	0.00	0.00	Planning

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.
*Denotes non CFP Funding (state funds)

244

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: HI08R001501-07 Date of CFFP:	FFY of Grant: 2007 FFYof Grant Approval: 2007

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations (may not exceed 20% of line 20) [3]	0	0	0	0
3	1408 Management Improvements	0	0	0	0
4	1410 Administration (may not exceed 10% of line 20)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities [4]	71,452	71,452	0	0
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2 - 19)	71,452	71,452	0	0
21	Amount of line 20 Related to LBP Activities	0	0	0	0
22	Amount of line 20 Related to Section 504 Activities	0	0	0	0
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: HI08R001501-07 Date of CFFP:	FFY of Grant: 2007 FFYof Grant Approval: 2007

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
Signature of Executive Director		7/5/2013	Signature of Public Housing Director		7/5/2013

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

form HUD-50075.1 (4/2008)

246

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
Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: CFFP (Yes/ No): No Replacement Housing Factor Grant No: **HI08R001501-07**					**Federal FFY of Grant: 2007**		
Development Number Name/PHA-Wide Activities	**General Discription of Major Work Categories**	**Development Account No.**	**Quantity**	**Total Estimated Cost**		**Total Actual Cost**		**Status of Work**
				Original	Revised 1	Funds Obligated2	Funds Expended2	
37/1014 Lanakila Homes	4 New Units Using Replacement Housing Funds (Const)	1499		71,452	71,452	0	0	Planning

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

[2] To be completed for the Performance and Evaluation Report.

247

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: HI08R001501-08 Date of CFFP:	FFY of Grant: 2008 FFYof Grant Approval: 2008

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations (may not exceed 20% of line 20) [3]	0	0	0	0
3	1408 Management Improvements	0	0	0	0
4	1410 Administration (may not exceed 10% of line 20)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities [4]	79,229	79,229	0	0
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2 - 19)	79,229	79,229	0	0
21	Amount of line 20 Related to LBP Activities	0	0	0	0
22	Amount of line 20 Related to Section 504 Activities	0	0	0	0
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0

248

form HUD-50075.1 (4/2008)

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: HI08R001501-08 Date of CFFP:	FFY of Grant: 2008 FFYof Grant Approval: 2008

Type of Grant

- ☐ Original Annual Statement
- ☐ Reserve for Disasters/Emergencies
- ☐ Revised Annual Statement (revision no:)
- ☒ Performance and Evaluation Report for Period Ending: 06/30/13
- ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended

Signature of Executive Director 7/5/2013 | Signature of Public Housing Director 7/5/2013

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

249

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
Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: CFFP (Yes/ No): No Replacement Housing Factor Grant No: **HI08R001501-08**					**Federal FFY of Grant: 2008**		
Development Number Name/PHA-Wide Activities	**General Discription of Major Work Categories**	**Development Account No.**	**Quantity**	**Total Estimated Cost**		**Total Actual Cost**		**Status of Work**
☐ **Original Annual Statement**				Original	Revised 1	Funds Obligated2	Funds Expended2	
37/1014 Lanakila Homes	4 New Units Using Replacement Housing Funds (Const)	1499		79,229	79,229	0	0	Planning

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

250

form **HUD-50075.1** (4/2008)

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: HI08R001502-07 Date of CFFP:	FFY of Grant: 2007 FFYof Grant Approval: 2007

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations (may not exceed 20% of line 20) [3]	0	0	0	0
3	1408 Management Improvements	0	0	0	0
4	1410 Administration (may not exceed 10% of line 20)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities [4]	145,017	145,017	0	0
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2 - 19)	145,017	145,017	0	0

form HUD-50075.1 (8)

251

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: HI08R001502-07 Date of CFFP:	FFY of Grant: 2007 FFYof Grant Approval: 2007

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
21	Amount of line 20 Related to LBP Activities	0	0	0	0
22	Amount of line 20 Related to Section 504 Activities	0	0	0	0
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0

Signature of Executive Director 7/5/2013 Signature of Public Housing Director 7/5/2013

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

252

form HUD-50075.1 (4/2008)

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): No Replacement Housing Factor Grant No: HI08R001502-07					Federal FFY of Grant: 2007		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated2	Funds Expended2	
37/1014 Lanakila Homes	4 New Units Using Replacement Housing Funds (Const)	1499		145,017	145,017	0	0	Planning

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] 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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: HI08R001502-08 Date of CFFP:	FFY of Grant: 2008 FFYof Grant Approval: 2008

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations (may not exceed 20% of line 20) [3]	0	0	0	0
3	1408 Management Improvements	0	0	0	0
4	1410 Administration (may not exceed 10% of line 20)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities [4]	141,143	141,143	0	0
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2 - 19)	141,143	141,143	0	0

form HUD-50075.1 (4/2008)

254

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **HI08R001502-08** Date of CFFP:	**FFY of Grant: 2008** **FFYof Grant Approval: 2008**

Type of Grant

☐ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☐ **Revised Annual Statement (revision no:)**

☒ **Performance and Evaluation Report for Period Ending: 06/30/13** ☐ **Final Performance and Evaluation Report**

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
21	Amount of line 20 Related to LBP Activities	0	0	0	0
22	Amount of line 20 Related to Section 504 Activities	0	0	0	0
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0

Signature of Executive Director 7/5/2013 **Signature of Public Housing Director** 7/5/2013

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255

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): No Replacement Housing Factor Grant No: HI08R001502-08					Federal FFY of Grant: 2008		
Development Number Name/PHA-Wide Activities	General Discription of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated2	Funds Expended2	
37/1014 Lanakila Homes	4 New Units Using Replacement Housing funds (Const)	1499		141,143	141,143	0	0	Planning

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
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256

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: HI08R001502-09 Date of CFFP:	FFY of Grant: 2009 FFYof Grant Approval: 2009

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations (may not exceed 20% of line 20) [3]	0	0	0	0
3	1408 Management Improvements	0	0	0	0
4	1410 Administration (may not exceed 10% of line 20)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities [4]	240,896	240,896	0	0
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2 - 19)	240,896	240,896	0	0

257

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: HI08R001502-09 Date of CFFP:	FFY of Grant: 2009 FFYof Grant Approval: 2009

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
21	Amount of line 20 Related to LBP Activities	0	0	0	0
22	Amount of line 20 Related to Section 504 Activities	0	0	0	0
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0

Signature of Executive Director 7/5/2013 Signature of Public Housing Director 7/5/2013

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258

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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
Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: CFFP (Yes/ No): No Replacement Housing Factor Grant No: **HI08R001502-09**					**Federal FFY of Grant: 2009**		
Development Number Name/PHA-Wide Activities	**General Discription of Major Work Categories**	**Development Account No.**	**Quantity**	**Total Estimated Cost**		**Total Actual Cost**		**Status of Work**
				Original	Revised 1	Funds Obligated2	Funds Expended2	
37/1014 Lanakila Homes	4 New Units Using Replacement Housing Funds (Const)	1499		240,896	240,896	0	0	Planning

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
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259

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: HI08R001502-10 Date of CFFP:	FFY of Grant: 2010 FFYof Grant Approval: 2010

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations (may not exceed 20% of line 20) [3]	0	0	0	0
3	1408 Management Improvements	0	0	0	0
4	1410 Administration (may not exceed 10% of line 20)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
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12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities [4]	123,223	123,223	0	0
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2 - 19)	123,223	123,223	0	0

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290

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

Part I: Summary

PHA Name: Hawaii Public Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: HI08R001502-10 Date of CFFP:	FFY of Grant: 2010 FFYof Grant Approval: 2010

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no:)

☒ Performance and Evaluation Report for Period Ending: 06/30/13 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
21	Amount of line 20 Related to LBP Activities	0	0	0	0
22	Amount of line 20 Related to Section 504 Activities	0	0	0	0
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0

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Part II: Supporting Pages

PHA Name: Hawaii Public Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: CFFP (Yes/ No): No Replacement Housing Factor Grant No: **HI08R001502-10**					**Federal FFY of Grant: 2010**		
Development Number Name/PHA-Wide Activities	**General Discription of Major Work Categories**	**Development Account No.**	**Quantity**	**Total Estimated Cost**		**Total Actual Cost**		**Status of Work**
				Original	Revised 1	Funds Obligated2	Funds Expended2	
37/1014 Lanakila Homes	4 New Units Using Replacement Housing Funds (Const)	1499		123,223	123,223	0	0	Planning

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[2] To be completed for the Performance and Evaluation Report.

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

Part I: Summary

PHA: Hawaii Public Housing Authority/HI001 | Locality: Honolulu/Hawaii | ☒ Original 5-Year Plan ☐ Revision No:

	Development Number and Name: **Hawaii Public Housing Authority HI001**	Work Statement for Year 1 FFY 2014 **Annual Statement**	Work Statement for Year 2 FFY 2015	Work Statement for Year 3 FFY 2016	Work Statement for Year 4 FFY 2017	Work Statement for Year 5 FFY 2018
A.						
B.	Physical Improvements Subtotal	**6,019,554**	5,950,690	5,850,680	5,847,559	5,847,569
C.	Management Improvements	250,000	250,000	250,000	250,000	250,000
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration	906,697	906,697	906,697	906,030	906,697
F.	Other	77,325	146,189	246,199	249,687	249,310
G.	Operations	1,813,394	1,813,394	1,813,394	1,813,394	1,813,394
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds	9,066,970	9,066,970	9,066,970	9,066,670	9,066,970
L.	Total Non-CFP Funds	45,000,000	45,000,000	45,000,000	45,000,000	45,000,000
M.	Grand Total	54,066,970	54,066,970	54,066,970	54,066,670	54,066,970

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

Part I: Summary (Continuation)

PHA: Hawaii Public Housing Authority/HI001 | Locality: Honolulu/Hawaii | ☒ Original 5-Year Plan ☐ Revision No:

A.	Development Number and Name	Work Statement for Year 1 FFY 2014	Work Statement for Year 2 FFY 2015	Work Statement for Year 3 FFY 2016	Work Statement for Year 4 FFY 2017	Work Statement for Year 5 FFY 2018
		Annual Statement				
AMP 30						
1026	Puuwai Momi	1,300,000	10	10	10	10
1027	Hale Laulima	10	10	10	10	10
1038	Waipahu I	100,000	10	10	10	10
1039	Waipahu II	10	10	10	10	10
1066	Salt Lake	10	10	10	10	10
AMP 31						
1005	Kalihi Valley Homes	3,000,000	10	10	2,096,879	1,596,879
AMP 32						
1003	Mayor Wright Homes	10	10	10	10	10
AMP 33						
1009	Kaahumanu Homes	10	10	10	10	10
1099	Kamehameha Homes	10	10	10	10	10
AMP 34						
1012	Makua Alii	10	10	10	10	10
1036	Paoakalani	10	10	10	10	10
1062	Kalakaua Homes	10	10	10	10	10
AMP 35						
1011	Punchbowl Homes	10	10	10	10	10
1024	Kalanihuia	10	10	10	10	10
1046	Makamae	10	10	10	10	10
1047	Pumehana	10	10	10	10	10
1073	Spencer House	10	10	10	10	10
AMP 37						
1004	Lanakila Homes I	10	10	10	10	10
1013	Lanakila Homes II	10	10	10	10	10
1014	Lanakila Homes III	10	10	10	10	10
1028	Punahele Homes	10	10	10	10	10
1029	Pomaikai Homes	25,000	10	10	10	10

Part I: Summary (Continuation)

PHA: Hawaii Public Housing Authority/HI001 | Locality: Honolulu/Hawaii | ☒ Original 5-Year Plan ☐ Revision No:

A.	Development Number and Name	Work Statement for Year 1 FFY 2014	Work Statement for Year 2 FFY 2015	Work Statement for Year 3 FFY 2016	Work Statement for Year 4 FFY 2017	Work Statement for Year 5 FFY 2018
		Annual Statement				
1045	Pahala	10	10	10	10	10
1051	Hale Aloha O'Puna	10	10	10	10	10
1052	Hale Olaloa	10	10	10	10	10
1097	Kauhale O'Hanakahi	10	10	10	10	10
1104	Lanakila Homes IV	10	10	10	10	10
AMP 38						
1018	Kapaa	10	10	10	10	10
1019	Hale Hoolulu	10	10	10	10	10
1020	Eleele Homes	10	10	10	10	10
1021	Hui O'Hanamaulu	10	10	10	10	10
1022	Kalaheo	10	10	10	10	10
1023	Home Nani	10	10	10	10	10
1054	Hale Nana Kai O'Kea	10	10	10	10	10
1055	Hale Hoonanea	10	10	10	10	10
1064	Kekaha Haaheo	10	10	10	10	10
1086	Kawailehua – Federal	10	10	10	10	10
AMP 39						
1016	David Malo Circle	10	10	10	10	10
1017	Kahekili Terrace	10	10	10	10	10
1044	Piilani Homes	10	10	10	10	10
1088	Kahale Mua	10	10	10	10	10
1092	Makani Kai Hale	10	10	10	10	10
1097	Makani Kai Hale II	10	10	10	10	10
AMP 40						
1007	Kuhio Homes	100,000	10	10	10	10
1010	Kuhio Park Terrace	10	10	10	10	10
AMP 43						
1032	Kaimalino	10	10	10	10	10
1053	Hale Hookipa	10	300,000	3,000,000	10	10
1061	Ka Hale Kahaluu	10	10	10	10	10

Part I: Summary (Continuation)

PHA: Hawaii Public Housing Authority/HI001 | Locality: Honolulu/Hawaii | ☒ Original 5-Year Plan ☐ Revision No:

A.	Development Number and Name	Work Statement for Year 1 FFY 2014	Work Statement for Year 2 FFY 2015	Work Statement for Year 3 FFY 2016	Work Statement for Year 4 FFY 2017	Work Statement for Year 5 FFY 2018
		Annual Statement				
1063	Nani Olu	10	10	100,000	1,000,000	10
1070	Kealakehe	10	10	10	10	10
AMP 44						
1033	Maile I	10	10	10	10	10
1035	Nanakuli Homes	10	10	10	10	10
1057	Waimaha Sunflower	10	10	10	10	10
1091	Kauiokalani	10	10	10	10	10
1108	Maile II	10	10	10	10	10
AMP 45						
1025	Waimanalo Homes	10	10	10	10	10
1030	Koolau Village	50,000	10	10	10	10
1069	Kaneohe Apartments	10	10	10	10	10
1072	Hookipa Kahaluu	50,000	10	10	10	10
1090	Kauhale O'Hana	50,000	10	10	10	10
1107	Waimanalo Homes II	10	10	10	10	10
AMP 46						
1031	Hale Hauoli	10	10	10	10	10
1071	Noelani I	375,000	10	10	10	10
1078	Noelani II	375,000	10	10	10	10
1097	Ke Kumu Ekolu	10	10	10	10	10
AMP 49						
1015	Wahiawa Terrace	10	10	10	10	10
1050	Kupuna O'Hana	10	10	10	10	10
1056	Kauhale Nani	10	10	10	10	10
AMP 50						
1008	Palolo Valley Homes	10	5,400,000	2,500,000	2,500,000	4,000,000
PHAWID						
	CMB Support Services	250,000	250,000	250,000	250,000	250,000
	ADA Compliance	343,954	10	10	10	10
	Type C Units	10	10	10	10	10

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2014	Work Statement for Year: 2 FFY 2015			Work Statement for Year: 3 FFY 2016		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	43/1053 Hale Hookipa Physical Improvements to Exterior Repairs and Interior Modernization (Design)		300,000	43/1053 Hale Hookipa Physical Improvements to Exterior Repairs and Interior Modernization (Const)		3,000,000
Annual	50/1008 Palolo Valley Homes Physical Improvements Phase 3. Comprehensive MOD including interior and exterior renovations, including electical, plumbing, baths, kitchens, windows, floors, ADA site drainage, parking, sidewalks, landscaping, hazmat, etc. (Const)		1,000,000	43/1063 Nani Olu, Additional Parking (Design)		100,000

Statement	50/1008 Palolo Valley Homes Physical Improvements Phase 4. Comprehensive MOD including interior and exterior renovations, including electical, plumbing, baths, kitchens, windows, floors, ADA site drainage, parking, sidewalks, landscaping, hazmat, etc. (Const)		4,400,000	50/1008 Palolo Valley Homes Physical Improvements Phase 5. Comprehensive MOD including interior and exterior renovations, including electical, plumbing, baths, kitchens, windows, floors, ADA site drainage, parking, sidewalks, landscaping, hazmat, etc. (Const)		2,500,000
	PHA Wide Funding Place Holder for Remaining AMP/Projects (Const/Design)		670	PHA Wide Funding Place Holder for Remaining AMP/Projects (Const/Design)		660
	PHA Wide ADA Place Holder (Const/Design)		10	PHA Wide ADA Place Holder (Const/Design)		10
	PHA Wide Type "C" Funding Place Holder (Const/Design)		10	PHA Wide Type "C" Funding Place Holder (Const/Design)		10
	CMS Support Services Technical Salaries (Const)		250,000	CMS Support Services Technical Salaries (Const)		250,000
	Subtotal of Estimated Cost		$5,950,690	Subtotal of Estimated Cost		$5,850,680

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

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2014	Work Statement for Year: 4 FFY 2017			Work Statement for Year: 5 FFY 2018		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual	31/1005 Kalihi Valley Homes Site and Dwelling Improvement Remaining Construction (Const)		2,096,879	31/1005 Kalihi Valley Homes Site and Dwelling Improvement Remaining Construction (Const)		1,596,879
	43/1063 Nani Olu Additional Parking (Const)		1,000,000	50/1008 Palolo Valley Homes Physical Improvements Phase 5. Comprehensive MOD including interior and exterior renovations, including electical, plumbing, baths, kitchens, windows, floors, ADA site drainage, parking, sidewalks, landscaping, hazmat, etc. (Const)		4,000,000

Statement	50/1008 Paloio Valley Homes Physical Improvements Phase 5. Comprehensive MOD including interior and exterior renovations, including electical, plumbing, baths, kitchens, windows, floors, ADA site drainage, parking, sidewalks, landscaping, hazmat, etc. (Const)		2,500,000	PHA Wide Funding Place Holder for Remaining AMP/Projects (Const/Design)		670
	PHA Wide Funding Place Holder for Remaining AMP/Projects (Const/Design)		660	PHA Wide ADA (Const/Design)		10
	PHA Wide ADA (Const/Design)		10	PHA Wide Type "C" Funding Place Holder (Const/Design)		10
	PHA Wide Type "C" Funding Place Holder (Const/Design)		10	CMS Support Services Technical Salaries (Const)		250,000
	CMS Support Services Technical Salaries (Const)		250,000			
	Subtotal of Estimated Cost		$5,847,559	Subtotal of Estimated Cost		$5,847,569

Reviewed by the Executive Director
December 19, 2013

FOR ACTION

MOTION: To Approve the Updated Utility Allowance Rates for March 1, 2014 to April 30, 2015 for the Section 8 Housing Choice Voucher Program and to Authorize the Executive Director to Accept Comments on the Updated Utility Rates as Required.

I. FACTS

A. Under the provisions of the U.S. Housing Act of 1937, to keep assisted housing affordable for lower-income households, federal housing law directs that the resident's share of rent should equal 30 percent of the household's adjusted monthly income. In interpreting the federal housing law, the U.S. Department of Housing and Urban Development (HUD) has defined the total resident payment for "rent" to include both shelter and the costs for reasonable amounts of utilities. The amount that a Public Housing Authority (PHA) determines is necessary to cover the resident's reasonable utility costs is the utility allowance.

B. Such allowances are estimates of the expenses associated with different types of utilities and their uses. The utilities for which allowances may be provided include electricity, natural gas, propane, fuel oil, wood or coal, and water and sewage service, as well as garbage collection. The functions, or end-uses, covered by an allowance may include space heating, water heating, cooling, refrigeration, lighting, or appliances. Allowances are not provided for telephone service.

C. Whether a household receives an allowance for a given utility service depends on the actual services the voucher holder is responsible for. This is determined by the private landlord and is verified by staff.

II. DISCUSSION

A. The HPHA in cooperation with the City and County of Honolulu, used the electronic tool provided by HUD to determine the utility allowance rate adjustments. All of the allowances are updated using current rates obtained from utility providers. The utility rate data is entered into the HUD tool. The HUD tool is modeled after the Engineering Based Methodology of calculating average utility usage. The tool and rate information are on file at HPHA's Administrative Office and available upon request.

B. There are two basic ways that PHAs calculate utility allowances – Engineering Based Methodology or Consumption Based Methodology.

- Engineering-Based Methodology. Allowances are based on engineering calculations, standardized consumption tables, and/or in-house information; or
- Consumption-Based Methodology. Allowances are developed using actual consumption data from dwelling units in the PHA's portfolio.

C. Due to the nature of the Section 8 program it is not possible for the program to use the Consumption Based Methodology. The HPHA used engineering calculations and technical data to estimate reasonable energy and water consumption for a particular type of dwelling unit or household. The reasonableness of allowances set using the engineering-based methodology depends on assumptions made in the calculations.

D. The first step in establishing allowances with the engineering-based methodology is to develop allowance categories that group dwelling units according to factors that affect consumption requirements such as single family house, duplex, townhouse, high rise, and low rise.

Then, the consumption requirements for the various end-uses to be covered by the allowance – hot water, cooking, lighting, refrigeration, appliances, and/or water – are each determined separately. In some cases, not all of these end-uses are included in an allowance. For example, when a utility is master-metered, it is not included. Depending on the end-use, the consumption requirement may be estimated based on engineering formulas, standardized consumption tables, or in-house information on equipment used or the physical condition of the properties. A more complete, step-by-step description of this method can be found in Chapter 5 of HUD's *Utility Allowance Guidebook.*

E. Advantages of the Engineering-Based Methodology

- The energy requirements of an "energy-conservative household" can be estimated using this methodology. By focusing on what consumption levels should be, this method promotes energy-conservative behavior.

- Allowances do not need to be recalculated every year. Allowances should be recalculated periodically, however, to account for gradual changes in equipment and appliance use and efficiency. They should also be recalculated whenever major changes are made to the developments

- The PHA does not need to obtain actual consumption data for its residents to use this methodology.

F. The chart below reflects a side by side comparison of the proposed 2014 all electric allowance amounts vs. the current all electric allowances by dwelling type and bedroom size, this category had the most significant increase.

All Electric	Prop. 2014	Current	Prop. 2014	Current	Prop. 2014	Current	Prop. 2014	Current	Prop. 2014	Current	Prop. 2014	Current
	0 BR	0 BR	1 BR	1 BR	2 BR	2 BR	3 BR	3 BR	4 BR	4 BR	5 BR	5 BR
Single Family House	151	89	176	128	234	167	287	217	339	260	389	303
Duplex	133	89	155	128	212	167	264	217	314	260	363	303
Townhouse	123	75	143	107	192	141	236	175	277	209	316	245
Highrise	123	75	143	107	192	141	236	175	277	209	316	245
Lowrise	124	75	144	107	201	141	254	175	304	209	354	245

The current allowance amounts are increasing (amounts range from $48-$95) which lowers the amount of rent paid by the voucher holder to the landlord. This increases the amount of assistance paid by HPHA to the landlord.

Here's an example: a landlord is renting his studio in a low rise building for $1000. The tenant's total payment is $224. The landlord is requiring the tenant to pay all of the electric. ($224 - $124 = $100) The tenant pays $100 in rent to the landlord and the HPHA pays $900 to the landlord.

G. Staff consulted with the National Facilities Consultants for assistance in completing the update to the Utility Allowance Rates.

H. The proposed utility allowance rates will be mailed to all voucher holders with a concurrent 60-day review period and a 30-day comment period.

III. RECOMMENDATION

That the Board of Directors Approve the Updated Utility Allowance Rates for March 1, 2014 to April 30, 2015 for the Section 8 Housing Choice Voucher Program and to Authorize the Executive Director to Accept Comments on the Updated Utility Rates as Required.

Prepared by: Stephanie Fo, Acting Section 8 Subsidy Programs Branch Chief SF

Attachments:
2014 Proposed Utility Chart – Single Family House
2014 Proposed Utility Chart – Duplex/Townhouse
2014 Proposed Utility Chart – Highrise
2014 Proposed Utility Chart – Lowrise

Approved by the Board of Directors
on the date set forth above

David Gierlach
Chairperson

Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 4/30/2014)

2014 Proposed Utility Chart

See Public Reporting Statement and Instructions on back

Locality	Unit Type	Date (mm/dd/yyyy)
Hawaii Public Housing Authority	Single Family House	03/01/2014

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Cooking	a. Natural Gas	27	31	36	42	47	53
	b. Bottle Gas						
	c. Oil / Electric	18	22	28	33	38	44
	d. Coal / Other						
Other Electric		97	112	145	178	211	244
Air Conditioning							
Water Heating	a. Natural Gas	43	50	71	89	103	113
	b. Bottle Gas						
	c. Oil / Electric	36	42	61	76	90	101
	d. Coal / Other						
Water		25	27	33	39	45	50
Sewer		84	86	92	99	105	111
Trash Collection							
Range/Microwave		25	25	25	25	25	25
Refrigerator		25	25	25	25	25	25
all elec.		151	176	234	287	339	389

Actual Family Allowances To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

PAYMENT STANDARDS
Effective 11/01/13 for initials, transfers, and port-in and effective 03/01/14 for annual reexaminations, new hap or lease renewals w/o changes

0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
$1140	$1244	$1638	$2414	$2770	$3186	$3601

Number of Bedrooms

Utility or Service	per month cost
Heating	$
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/Microwave	
Refrigerator	
Other	
Total	$

Previous editions are obsolete

form **HUD-52667** (12/97)
ref. Handbook 7420.8

Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 4/30/2014)

2014 Proposed Utility Chart

See Public Reporting Statement and Instructions on back

Locality	Unit Type	Date (mm/dd/yyyy)
Hawaii Public Housing Authority	Duplex/Townhouse	03/01/2014

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Cooking	a. Natural Gas	27	31	36	42	47	53
	b. Bottle Gas						
	c. Oil / Electric	18	21	28	33	38	44
	d. Coal / Other						
Other Electric		80	92	123	155	187	219
Air Conditioning							
Water Heating	a. Natural Gas	43	50	71	89	103	113
	b. Bottle Gas						
	c. Oil / Electric	35	42	61	76	89	100
	d. Coal / Other						
Water		25	27	33	39	45	50
Sewer		84	86	92	99	105	111
Trash Collection							
Range/Microwave		25	25	25	25	25	25
Refrigerator		25	25	25	25	25	25
all elec.		133	155	212	264	314	363

Actual Family Allowances To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

PAYMENT STANDARDS
Effective 11/01/13 for initials, transfers, and port-in and effective 03/01/14
for annual reexaminations, new hap or lease renewals w/o changes

0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
$1140	$1244	$1638	$2414	$2770	$3186	$3601

Number of Bedrooms

Utility or Service	per month cost
Heating	$
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/Microwave	
Refrigerator	
Other	
Total	$

Previous editions are obsolete

form **HUD-52667** (12/97)
ref. Handbook 7420.8

277

Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 4/30/2014)

2014 Proposed Utility Chart

See Public Reporting Statement and Instructions on back

Locality	Unit Type	Date (mm/dd/yyyy)
Hawaii Public Housing Authority	Highrise	03/01/2014

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Cooking	a. Natural Gas	27	31	36	42	47	53
	b. Bottle Gas						
	c. Oil / Electric	18	21	27	33	38	44
	d. Coal / Other						
Other Electric		70	81	104	127	151	174
Air Conditioning							
Water Heating	a. Natural Gas	43	50	71	89	103	113
	b. Bottle Gas						
	c. Oil / Electric	35	41	61	76	88	98
	d. Coal / Other						
Water		25	27	33	39	45	52
Sewer		64	66	72	78	85	91
Trash Collection							
Range/Microwave		25	25	25	25	25	25
Refrigerator		25	25	25	25	25	25
all elec.		123	143	192	236	277	316

Actual Family Allowances To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

PAYMENT STANDARDS
Effective 11/01/13 for initials, transfers, and port-in and effective 03/01/14
for annual reexaminations, new hap or lease renewals w/o changes

0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
$1140	$1244	$1638	$2414	$2770	$3186	$3601

Number of Bedrooms

Utility or Service	per month cost
Heating	$
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/Microwave	
Refrigerator	
Other	
Total	$

Previous editions are obsolete

form **HUD-52667** (12/97)
ref. Handbook 7420.8

Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 4/30/2014)

2014 Proposed Utility Chart

See Public Reporting Statement and Instructions on back

Locality	Unit Type	Date (mm/dd/yyyy)
Hawaii Public Housing Authority	Lowrise	03/01/2014

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Cooking	a. Natural Gas	27	31	36	42	47	53
	b. Bottle Gas						
	c. Oil / Electric	18	21	27	33	38	44
	d. Coal / Other						
Other Electric		71	82	113	145	178	210
Air Conditioning							
Water Heating	a. Natural Gas	43	50	71	89	103	113
	b. Bottle Gas						
	c. Oil / Electric	35	41	61	76	88	100
	d. Coal / Other						
Water		25	27	33	39	45	52
Sewer		64	66	72	78	85	91
Trash Collection							
Range/Microwave		25	25	25	25	25	25
Refrigerator		25	25	25	25	25	25
all elec.		124	144	201	254	304	354

Actual Family Allowances To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

PAYMENT STANDARDS
Effective 11/01/13 for initials, transfers, and port-in and effective 03/01/14 for annual reexaminations, new hap or lease renewals w/o changes

0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
$1140	$1244	$1638	$2414	$2770	$3186	$3601

Number of Bedrooms

Utility or Service	per month cost
Heating	$
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/Microwave	
Refrigerator	
Other	
Total	$

form **HUD-52667** (12/97)
ref. Handbook 7420.8

Previous editions are obsolete

Property Management and Maintenance Services Branch (PMMSB)
Report for the Months of September/October/November/December 2013

A. Occupancy (Goal 98%)

- Property Management's lease up activity consisted of the following:

	Federal Public Housing			Reason for Transfer
	9/13	10/13	11/13	
New Move-ins from the Waitlist	23	38	19	
Internal Transfers	5	6	1	**12 – RRA
Vacancy (tenants who vacated from the program)	22	28	23	

	State Public Housing			Reason for Transfer
	9/13	10/13	11/13	
New Move-ins from the Waitlist	10	8	9	
Internal Transfers	1	2	0	** 3 - RRA
Vacancy (tenants who vacated from the program)	6	6	9	

Totals are as of November 30, 2013
**RRA – Request for Reasonable Accommodation
H&S – Health & Safety (unit deemed uninhabitable due to flooding, loss of electrical power, etc.).

As of November 30, 2013, HPHA has a total of 100 approved RRA statewide (Oahu – 94, Maui – 2, Hilo – 1 & Kauai – 3). These approved internal RRA tenants are waiting for a transfer to a suitable unit.

B. Property Manage ment scheduled and heard a total of six formal grievance hearing cases since September 2013 due to tenants being in violation of their rental agreements. One grievance hearing request was cancelled by the tenant.

C. Rent Collection (from January 2013 to the end of November 2013)

Non vacated delinquencies were reduced from 1,039 families owing approximately $578,858.67 to 618 families owing $255,708.88 in back rent. AMPs are continuing to submit eviction referrals for non-payment of rent, and we encourage the AMP managers to meet with the residents to enter into a repayment plan to assist the tenant on keeping up with their rent payments.

D. Program Activities

- Completed the transitioning of the Applications Office now located in Building L effective October 1, 2013.
- Property Management staff received training in Public Housing Rent Calculation from November 4 – 6, 2013. Approximately 13 new employees to the program were able to benefit from this training to enhance their ability to correctly calculate rent within the HUD and PH guidelines.
- PMMSB has been assisting in formulizing the PHA 5 Year and Annual Plan.

E. Plann ed Activities

- AMPs will conduct their quarterly tenant meetings to keep the tenants abreast of resident associations status, construction concerns and updates, securing their homes during the holiday season, reminders to pay their rent on time and to notify the tenants of Christmas events that are scheduled for their own property.
- The Oahu AMPs continue to assist each other by holding mass re-certification interviews, verifying tenant information and inputting the data into the Elite system. This teamwork will assist the Oahu AMPs in bringing their late recertification to current.
- AMP 45 will continue to conduct after-hours project visits due to complaints received from tenants about illegal activities on property.

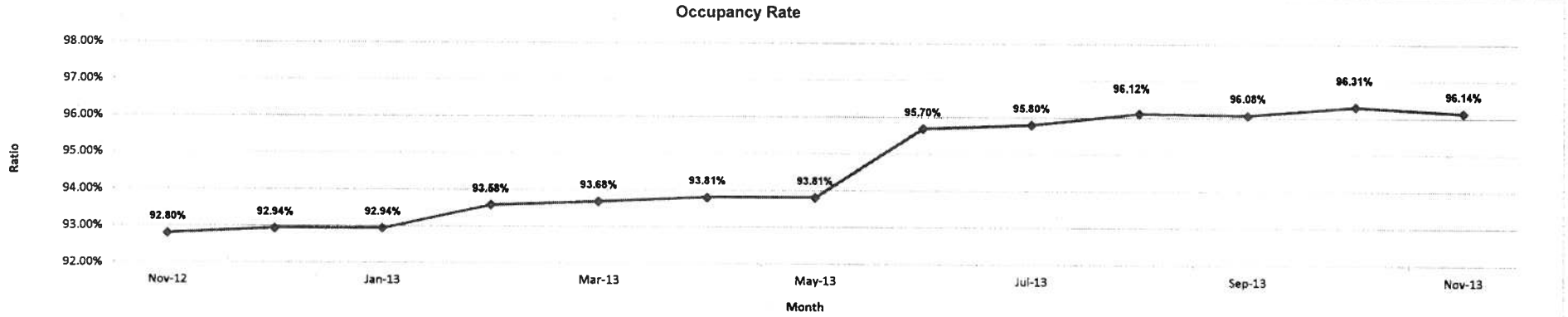
FEDERAL PUBLIC HOUSING

Occupancy from November 2012 to November 2013

	Nov-12			Dec-12			Jan-13			Feb-13			Mar-13			Apr-13		
	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio
Hawaii	620	571	92.10%	627	576	91.87%	627	577	92.03%	627	587	93.62%	627	584	93.14%	627	588	93.78%
Kauai	321	281	87.54%	321	278	86.60%	321	276	85.98%	321	281	87.54%	321	290	90.34%	321	297	92.52%
Maui	196	172	87.76%	196	170	86.73%	196	167	85.20%	196	165	84.18%	196	162	82.65%	196	158	80.61%
Oahu	3,574	3,348	93.68%	3,573	3,360	94.04%	3,574	3,365	94.15%	3,574	3,382	94.63%	3,574	3,384	94.68%	3,576	3,385	94.66%
Total	4,711	4,372	92.80%	4,717	4,384	92.94%	4,718	4,385	92.94%	4,718	4,415	93.58%	4,718	4,420	93.68%	4,720	4,428	93.81%

Cumulative (12 Months) 11/12 - 11/13	
Units	61,335
Tenats	58,020
Ratio	94.60%

	May-13			Jun-13			Jul-13			Aug-13			Sep-13			Oct-13			Nov-13		
	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio
Hawaii	627	588	93.78%	627	594	94.74%	627	593	94.58%	627	595	94.90%	627	592	94.42%	627	594	94.74%	627	591	94.26%
Kauai	321	297	92.52%	319	303	94.98%	319	306	95.92%	319	307	96.24%	320	307	95.94%	321	308	95.95%	321	306	95.33%
Maui	196	158	80.61%	196	177	90.31%	196	171	87.24%	196	172	87.76%	196	171	87.24%	196	172	87.76%	196	172	87.76%
Oahu	3,576	3,385	94.66%	3,576	3,441	96.22%	3,576	3,450	96.48%	3,576	3,461	96.78%	3,576	3,464	96.87%	3,576	3,472	97.09%	3,576	3,469	97.01%
Total	4,720	4,428	93.81%	4,718	4,515	95.70%	4,718	4,520	95.80%	4,718	4,535	96.12%	4,719	4,534	96.08%	4,720	4,546	96.31%	4,720	4,538	96.14%



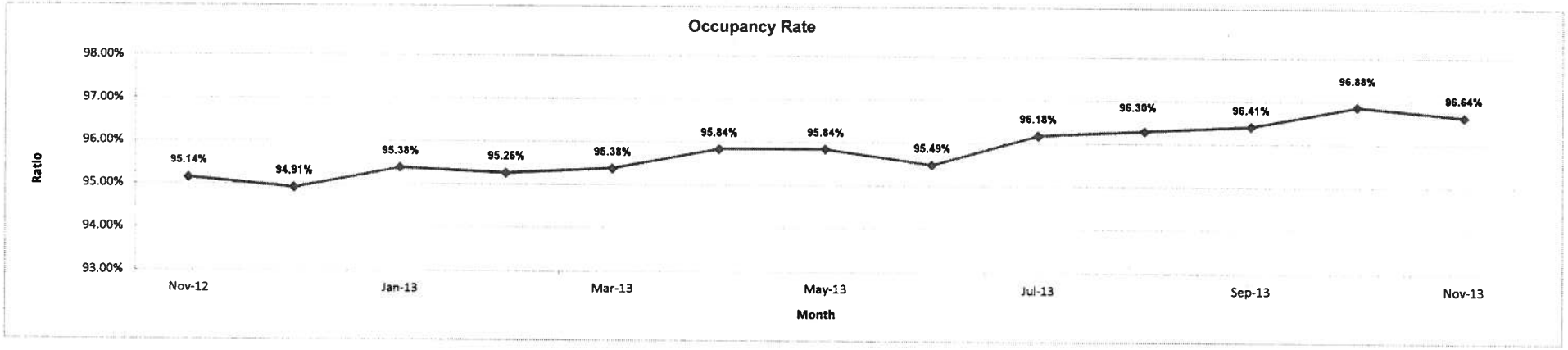
STATE PUBLIC HOUSING

Occupancy from November 2012 to November 2013

	Nov-12			Dec-12			Jan-13			Feb-13			Mar-13			Apr-13		
	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio
Hawaii	56	47	83.93%	56	48	85.71%	56	49	87.50%	56	49	87.50%	56	48	85.71%	56	48	85.71%
Kauai	26	25	96.15%	26	24	92.31%	26	22	84.62%	26	22	84.62%	26	22	84.62%	26	22	84.62%
Maui	32	26	81.25%	32	25	78.13%	32	25	78.13%	32	25	78.13%	32	26	81.25%	32	24	75.00%
Oahu	751	725	96.54%	751	724	96.40%	751	729	97.07%	751	728	96.94%	751	729	97.07%	751	735	97.87%
Total	865	823	95.14%	865	821	94.91%	865	825	95.38%	865	824	95.26%	865	825	95.38%	865	829	95.84%

Cumulative (12 Months) 11/12 - 11/13	
Units	11,239
Tenants	10,769
Ratio	95.82%

	May-13			Jun-13			Jul-13			Aug-13			Sep-13			Oct-13			Nov-13		
	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio
Hawaii	56	48	85.71%	56	48	85.71%	56	51	91.07%	56	50	89.29%	56	50	89.29%	56	50	89.29%	56	50	89.29%
Kauai	26	22	84.62%	26	24	92.31%	26	24	92.31%	26	24	92.31%	26	24	92.31%	26	25	96.15%	26	25	96.15%
Maui	32	24	75.00%	32	23	71.88%	32	24	75.00%	32	24	75.00%	32	24	75.00%	32	25	78.13%	32	24	75.00%
Oahu	751	735	97.87%	750	730	97.33%	750	732	97.60%	750	734	97.87%	750	735	98.00%	750	737	98.27%	750	736	98.13%
Total	865	829	95.84%	864	825	95.49%	864	831	96.18%	864	832	96.30%	864	833	96.41%	864	837	96.88%	864	835	96.64%



283

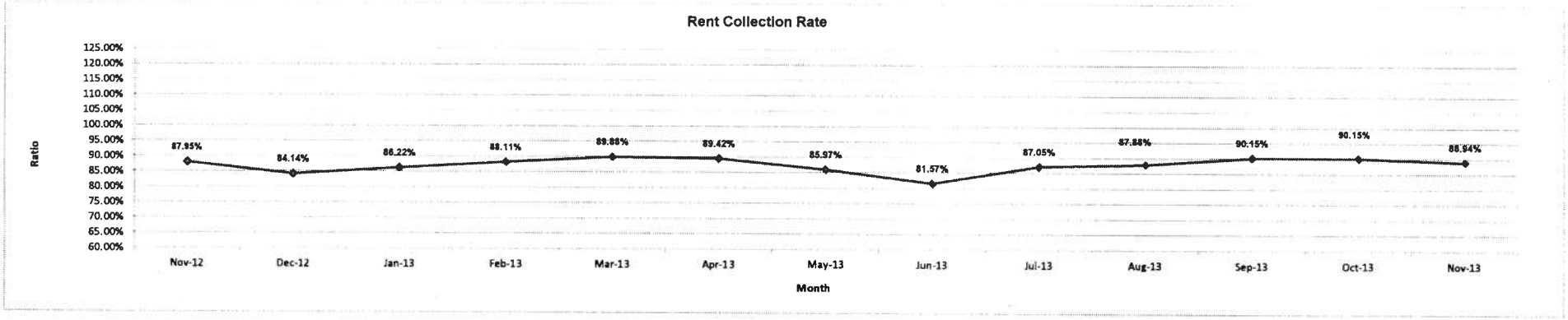
FEDERAL PUBLIC HOUSING

Rent Collection from November 2012 to November 2013

	Nov-12			Dec-12			Jan-13			Feb-13			Mar-13			Apr-13		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	$115,419.00	$105,516.58	91.42%	$118,685.49	$100,465.11	84.65%	$120,935.00	$107,016.94	88.49%	$121,050.10	$108,138.56	89.33%	$123,808.68	$113,174.38	91.41%	$129,873.30	$111,873.60	86.27%
Kauai	$70,712.00	$57,227.00	80.93%	$72,785.00	$56,776.29	78.01%	$72,979.00	$61,222.92	83.89%	$72,407.00	$59,848.00	82.65%	$77,168.00	$66,422.00	86.07%	$78,489.00	$68,647.50	87.45%
Maui	$48,300.00	$39,985.48	82.79%	$47,318.00	$38,117.48	80.56%	$47,832.00	$40,745.13	85.18%	$48,676.67	$44,266.72	89.11%	$49,710.67	$45,416.13	91.38%	$46,990.79	$40,270.12	85.70%
Oahu	$953,683.92	$842,175.47	88.31%	$937,113.33	$793,999.98	84.73%	$944,175.97	$813,564.69	86.17%	$958,859.48	$846,874.46	88.32%	$973,891.50	$875,663.63	89.91%	$973,518.13	$877,858.04	90.17%
Total	$ 1,188,114.92	$ 1,044,904.53	87.99%	$ 1,175,901.82	$ 989,358.86	84.14%	$ 1,185,921.97	$ 1,022,549.68	86.22%	$ 1,201,993.26	$ 1,059,127.74	88.11%	$ 1,224,578.85	$ 1,100,676.14	89.88%	$ 1,228,681.22	$ 1,098,649.26	89.42%

Cumulative (12 Months) 11/12 - 11/13		
Charges	$	15,724,634.96
Collections	$	13,759,113.77
Total	$	(1,965,521.19)
Ratio		87.50%

	May-13			Jun-13			Jul-13			Aug-13			Sep-13			Oct-13			Nov-13		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	$121,317.30	$106,077.26	87.44%	$120,622.20	$103,068.13	85.45%	$128,171.87	$113,642.05	88.66%	$122,224.49	$111,930.82	91.58%	$122,679.48	$114,190.86	93.08%	$122,679.48	$114,190.86	93.08%	$122,173.88	$109,997.00	90.03%
Kauai	$86,045.00	$70,470.09	81.90%	$85,288.00	$65,864.09	77.23%	$82,113.00	$66,030.92	80.41%	$82,910.00	$63,169.00	76.19%	$83,909.42	$64,935.50	77.39%	$83,909.42	$64,935.50	77.39%	$82,669.75	$61,890.59	74.86%
Maui	$46,034.00	$37,002.06	80.38%	$47,105.00	$35,683.67	75.75%	$55,093.50	$44,438.99	80.66%	$52,056.00	$43,621.34	83.80%	$61,213.00	$50,791.28	82.97%	$61,213.00	$50,791.28	82.97%	$63,451.00	$48,933.62	77.12%
Oahu	$977,304.94	$844,507.77	86.41%	$964,457.80	$788,482.29	81.75%	$986,186.95	$865,426.80	87.75%	$949,611.14	$841,859.88	88.65%	$939,433.15	$858,449.09	91.38%	$939,433.15	$858,449.09	91.38%	$930,137.00	$845,017.73	90.85%
Total	$ 1,230,701.24	$ 1,058,057.18	85.97%	$ 1,217,473.00	$ 993,098.18	81.57%	$ 1,251,565.32	$ 1,089,538.76	87.05%	$ 1,206,801.63	$ 1,060,581.04	87.88%	$ 1,207,235.05	$ 1,088,366.73	90.15%	$ 1,207,235.05	$ 1,088,366.73	90.15%	$ 1,196,431.63	$ 1,065,838.94	88.94%



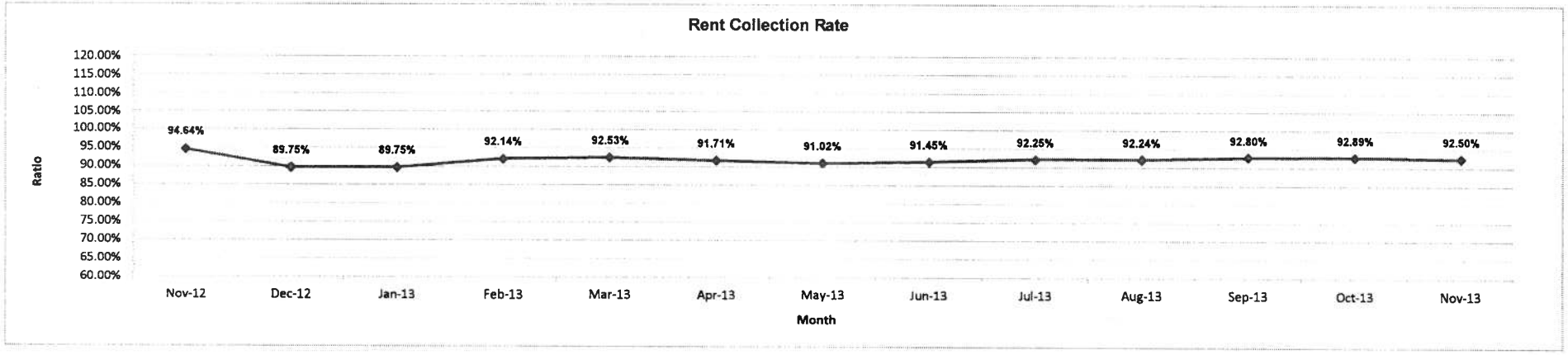
STATE PUBLIC HOUSING

Rent Collection from November 2012 to November 2013

	Nov-12			Dec-12			Jan-13			Feb-13			Mar-13			Apr-13		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	$ 14,094.00	$ 11,083.00	78.64%	$ 15,888.00	$ 10,349.50	65 14%	$ 15,888 00	$ 10,349.50	65.14%	$ 16,989.50	$ 13,585 50	79 96%	$ 16,734.00	$ 13,546.00	80.95%	$ 15,814 00	$ 12,780.00	80.81%
Kauai	$ 5,076.19	$ 3,875 19	76.34%	$ 5,886.00	$ 4,476 00	76 04%	$ 5,886.00	$ 4,476.00	76.04%	$ 4,728.81	$ 4,240 81	89.68%	$ 4,850.76	$ 4,433.76	91.40%	$ 4,797 81	$ 4,778.47	99.60%
Maui	$ 5,514.00	$ 3,457.00	62 69%	$ 4,782.00	$ 3,197.00	66.85%	$ 4,782.00	$ 3,197.00	66.85%	$ 4,744.00	$ 3,803 00	80.16%	$ 4,353.00	$ 3,037.00	69.77%	$ 4,303.00	$ 3,059.00	71.09%
Oahu	$ 223,737.00	$ 216,686.24	96.85%	$ 231,450.52	$ 213,525.93	92.26%	$ 231,450.52	$ 213,525.93	92.26%	$ 234,896.90	$ 219,180 72	93.31%	$ 235,923.00	$ 221,276.42	93.79%	$ 256,198.40	$ 237,192.70	92.58%
Total	$ 248,421.19	$ 235,101.43	94.64%	$ 258,006.52	$ 231,548.43	89.75%	$ 258,006.52	$ 231,548.43	89.75%	$ 261,359.21	$ 240,810.03	92.14%	$ 261,860.76	$ 242,293.18	92.53%	$ 281,113.21	$ 257,810.17	91.71%

Cumulative (12 Months) 11/12 - 11/13	
Charges	$ 3,465,061.45
Collections	$ 3,186,962.71
Total	$ (278,098.74)
Ratio	91.97%

	May-13			Jun-13			Jul-13			Aug-13			Sep-13			Oct-13			Nov-13		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	$ 15,502 00	$ 11,566.00	74.61%	$ 22,748.00	$ 18,247.50	80.22%	$ 16,837.00	$ 12,440.33	73.89%	$ 18,340 00	$ 14,673 33	80 01%	$ 18,109.00	$ 15,181.00	83.83%	$ 17,658.00	$ 14,252.00	80.71%	$ 18,239.00	$ 14,824 00	81.28%
Kauai	$ 4,668.81	$ 4,184.86	89.63%	$ 5,444.81	$ 4,837.81	88.85%	$ 4,972.81	$ 4,406.81	88.62%	$ 5,629.00	$ 4,776 00	84.85%	$ 5,488.00	$ 5,004.00	91 18%	$ 5,134.00	$ 4,631.00	90.20%	$ 5,868.00	$ 5,345.00	91.09%
Maui	$ 4,140 00	$ 3,115.00	75.24%	$ 4,134.00	$ 2,827.00	68.38%	$ 4,188.00	$ 3,071.00	73.33%	$ 4,460.00	$ 3,576 00	80.18%	$ 4,154.00	$ 3,184.00	76.65%	$ 4,678.00	$ 3,468.00	74 13%	$ 4,119.00	$ 2,923.00	70.96%
Oahu	$ 236,283.40	$ 218,331.82	92.40%	$ 244,025.00	$ 226,812.96	92 95%	$ 235,618.40	$ 221,416.94	93.97%	$ 252,536.40	$ 236,142 40	93.51%	$ 240,358.02	$ 225,447.05	93 80%	$ 250,488.34	$ 235,849.18	94 16%	$ 242,473.05	$ 227,317.05	93.75%
Total	$ 260,594.21	$ 237,197.68	91.02%	$ 276,351.81	$ 252,725.27	91.45%	$ 261,616.21	$ 241,335.08	92.25%	$ 280,965.40	$ 259,167.73	92.24%	$ 268,109.02	$ 248,816.05	92.80%	$ 277,958.34	$ 258,200.18	92.89%	$ 270,699.05	$ 250,409.05	92.50%



Federal LIPH
HPHA Project Overview Report
as of 11/30/2013

	Occupancy*							
AMP	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Move-Outs	Transfers	Units Rent Ready
30P-Aiea	363	348	11	95.87%	2	3	0	3
31P-KVH	373	369	3	98.93%	2	1	0	1
32P-MWH	364	357	4	98.08%	1	1	0	3
33P-Kam/Kaamanu	373	373	0	100.00%	2	0	0	0
34P-Kalakaua	583	578	4	99.14%	2	4	0	1
35P-Kalanihuia	587	584	3	99.49%	3	2	0	0
37P-Hilo	322	293	28	90.99%	1	3	0	0
38P-Kauai	321	306	7	95.33%	1	3	0	1
39P-Maui	196	172	23	87.76%	2	2	0	1
40P-KPT	170	166	3	97.65%	0	1	1	1
43P-Kona	202	197	2	97.52%	2	1	1	3
44P-Leeward Oahu	260	245	15	94.23%	2	3	0	0
45P-Windward Oahu	235	224	2	95.32%	1	1	0	0
46P-Kamuela	103	101	0	98.06%	1	0	0	1
49P-Central Oahu	150	131	17	87.33%	0	0	0	2
50P-Palolo	118	94	24	79.66%	0	1	0	0
Total	**4,720**	**4,538**	**146**	**96.14%**	**22**	**26**	**2**	**17**

	Non Vacated Delinquencies**				Collection Rate		
AMP	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
30P-Aiea	24	10,333.73	12	11,171.83	$ 136,793.14	$ 123,669.49	**90.41%**
31P-KVH	71	8,930.93	65	19,376.74	$ 94,868.10	$ 82,329.11	**86.78%**
32P-MWH	13	3,649.92	7	6,876.79	$ 96,267.06	$ 87,851.15	**91.26%**
33P-Kam/Kaamanu	12	2,674.34	6	6,424.00	$ 78,941.00	$ 75,048.00	**95.07%**
34P-Kalakaua	20	7,109.64	9	26,140.20	$ 141,381.46	$ 134,492.64	**95.13%**
35P-Kalanihuia	10	3,387.00	5	5,214.00	$ 154,754.91	$ 150,465.18	**97.23%**
37P-Hilo	8	657.22	7	286.00	$ 62,456.68	$ 57,253.46	**91.67%**
38P-Kauai	44	19,017.28	39	30,130.00	$ 82,669.75	$ 61,890.59	**74.86%**
39P-Maui	36	11,706.00	21	19,964.00	$ 63,451.00	$ 48,933.62	**77.12%**
40P-KPT	5	2,829.60	2	576.40	$ 60,854.00	$ 53,646.65	**88.16%**
43P-Kona	20	3,953.67	12	2,794.00	$ 39,778.20	$ 34,175.44	**85.91%**
44P-Leeward Oahu	86	15,994.11	51	18,933.98	$ 50,157.00	$ 29,361.96	**58.54%**
45P-Windward Oahu	1	875.78	0	0.00	$ 55,145.00	$ 53,056.22	**96.21%**
46P-Kamuela	6	194.17	6	12,264.76	$ 19,939.00	$ 18,568.10	**93.12%**
49P-Central Oahu	9	1,201.79	5	2,447.00	$ 38,704.00	$ 34,972.00	**90.36%**
50P-Palolo	3	340.00	4	254.00	$ 22,271.33	$ 20,125.33	**90.36%**
Total	**368**	**$ 92,855.18**	**251**	**$ 162,853.70**	**$ 1,198,431.63**	**$ 1,065,838.94**	**88.94%**

* Occupancy also counts Scheduled for Modernization Units.

** Occupancy reflects removal of KPT Units.

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

Federal LIPH
HPHA Island Overview Report
as of 11/30/2013

	Occupancy *								LIPH and Elderly Waiting List**				
Island	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Move-Outs	Transfers	Units Rent Ready	HUD Income Limit	# of HoH	% of WL	Avg Family Size	Avg Bedroom Size
Hawaii	627	591	30	94.26%	4	4	1	4	Average Income	28	0.39%	7.33	3.41
Kauai	321	306	7	95.33%	1	3	0	1	Low Income (80%)	42	0.59%	2.90	2.09
Maui	196	172	23	87.76%	2	2	0	1	Very Low Inc. (50%)	388	5.45%	2.79	1.87
Oahu	3,576	3,469	86	97.01%	15	17	1	11	Extrmly Low Inc. (30%)	6,661	93.57%	2.47	1.68
Total	**4,720**	**4,538**	**146**	**96.14%**	**22**	**26**	**2**	**17**		**7,119**	**100.00%**	**2.51**	**1.70**

	Non Vacated Delinquencies***				Collection Rate ****		
Island	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	34	$ 4,805.06	25	$ 15,344.76	$ 122,173.88	$ 109,997.00	**90.03%**
Kauai	44	$ 19,017.28	39	$ 30,130.00	$ 82,669.75	$ 61,890.59	**74.86%**
Maui	36	$ 11,706.00	21	$ 19,964.00	$ 63,451.00	$ 48,933.62	**77.12%**
Oahu	254	$ 57,326.84	165	$ 97,414.94	$ 930,137.00	$ 845,017.73	**90.85%**
Total	**368**	**$ 92,855.18**	**250**	**$ 162,853.70**	**$ 1,198,431.63**	**$ 1,065,838.94**	**88.94%**

* Occupancy also counts Scheduled for Modernization Units.
* Occupancy reflects removal of KPT Units.
** Please notice WL Income Limits assumes 2010 HUD Family Income Limit for Hawaii.
*** Delinquencies and Collections reflect only Rents, Prepays and Payment Agreements (Bill Code 0001 and 0006).
**** Lower Collection rate due to mailing label errors.

State LIPH
HPHA Island Overview Report
as of 11/30/2013

	Occupancy*								LIPH and Elderly Waiting List**				
Island	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Move-Outs	Transfers	Units Rent Ready	HUD Income Limit	# of HoH	% of WL	Avg Family Size	Avg Bedroom Size
Hawaii	56	50	4	89.29%	0	1	0	0	Average Income	19	0.36%	7.50	3.50
Kauai	26	25	0	96.15%	1	0	0	1	Low Income (80%)	26	0.50%	2.33	1.56
Maui	32	24	8	75.00%	0	1	0	0	Very Low Inc. (50%)	302	5.79%	2.51	1.50
Oahu	750	736	5	98.13%	9	7	0	3	Extrmly Low Inc. (30%)	4,870	93.35%	2.28	1.43
Total	**864**	**835**	**17**	**96.64%**	**10**	**9**	**0**	**4**		**5,217**	**100.00%**	**2.32**	**1.44**

	Non Vacated Delinquencies***				Collection Rate		
Island	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	9	$ 4,659.00	4	$ 10,909.00	$ 18,239.00	$ 14,824.00	**81.28%**
Kauai	1	$ 92.00	2	$ 456.00	$ 5,868.00	$ 5,345.00	**91.09%**
Maui	4	$ 1,055.00	2	$ 10,467.00	$ 4,119.00	$ 2,923.00	**70.96%**
Oahu	33	$ 21,320.58	20	$ 44,788.00	$ 242,473.05	$ 227,317.05	**93.75%**
Total	**47**	**$ 27,126.58**	**28**	**$ 66,620.00**	**$ 270,699.05**	**$ 250,409.05**	**92.50%**

* Occupancy also counts Scheduled for Modernization Units.

** Please notice WL Income Limits assumes 2010 HUD Family Income Limit for Hawaii.

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

State LIPH
HPHA Project Overview Report
as of 11/30/2013

	Occupancy *							
Project	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Move-Outs	Transfers	Units Rent Ready
2201-Hauiki	46	45	0	97.83%	0	0	0	0
2202-Puahala Homes	128	123	2	96.09%	0	2	0	2
2204-Kawailehua	26	25	0	96.15%	1	0	0	1
2205-Kahale Mua	32	24	8	75.00%	0	1	0	0
2206-Lokahi	30	27	2	90.00%	0	0	0	0
2207-Ke Kumu Elua	26	23	2	88.46%	0	1	0	0
2401-Hale Po'ai	206	203	2	98.54%	1	1	0	0
2402-La'iola	108	105	1	97.22%	2	1	0	1
2403-Kamalu-Ho'olulu	221	220	0	99.55%	4	2	0	0
2404-Halia Hale	41	40	0	97.56%	2	1	0	0
Total	**864**	**835**	**17**	**96.64%**	**10**	**9**	**0**	**4**

	Non Vacated Delinquencies**				Collection Rate		
Project	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
2201-Hauiki	8	$ 4,806.00	5	$ 21,821.00	$ 19,412.20	$ 16,486.20	**84.93%**
2202-Puahala Homes	25	$ 16,514.58	15	$ 22,967.00	$ 48,934.45	$ 37,794.45	**77.23%**
2204-Kawailehua	1	$ 92.00	2	$ 456.00	$ 5,868.00	$ 5,345.00	**91.09%**
2205-Kahale Mua	4	$ 1,055.00	2	$ 10,467.00	$ 4,119.00	$ 2,923.00	**70.96%**
2206-Lokahi	2	$ 800.00	0	$ -	$ 11,464.00	$ 10,394.00	**90.67%**
2207-Ke Kumu Elua	7	$ 3,859.00	4	$ 10,909.00	$ 6,775.00	$ 4,430.00	**65.39%**
2401-Hale Po'ai	0	$ -	0	$ -	$ 57,897.00	$ 57,897.00	**100.00%**
2402-La'iola	0	$ -	0	$ -	$ 38,273.40	$ 37,406.40	**97.73%**
2403-Kamalu-Ho'olulu	0	$ -	0	$ -	$ 67,315.00	$ 67,092.00	**99.67%**
2404-Halia Hale	0	$ -	0	$ -	$ 10,641.00	$ 10,641.00	**100.00%**
Total	**47**	**$ 27,126.58**	**28**	**$ 66,620.00**	**$ 270,699.05**	**$ 250,409.05**	**92.50%**

* Occupancy also counts Scheduled for Modernization Units.

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

Section 8 Subsidy Programs Branch
Report for October/November 2013

A. Accomplishments

- Voucher lease up update activity for October 2013:

  a. A total of 9 families moved into new homes in October 2013. This total includes 7 Veteran's Administration Supportive Housing (VASH) and 2 transfers.

  b. VASH currently has 21 applicants conducting housing search; 11 in the eligibility process.

  c. HPHA is currently assisting 1963 Housing Choice Voucher families and 188 Rent Supplement Program families with rental assistance payments.

- Voucher lease up activity for November 2013:

  a. VASH – Veteran's Administration Supportive Housing Vouchers:
     - 16 applicants conducting housing search
     - 4 executed leases and HAP contracts

  b. Kuhio Park Towers – Project Based Section 8:
     - 3 vacancies
     - 2 units passed HQS inspection but waiting for KPT "corporate approval" before families can move in.
     - 1 unit not yet ready for HQS inspection, per Inspection Supervisor

  c. Palolo Valley Homes – Project Based Section 8:
     - 3 families executed leases and HAP contracts
     - 2 passed HQS inspection waiting for move-in dates from management agent
     - 1 being processed and will be submitted for HQS inspection
     - 1 pending Palolo's decision

  d. Housing Choice Vouchers:
     - 2 families executed leases and HAP contracts
     - 1 applicant conducting housing search

  e. Port-In (from other agencies)
     - 3 conducting housing search
     - 1 executed lease and HAP contract

- HPHA is currently assisting 1963 families with voucher rental assistance payments in November 2013 and 188 with rent supplement payments.

- Completed Palolo Valley Homes' waitlist purge with the assistance from Mutual Housing in November 2013.

- Inspections update:
  In October 2013, a total of 182 inspections were conducted by HPHA staff, 92 failed inspections, 17 requests for rental housing failed the rent comparison test. In November 2013, 140 inspections were conducted and completed by HPHA staff. There were 60 inspections that failed at the time of the first inspection and 13 rent comparables that failed during November 2013.

- The Family Self Sufficiency (FSS) program assisted 79 Section 8 clients in October 2013. There were 36 active escrow accounts, with a total account balance of $88,960, 4 families attended orientation, 2 enrolled and 6 applied.

  Family Self Sufficiency program update for November 2013:
  The Family Self Sufficiency (FSS) program assisted 78 Section 8 clients in November 2013. There are 33 active escrow accounts, with a total account balance of $115,400.

B. Planned Activities

- Recruit 3 vacant Supervisor positions.

- Correct 9 late recertifications in PIC.

- Correct late HQS reporting in PIC for 35 families.

- Investigate 3 people on multiple subsidy report.

- Enter Kuhio Park Towers waitlist into Elite software program.

Hearings Office
Report for October/November 2013

A. Accomplishments

- Eviction cases heard for November 2013-15 cases, 8 for rent, 7 for non rent. For September 2012 through November 2013, a total of 210 cases were referred with a total of 100 families evicted for this period.
- Track AMP Delinquencies and Report to ED/PMMSB
- Prepare Record on Appeal for Circuit Court Appeals

B. Planned Activities

- Evaluate, review and revise eviction referrals for compliance with Section 356D, Hawaii Revised Statutes (Public Housing-Evictions).
- Conduct Statewide Administrative eviction hearings in compliance with laws, rules, and regulations.
- Prepare Findings of Facts, Conclusions of Law, Decision and Order, and other legal documents.
- Update hearings staff on revisions to law, rules and regulations governing public housing Tenants' rights and responsibilities.
- Subpoena Police Reports and Witnesses.
- Schedule Breach of Conditions Cases for Due Process Hearing.
- Continue to work with Management to refer rent and non rent cases in a timely manner.
- Continue to recruit resident and non-resident statewide eviction board members.
- Schedule federal statewide eviction hearings in a timely manner.
- Work with IT department to establish video conference capacity with neighbor island projects to conduct eviction hearings.

HEARINGS OFFICE-STATEWIDE FEDERAL EVICTION REFERRALS-November 30, 2013

Total # of Cases Heard for the Month of November 2013: 15

(Oahu & Neighbor Islands)

Decisions Rendered:	Rent Violations	Other Violations
Eviction	0	5
Evict w/cond	4	1
10-day cure	0	0
Withdrawn/Dismiss	0	1
Continued	4	0
Total	8	7

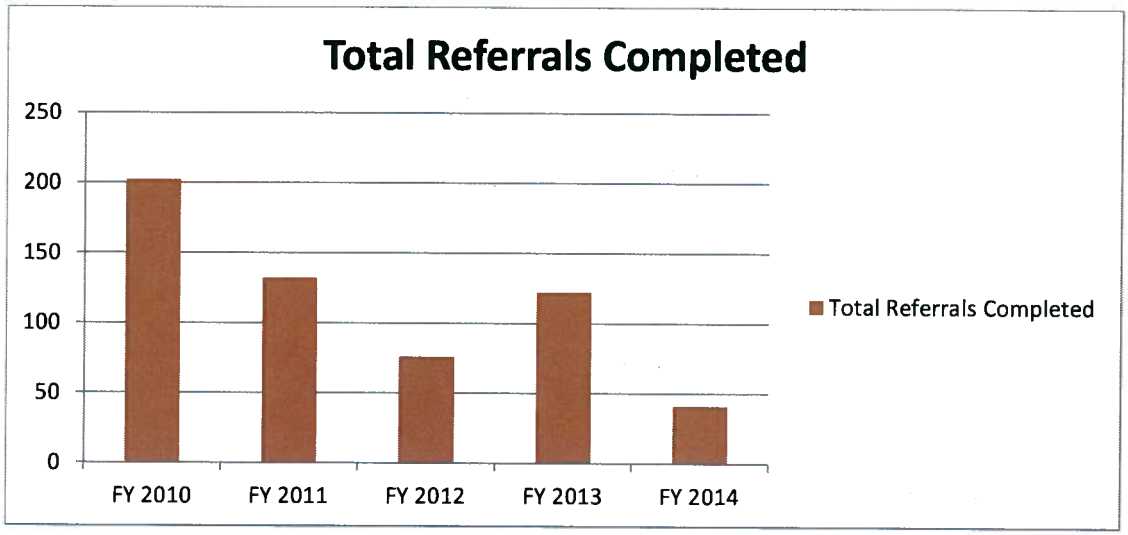
Delinquent balances for rent cases evicted for November 2013 = 0

	REFERRALS								
	REASON FOR REFERRAL			RESULT OF EVICTION REFERRAL					
MONTH	Total	Rent	Other	Evict	Evict with Cond	10-day Cure	Dismiss	Continued	Completed
FY 2010	263	223	40	109	83	4	6	61	202
FY 2011	178	140	38	68	54	5	5	46	132
FY 2012	106	84	22	40	32	1	3	30	76
FY 2013	160	119	41	76	37	3	6	38	122
FY 2014	60	47	13	29	18	0	3	10	41

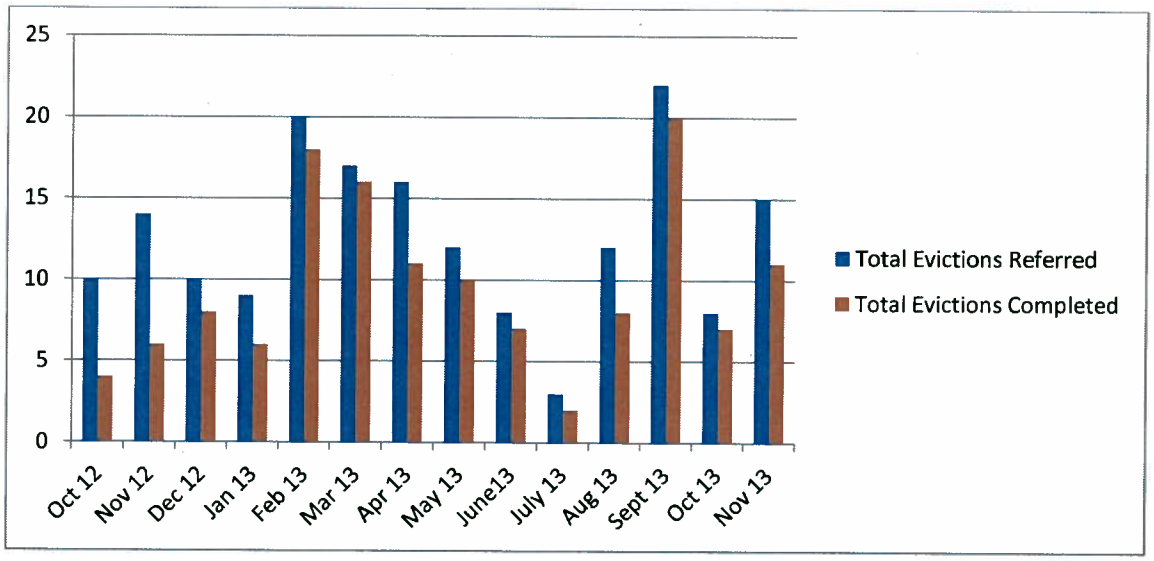
September 2012-November 2013

	REFERRALS								
	REASON FOR REFERRAL			RESULT OF EVICTION REFERRAL					
MONTH	Total	Rent	Other	Evict	Evict with Cond	10-day Cure	Dismiss	Continued	Completed
Sept 12	12	9	3	6	2	0	1	3	9
Oct 12	10	9	1	4	0	0	0	6	4
Nov 12	14	14	0	1	3	0	2	8	6
Dec 12	10	8	2	5	3	0	0	2	8
Jan 13	9	7	2	4	1	1	0	3	6
Feb 13	20	13	7	11	7	0	0	2	18
Mar 13	17	14	3	10	3	2	1	1	16
Apr 13	16	10	6	4	7	0	1	4	11
May 13	12	5	7	7	3	0	2	0	10
June13	8	5	3	6	1	0	0	1	7
July 13	3	2	1	2	0	0	0	1	2
Aug 13	12	12	0	4	4	0	2	2	8
Sept 13	22	18	4	13	7	0	0	2	20
Oct 13	8	7	1	5	2	0	0	1	7
Nov 13	15	8	7	5	5	0	1	4	11
TOTALS	210	159	47	100	55	3	11	42	163

Fiscal Years 2010-2014



September 2012 - November 2013



Prepared and Reviewed by Renee Blondin-Nip on November 30, 2013

294

HAWAII PUBLIC HOUSING AUTHORITY
Board Report – September 2013(Unaudited)

AGENCY TOTAL – Variance Analysis based on any increases or decrease of 10% or more with the month of September 2013 being the basis for the variances.

INCOME STATEMENT

A. REVENUES:

CFP Grant Income:

CFP Administrative Fee draw down for the first quarter of 2013 $619k. Budget of $1,313k represents 2 quarters draw. The budget draws are projected on a monthly draw vs actual draw on a per quarter basis. The draw should not exceed 10% of the specific Grant for the COCC CFP Administrative Fee.

Other Income:

HPHA is still awaiting Budget and Finance appropriation approval for the Construction in Progress Administrative and Associated reimbursements which was budgeted net of transfers to AMPS $77k; COCC Front Line Service Fees budgeted but not billed $175k.

B. EXPENSES:

Administrative:

Frontline Service Fees budgeted but not billed $175k; employee positions budgeted but not filled $171k net of miscellaneous office expenses..

Tenant Services:

Timing of Interpreter and Language Assistance $17k and Resident Advisory Board expenditures $5k.

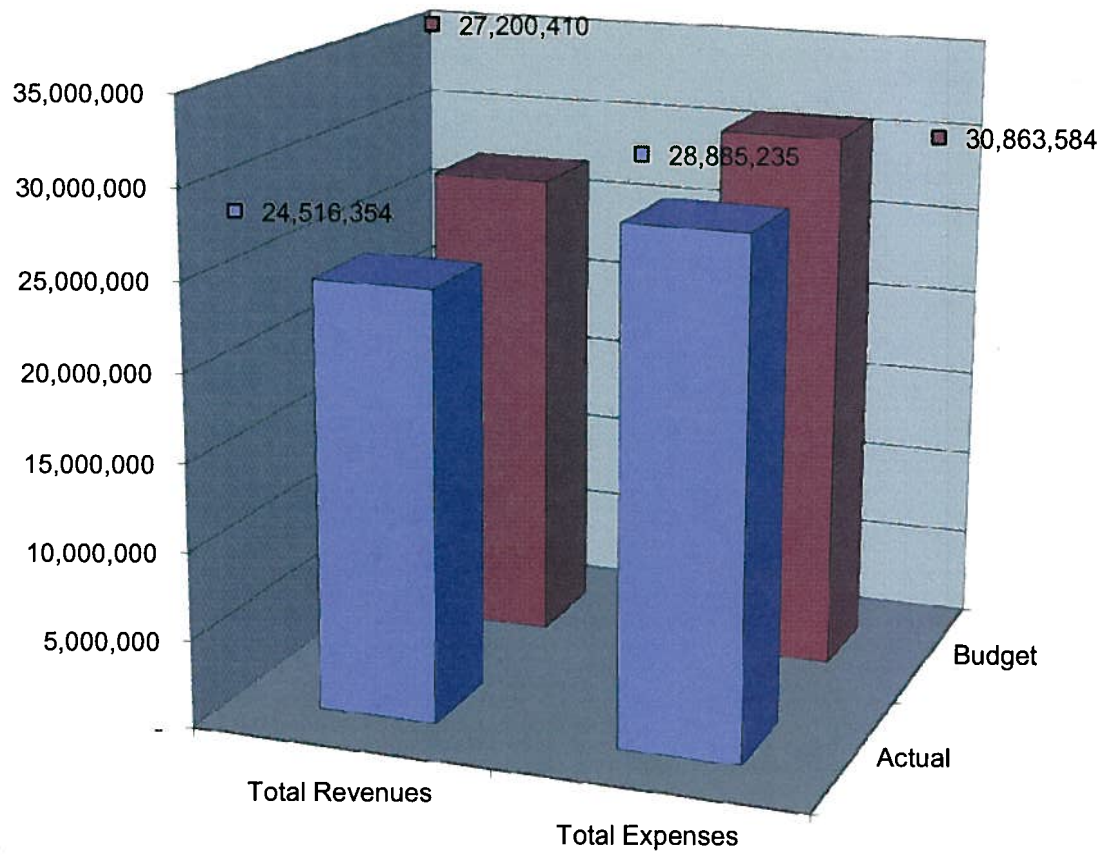
Bad Debt Expense:

Adjustment for tenant re-certifications credits balances in excess of bad debt write-offs.

OVERVIEW – Current Fiscal Year:

As the Fiscal Year 2013 - 2014 progresses and the CIP Appropriation is approved HPHA will begin to recognize CIP Administrative and Associated Expense reimbursements which should add approximately $4.0 Million in revenues plus an additional expected $3.0 million in Capital Fund Program Funds draw down. This should result in HPHA reflecting net cash flow of $1.5 to $2.0 million for the Fiscal Year.

HPHA AUGUST 31, 2013 Actual VS Budget



	Total Revenues	Total Expenses
Actual	24,516,354	28,885,235
Budget	27,200,410	30,863,584

HAWAII PUBLIC HOUSING AUTHORITY
AGENCY TOTAL
ACTUAL VS BUDGET COMPARISON
FOR THE TWO MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
1,334,080	1,390,094	$ (56,014)	-4%	Dwelling Rental Income	4,016,265	4,162,838	$ (146,573)	-4%	3,972,888	$ 43,377	1%
5,558,881	5,714,012	(155,131)	-3%	HUD Operating Subsidies	17,047,428	17,141,838	(94,410)	-1%	17,521,973	(474,545)	-3%
619,462	437,868	181,594	41%	CFP Grant Income	619,462	1,313,604	(694,142)	-53%	1,257,543	(638,081)	-51%
410,463	420,804	(10,341)	-2%	COCC Fee Income	1,071,182	1,620,301	(549,119)	-34%	1,048,819	22,363	2%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
426,905	428,534	(1,629)	0%	Grant Income	1,300,265	1,285,602	14,663	1%	-	1,300,265	0%
275,659	526,189	(250,530)	-48%	Other Income	461,752	1,676,227	(1,214,475)	-72%	1,012,821	(551,069)	-54%
8,625,450	**8,917,501**	**(292,051)**	**-3%**	**Total Revenues**	**24,516,354**	**27,200,410**	**(2,684,056)**	**-10%**	**24,814,044**	**(297,690)**	**-1%**
				EXPENSES							
1,101,136	1,512,567	411,431	27%	Administrative	3,098,561	4,277,849	1,179,289	28%	2,864,210	(234,351)	-8%
29,477	29,347	(130)	0%	Asset Management Fees	88,431	88,171	(260)	0%	88,431	-	0%
404,288	412,689	8,401	2%	Management Fees	1,223,241	1,237,501	14,260	1%	892,201	(331,040)	-37%
55,021	56,577	1,556	3%	Bookkeeping Fees	166,505	169,619	3,114	2%	156,618	(9,887)	-6%
4,056,423	3,960,758	(95,665)	-2%	Housing Assistance Payments	12,123,149	11,832,274	(290,875)	-2%	12,210,268	87,119	1%
33,198	55,298	22,100	40%	Tenant Services	86,942	132,219	45,277	34%	234,512	147,570	63%
1,235,989	1,177,677	(58,312)	-5%	Utilities	3,256,329	3,532,863	276,534	8%	3,218,157	(38,172)	-1%
1,582,379	1,591,368	8,989	1%	Maintenance	4,135,009	4,955,026	820,017	17%	3,282,626	(852,383)	-26%
161,603	175,976	14,373	8%	Protective Services	413,050	527,928	114,878	22%	494,971	81,921	17%
84,714	84,653	(61)	0%	Insurance	234,584	252,826	18,242	7%	271,175	36,591	13%
1,296,614	1,253,685	(42,929)	-3%	General Expenses	4,059,435	3,857,308	(202,127)	-5%	3,788,842	(270,593)	-7%
10,040,842	**10,310,595**	**269,753**	**3%**	**Total Expenses**	**28,885,235**	**30,863,584**	**1,978,348**	**6%**	**27,502,011**	**(1,383,224)**	**-5%**
$ (1,415,392)	**$ (1,393,094)**	**$ (22,298)**	**-2%**	**Net Income(Loss)**	**$ (4,368,881)**	**$ (3,663,174)**	**$ (705,708)**	**-19%**	**$ (2,687,967)**	**$ (1,680,914)**	**-63%**
				CASH BASIS:							
$ (1,415,392)	**$ (1,393,094)**	**$ (22,298)**	**-2%**	Net Income(loss) per Above	**$ (4,368,881)**	**$ (3,663,174)**	**$ (705,708)**	**-19%**	**$ (2,687,967)**	**$ (1,680,914)**	**-63%**
				Add back non cash items:							
1,237,912	1,239,620	(1,709)	0%	Depreciation Expense	3,663,451	3,718,860	(55,409)	-1%	3,336,875	326,576	10%
(1,582)	10,924	(12,506)	-114%	Bad Debt Expense	(8,202)	79,772	(87,974)	-110%	91,667	(99,869)	-109%
$ (179,063)	**$ (142,550)**	**$ (36,513)**	**-26%**	**TOTAL CASH BASIS**	**$ (713,633)**	**$ 135,458**	**$ (849,091)**	**-627%**	**$ 740,575**	**$ (1,454,208)**	**-196%**

CONSOLIDATED BALANCE SHEET
HAWAII PUBLIC HOUSING AUTHORITY
FUND FROM 130 TO 150, 007, 020, 024, 181, 265, 318, 337, 400
FOR PERIOD ENDING SEPTEMBER 30, 2013
AGENCY TOTAL

		SEPTEMBER	AUGUST	Increase (Decrease)
ASSETS:				
Cash		59,943,724	58,069,027	1,874,697
Receivables:				
Accrued Interest	5,896,155			
Tenant Receivables	1,314,210			
Other	4,677,229			
Less Allowance for Doubtful Accounts	(3,501,879)	8,385,716	8,358,211	27,505
Total receivables				
Prepaid Expenses		45,562	42,287	3,275
Inventories		6,940	3,668	3,272
Interprogram Due From		16,330,620	18,302,267	(1,971,647)
Interprogram Due To		-	-	-
Total Current Assets		**84,712,561**	**84,775,459**	**(62,898)**
Property, Plant & Equipment:				
Land	21,451,327			
Buildings	535,067,343			
Furniture & Equipment	5,751,599			
Motor vehicles	1,355,056			
Construction in Progress	15,741,310			
Less: Accumulated Depreciation	(317,832,161)	261,534,474	262,772,427	(1,237,953)
Notes, Loans & Mortgage Receivable-Non Current		46,928,157	46,928,157	-
Other Long term assets		-	-	-
Total Assets		**393,175,192**	**394,476,043**	**(1,300,851)**

CONSOLIDATED BALANCE SHEET
HAWAII PUBLIC HOUSING AUTHORITY
FUND FROM 130 TO 150, 007, 020, 024, 181, 265, 318, 337, 400
FOR PERIOD ENDING SEPTEMBER 30, 2013
AGENCY TOTAL

		SEPTEMBER	AUGUST	Increase (Decrease)
LIABILITIES AND EQUITY:				
Accounts Payable		1,340,079	1,300,579	39,500
Accrued Expenses		1,318,993	1,364,512	(45,519)
Accrued Salaries & Wages		708,298	708,298	-
Accrued Vacation		669,776	669,776	-
Tenant Security Deposits		851,175	848,758	2,417
Other Liabilities & Deferred Income		43,348,819	43,769,767	(420,947)
Interprogram Due To		9,949,625	10,001,388	(51,763)
Total Current Liabilities		**58,186,766**	**58,663,078**	**(476,313)**
Accrued Pension and OPEB Liability		9,289,299	9,289,299	-
Accrued Compensated Absences - Non Current		1,330,369	1,349,794	(19,424)
Accrued Expenses-Workers Comp		231,976	231,976	-
Net Assets:				
Restricted Net Assets	2,844,517		2,844,517	-
Unrestricted Net Assets	325,661,146		325,662,146	(1,000.00)
Net Income Year to Date	(4,368,881)		(3,564,767)	(804,114)
Total Equity		**324,136,782**	**324,941,896**	**(805,114)**
Total Liabilities & Equity		**393,175,192**	**394,476,043**	**(1,300,851)**

HAWAII PUBLIC HOUSING AUTHORITY
HOUSING CHOICE VOUCHER PROGRAM
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ -	$ -	$ -	0%	Dwelling Rental Income	$ -	$ -	$ -	0%	$ -	$ -	0%
1,967,622	2,068,588	(100,966)	-5%	HUD Operating Subsidies	6,038,708	6,205,764	(167,056)	-3%	5,552,152	486,556	9%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
30,541	858	29,683	3460%	Other Income	96,735	2,574	94,161	3658%	463,952	(367,217)	-79%
1,998,163	**2,069,446**	**(71,283)**	**-3%**	**Total Revenues**	**6,135,443**	**6,208,338**	**(72,895)**	**-1%**	**6,016,104**	**119,339**	**2%**
				EXPENSES							
70,842	134,451	63,609	47%	Administrative	227,944	353,193	125,249	35%	373,905	145,961	39%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
23,040	23,244	204	1%	Management Fees	69,384	69,732	348	0%	67,956	(1,428)	-2%
14,400	15,000	600	4%	Bookkeeping Fees	43,365	45,000	1,635	4%	42,473	(892)	-2%
1,972,965	1,926,022	(46,943)	-2%	Housing Assistance Payments	5,897,508	5,778,066	(119,442)	-2%	5,441,941	(455,567)	-8%
22,776	22,869	93	0%	Tenant Services	60,377	68,607	8,230	12%	-	(60,377)	0%
9,729	4,125	(5,604)	-136%	Utilities	9,729	12,375	2,646	21%	10,172	443	4%
-	100	100	100%	Maintenance	-	300	300	100%	58,548	58,548	100%
67	95	28	29%	Protective Services	134	285	151	53%	60	(74)	-124%
2,180	689	(1,491)	-216%	Insurance	2,813	2,067	(746)	-36%	5,760	2,947	51%
46,829	-	(46,829)	0%	General Expenses	126,493	7,326	(119,167)	-1627%	15,543	(110,950)	-714%
2,162,828	**2,126,595**	**(36,233)**	**-2%**	**Total Expenses**	**6,437,748**	**6,336,951**	**(100,797)**	**-2%**	**6,016,358**	**(421,390)**	**-7%**
$ (164,664)	**$ (57,149)**	**$ (107,515)**	**-188%**	**Net Income(Loss)**	**$ (302,305)**	**$ (128,613)**	**$ (173,692)**	**-135%**	**$ (254)**	**$ (302,051)**	**-118918%**
				CASH BASIS:							
$ (164,664)	**$ (57,149)**	**$ (107,515)**	**-188%**	Net Income(loss) per Above	**$ (302,305)**	**$ (128,613)**	**$ (173,692)**	**-135%**	**$ (254)**	**$ (302,051)**	**-118918%**
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ (164,664)	**$ (57,149)**	**$ (107,515)**	**-188%**	**TOTAL CASH BASIS**	**$ (302,305)**	**$ (128,613)**	**$ (173,692)**	**-135%**	**$ (254)**	**$ (302,051)**	**-118918%**

HAWAII PUBLIC HOUSING AUTHORITY
HOUSING CHOICE VOUCHER PROGRAM
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ -	$ -	$ -	0%	Dwelling Rental Income	$ -	$ -	$ -	0%	$ -	$ -	0%
1,967,622	2,068,588	(100,966)	-5%	HUD Operating Subsidies	6,038,708	6,205,764	(167,056)	-3%	5,552,152	486,556	9%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
30,541	858	29,683	3460%	Other Income	96,735	2,574	94,161	3658%	463,952	(367,217)	-79%
1,998,163	**2,069,446**	**(71,283)**	**-3%**	**Total Revenues**	**6,135,443**	**6,208,338**	**(72,895)**	**-1%**	**6,016,104**	**119,339**	**2%**
				EXPENSES							
70,842	134,451	63,609	47%	Administrative	227,944	353,193	125,249	35%	373,905	145,961	39%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
23,040	23,244	204	1%	Management Fees	69,384	69,732	348	0%	67,956	(1,428)	-2%
14,400	15,000	600	4%	Bookkeeping Fees	43,365	45,000	1,635	4%	42,473	(892)	-2%
1,972,965	1,926,022	(46,943)	-2%	Housing Assistance Payments	5,897,508	5,778,066	(119,442)	-2%	5,441,941	(455,567)	-8%
22,776	22,869	93	0%	Tenant Services	60,377	68,607	8,230	12%	-	(60,377)	0%
9,729	4,125	(5,604)	-136%	Utilities	9,729	12,375	2,646	21%	10,172	443	4%
-	100	100	100%	Maintenance	-	300	300	100%	58,548	58,548	100%
67	95	28	29%	Protective Services	134	285	151	53%	60	(74)	-124%
2,180	689	(1,491)	-216%	Insurance	2,813	2,067	(746)	-36%	5,760	2,947	51%
46,829	-	(46,829)	0%	General Expenses	126,493	7,326	(119,167)	-1627%	15,543	(110,950)	-714%
2,162,828	**2,126,595**	**(36,233)**	**-2%**	**Total Expenses**	**6,437,748**	**6,336,951**	**(100,797)**	**-2%**	**6,016,358**	**(421,390)**	**-7%**
$ (164,664)	**$ (57,149)**	**$ (107,515)**	**-188%**	**Net Income(Loss)**	**$ (302,305)**	**$ (128,613)**	**$ (173,692)**	**-135%**	**$ (254)**	**$ (302,051)**	**-118918%**
				CASH BASIS:							
$ (164,664)	**$ (57,149)**	**$ (107,515)**	**-188%**	Net Income(loss) per Above	**$ (302,305)**	**$ (128,613)**	**$ (173,692)**	**-135%**	**$ (254)**	**$ (302,051)**	**-118918%**
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ (164,664)	**$ (57,149)**	**$ (107,515)**	**-188%**	**TOTAL CASH BASIS**	**$ (302,305)**	**$ (128,613)**	**$ (173,692)**	**-135%**	**$ (254)**	**$ (302,051)**	**-118918%**

HAWAII PUBLIC HOUSING AUTHORITY
REPAIRS & MAINTENANCE GENERAL FUND
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ -	$ -	$ -	0%	Dwelling Rental Income	$ -	$ -	$ -	0%	$ -	$ -	0%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
338,911	340,540	(1,630)	0%	Grant Income	1,036,284	1,021,620	14,664	1%	304,649	731,635	240%
-	-	-	0%	Other Income	-	-	-	0%	-	-	0%
338,911	**340,540**	**(1,630)**	**0%**	**Total Revenues**	**1,036,284**	**1,021,620**	**14,664**	**1%**	**304,649**	**731,635**	**240%**
				EXPENSES							
-	1,570	1,570	100%	Administrative	-	4,710	4,710	100%	14,355	14,355	100%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Bookkeeping Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
-	-	-	0%	Utilities	-	-	-	0%	-	-	0%
-	-	-	0%	Maintenance	-	-	-	0%	2,305	2,305	100%
-	-	-	0%	Protective Services	-	-	-	0%	4,525	4,525	100%
-	-	-	0%	Insurance	-	-	-	0%	-	-	0%
-	-	-	0%	General Expenses	-	-	-	0%	-	-	0%
-	**1,570**	**1,570**	**100%**	**Total Expenses**	**-**	**4,710**	**4,710**	**100%**	**21,185**	**21,185**	**100%**
$ 338,911	**$ 338,970**	**$ (60)**	**0%**	**Net Income(Loss)**	**$ 1,036,284**	**$ 1,016,910**	**$ 19,374**	**2%**	**$ 283,464**	**$ 752,820**	**0%**
				CASH BASIS:							
$ 338,911	**$ 338,970**	**$ (60)**	**0%**	Net Income(loss) per Above	**$ 1,036,284**	**$ 1,016,910**	**$ 19,374**	**2%**	**$ 283,464**	**$ 752,820**	**0%**
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ 338,911	**$ 338,970**	**$ (60)**	**0%**	**TOTAL CASH BASIS**	**$ 1,036,284**	**$ 1,016,910**	**$ 19,374**	**2%**	**$ 283,464**	**$ 752,820**	**0%**

STATE RENT SUPPLEMENT PROGRAM
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ -	$ -	$ -	0%	Dwelling Rental Income	$ -	$ -	$ -	0%	$ -	$ -	0%
-		-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
		-	0%	CFP Grant Income			-	0%		-	0%
-		-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-		-	0%	General Fund	-	-	-	0%	14,358	(14,358)	-100%
87,994	87,994	(0)	0%	Grant Income	263,981	263,982	(1)	0%	235,924	28,057	12%
-	-	-	0%	Other Income	-	-	-	0%	-	-	0%
87,994	**87,994**	**(0)**	**0%**	**Total Revenues**	**263,981**	**263,982**	**(1)**	**0%**	**250,282**	**13,699**	**5%**
				EXPENSES							
4,375	10,632	6,257	59%	Administrative	21,446	38,295	16,849	44%	22,653	1,207	5%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
588	650	62	10%	Management Fees	1,815	1,950	135	7%	2,076	261	13%
368	450	82	18%	Bookkeeping Fees	1,137	1,350	213	16%	1,301	164	13%
39,562	75,824	36,262	48%	Housing Assistance Payments	120,917	177,472	56,555	32%	137,383	16,466	12%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
2,435	660	(1,775)	-269%	Utilities	2,435	1,980	(455)	-23%	2,542	107	4%
-	-	-	0%	Maintenance	-	-	-	0%	-	-	0%
-	-	-	0%	Protective Services	-	-	-	0%	34	34	100%
22	30	8	26%	Insurance	67	90	23	26%	-	(67)	0%
-	-	-	0%	General Expenses	-	-	-	0%	-	-	0%
47,351	**88,246**	**40,895**	**46%**	**Total Expenses**	**147,817**	**221,137**	**73,320**	**33%**	**165,989**	**18,172**	**11%**
$ 40,643	**$ (252)**	**$ 40,895**	**16228%**	**Net Income(Loss)**	**$ 116,164**	**$ 42,845**	**$ 73,319**	**171%**	**$ 84,293**	**$ 31,871**	**38%**
				CASH BASIS:							
$ 40,643	**$ (252)**	**$ 40,895**	**16228%**	Net Income(loss) per Above	**$ 116,164**	**$ 42,845**	**$ 73,319**	**171%**	**$ 84,293**	**$ 31,871**	**38%**
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ 40,643	**$ (252)**	**$ 40,895**	**16228%**	**TOTAL CASH BASIS**	**$ 116,164**	**$ 42,845**	**$ 73,319**	**171%**	**$ 84,293**	**$ 31,871**	**38%**

PROJECT BASED CONTRACT ADMINISTRATION
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ -	$ -	$ -	0%	Dwelling Rental Income	$ -	$ -	$ -	0%	$ -	$ -	0%
2,138,704	2,056,685	82,019	4%	HUD Operating Subsidies	6,393,272	6,170,055	223,217	4%	6,524,413	(131,141)	-2%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
16	15	1	9%	Other Income	48	45	3	6%	-	48	0%
2,138,720	**2,056,700**	**82,020**	**4%**	**Total Revenues**	**6,393,320**	**6,170,100**	**223,220**	**4%**	**6,524,413**	**(131,093)**	**-2%**
				EXPENSES							
5,616	8,184	2,568	31%	Administrative	5,616	24,552	18,936	77%	10,659	5,043	47%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
78,218	77,808	(410)	-1%	Management Fees	234,654	233,424	(1,230)	-1%	234,351	(303)	0%
-	420	420	100%	Bookkeeping Fees	-	1,260	1,260	100%	-	-	0%
2,040,952	1,958,912	(82,040)	-4%	Housing Assistance Payments	6,099,974	5,876,736	(223,238)	-4%	6,231,428	131,454	2%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
-	-	-	0%	Utilities	-	-	-	0%	-	-	0%
-	-	-	0%	Maintenance	-	-	-	0%	-	-	0%
-	-	-	0%	Protective Services	-	-	-	0%	-	-	0%
-	-	-	0%	Insurance	-	-	-	0%	-	-	0%
115	-	(115)	0%	General Expenses	1,428	-	(1,428)	0%	2,314	886	38%
2,124,901	**2,045,324**	**(79,577)**	**-4%**	**Total Expenses**	**6,341,672**	**6,135,972**	**(205,700)**	**-3%**	**6,478,752**	**137,080**	**2%**
$ 13,819	**$ 11,376**	**$ 2,443**	**21%**	**Net Income(Loss)**	**$ 51,648**	**$ 34,128**	**$ 17,520**	**51%**	**$ 45,661**	**$ 5,987**	**13%**
				CASH BASIS:							
$ 13,819	**$ 11,376**	**$ 2,443**	**21%**	Net Income(loss) per Above	**$ 51,648**	**$ 34,128**	**$ 17,520**	**51%**	**$ 45,661**	**$ 5,987**	**13%**
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ 13,819	**$ 11,376**	**$ 2,443**	**21%**	**TOTAL CASH BASIS**	**$ 51,648**	**$ 34,128**	**$ 17,520**	**51%**	**$ 45,661**	**$ 5,987**	**13%**

CENTRAL OFFICE COST CENTER
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
-	-	$ -	0%	Dwelling Rental Income			$ -	0%	-	$ -	0%
-		-	0%	HUD Operating Subsidies			-	0%	-	-	0%
-	250,000	(250,000)	-100%	CFP Grant Income	-	750,000	(750,000)	-100%	-	-	0%
646,278	540,291	105,987	20%	COCC Fee Income	1,420,279	1,620,301	(200,022)	-12%	1,048,819	371,460	35%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
622,256	404,125	218,131	54%	Other Income	631,201	1,212,375	(581,174)	-48%	136,635	494,566	362%
1,268,534	**1,194,416**	**74,118**	**6%**	**Total Revenues**	**2,051,479**	**3,582,676**	**(1,531,197)**	**-43%**	**1,185,454**	**866,025**	**73%**
				EXPENSES							
606,453	739,492	133,039	18%	Administrative	1,583,065	2,230,714	647,649	29%	1,484,084	(98,981)	-7%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Bookkeeping Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
294	1,560	1,266	81%	Tenant Services	294	4,950	4,656	94%	103	(191)	-185%
11,989	14,948	2,959	20%	Utilities	35,264	44,676	9,412	21%	46,757	11,493	25%
213,341	278,348	65,007	23%	Maintenance	631,810	1,014,175	382,365	38%	302,842	(328,968)	-109%
798	936	138	15%	Protective Services	1,910	2,808	898	32%	2,212	302	14%
2,774	4,517	1,743	39%	Insurance	6,233	13,556	7,323	54%	31,313	25,080	80%
4,357	1,906	(2,451)	-129%	General Expenses	107,242	15,746	(91,496)	-581%	122,446	15,204	12%
840,007	**1,041,707**	**201,700**	**19%**	**Total Expenses**	**2,365,818**	**3,326,625**	**960,807**	**29%**	**1,989,757**	**(376,061)**	**-19%**
$ 428,527	**$ 152,709**	**$ 275,818**	**181%**	**Net Income(Loss)**	**$ (314,339)**	**$ 256,051**	**$ (570,390)**	**-223%**	**$ (804,303)**	**$ 489,964**	**61%**
				CASH BASIS:							
$ 428,527	**$ 152,709**	**$ 275,818**	**181%**	Net Income(loss) per Above	**$ (314,339)**	**$ 256,051**	**$ (570,390)**	**-223%**	**$ (804,303)**	**$ 489,964**	**61%**
				Add back non cash items:							
832	886	(54)	-6%	Depreciation Expense	2,497	2,658	(161)	-6%	2,497	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ 429,359	**$ 153,595**	**$ 275,764**	**180%**	**TOTAL CASH BASIS**	**$ (311,842)**	**$ 258,709**	**$ (570,551)**	**-221%**	**$ (801,806)**	**$ 489,964**	**61%**

STATE LOW RENT
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
86,690	88,293	$ (1,603)	-2%	Dwelling Rental Income	245,869	262,796	$ (16,927)	-6%	252,852	$ (6,983)	-3%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
2,318	115,844	(113,526)	-98%	Other Income	5,186	347,532	(342,346)	-99%	49,122	(43,936)	-89%
89,008	**204,137**	**(115,129)**	**-56%**	**Total Revenues**	**251,055**	**610,328**	**(359,273)**	**-59%**	**301,974**	**(50,919)**	**-17%**
				EXPENSES							
31,085	39,118	8,033	21%	Administrative	82,807	104,384	21,577	21%	67,973	(14,834)	-22%
248	248	-	0%	Asset Management Fees	744	744	-	0%	744	-	0%
16,565	17,401	836	5%	Management Fees	49,320	51,952	2,632	5%	45,016	(4,304)	-10%
1,988	2,106	119	6%	Bookkeeping Fees	5,918	6,289	371	6%	5,820	(98)	-2%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
-	166	166	100%	Tenant Services	-	1,248	1,248	100%	-	-	0%
57,819	75,900	18,081	24%	Utilities	177,381	227,700	50,319	22%	219,140	41,759	19%
81,433	74,850	(6,583)	-9%	Maintenance	166,443	218,759	52,316	24%	153,196	(13,247)	-9%
-	-	-	0%	Protective Services	-	-	-	0%	-	-	0%
2,619	3,741	1,122	30%	Insurance	7,840	10,083	2,243	22%	10,973	3,133	29%
70,301	72,781	2,480	3%	General Expenses	205,810	218,343	12,533	6%	211,486	5,676	3%
262,058	**286,311**	**24,253**	**8%**	**Total Expenses**	**696,263**	**839,501**	**143,238**	**17%**	**714,348**	**18,085**	**3%**
$ (173,050)	**$ (82,174)**	**$ (139,382)**	**-170%**	**Net Income(Loss)**	**$ (445,208)**	**$ (229,173)**	**$ (216,035)**	**-94%**	**$ (412,374)**	**$ (32,834)**	**-8%**
				CASH BASIS:							
$ (173,050)	**$ (82,174)**	**$ (139,382)**	**-170%**	Net Income(loss) per Above	**$ (445,208)**	**$ (229,173)**	**$ (216,035)**	**-94%**	**$ (412,374)**	**$ (32,834)**	**-8%**
				Add back non cash items:							
70,301	70,833	(532)	-1%	Depreciation Expense	205,810	212,499	(6,689)	-3%	196,423	9,387	5%
-	-	-	0%	Bad Debt Expense			-	0%	15,063	(15,063)	-100%
$ (102,748)	**$ (11,341)**	**$ (139,913)**	**-1234%**	**TOTAL CASH BASIS**	**$ (239,398)**	**$ (16,674)**	**$ (222,723)**	**-1336%**	**$ (200,888)**	**$ (38,510)**	**-19%**

STATE ELDERLY PROGRAM
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ 168,371	$ 163,542	$ 4,829	3%	Dwelling Rental Income	$ 504,738	$ 490,626	$ 14,112	3%	$ 496,255	$ 8,483	2%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
64,329	4,650	59,679	1283%	Other Income	78,482	13,950	64,532	463%	305,080	(226,598)	-74%
232,700	**168,192**	**64,508**	**38%**	**Total Revenues**	**583,220**	**504,576**	**78,644**	**16%**	**801,335**	**(218,115)**	**-27%**
				EXPENSES							
13,385	43,640	30,255	69%	Administrative	61,247	97,556	36,309	37%	41,460	(19,787)	-48%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
35,506	35,881	375	1%	Management Fees	106,642	107,643	1,001	1%	99,081	(7,561)	-8%
4,260	4,306	46	1%	Bookkeeping Fees	12,795	12,918	123	1%	12,810	15	0%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
-	385	385	100%	Tenant Services	-	1,155	1,155	100%	-	-	0%
157,506	112,562	(44,944)	-40%	Utilities	265,342	337,686	72,344	21%	334,437	69,095	21%
104,287	140,109	35,822	26%	Maintenance	319,759	420,327	100,568	24%	153,462	(166,297)	-108%
43	-	(43)	0%	Protective Services	559	-	(559)	0%	129	(430)	-333%
10,752	10,765	13	0%	Insurance	28,602	32,295	3,693	11%	28,329	(273)	-1%
116,602	117,021	419	0%	General Expenses	349,806	351,063	1,257	0%	349,366	(440)	0%
442,341	**464,669**	**22,328**	**5%**	**Total Expenses**	**1,144,753**	**1,360,643**	**215,890**	**16%**	**1,019,074**	**(125,679)**	**-12%**
$ (209,641)	**$ (296,477)**	**$ 86,836**	**29%**	**Net Income(Loss)**	**$ (561,533)**	**$ (856,067)**	**$ 294,534**	**34%**	**$ (217,739)**	**$ (343,794)**	**-158%**
				CASH BASIS:							
$ (209,641)	**$ (296,477)**	**$ 86,836**	**29%**	Net Income(loss) per Above	**$ (561,533)**	**$ (856,067)**	**$ 294,534**	**34%**	**$ (217,739)**	**$ (343,794)**	**-158%**
				Add back non cash items:							
116,602	116,604	(2)	0%	Depreciation Expense	349,806	349,812	(6)	0%	349,806	(0)	0%
-	417	(417)	-100%	Bad Debt Expense	-	1,251	(1,251)	-100%	(440)	440	100%
$ (93,039)	**$ (179,456)**	**$ 86,417**	**48%**	**TOTAL CASH BASIS**	**$ (211,727)**	**$ (505,004)**	**$ 293,277**	**58%**	**$ 131,627**	**$ (343,354)**	**-261%**

HAWAII PUBLIC HOUSING AUTHORITY
VETERANS AFFAIRS SUPPORTIVE HOUSING
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ -	$ -	$ -	0%	Dwelling Rental Income	$ -	$ -	$ -	0%		$ -	0%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	197,117	(197,117)	-100%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	Other Income	-	-	-	0%	-	-	0%
-	-	-	**0%**	**Total Revenues**	-	-	-	**0%**	**197,117**	**(197,117)**	**-100%**
				EXPENSES							
-	-	-	0%	Administrative	-	-	-	0%	-	-	0%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Bookkeeping Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	398,728	398,728	100%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
-	-	-	0%	Utilities	-	-	-	0%	-	-	0%
-	-	-	0%	Maintenance	-	-	-	0%	-	-	0%
-	-	-	0%	Protective Services	-	-	-	0%	-	-	0%
-	-	-	0%	Insurance	-	-	-	0%	-	-	0%
-	-	-	0%	General Expenses	-	-	-	0%	-	-	0%
-	-	-	**0%**	**Total Expenses**	-	-	-	**0%**	**398,728**	**398,728**	**100%**
$ -	**$ -**	**$ -**	**0%**	**Net Income(Loss)**	**$ -**	**$ -**	**$ -**	**0%**	**$ (201,611)**	**$ 201,611**	**100%**
				CASH BASIS:							
$ -	**$ -**	**$ -**	**0%**	Net Income(loss) per Above	**$ -**	**$ -**	**$ -**	**0%**	**$ (201,611)**	**$ 201,611**	**100%**
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ -	**$ -**	**$ -**	**0%**	**TOTAL CASH BASIS**	**$ -**	**$ -**	**$ -**	**0%**	**$ (201,611)**	**$ 201,611**	**100%**

FEDERAL LOW RENT PROGRAM
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ 1,079,019	$ 1,138,259	$ (59,240)	-5%	Dwelling Rental Income	$ 3,265,658	$ 3,409,416	$ (143,758)	-4%	3,223,781	$ 41,877	1%
1,452,555	1,588,739	(136,184)	-9%	HUD Operating Subsidies	4,615,448	4,766,019	(150,571)	-3%	5,541,277	(925,829)	-17%
-	187,868	(187,868)	-100%	CFP Grant Income	-	563,604	(563,604)	-100%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	375,395	(375,395)	-100%
29,894	33,448	(3,554)	-11%	Other Income	97,222	99,751	(2,529)	-3%	92,264	4,958	5%
2,561,467	**2,948,314**	**(386,847)**	**-13%**	**Total Revenues**	**7,978,328**	**8,838,790**	**(860,462)**	**-10%**	**9,232,717**	**(1,254,389)**	**-14%**
				EXPENSES							
369,380	535,480	166,100	31%	Administrative	1,116,435	1,424,445	308,010	22%	849,165	(267,270)	-31%
29,229	29,099	(130)	0%	Asset Management Fees	87,687	87,427	(260)	0%	87,687	-	0%
250,371	257,705	7,334	3%	Management Fees	761,426	772,800	11,374	1%	678,072	(83,354)	-12%
34,005	34,295	290	1%	Bookkeeping Fees	103,290	102,802	(488)	0%	94,215	(9,075)	-10%
2,945	-	(2,945)	0%	Housing Assistance Payments	4,749	-	(4,749)	0%	-	(4,749)	0%
10,128	20,686	10,558	51%	Tenant Services	26,271	56,259	29,988	53%	58	(26,213)	-45304%
996,511	969,482	(27,029)	-3%	Utilities	2,766,178	2,908,446	142,268	5%	2,605,066	(161,112)	-6%
1,174,872	1,097,961	(76,911)	-7%	Maintenance	3,008,550	3,301,465	292,915	9%	2,612,273	(396,277)	-15%
165,399	174,945	9,546	5%	Protective Services	415,151	524,835	109,684	21%	488,046	72,895	15%
66,366	64,911	(1,455)	-2%	Insurance	189,029	194,735	5,706	3%	194,733	5,704	3%
1,058,409	1,071,609	13,200	1%	General Expenses	3,268,656	3,264,830	(3,826)	0%	3,088,507	(180,149)	-6%
4,157,615	**4,256,173**	**98,558**	**2%**	**Total Expenses**	**11,747,421**	**12,638,044**	**890,623**	**7%**	**10,697,822**	**(1,049,599)**	**-10%**
$ (1,596,148)	**$ (1,307,859)**	**$ (288,289)**	**-22%**	**Net Income(Loss)**	**$ (3,769,094)**	**$ (3,799,254)**	**$ 30,161**	**1%**	**$ (1,465,105)**	**$ (2,303,989)**	**-157%**
				CASH BASIS:							
$ (1,596,148)	**$ (1,307,859)**	**$ (288,289)**	**-22%**	Net Income(loss) per Above	**$ (3,769,094)**	**$ (3,799,254)**	**$ 30,161**	**1%**	**$ (1,465,105)**	**$ (2,303,989)**	**-157%**
				Add back non cash items:							
1,050,176	1,051,297	(1,121)	0%	Depreciation Expense	3,105,337	3,153,891	(48,554)	-2%	2,788,149	317,188	11%
(1,582)	10,507	(12,089)	-115%	Bad Debt Expense	(8,202)	78,521	(86,723)	-110%	77,044	(85,246)	-111%
$ (547,554)	**$ (246,055)**	**$ (301,499)**	**-123%**	**TOTAL CASH BASIS**	**$ (671,959)**	**$ (566,842)**	**$ (105,117)**	**-19%**	**$ 1,400,088**	**$ (2,072,047)**	**-148%**

HAWAII PUBLIC HOUSING AUTHORITY
FEDERAL LOW RENT PROGRAM BY AMPS
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)

MONTH OF SEPTEMBER, 2013				ACCRUAL BASIS	YEAR TO DATE ENDING SEPTEMBER 30, 2013						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
$ 262,372	$ 316,464	$ (54,092)	-17%	Asset Management Project - 30	$ 813,066	$ 948,801	$ (135,735)	-14%	$ 839,704	$ (26,638)	-3%
206,708	230,098	(23,390)	-10%	Asset Management Project - 31	670,635	690,292	(19,657)	-3%	816,809	(146,174)	-18%
232,361	251,513	(19,152)	-8%	Asset Management Project - 32	725,129	754,539	(29,410)	-4%	947,210	(222,081)	-23%
184,344	208,283	(23,939)	-11%	Asset Management Project - 33	564,251	624,849	(60,598)	-10%	704,021	(139,770)	-20%
304,719	317,545	(12,826)	-4%	Asset Management Project - 34	937,147	951,356	(14,209)	-1%	1,013,471	(76,324)	-8%
321,338	333,330	(11,992)	-4%	Asset Management Project - 35	980,006	999,990	(19,985)	-2%	1,131,309	(151,304)	-13%
126,366	159,619	(33,253)	-21%	Asset Management Project - 37	392,068	477,816	(85,748)	-18%	415,980	(23,912)	-6%
160,353	203,239	(42,886)	-21%	Asset Management Project - 38	498,241	610,408	(112,167)	-18%	526,820	(28,579)	-5%
106,383	123,405	(17,022)	-14%	Asset Management Project - 39	326,309	369,045	(42,736)	-12%	355,419	(29,110)	-8%
130,019	156,305	(26,286)	-17%	Asset Management Project - 40	408,474	468,915	(60,441)	-13%	569,327	(160,853)	-28%
99,546	138,004	(38,458)	-28%	Asset Management Project - 43	311,770	414,009	(102,239)	-25%	338,220	(26,450)	-8%
130,874	165,220	(34,346)	-21%	Asset Management Project - 44	408,564	495,452	(86,888)	-18%	510,907	(102,343)	-20%
105,311	125,983	(20,672)	-16%	Asset Management Project - 45	341,767	377,683	(35,916)	-10%	403,212	(61,445)	-15%
45,430	51,268	(5,838)	-11%	Asset Management Project - 46	147,368	153,447	(6,079)	-4%	162,574	(15,206)	-9%
77,861	91,358	(13,497)	-15%	Asset Management Project - 49	242,151	274,074	(31,923)	-12%	245,868	(3,717)	-2%
67,484	76,680	(9,196)	-12%	Asset Management Project - 50	211,382	228,114	(16,732)	-7%	251,866	(40,484)	-16%
$ 2,561,467	**$ 2,948,314**	**$ (386,847)**	**-13%**	**Total Revenues**	**$ 7,978,328**	**$ 8,838,790**	**$ (860,462)**	**-10%**	**$ 9,232,717**	**$ (1,254,389)**	**-14%**
				NET INCOME(LOSS)							
$ (192,492)	$ (118,063)	$ (74,428)	-63%	Asset Management Project - 30	(475,267)	(402,399)	$ (72,868)	-18%	(317,868)	$ (157,399)	-50%
(167,696)	(172,686)	4,990	3%	Asset Management Project - 31	(450,211)	(499,201)	48,990	10%	(244,447)	(205,764)	-84%
(170,178)	(67,033)	(103,145)	-154%	Asset Management Project - 32	(252,931)	(156,765)	(96,166)	-61%	(24,755)	(228,176)	-922%
(135,512)	(103,614)	(31,898)	-31%	Asset Management Project - 33	(261,151)	(255,586)	(5,565)	-2%	(73,488)	(187,663)	-255%
(49,358)	(59,457)	10,099	17%	Asset Management Project - 34	(57,551)	(179,673)	122,122	68%	36,095	(93,646)	-259%
(96,610)	(98,326)	1,716	2%	Asset Management Project - 35	(173,606)	(268,438)	94,832	35%	27,742	(201,348)	-726%
(182,628)	(192,315)	9,687	5%	Asset Management Project - 37	(559,050)	(565,169)	6,119	1%	(488,465)	(70,585)	-14%
(35,969)	(53,303)	17,334	33%	Asset Management Project - 38	(142,442)	(141,470)	(972)	-1%	51,613	(194,055)	-376%
(82,757)	(113,390)	30,633	27%	Asset Management Project - 39	(236,091)	(311,160)	75,069	24%	(120,982)	(115,109)	-95%
(22,073)	(4,820)	(17,253)	-358%	Asset Management Project - 40	(76,684)	(8,010)	(68,674)	-857%	81,179	(157,863)	-194%
(78,108)	(77,662)	(446)	-1%	Asset Management Project - 43	(203,973)	(222,815)	18,842	8%	(114,576)	(89,397)	-78%
(149,869)	(95,513)	(54,356)	-57%	Asset Management Project - 44	(380,464)	(323,874)	(56,590)	-17%	(56,606)	(323,858)	-572%
(98,764)	(59,010)	(39,754)	-67%	Asset Management Project - 45	(220,998)	(202,648)	(18,350)	-9%	(135,203)	(85,795)	-63%
(63,917)	(49,146)	(14,771)	-30%	Asset Management Project - 46	(160,482)	(140,183)	(20,299)	-14%	(61,106)	(99,376)	-163%
(73,962)	(44,227)	(29,735)	-67%	Asset Management Project - 49	(156,047)	(125,236)	(30,811)	-25%	(117,695)	(38,352)	-33%
3,746	706	3,040	431%	Asset Management Project - 50	37,854	3,373	34,481	1022%	93,457	(55,603)	-59%
$ (1,596,148)	**$ (1,307,859)**	**$ (288,289)**	**-22%**	**Total Net Income(Loss)**	**$ (3,769,094)**	**$ (3,799,254)**	**$ 30,161**	**1%**	**$ (1,465,105)**	**$ (2,303,989)**	**-157%**

HAWAII PUBLIC HOUSING AUTHORITY
FEDERAL LOW RENT PROGRAM BY AMPS
ACTUAL VS BUDGET COMPARISON
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2013
(Amounts in Full Dollars)
CASH BASIS

MONTH OF SEPTEMBER, 2013					YEAR TO DATE ENDING SEPTEMBER 30, 2013						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
$ 262,372	$ 316,464	$ (54,092)	-17%	Asset Management Project - 30	$ 813,066	$ 948,801	$ (135,735)	-14%	$ 839,704	$ (26,638)	-3%
206,708	230,098	(23,390)	-10%	Asset Management Project - 31	670,635	690,292	(19,657)	-3%	816,809	(146,174)	-18%
232,361	251,513	(19,152)	-8%	Asset Management Project - 32	725,129	754,539	(29,410)	-4%	947,210	(222,081)	-23%
184,344	208,283	(23,939)	-11%	Asset Management Project - 33	564,251	624,849	(60,598)	-10%	704,021	(139,770)	-20%
304,719	317,545	(12,826)	-4%	Asset Management Project - 34	937,147	951,356	(14,209)	-1%	1,013,471	(76,324)	-8%
321,338	333,330	(11,992)	-4%	Asset Management Project - 35	980,006	999,990	(19,985)	-2%	1,131,309	(151,304)	-13%
126,366	159,619	(33,253)	-21%	Asset Management Project - 37	392,068	477,816	(85,748)	-18%	415,980	(23,912)	-6%
160,353	203,239	(42,886)	-21%	Asset Management Project - 38	498,241	610,408	(112,167)	-18%	526,820	(28,579)	-5%
106,383	123,405	(17,022)	-14%	Asset Management Project - 39	326,309	369,045	(42,736)	-12%	355,419	(29,110)	-8%
130,019	156,305	(26,286)	-17%	Asset Management Project - 40	408,474	468,915	(60,441)	-13%	569,327	(160,853)	-28%
99,546	138,004	(38,458)	-28%	Asset Management Project - 43	311,770	414,009	(102,239)	-25%	338,220	(26,450)	-8%
130,874	165,220	(34,346)	-21%	Asset Management Project - 44	408,564	495,452	(86,888)	-18%	510,907	(102,343)	-20%
105,311	125,983	(20,672)	-16%	Asset Management Project - 45	341,767	377,683	(35,916)	-10%	403,212	(61,445)	-15%
45,430	51,268	(5,838)	-11%	Asset Management Project - 46	147,368	153,447	(6,079)	-4%	162,574	(15,206)	-9%
77,861	91,358	(13,497)	-15%	Asset Management Project - 49	242,151	274,074	(31,923)	-12%	245,868	(3,717)	-2%
67,484	76,680	(9,196)	-12%	Asset Management Project - 50	211,382	228,114	(16,732)	-7%	251,866	(40,484)	-16%
$ 2,561,467	**$ 2,948,314**	**$ (386,847)**	**-13%**	**Total Revenues**	**$ 7,978,328**	**$ 8,838,790**	**$ (860,462)**	**-10%**	**$ 9,232,717**	**$ (1,254,389)**	**-14%**
				NET INCOME(LOSS)							
(92,144)	(17,240)	$ (74,904)	-434%	Asset Management Project - 30	(173,574)	(52,930)	$ (120,644)	-228%	671	$ (174,245)	-25968%
(5,759)	(11,119)	5,360	48%	Asset Management Project - 31	36,763	(14,500)	51,263	354%	222,405	(185,642)	-83%
(151,105)	(38,909)	(112,196)	-288%	Asset Management Project - 32	(186,046)	(72,393)	(113,653)	-157%	34,501	(220,547)	-639%
(73,567)	(40,336)	(33,231)	-82%	Asset Management Project - 33	(75,273)	(65,752)	(9,521)	-14%	114,430	(189,703)	-166%
(1,947)	(19,562)	17,615	90%	Asset Management Project - 34	69,048	(59,988)	129,036	215%	154,063	(85,015)	-55%
(26,396)	(27,113)	717	3%	Asset Management Project - 35	37,036	(54,799)	91,835	168%	226,439	(189,403)	-84%
(14,589)	(6,095)	(8,494)	-139%	Asset Management Project - 37	(66,514)	(6,509)	(60,005)	-922%	(13,373)	(53,141)	-397%
7,482	(6,565)	14,047	214%	Asset Management Project - 38	(9,769)	(1,256)	(8,513)	-678%	125,514	(135,283)	-108%
(25,115)	(56,228)	31,113	55%	Asset Management Project - 39	(65,458)	(139,674)	74,216	53%	(36,767)	(28,691)	-78%
(19,966)	(4,320)	(15,646)	-362%	Asset Management Project - 40	(74,577)	(6,510)	(68,067)	-1046%	82,000	(156,577)	-191%
(5,176)	(5,155)	(21)	0%	Asset Management Project - 43	12,807	(5,294)	18,101	342%	95,305	(82,498)	-87%
(62,503)	(7,987)	(54,516)	-683%	Asset Management Project - 44	(120,092)	(61,296)	(58,796)	-96%	206,373	(326,465)	-158%
(34,385)	5,705	(40,090)	-703%	Asset Management Project - 45	(27,859)	(8,503)	(19,356)	-228%	56,384	(84,243)	-149%
(24,046)	(9,956)	(14,090)	-142%	Asset Management Project - 46	(45,664)	(22,613)	(23,051)	-102%	29,359	(75,023)	-256%
(23,587)	(3,288)	(20,299)	-617%	Asset Management Project - 49	(24,459)	(2,419)	(22,040)	-911%	5,366	(29,825)	-556%
5,250	2,113	3,137	148%	Asset Management Project - 50	45,212	7,594	37,618	495%	97,418	(52,206)	-54%
$ (547,554)	**$ (246,055)**	**$ (301,499)**	**-123%**	**Total Net Income(Loss)**	**$ (668,419)**	**$ (566,842)**	**$ (101,577)**	**-18%**	**$ 1,400,088**	**$ (2,068,507)**	**-148%**

Fiscal Management Office
Report for October 2013 (Unaudited)

AGENCY TOTAL – Variance Analysis based on any increases or decrease of 10% or more with the month of October 2013 being the basis for the variances.

INCOME STATEMENT

A. REVENUES:

CFP Grant Income:

The budget draws are projected on a monthly draw vs actual draw on a per quarter basis. The draw should not exceed 10% of the specific Grant for the COCC CFP Administrative Fee.

Other Income:

Actual Other Income reflects payment of $1.6 million of KPT Development Fees to HPHA resulting in a positive variance of $1.2 million. Included in the Budget for the month of October were Administrative and Associated reimbursements fees and Front Line Service Fees which was not billed in the current month.

B. EXPENSES:

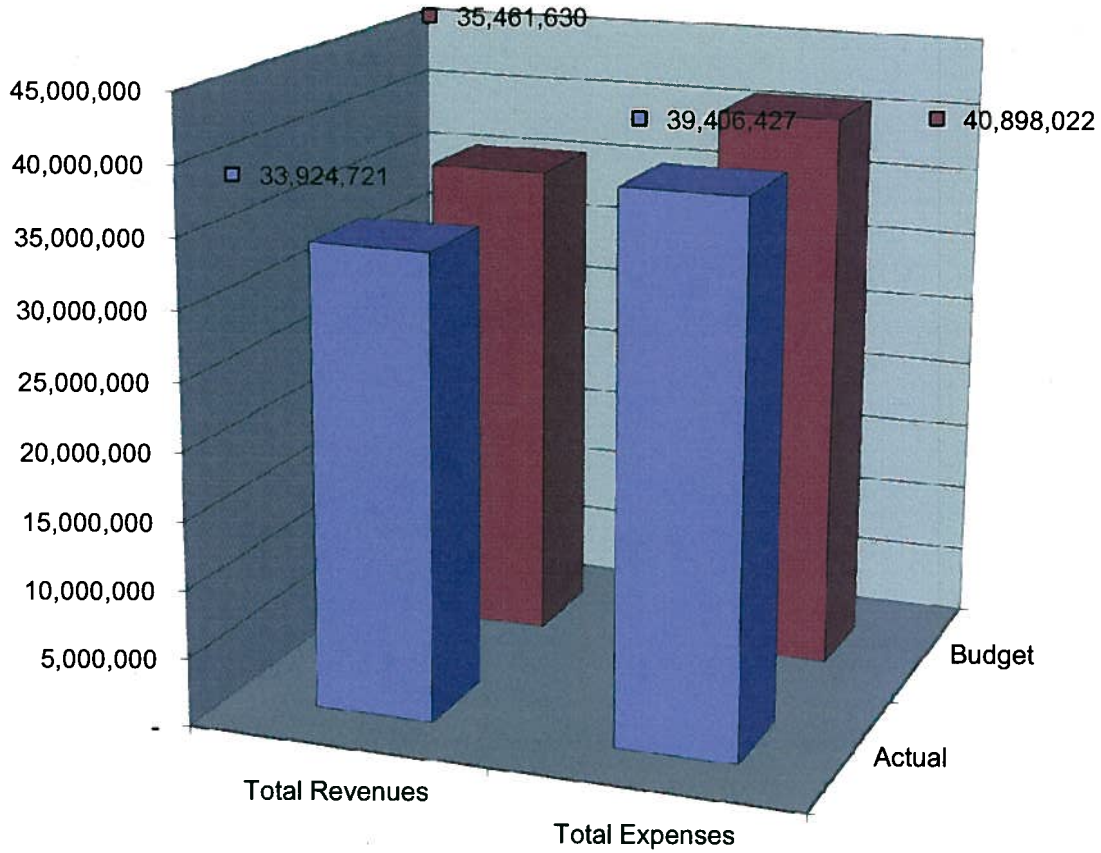
Bad Debt Expense:

Adjustment for tenant re-certifications credits balances in excess of bad debt write-offs.

OVERVIEW – Current Fiscal Year:

As the Fiscal Year 2013 - 2014 progresses and the Capital Appropriation is approved HPHA will begin to recognize Capital Administrative and Associated Expense reimbursements which should add approximately $4.0 Million in revenues for the current Fiscal Year.

HPHA OCTOBER 31, 2013 Actual VS Budget



	Total Revenues	Total Expenses
Actual	33,924,721	39,406,427
Budget	35,461,630	40,898,022

HAWAII PUBLIC HOUSING AUTHORITY
AGENCY TOTAL
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)

MONTH OF OCTOBER, 2013					YEAR TO DATE ENDING OCTOBER 31, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
1,330,141	1,389,186	$ (59,045)	-4%	Dwelling Rental Income	5,346,406	5,552,024	$ (205,618)	-4%	5,256,993	$ 89,413	2%
5,415,847	5,713,838	(297,991)	-5%	HUD Operating Subsidies	22,463,276	22,927,376	(464,100)	-2%	22,611,798	(148,522)	-1%
-	437,868	(437,868)	-100%	CFP Grant Income	619,462	1,751,472	(1,132,010)	-65%	-	619,462	0%
411,124	421,152	(10,028)	-2%	COCC Fee Income	1,625,066	2,038,935	(413,869)	-20%	1,454,268	170,798	12%
-	-	-	0%	General Fund	-	-	-	0%	1,366,308	(1,366,308)	-100%
416,656	428,534	(11,878)	-3%	Grant Income	1,716,922	1,714,136	2,786	0%	-	1,716,922	0%
1,733,562	558,350	1,175,212	210%	Other Income	2,153,589	1,477,687	675,902	46%	1,189,210	964,379	81%
9,307,330	**8,948,928**	**358,402**	**4%**	**Total Revenues**	33,924,721	35,461,630	**(1,536,909)**	**-4%**	**31,878,577**	**2,046,144**	**6%**
				EXPENSES							
1,232,011	1,341,660	109,649	8%	Administrative	4,325,305	5,619,509	1,294,204	23%	4,122,783	(202,522)	-5%
29,477	29,347	(130)	0%	Asset Management Fees	117,908	117,488	(420)	0%	54,240	(63,668)	-117%
393,051	413,002	19,951	5%	Management Fees	1,616,292	1,650,503	34,211	2%	1,504,331	(111,961)	-7%
55,085	56,611	1,526	3%	Bookkeeping Fees	221,590	226,230	4,640	2%	209,146	(12,444)	-6%
4,011,784	3,960,758	(51,026)	-1%	Housing Assistance Payments	16,134,933	15,793,032	(341,901)	-2%	16,473,593	338,660	2%
5,007	4,986	(21)	0%	Tenant Services	123,499	146,837	23,338	16%	19,283	(104,216)	-540%
1,126,092	1,177,593	51,501	4%	Utilities	4,637,429	4,704,774	67,345	1%	4,261,560	(375,869)	-9%
1,443,076	1,561,241	118,165	8%	Maintenance	5,842,832	6,483,940	641,108	10%	4,744,290	(1,098,542)	-23%
187,519	177,870	(9,649)	-5%	Protective Services	749,765	705,798	(43,967)	-6%	584,182	(165,583)	-28%
83,850	84,383	533	1%	Insurance	335,515	336,947	1,432	0%	361,446	25,931	7%
1,241,924	1,264,403	22,479	2%	General Expenses	5,301,359	5,112,965	(188,394)	-4%	4,851,548	(449,811)	-9%
9,808,875	**10,071,854**	**262,979**	**3%**	**Total Expenses**	39,406,427	40,898,022	**1,491,595**	**4%**	**37,186,402**	**(2,220,025)**	**-6%**
$ (501,546)	**$ (1,122,926)**	**$ 621,380**	**55%**	**Net Income(Loss)**	(5,481,706)	(5,436,392)	**$ (45,314)**	**-1%**	**$ (5,307,825)**	**$ (173,881)**	**-3%**
				CASH BASIS:							
$ (501,546)	**$ (1,122,926)**	**$ 621,380**	**55%**	Net Income(loss) per Above	(5,481,706)	(5,436,392)	**$ (45,314)**	**-1%**	**$ (5,307,825)**	**$ (173,881)**	**-3%**
				Add back non cash items:							
1,237,953	1,239,620	(1,667)	0%	Depreciation Expense	4,901,404	4,959,366	(57,962)	-1%	4,673,796	227,608	5%
(776)	10,922	(11,698)	-107%	Bad Debt Expense	342	90,694	(90,352)	-100%	91,667	(91,325)	-100%
$ 735,631	**$ 127,616**	**$ 608,015**	**476%**	**TOTAL CASH BASIS**	(579,961)	(386,332)	**$ (193,628)**	**-50%**	**$ (542,362)**	**$ (37,599)**	**-7%**

297

CONSOLIDATED BALANCE SHEET
HAWAII PUBLIC HOUSING AUTHORITY
FUND FROM 130 TO 150, 007, 020, 024, 181, 265, 318, 337, 400
FOR PERIOD ENDING OCTOBER 31, 2013
AGENCY TOTAL

		OCTOBER	SEPTEMBER	Increase (Decrease)
ASSETS:				
Cash		63,727,965	59,943,724	3,784,241
Receivables:				
Accrued Interest	5,897,597			
Tenant Receivables	1,381,981			
Other	4,797,846			
Less Allowance for Doubtful Accounts	(3,501,879)	8,575,545	8,385,716	189,829
Total receivables				
Prepaid Expenses		(18,090)	45,562	(63,651)
Inventories		6,940	6,940	-
Interprogram Due From		15,117,912	16,330,620	(1,212,707)
Interprogram Due To		-	-	-
Total Current Assets		**87,410,272**	**84,712,561**	**2,697,711**
Property, Plant & Equipment:				
Land	21,451,327			
Buildings	535,067,343			
Furniture & Equipment	5,751,599			
Motor vehicles	1,355,056			
Construction in Progress	15,741,310			
Less: Accumulated Depreciation	(319,070,114)	260,296,521	261,534,474	(1,237,953)
Notes, Loans & Mortgage Receivable-Non Current		46,928,157	46,928,157	-
Other Long term assets		-	-	-
Total Assets		**394,634,950**	**393,175,192**	**1,459,758**

298

CONSOLIDATED BALANCE SHEET
HAWAII PUBLIC HOUSING AUTHORITY
FUND FROM 130 TO 150, 007, 020, 024, 181, 265, 318, 337, 400
FOR PERIOD ENDING OCTOBER 31, 2013
AGENCY TOTAL

		OCTOBER	SEPTEMBER	Increase (Decrease)
LIABILITIES AND EQUITY:				
Accounts Payable		1,755,272	1,340,079	415,193
Accrued Expenses		1,354,405	1,318,993	35,412
Accrued Salaries & Wages		708,298	708,298	-
Accrued Vacation		669,776	669,776	-
Tenant Security Deposits		854,362	851,175	3,187
Other Liabilities & Deferred Income		45,357,839	43,348,819	2,009,019
Interprogram Due To		10,092,687	9,949,625	143,062
Total Current Liabilities		**60,792,639**	**58,186,766**	**2,605,873**
Accrued Pension and OPEB Liability		9,289,299	9,289,299	-
Accrued Compensated Absences - Non Current		1,297,080	1,330,369	(33,290)
Accrued Expenses-Workers Comp		231,976	231,976	-
Net Assets:				
Restricted Net Assets	2,844,517		2,844,517	-
Unrestricted Net Assets	325,661,146		325,661,146	-
Net Income Year to Date	(5,481,706)		(4,368,881)	(1,112,825)
Total Equity		**323,023,957**	**324,136,782**	**(1,112,825)**
Total Liabilities & Equity		**394,634,951**	**393,175,192**	**1,459,759**

299

HAWAII PUBLIC HOUSING AUTHORITY
HOUSING CHOICE VOUCHER PROGRAM
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)

MONTH OF OCTOBER, 2013					YEAR TO DATE ENDING OCTOBER 31, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ -	$ -	$ -	0%	Dwelling Rental Income	$ -	$ -	$ -	0%	$ -	$ -	0%
1,667,859	2,068,588	(400,729)	-19%	HUD Operating Subsidies	7,706,567	8,274,352	(567,785)	-7%	6,522,926	1,183,641	18%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
42,147	858	41,289	4812%	Other Income	138,882	3,432	135,450	3947%	619,257	(480,375)	-78%
1,710,006	**2,069,446**	**(359,440)**	**-17%**	**Total Revenues**	**7,845,449**	**8,277,784**	**(432,335)**	**-5%**	**7,142,183**	**703,266**	**10%**
				EXPENSES							
68,728	105,667	36,939	35%	Administrative	296,672	458,860	162,188	35%	523,208	226,536	43%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
22,956	23,244	288	1%	Management Fees	92,340	92,976	636	1%	90,984	(1,356)	-1%
14,348	15,000	653	4%	Bookkeeping Fees	57,713	60,000	2,288	4%	56,865	(848)	-1%
1,955,618	1,926,022	(29,596)	-2%	Housing Assistance Payments	7,853,127	7,704,088	(149,039)	-2%	7,293,304	(559,823)	-8%
2,340	22,869	20,529	90%	Tenant Services	62,717	91,476	28,759	31%	-	(62,717)	0%
2,908	4,125	1,217	30%	Utilities	12,637	16,500	3,863	23%	10,539	(2,098)	-20%
687	100	(587)	-587%	Maintenance	2,273	400	(1,873)	-468%	85,717	83,444	97%
-	95	95	100%	Protective Services	134	380	246	65%	180	46	25%
316	689	373	54%	Insurance	3,130	2,756	(373)	-14%	5,629	2,499	44%
41,124	-	(41,124)	0%	General Expenses	167,617	7,326	(160,291)	-2188%	31,526	(136,091)	-432%
2,109,024	**2,097,811**	**(11,213)**	**-1%**	**Total Expenses**	**8,548,359**	**8,434,763**	**(113,596)**	**-1%**	**8,097,952**	**(450,407)**	**-6%**
$ (399,018)	**$ (28,365)**	**$ (370,653)**	**-1307%**	**Net Income(Loss)**	**$ (702,910)**	**$ (156,979)**	**$ (545,932)**	**-348%**	**$ (955,769)**	**$ 252,859**	**26%**
				CASH BASIS:							
$ (399,018)	**$ (28,365)**	**$ (370,653)**	**-1307%**	Net Income(loss) per Above	**$ (702,910)**	**$ (156,979)**	**$ (545,932)**	**-348%**	**$ (955,769)**	**$ 252,859**	**26%**
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ (399,018)	**$ (28,365)**	**$ (370,653)**	**-1307%**	**TOTAL CASH BASIS**	**$ (702,910)**	**$ (156,979)**	**$ (545,932)**	**-348%**	**$ (955,769)**	**$ 252,859**	**26%**

HAWAII PUBLIC HOUSING AUTHORITY
REPAIRS & MAINTENANCE GENERAL FUND
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)

MONTH OF OCTOBER, 2013					YEAR TO DATE ENDING OCTOBER 31, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ -	$ -	$ -	0%	Dwelling Rental Income	$ -	$ -	$ -	0%	$ -	$ -	0%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	5,507	(5,507)	-100%
338,911	340,540	(1,630)	0%	Grant Income	1,375,194	1,362,160	13,034	1%	-	1,375,194	0%
(79,140)	(340,540)	261,400	77%	Other Income	(539,853)	(1,362,160)	822,307	60%	-	(539,853)	0%
259,770	**-**	**259,770**	**0%**	**Total Revenues**	**835,341**	**-**	**835,341**	**0%**	**5,507**	**829,834**	**15069%**
				EXPENSES							
-	1,570	1,570	100%	Administrative	-	6,280	6,280	100%	17,590	17,590	100%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Bookkeeping Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
-	-	-	0%	Utilities	-	-	-	0%	-	-	0%
5,196	-	(5,196)	0%	Maintenance	5,196	-	(5,196)	0%	-	(5,196)	0%
4,704	-	(4,704)	0%	Protective Services	-	-	-	0%	-	-	0%
-	-	-	0%	Insurance	-	-	-	0%	-	-	0%
-	-	-	0%	General Expenses	-	-	-	0%	-	-	0%
9,900	**1,570**	**(8,330)**	**-531%**	**Total Expenses**	**5,196**	**6,280**	**1,084**	**17%**	**17,590**	**12,394**	**70%**
$ 249,870	**$ (1,570)**	**$ 251,440**	**16015%**	**Net Income(Loss)**	**$ 830,145**	**$ (6,280)**	**$ 836,425**	**13319%**	**$ (12,083)**	**$ 842,228**	**0%**
				CASH BASIS:							
$ 249,870	**$ (1,570)**	**$ 251,440**	**16015%**	Net Income(loss) per Above	**$ 830,145**	**$ (6,280)**	**$ 836,425**	**13319%**	**$ (12,083)**	**$ 842,228**	**0%**
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ 249,870	**$ (1,570)**	**$ 251,440**	**16015%**	**TOTAL CASH BASIS**	**$ 830,145**	**$ (6,280)**	**$ 836,425**	**13319%**	**$ (12,083)**	**$ 842,228**	**0%**

301

STATE RENT SUPPLEMENT PROGRAM
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)

MONTH OF OCTOBER, 2013					YEAR TO DATE ENDING OCTOBER 31, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ -	$ -	$ -	0%	Dwelling Rental Income	$ -	$ -	$ -	0%	$ -	$ -	0%
-		-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
		-	0%	CFP Grant Income			-	0%		-	0%
-		-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-		-	0%	General Fund	-	-	-	0%	19,972	(19,972)	-100%
77,745	87,994	(10,249)	-12%	Grant Income	341,726	351,976	(10,250)	-3%	265,310	76,416	29%
-	-	-	0%	Other Income	9,145	-	9,145	0%	-	9,145	0%
77,745	**87,994**	**(10,249)**	**-12%**	**Total Revenues**	**350,870**	**351,976**	**(1,106)**	**0%**	**285,282**	**65,588**	**23%**
				EXPENSES							
4,420	10,632	6,212	58%	Administrative	25,866	48,927	23,061	47%	29,259	3,393	12%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
582	650	68	10%	Management Fees	2,397	2,600	203	8%	2,730	333	12%
365	450	85	19%	Bookkeeping Fees	1,502	1,800	298	17%	1,711	209	12%
36,843	75,824	38,981	51%	Housing Assistance Payments	157,760	253,296	95,536	38%	181,488	23,728	13%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
726	660	(66)	-10%	Utilities	3,160	2,640	(520)	-20%	2,677	(483)	-18%
-	-	-	0%	Maintenance	-	-	-	0%	-	-	0%
-	-	-	0%	Protective Services	-	-	-	0%	-	-	0%
22	30	8	25%	Insurance	89	120	31	26%	89	(0)	0%
-	-	-	0%	General Expenses	-	-	-	0%	(821)	(821)	-100%
42,958	**88,246**	**45,288**	**51%**	**Total Expenses**	**190,775**	**309,383**	**118,608**	**38%**	**217,133**	**26,358**	**12%**
$ 34,787	**$ (252)**	**$ 35,039**	**13905%**	**Net Income(Loss)**	**$ 160,096**	**$ 42,593**	**$ 117,503**	**276%**	**$ 68,149**	**$ 91,947**	**135%**
				CASH BASIS:							
$ 34,787	**$ (252)**	**$ 35,039**	**13905%**	Net Income(loss) per Above	**$ 160,096**	**$ 42,593**	**$ 117,503**	**276%**	**$ 68,149**	**$ 91,947**	**135%**
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ 34,787	**$ (252)**	**$ 35,039**	**13905%**	**TOTAL CASH BASIS**	**$ 160,096**	**$ 42,593**	**$ 117,503**	**276%**	**$ 68,149**	**$ 91,947**	**135%**

302

PROJECT BASED CONTRACT ADMINISTRATION
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)

MONTH OF OCTOBER, 2013					YEAR TO DATE ENDING OCTOBER 31, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ -	$ -	$ -	0%	Dwelling Rental Income	$ -	$ -	$ -	0%	$ -	$ -	0%
2,114,268	2,056,685	57,583	3%	HUD Operating Subsidies	8,507,540	8,226,740	280,800	3%	8,453,497	54,043	1%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
16	15	1	6%	Other Income	64	60	4	6%	390,230	(390,166)	-100%
2,114,284	**2,056,700**	**57,584**	**3%**	**Total Revenues**	**8,507,604**	**8,226,800**	**280,804**	**3%**	**8,843,727**	**(336,124)**	**-4%**
				EXPENSES							
5,621	8,184	2,563	31%	Administrative	11,236	32,736	21,500	66%	38,863	27,627	71%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
66,489	77,808	11,319	15%	Management Fees	301,143	311,232	10,089	3%	312,468	11,325	4%
-	420	420	100%	Bookkeeping Fees	-	1,680	1,680	100%	-	-	0%
2,016,495	1,958,912	(57,583)	-3%	Housing Assistance Payments	8,116,469	7,835,648	(280,821)	-4%	8,453,497	337,028	4%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
-	-	-	0%	Utilities	-	-	-	0%	-	-	0%
-	-	-	0%	Maintenance	-	-	-	0%	-	-	0%
-	-	-	0%	Protective Services	-	-	-	0%	-	-	0%
-	-	-	0%	Insurance	-	-	-	0%	-	-	0%
1,482	-	(1,482)	0%	General Expenses	2,910	-	(2,910)	0%	2,965	55	2%
2,090,086	**2,045,324**	**(44,762)**	**-2%**	**Total Expenses**	**8,431,759**	**8,181,296**	**(250,463)**	**-3%**	**8,807,793**	**376,034**	**4%**
$ 24,197	**$ 11,376**	**$ 12,821**	**113%**	**Net Income(Loss)**	**$ 75,845**	**$ 45,504**	**$ 30,341**	**67%**	**$ 35,934**	**$ 39,911**	**111%**
				CASH BASIS:							
$ 24,197	**$ 11,376**	**$ 12,821**	**113%**	Net Income(loss) per Above	**$ 75,845**	**$ 45,504**	**$ 30,341**	**67%**	**$ 35,934**	**$ 39,911**	**111%**
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ 24,197	**$ 11,376**	**$ 12,821**	**113%**	**TOTAL CASH BASIS**	**$ 75,845**	**$ 45,504**	**$ 30,341**	**67%**	**$ 35,934**	**$ 39,911**	**111%**

CENTRAL OFFICE COST CENTER
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)

MONTH OF OCTOBER, 2013					YEAR TO DATE ENDING OCTOBER 31, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
-	-	$ -	0%	Dwelling Rental Income			$ -	0%	-	$ -	0%
-		-	0%	HUD Operating Subsidies			-	0%	-	-	0%
-	250,000	(250,000)	-100%	CFP Grant Income	619,462	1,000,000	(380,538)	-38%	-	619,462	0%
381,646	540,506	(158,860)	-29%	COCC Fee Income	1,797,702	2,160,807	(363,105)	-17%	1,454,268	343,434	24%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
1,489,964	404,125	1,085,839	269%	Other Income	1,432,084	1,616,500	(184,416)	-11%	136,723	1,295,361	947%
1,871,610	**1,194,631**	**676,979**	**57%**	**Total Revenues**	**3,849,248**	**4,777,307**	**(928,059)**	**-19%**	**1,590,991**	**2,258,257**	**142%**
				EXPENSES							
520,110	724,350	204,240	28%	Administrative	2,103,175	2,955,064	851,889	29%	2,091,445	(11,729)	-1%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Bookkeeping Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
-	1,560	1,560	100%	Tenant Services	294	6,510	6,216	95%	200	(94)	-47%
11,522	14,864	3,342	22%	Utilities	46,575	59,540	12,965	22%	49,632	3,057	6%
203,036	272,313	69,277	25%	Maintenance	836,544	1,286,488	449,944	35%	426,344	(410,200)	-96%
-	936	936	100%	Protective Services	1,910	3,744	1,834	49%	3,731	1,821	49%
1,730	4,517	2,787	62%	Insurance	7,963	18,073	10,110	56%	37,542	29,579	79%
103,795	1,906	(101,889)	-5346%	General Expenses	211,036	17,652	(193,384)	-1096%	141,697	(69,339)	-49%
840,193	**1,020,446**	**180,253**	**18%**	**Total Expenses**	**3,207,497**	**4,347,071**	**1,139,574**	**26%**	**2,750,591**	**(456,905)**	**-17%**
$ 1,031,417	**$ 174,185**	**$ 857,232**	**492%**	**Net Income(Loss)**	**$ 641,751**	**$ 430,236**	**$ 211,515**	**49%**	**$ (1,159,600)**	**$ 1,801,351**	**155%**
				CASH BASIS:							
$ 1,031,417	**$ 174,185**	**$ 857,232**	**492%**	Net Income(loss) per Above	**$ 641,751**	**$ 430,236**	**$ 211,515**	**49%**	**$ (1,159,600)**	**$ 1,801,351**	**155%**
				Add back non cash items:							
832	886	(54)	-6%	Depreciation Expense	3,330	3,544	(214)	-6%	3,330	(0)	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ 1,032,250	**$ 175,071**	**$ 857,179**	**490%**	**TOTAL CASH BASIS**	**$ 645,081**	**$ 433,780**	**$ 211,301**	**49%**	**$ (1,156,270)**	**$ 1,801,351**	**156%**

304

STATE LOW RENT
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)

MONTH OF OCTOBER, 2013					YEAR TO DATE ENDING OCTOBER 31, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
90,775	88,421	$ 2,354	3%	Dwelling Rental Income	336,643	351,217	$ (14,574)	-4%	662,138	$ (325,495)	-49%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
81,644	115,844	(34,200)	-30%	Other Income	171,844	463,376	(291,532)	-63%	453,400	(281,556)	-62%
172,418	**204,265**	**(31,847)**	**-16%**	**Total Revenues**	**508,487**	**814,593**	**(306,106)**	**-38%**	**1,115,538**	**(607,051)**	**-54%**
				EXPENSES							
18,759	32,632	13,873	43%	Administrative	101,567	137,016	35,449	26%	54,063	(47,504)	-88%
-	248	248	100%	Asset Management Fees	-	992	992	100%	-	-	0%
16,878	17,464	586	3%	Management Fees	66,198	69,416	3,218	5%	132,205	66,007	50%
2,025	2,113	88	4%	Bookkeeping Fees	7,943	8,402	459	5%	17,093	9,151	54%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
-	166	166	100%	Tenant Services	-	1,414	1,414	100%	-	-	0%
75,900	75,900	(0)	0%	Utilities	254,887	303,600	48,713	16%	443,186	188,299	42%
96,921	68,388	(28,534)	-42%	Maintenance	267,589	287,147	19,558	7%	287,308	19,719	7%
-	-	-	0%	Protective Services	-	-	-	0%	271	271	100%
2,961	3,471	510	15%	Insurance	10,800	13,554	2,754	20%	38,817	28,017	72%
70,537	72,781	2,244	3%	General Expenses	276,348	291,124	14,776	5%	465,968	189,620	41%
283,982	**273,163**	**(10,819)**	**-4%**	**Total Expenses**	**985,331**	**1,112,664**	**127,333**	**11%**	**1,438,911**	**453,580**	**32%**
$ (111,564)	**$ (68,898)**	**$ (21,028)**	**-31%**	**Net Income(Loss)**	**$ (476,844)**	**$ (298,071)**	**$ (178,773)**	**-60%**	**$ (323,373)**	**$ (153,471)**	**-47%**
				CASH BASIS:							
$ (111,564)	**$ (68,898)**	**$ (21,028)**	**-31%**	Net Income(loss) per Above	**$ (476,844)**	**$ (298,071)**	**$ (178,773)**	**-60%**	**$ (323,373)**	**$ (153,471)**	**-47%**
				Add back non cash items:							
70,301	70,833	(532)	-1%	Depreciation Expense	276,112	283,332	(7,220)	-3%	466,408	(190,296)	-41%
-	-	-	0%	Bad Debt Expense			-	0%	(440)	440	100%
$ (41,262)	**$ 1,935**	**$ (21,559)**	**-1114%**	**TOTAL CASH BASIS**	**$ (200,732)**	**$ (14,739)**	**$ (185,993)**	**-1262%**	**$ 142,595**	**$ (343,327)**	**-241%**

STATE ELDERLY PROGRAM
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)

MONTH OF OCTOBER, 2013					YEAR TO DATE ENDING OCTOBER 31, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ 168,534	$ 163,542	$ 4,992	3%	Dwelling Rental Income	$ 673,272	$ 654,168	$ 19,104	3%	$ 328,213	$ 345,059	105%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
(17,747)	4,650	(22,397)	-482%	Other Income	318,620	18,600	300,020	1613%	70,861	247,759	350%
150,787	**168,192**	**(17,405)**	**-10%**	**Total Revenues**	**991,892**	**672,768**	**319,124**	**47%**	**399,074**	**592,818**	**149%**
				EXPENSES							
15,794	26,958	11,164	41%	Administrative	77,041	124,514	47,473	38%	94,403	17,362	18%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
35,443	35,881	438	1%	Management Fees	142,085	143,524	1,439	1%	59,982	(82,103)	-137%
4,253	4,306	54	1%	Bookkeeping Fees	17,048	17,224	177	1%	7,755	(9,293)	-120%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
-	385	385	100%	Tenant Services	-	1,540	1,540	100%	-	-	0%
112,562	112,562	(0)	0%	Utilities	377,905	450,248	72,344	16%	295,623	(82,282)	-28%
89,115	140,109	50,994	36%	Maintenance	408,874	560,436	151,562	27%	205,006	(203,868)	-99%
-	-	-	0%	Protective Services	559	-	(559)	0%	-	(559)	0%
10,752	10,765	13	0%	Insurance	39,355	43,060	3,705	9%	13,579	(25,776)	-190%
116,602	117,021	419	0%	General Expenses	466,408	468,084	1,676	0%	277,525	(188,883)	-68%
384,522	**447,987**	**63,465**	**14%**	**Total Expenses**	**1,529,274**	**1,808,630**	**279,356**	**15%**	**953,873**	**(575,401)**	**-60%**
$ (233,735)	**$ (279,795)**	**$ 46,060**	**16%**	**Net Income(Loss)**	**$ (537,382)**	**$ (1,135,862)**	**$ 598,480**	**53%**	**$ (554,799)**	**$ 17,417**	**3%**
				CASH BASIS:							
$ (233,735)	**$ (279,795)**	**$ 46,060**	**16%**	Net Income(loss) per Above	**$ (537,382)**	**$ (1,135,862)**	**$ 598,480**	**53%**	**$ (554,799)**	**$ 17,417**	**3%**
				Add back non cash items:							
116,602	116,604	(2)	0%	Depreciation Expense	466,408	466,416	(8)	0%	262,462	203,946	78%
-	417	(417)	-100%	Bad Debt Expense	-	1,668	(1,668)	-100%	15,063	(15,063)	-100%
$ (117,133)	**$ (162,774)**	**$ 45,641**	**28%**	**TOTAL CASH BASIS**	**$ (70,974)**	**$ (667,778)**	**$ 596,804**	**89%**	**$ (277,274)**	**$ 206,300**	**74%**

306

HAWAII PUBLIC HOUSING AUTHORITY
VETERANS AFFAIRS SUPPORTIVE HOUSING
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)

MONTH OF OCTOBER, 2013					YEAR TO DATE ENDING OCTOBER 31, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ -	$ -	$ -	0%	Dwelling Rental Income	$ -	$ -	$ -	0%		$ -	0%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	250,117	(250,117)	-100%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	Other Income	-	-	-	0%	-	-	0%
-	-	-	0%	**Total Revenues**	-	-	-	0%	250,117	(250,117)	-100%
				EXPENSES							
-	-	-	0%	Administrative	-	-	-	0%	-	-	0%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Bookkeeping Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	545,303	545,303	100%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
-	-	-	0%	Utilities	-	-	-	0%	-	-	0%
-	-	-	0%	Maintenance	-	-	-	0%	-	-	0%
-	-	-	0%	Protective Services	-	-	-	0%	-	-	0%
-	-	-	0%	Insurance	-	-	-	0%	-	-	0%
-	-	-	0%	General Expenses	-	-	-	0%	-	-	0%
-	-	-	0%	**Total Expenses**	-	-	-	0%	545,303	545,303	100%
$ -	$ -	$ -	0%	**Net Income(Loss)**	$ -	$ -	$ -	0%	$ (295,186)	$ 295,186	100%
				CASH BASIS:							
$ -	$ -	$ -	0%	Net Income(loss) per Above	$ -	$ -	$ -	0%	$ (295,186)	$ 295,186	100%
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ -	$ -	$ -	0%	**TOTAL CASH BASIS**	$ -	$ -	$ -	0%	$ (295,186)	$ 295,186	100%

307

FEDERAL LOW RENT PROGRAM
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)

MONTH OF OCTOBER, 2013					YEAR TO DATE ENDING OCTOBER 31, 2013						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
$ 1,070,833	$ 1,137,223	$ (66,391)	-6%	Dwelling Rental Income	$ 4,336,491	$ 4,546,639	$ (210,148)	-5%	4,266,643	$ 69,848	2%
1,633,720	1,588,565	45,155	3%	HUD Operating Subsidies	6,249,168	6,354,584	(105,416)	-2%	7,385,258	(1,136,090)	-15%
-	187,868	(187,868)	-100%	CFP Grant Income	-	751,472	(751,472)	-100%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-		-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	453,414	(453,414)	-100%
182,331	98,481	83,850	85%	Other Income	457,360	395,101	62,259	16%	140,846	316,514	225%
2,886,884	**3,012,137**	**(125,253)**	**-4%**	**Total Revenues**	**11,043,019**	**12,047,796**	**(1,004,777)**	**-8%**	**12,246,161**	**(1,203,142)**	**-10%**
				EXPENSES							
347,832	431,667	83,835	19%	Administrative	1,552,832	1,856,112	303,280	16%	1,273,953	(278,879)	-22%
29,099	29,099	-	0%	Asset Management Fees	116,526	116,526	-	0%	52,048	(64,478)	-124%
250,702	257,955	7,253	3%	Management Fees	1,012,128	1,030,755	18,627	2%	905,961	(106,167)	-12%
34,095	34,322	227	1%	Bookkeeping Fees	137,385	137,124	(261)	0%	125,723	(11,662)	-9%
2,828	-	(2,828)	0%	Housing Assistance Payments	7,921	-	(7,921)	0%	-	(7,921)	0%
2,667	2,500	(167)	-7%	Tenant Services	28,938	76,265	47,327	62%	84	(28,854)	-34350%
922,474	969,482	47,008	5%	Utilities	3,950,725	3,877,928	(72,797)	-2%	3,459,903	(490,822)	-14%
1,048,120	1,080,331	32,211	3%	Maintenance	3,969,118	4,381,796	412,679	9%	3,449,916	(519,202)	-15%
182,815	176,839	(5,976)	-3%	Protective Services	600,533	701,674	101,141	14%	542,003	(58,530)	-11%
58,069	64,911	6,842	11%	Insurance	247,098	259,646	12,548	5%	252,791	5,693	2%
1,159,131	1,090,201	(68,930)	-6%	General Expenses	4,427,829	4,337,525	(90,304)	-2%	4,222,708	(205,121)	-5%
4,037,832	**4,137,307**	**99,475**	**2%**	**Total Expenses**	**16,051,032**	**16,775,351**	**724,319**	**4%**	**14,285,090**	**(1,765,942)**	**-12%**
$ (1,150,948)	**$ (1,125,170)**	**$ (25,778)**	**-2%**	**Net Income(Loss)**	**$ (5,008,013)**	**$ (4,727,555)**	**$ (280,458)**	**-6%**	**$ (2,038,929)**	**$ (2,969,084)**	**-146%**
				CASH BASIS:							
$ (1,150,948)	**$ (1,125,170)**	**$ (25,778)**	**-2%**	Net Income(loss) per Above	**$ (5,008,013)**	**$ (4,727,555)**	**$ (280,458)**	**-6%**	**$ (2,038,929)**	**$ (2,969,084)**	**-146%**
				Add back non cash items:							
1,050,217	1,051,297	(1,080)	0%	Depreciation Expense	4,155,596	4,205,188	(49,592)	-1%	3,941,596	214,000	5%
(777)	10,505	(11,282)	-107%	Bad Debt Expense	(8,979)	89,026	(98,005)	-110%	77,044	(86,023)	-112%
$ (101,508)	**$ (63,368)**	**$ (38,140)**	**-60%**	**TOTAL CASH BASIS**	**$ (861,396)**	**$ (433,341)**	**$ (428,055)**	**-99%**	**$ 1,979,711**	**$ (2,841,107)**	**-144%**

308

HAWAII PUBLIC HOUSING AUTHORITY
FEDERAL LOW RENT PROGRAM BY AMPS
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)

MONTH OF OCTOBER, 2013				ACCRUAL BASIS	YEAR TO DATE ENDING OCTOBER 31, 2013						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
$ 324,920	$ 331,562	$ (6,642)	-2%	Asset Management Project - 30	$ 1,202,176	$ 1,327,430	$ (125,254)	-9%	$ 1,102,372	$ 99,804	9%
227,557	230,098	(2,541)	-1%	Asset Management Project - 31	904,867	920,390	(15,523)	-2%	1,047,405	(142,538)	-14%
261,482	284,201	(22,719)	-8%	Asset Management Project - 32	998,436	1,136,804	(138,368)	-12%	1,267,999	(269,563)	-21%
225,744	217,870	7,874	4%	Asset Management Project - 33	831,731	871,480	(39,749)	-5%	915,169	(83,438)	-9%
350,512	324,014	26,498	8%	Asset Management Project - 34	1,294,127	1,298,347	(4,220)	0%	1,360,924	(66,797)	-5%
340,750	333,330	7,420	2%	Asset Management Project - 35	1,320,755	1,333,320	(12,565)	-1%	1,491,085	(170,330)	-11%
138,935	159,619	(20,684)	-13%	Asset Management Project - 37	547,099	637,435	(90,336)	-14%	558,451	(11,352)	-2%
176,198	203,450	(27,252)	-13%	Asset Management Project - 38	702,019	813,858	(111,839)	-14%	700,674	1,345	0%
117,353	123,605	(6,252)	-5%	Asset Management Project - 39	444,945	492,650	(47,705)	-10%	473,585	(28,640)	-6%
151,656	156,305	(4,649)	-3%	Asset Management Project - 40	560,189	625,220	(65,031)	-10%	770,649	(210,460)	-27%
108,697	138,003	(29,306)	-21%	Asset Management Project - 43	420,467	552,012	(131,545)	-24%	453,936	(33,469)	-7%
143,393	165,052	(21,659)	-13%	Asset Management Project - 44	551,957	660,504	(108,547)	-16%	678,659	(126,702)	-19%
110,864	125,722	(14,858)	-12%	Asset Management Project - 45	452,631	503,405	(50,774)	-10%	535,559	(82,928)	-15%
47,438	51,268	(3,830)	-7%	Asset Management Project - 46	194,806	204,715	(9,909)	-5%	222,330	(27,524)	-12%
85,170	91,358	(6,188)	-7%	Asset Management Project - 49	328,691	365,432	(36,741)	-10%	328,038	653	0%
76,214	76,680	(466)	-1%	Asset Management Project - 50	288,123	304,794	(16,671)	-5%	339,286	(51,163)	-15%
$ 2,886,884	**$ 3,012,137**	**$ (125,253)**	**-4%**	**Total Revenues**	**$ 11,043,019**	**$ 12,047,796**	**$ (1,004,777)**	**-8%**	**$ 12,246,121**	**$ (1,203,102)**	**-10%**
				NET INCOME(LOSS)							
$ (59,442)	$ (98,318)	$ 38,877	40%	Asset Management Project - 30	(521,515)	(453,650)	$ (67,865)	-15%	(490,165)	$ (31,350)	-6%
(226,482)	(164,414)	(62,068)	-38%	Asset Management Project - 31	(680,477)	(663,615)	(16,862)	-3%	(364,857)	(315,620)	-87%
(40,134)	(10,669)	(29,465)	-276%	Asset Management Project - 32	(283,806)	(69,370)	(214,436)	-309%	73,830	(357,636)	-484%
(124,949)	(68,798)	(56,151)	-82%	Asset Management Project - 33	(346,027)	(295,623)	(50,404)	-17%	(114,311)	(231,716)	-203%
15,134	(69,926)	85,060	122%	Asset Management Project - 34	(48,426)	(226,622)	178,196	79%	57,744	(106,170)	-184%
1,609	(84,794)	86,403	102%	Asset Management Project - 35	(171,997)	(353,232)	181,235	51%	2,532	(174,529)	-6893%
(171,726)	(185,997)	14,271	8%	Asset Management Project - 37	(726,519)	(751,166)	24,647	3%	(664,699)	(61,820)	-9%
(35,594)	(44,944)	9,350	21%	Asset Management Project - 38	(175,969)	(186,414)	10,445	6%	83,534	(259,503)	-311%
(69,494)	(92,613)	23,119	25%	Asset Management Project - 39	(315,345)	(403,773)	88,428	22%	(242,274)	(73,071)	-30%
(40,803)	(1,674)	(39,129)	-2337%	Asset Management Project - 40	(133,005)	(9,684)	(123,321)	-1273%	116,414	(249,419)	-214%
(155,204)	(72,576)	(82,628)	-114%	Asset Management Project - 43	(389,977)	(295,391)	(94,586)	-32%	(163,502)	(226,475)	-139%
(64,692)	(93,684)	28,992	31%	Asset Management Project - 44	(494,438)	(417,558)	(76,880)	-18%	(86,013)	(408,425)	-475%
(81,817)	(53,498)	(28,319)	-53%	Asset Management Project - 45	(313,540)	(256,146)	(57,394)	-22%	(165,925)	(147,615)	-89%
(48,525)	(46,146)	(2,379)	-5%	Asset Management Project - 46	(210,771)	(186,329)	(24,442)	-13%	(64,483)	(146,288)	-227%
(55,285)	(40,807)	(14,478)	-35%	Asset Management Project - 49	(212,545)	(166,043)	(46,502)	-28%	(129,114)	(83,431)	-65%
6,454	3,688	2,766	75%	Asset Management Project - 50	16,347	7,061	9,286	132%	112,360	(96,013)	-85%
$ (1,150,948)	**$ (1,125,170)**	**$ (25,778)**	**-2%**	**Total Net Income(Loss)**	**$ (5,008,013)**	**$ (4,727,555)**	**$ (280,458)**	**-6%**	**$ (2,038,929)**	**$ (2,969,084)**	**-146%**

303

HAWAII PUBLIC HOUSING AUTHORITY
FEDERAL LOW RENT PROGRAM BY AMPS
ACTUAL VS BUDGET COMPARISON
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013
(Amounts in Full Dollars)
CASH BASIS

MONTH OF OCTOBER, 2013					YEAR TO DATE ENDING OCTOBER 31, 2013						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
$ 324,920	$ 331,562	$ (6,642)	-2%	Asset Management Project - 30	$ 1,202,176	$ 1,327,430	$ (125,254)	-9%	$ 1,102,372	$ 99,804	9%
227,557	230,098	(2,541)	-1%	Asset Management Project - 31	904,867	920,390	(15,523)	-2%	1,047,405	(142,538)	-14%
261,482	284,201	(22,719)	-8%	Asset Management Project - 32	998,436	1,136,804	(138,368)	-12%	1,267,999	(269,563)	-21%
225,744	217,870	7,874	4%	Asset Management Project - 33	831,731	871,480	(39,749)	-5%	915,169	(83,438)	-9%
350,512	324,014	26,498	8%	Asset Management Project - 34	1,294,127	1,298,347	(4,220)	0%	1,360,924	(66,797)	-5%
340,750	333,330	7,420	2%	Asset Management Project - 35	1,320,755	1,333,320	(12,565)	-1%	1,491,085	(170,330)	-11%
138,935	159,619	(20,684)	-13%	Asset Management Project - 37	547,099	637,435	(90,336)	-14%	558,451	(11,352)	-2%
176,198	203,450	(27,252)	-13%	Asset Management Project - 38	702,019	813,858	(111,839)	-14%	700,674	1,345	0%
117,353	123,605	(6,252)	-5%	Asset Management Project - 39	444,945	492,650	(47,705)	-10%	473,585	(28,640)	-6%
151,656	156,305	(4,649)	-3%	Asset Management Project - 40	560,189	625,220	(65,031)	-10%	770,649	(210,460)	-27%
108,697	138,003	(29,306)	-21%	Asset Management Project - 43	420,467	552,012	(131,545)	-24%	453,936	(33,469)	-7%
143,393	165,052	(21,659)	-13%	Asset Management Project - 44	551,957	660,504	(108,547)	-16%	678,659	(126,702)	-19%
110,864	125,722	(14,858)	-12%	Asset Management Project - 45	452,631	503,405	(50,774)	-10%	535,559	(82,928)	-15%
47,438	51,268	(3,830)	-7%	Asset Management Project - 46	194,806	204,715	(9,909)	-5%	222,330	(27,524)	-12%
85,170	91,358	(6,188)	-7%	Asset Management Project - 49	328,691	365,432	(36,741)	-10%	328,038	653	0%
76,214	76,680	(466)	-1%	Asset Management Project - 50	288,123	304,794	(16,671)	-5%	339,286	(51,163)	-15%
$ 2,886,884	**$ 3,012,137**	**$ (125,253)**	**-4%**	**Total Revenues**	**$ 11,043,019**	**$ 12,047,796**	**$ (1,004,777)**	**-8%**	**$ 12,246,121**	**$ (1,203,102)**	**-10%**
				NET INCOME(LOSS)							
41,381	2,505	$ 38,876	1552%	Asset Management Project - 30	(119,000)	(3,358)	$ (115,642)	-3443%	(30,364)	$ (88,636)	-292%
(64,545)	(2,847)	(61,698)	-2167%	Asset Management Project - 31	(31,566)	(17,347)	(14,219)	-82%	273,557	(305,123)	-112%
(20,851)	17,455	(38,306)	-219%	Asset Management Project - 32	(197,639)	43,126	(240,765)	-558%	147,068	(344,707)	-234%
(63,004)	(5,520)	(57,484)	-1041%	Asset Management Project - 33	(98,204)	(42,511)	(55,693)	-131%	145,223	(243,427)	-168%
62,544	(30,031)	92,575	308%	Asset Management Project - 34	125,584	(67,042)	192,626	287%	216,928	(91,344)	-42%
71,823	(13,581)	85,404	629%	Asset Management Project - 35	108,859	(68,380)	177,239	259%	290,424	(181,565)	-63%
(2,943)	223	(3,166)	-1420%	Asset Management Project - 37	(65,200)	(6,286)	(58,914)	-937%	(23,462)	(41,738)	-178%
7,899	1,792	6,107	341%	Asset Management Project - 38	238	536	(298)	-56%	177,835	(177,597)	-100%
(11,853)	(35,451)	23,598	67%	Asset Management Project - 39	(87,070)	(175,125)	88,055	50%	(28,553)	(58,517)	-205%
(38,696)	(1,174)	(37,522)	-3196%	Asset Management Project - 40	(128,791)	(7,684)	(121,107)	-1576%	116,511	(245,302)	-211%
(82,272)	(69)	(82,203)	-119135%	Asset Management Project - 43	(100,266)	(5,363)	(94,903)	-1770%	128,929	(229,195)	-178%
22,051	(6,158)	28,209	458%	Asset Management Project - 44	(147,324)	(67,454)	(79,870)	-118%	263,992	(411,316)	-156%
(17,437)	11,217	(28,654)	-255%	Asset Management Project - 45	(56,021)	2,714	(58,735)	-2164%	90,043	(146,064)	-162%
(8,653)	(6,956)	(1,697)	-24%	Asset Management Project - 46	(56,082)	(29,569)	(26,513)	-90%	59,551	(115,633)	-194%
(4,910)	132	(5,042)	-3819%	Asset Management Project - 49	(30,583)	(2,287)	(28,296)	-1237%	34,553	(65,136)	-189%
7,958	5,095	2,863	56%	Asset Management Project - 50	21,670	12,689	8,981	71%	117,476	(95,806)	-82%
$ (101,508)	**$ (63,368)**	**$ (38,140)**	**-60%**	**Total Net Income(Loss)**	**$ (861,396)**	**$ (433,341)**	**$ (428,055)**	**-99%**	**$ 1,979,711**	**$ (2,841,107)**	**-144%**

310

Construction Management Branch
Report for October/November 2013

A. Accomplishments

- Solicitations Posted

  a. Request for Information (RFI) and Comments for the Security Surveillance Camera System at Mayor Wright Homes
  b. Physical Improvements to Lanakila Public Housing – Demolition of Phases IIIb and IV
  c. Repaving and ADA Accessibility Compliance at Kalakaua Homes, Makua Alii and Paoakalani
  d. Installation of Solar Hot Water Heating Systems at Lokahi

- Request for Quotes Posted on HePS

  a. Remove Overhead Utility Lines and Poles at Lokahi
  b. Exterior Painting at Kauhale O' Hanakahi
  c. Maili II, Renovation of Unit 13

- New Contracts Executed (Design/Construction/Planning)

  a. Site & Building Improvements at Kaui`okalani – Design
  b. Individual Wastewater System (IWS) Maintenance of AMP 37 and 43 – Maintenance
  c. Site and Dwelling Improvements at Hale Haulima – Design
  d. Site and Building Improvements at Hauiki Homes – Design
  e. Spall Repair and Painting for 19 Buildings and Site Improvements at Ka`ahumanu Homes - Design
  f. Site and Building Improvements at Wahiawa Terrace – Design
  g. Individual Wastewater Systems Maintenance of AMP 46 (Noelani I and II) – Maintenance
  h. Roof Repair at Pu`uwai Momi – Construction
  i. Dwelling Modifications at Kaimalino – Construction
  j. Kalihi Valley Homes Site and Dwelling Improvements Major Modernization Phase 4B-9 – Design
  k. Puahala Homes, Phase 1B Abatement and Modernization Buildings 4, 5, 6 – Design

- Vacant Units Type C

  a. Kupuna Home O'Waialua 2 vacant units (part of CMS 11-15)

- Elevators

    a. 14 Federal Elevator Modernization and Repairs:
        1. Installation of the cross ventilation fans for the elevator machine rooms at Kalanihuia, Punchbowl Homes, Makamae and Pumehana is completed.
    b. Salt Lake Elevator (Summit Construction)-Contractor:
        1. Construction of the new elevator is completed, elevator was turned over to the project for use on September 27, 2013.
- Other

    a. **Department of Energy Report** – CMB submitted the Model Year 2013 Standard Compliance Annual Report on Alternative Fuels and Vehicles Purchase for the Department of Energy's EPAct Transportation Regulatory Activities which is due December 31, 2013.
    b. **Notice of Intent to Request Release of Funds (CFP 723)** was published in five newspapers on November 25, 2013. There is a seven-day public comment period.

B. Planned Activities

- Elevator Modernization Projects

    a. 14 Federal Elevator Modernization and Repairs (Okada Trucking)-Contractor:
        1. Okada Trucking is working on modernization work to elevator #1 at Makamae, schedule to complete on December 13, 2013 and elevator #1 at Pumehana, schedule to complete this elevator on January 30, 2014.
        2. Maintenance service to all other elevators is on schedule.
    b. Salt Lake Elevator (Summit Construction)-Contractor:
        1. Modernization to existing elevator started on October 7, 2013 with the construction of the new elevator complete. State inspection and HPHA punchlist scheduled for December 9, 2013 for the existing modernized elevator.

- Large Capacity Cesspool Conversions (LCCC) Statewide
    a. Regarding cancellation of the Executive Orders (EO's) relating to the HPHA's responsibilities of the Teacher's Cottages
        1. Hawai`i County, the HPHA was granted the cancellation of the Governor's Executive Order 3244 and reset aside to the Department of Education (DOE) for Teacher's Cottages Pa`alaea 1 and 2.
        2. Mau`i County, the HPHA is awaiting response from the Department of Land and Natural Resources (DLNR) to confirm that the land transfer was addressed in the September Board agenda and the

status of the request. However, the Molokai transfer will require the HPHA to notify the Department of Education (DOE) and the Fire Department, two other agencies using the land, that the DOE will need to take responsibility for the subdivision submittals and upgrades (which may include subdivision of the land, driveway upgrades, and utility meter separation) the County will require prior to the actual Executive Order transfer. The DLNR was notified of the HPHA's intent on 9/3/2013, and the HPHA is drafting the agreement.

b. The Injection Well Status Report was submitted for the Kalaheo Homes project under the Individual Wastewater System Maintenance Contract for AMP 38, and the HPHA received comments from the Department of Health on October 25, 2013. The HPHA is reviewing the comments.
c. Notice to Proceed for the Individual Wastewater System (IWS) Maintenance of AMP 37 & 43 was issued for November 12, 2013
d. The Notice to Proceed for the Individual Wastewater System (IWS) Maintenance of AMP 46 was November 19, 2013.

- Lanakila Homes

a. HPHA has been working with HUD Honolulu and has submitted additional documentation to confirm the Agency's Faircloth unit count. 88 units from Phase I and Phase II demolition and reconstruction are being disallowed by HUD Headquarters.
b. Bid opening for the rehab of six vacant units was held on August 23, 2013. Three bids were received. The apparent low bid was for $971,256.00 and the contractor has confirmed their bid amount. HPHA has confirmed that the bid is responsible and responsive and is in the approval process to award the contract. The other two bids were for $1.3M and $1.4M.
c. Design is in progress for the Fair Housing renovations, which include the construction of accessible routes through the upper section of Lanakila Homes and additional parking stalls.
d. Design in progress for the infrastructure and site improvements.
e. Invitation For Bids (IFB) for the Demolition of Phase IIIb & IV posted on October 14, 2013 with bid opening on November 8, 2013. There were six (6) bids. The apparent low bid was for $1,682,000.00 and the contractor has confirmed their bid amount. HPHA has confirmed that the bid is responsible and responsive and is in the approval process to award the contract.

- Other

a. **Kapi`olani Street Extension in South Hilo** - HUD has advised the HPHA that the granting of the easement need not be approved by HUD. Hawai`i

County will proceed with drafting the easement across the edge of the Hale Olaloa property.

b. **Section 3 Fiscal Year 2013 Report**
CMB is preparing the submission for the Section 3 FY 2013 report (September 1, 2012 – August 31, 2013) due January 10, 2014.

C. State Capital Improvement Projects (CIP) & Federal Capital Fund Program (CFP)

- CMB has been working with the Fiscal Management Office, the Office of the Executive Director, DHS and Budget and Finance to provide requested information for the request for release of funds of the State CIP FY2013-2014 ($45,000,000.00 appropriation). HPHA received release of those funds on November 21, 2013.
- CMB has been working with the Fiscal Management Office, the Office of the Executive Director and DHS to provide Budget and Finance a rebuttal response for the $135M request to the Legislature for the Supplemental Year 2014-2015 budget request.
- The Governor approved request to be the Responsible Entity for the public Notice of Intent to Request for Release of Funds (NOI RROF) for the CFP 723 funds ($9,066,970.00). The public notice was published in 5 newspapers of general circulation on November 25, 2013 with a 7 day public comment period. Upon completion of the public comment period, CMB will be requesting release of the CFP 723 funds from HUD.
- HPHA sent a request to HUD for a one year extension to the obligation deadline for the Replacement Housing Factor funds of October 19, 2013. The funds can only be used toward the plans, design and construction activities associated with new construction to replace obsolete inventory. HUD PIH Director Jesse Wu informed HPHA informally that HUD Headquarters will be granting a one year extension pending receipt of a plan from the HPHA showing how it will meet the new obligation and expenditure deadlines. CMB is drafting the plan for review and approval pending guidance as to how to proceed at Lanakila.
- CMB is on track and working to meet all other State CIP and Federal CFP deadlines.
- Please refer to the Summary of Capital Projects spreadsheet by the Fiscal Management Office for detailed encumbrance, obligation and expenditure status.

Page 315
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Page 316
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Contract & Procurement Office
Monthly Status Report for October/November 2013

Solicitation(s) Issued in October/November 2013:

Solicitation No.	Title	Due Date
n/a	Request for Information & Comments for Security Surveillance Camera System at Mayor Wright Homes under AMP 32 on the Island of Oahu	October 17, 2013
n/a	Notice to Providers of Professional Services for the State Capital Improvement Program and Federal Capital Fund Program Projects FY 2013-2014	October 25, 2013
IFB CMS 2013-25	Physical Improvements to Lanakila Homes under AMP 37 on the Island of Hawaii – Demolition of Phases IIIb and IV HPHA Job No. 95-003-104-F-IIIb/IV	November 8, 2013
IFB CMS 2013-09	Repaving and ADA Accessibility Compliance at Kalakaua Homes, Makua Alii and Paoakalani under AMP 35 on the Island of Oahu HPHA Job No. 09-035-162-S/F-III	November 21, 2013
RFP PMB 2013-07	Property Management, Maintenance and Resident Services for Federal Low-Income Public Housing Properties under AMP 45 on the Island of Oahu	November 25, 2013
IFB CMS 2013-14	Installation of Solar Hot Water Heating Systems at Lokahi under AMP 37 on the Island of Hawaii HPHA Job No. 11-010-206-S	December 6, 2013
n/a	Remove Overhead Utility Lines and Poles at Lokahi under AMP 37 on the Island of Hawaii	December 6, 2013
n/a	Exterior Painting at Kauhale O Hanakahi under AMP 37 on the Island of Hawaii	December 6, 2013
RFP PMB 2013-13	Property Management, Maintenance and Resident Services for the State Low-Income Public Housing Properties under Management Unit 42 on the Island of Oahu	December 9, 2013

Solicitation No.	Title	Due Date
IFB PMB-2013-26	Furnish Refuse Collection Services at Various State and Federal Low Income Public Housing Properties Under AMP 46 on the Island of Hawaii	December 11, 2013
IFB PMB-2013-29	Furnish Laundry Services for Asset Management Project 43 and Asset Management Project 46 on the Island of Hawaii	December 18, 2013

Protest(s) Received in October/November 2013:

- None

Contract(s) Executed in October/November 2013:

Contract No.	Contractor & Description	Supp. Amount	Total Amount
CMS 13-31	**Certified Construction, Inc.** Provide Labor, Materials and Equipment for Roof Repair (Bldgs 6, 18) at Puuwai Momi (AMP 30) on the Island of Oahu Completion Date: 60 Calendar Days from Notice to Proceed		$81,000.00
CMS 13-30	**Architects Hawaii, Ltd** Provide Design and Consultant Services for Site, Building and Accessibility Improvements to Wahiawa Terrace (AMP 49) on the Island of Oahu End Date: 990 Calendar Days from Notice to Proceed		$590,403.00
CMS 13-29	**HDR Engineering, Inc.** Provide Design and Consultant Services for Spall Repair, Exterior Building Painting, and Site Improvements to Kaahumanu Homes (AMP 33) on the Island of Oahu End Date: 949 Calendar Days from Notice to Proceed		$448,500.00
CMS 13-28	**Kona Lua, Inc.** Provide Individual Wastewater System (IWS) Maintenance for Noelani I, Noelani II (AMP 46) on the Island of Oahu End Date: November 18, 2016		$243,904.70

Contract No.	Contractor & Description	Supp. Amount	Total Amount
CMS 13-27	**Kober Hanssen Mitchell Architects, Inc.** Provide Design and Consultant Services for Site, Exterior Building and Accessibility Improvements to Hauiki Homes (AMP 31) on the Island of Oahu End Date: 930 Calendar Days from Notice to Proceed		$358,620.00
CMS 13-26	**Chapman Desai Aakata, Inc. dba CDS Int'l** Provide Design and Consultant Services for Site and Building Improvements to Hale Laulima (AMP 30) on the Island of Oahu End Date: 1183 Calendar Days from Notice to Proceed		$618,808.00
CMS 13-25	**First Quality Building and Design, Inc.** Provide Individual Wastewater System (IWS) Maintenance for Hale Aloha O Puna, Kauhale O Hanakahi, Lokahi, Pahala, and Punahele (AMP 37) and Hale Hookipa, Kaimalino, and Nani Olu (AMP 43) on the Island of Hawaii End Date: 36 Months from Notice to Proceed		$1,386,448.00
CMS 13-24	**KYA Design Group, Inc.** Provide Design and Consultant Services for Site, Building and Accessibility Improvements to Kauiokalani (AMP 44) on the Island of Oahu End Date: 990 Calendar Days from Notice to Proceed		$384,066.00
CMS 13-16-SC01	**Artistic Builders Corporation** Provide Additional Labor, Materials and Equipment for Site and Dwelling Improvements to Kalaheo Homes (AMP 38) on the Island of Kauai Completion Date: May 16, 2014	$22,920.60	$1,412,266.60
CMS 13-16-SC02	**Artistic Builders** Provide Additional Labor, Materials, and Equipment for Site and Dwelling Improvements to Kalaheo Homes (AMP 38) on the Island of Kauai and Extension of Time of 28 Calendar Days Completion Date: June 14, 2014	$65,257.70	$1,477,524.30
CMS 12-09-SC01	**International Wastewater Technologies, Inc.** Continue to Provide Operational & Preventive Maintenance Services for the New Sewage Treatment Plan at Kupuna Home O Waialua (AMP 49) on the Island of Oahu for an Additional 12-month Period End Date: June 30, 2014	$37,696.32	$75,392.64

Contract No.	Contractor & Description	Supp. Amount	Total Amount
CMS 11-15-CO09	**Society Contracting, LLC** Provide Additional Labor, Materials and Equipment to Renovate 4 Vacant Units at Kauiokalani (AMP 44), 3 Vacant Units at Waimaha-Sunflower (AMP 44), 2 Vacant Units at Maili II (AMP 44), 4 Vacant Units at Nanakuli Homes (AMP 44), 2 Vacant Units at Kupuna Home O Waialua (AMP 49) and 17 Vacant Units at Wahiawa Terrace (AMP 49) on the Island of Oahu and Extension of Time of 14 Calendar Days Completion Date: December 25, 2013	$20,074.63	$2,026,944.45
CMS 11-15-CO10	**Society Contracting, LLC** Provide Additional Labor, Materials and Equipment to Renovate 4 Vacant Units at Kauiokalani (AMP 44), 3 Vacant Units at Waimaha-Sunflower (AMP 44), 2 Vacant Units at Maili II (AMP 44), 4 Vacant Units at Nanakuli Homes (AMP 44), 2 Vacant Units at Kupuna Home O Waialua (AMP 49) and 17 Vacant Units at Wahiawa Terrace (AMP 49) on the Island of Oahu and Extension of Time of 27 Calendar Days Completion Date: January 21, 2014	$21,051.07	$2,047,995.52
CMS 11-04-SC02	**Riecke Sunland Kono Architects, Ltd** No-Cost Extension of Time of 884 Calendar Days to Continue to Provide Design and Consultant Services for Site and Dwelling Improvements to Kahale Mua (State) and Kahale Mua (Federal) (AMP 39) on the Island of Molokai End Date: April 30, 2016	n/a	$558,118.12
CMS 10-17-SC03	**Clifford Projects, Inc.** No-Cost Extension of Time of 221 Calendar Days to Continue to Provide Design and Consultant Services for Palolo Valley Homes (AMP 50) Modernization End Date: May 30, 2014	n/a	$2,784,293.30

Contract No.	Contractor & Description	Supp. Amount	Total Amount
CO 11-01-SC03	**National Center for Housing Management** No-Cost Extension of Time of 180 Calendar Days to Continue to Conduct an Assessment of the Hawaii Public Housing Authority's Compliance with the Fair Housing Amendments Act of 1988, the Americans with Disabilities Act (Section 504), Violence Against Women Act (VAWA) Section 515-3, Hawaii Revised Statutes, and Related State and Federal Laws in its Federal and State Public Housing Programs and its Non-Dwelling Facilities End Date: April 20, 2014	n/a	$541,500.00
PMB 12-10-SC01	**Alii Security Systems, Inc.** Continue to Provide Security Services at Puuwai Momi (AMP 30), Kamehameha Homes and Kaahumanu Homes (AMP 33) on the Island of Oahu for an Additional 6-Month Period End Date: April 30, 2014	$205,495.50	$619,552.50
PMB 11-17-SC02	**Hawaii Affordable Properties, Inc.** Continue to Provide Property Management, Maintenance, and Resident Services for Kauhale Nani, Wahiawa Terrrace and Kupuna Home O Waialua under Asset Management Project 49 on the Island of Oahu for an Additional 12-Month Period End Date: September 30, 2014	$457,109.00	$1,356,888.00
PMB 08-20-SC04	**Hawaii Affordable Properties, Inc.** Continue to Provide Property Management, Maintenance, and Resident Services for Halia Hale, Hale Poai, Kamalu-Hoolulu and Laiola under Management Unit 42 on the Island of Oahu for an Additional 90 Calendar Day Period End Date: January 31, 2014	$179,972.00	$5,282,780.00

Staff Training

- Contract staff attended workshop on HUD procurement requirements conducted by Nan McKay.

Planned Solicitation/Contract Activities for December 2013/January 2014

Solicitation(s):

- Procure New Copy Machine Lease Agreements for AMPs 33, 38, 40, and MU 42 and Various Central Office Cost Centers.

- Issue Invitation-for-Bids for Laundry Concession Services for AMP 39 on the Island of Maui.

- Issue Invitation-for-Bids for Various Capital Improvement Projects.

Contract(s)

- Award and Execute Contract to Provide Property Management, Maintenance, and Resident Services for MU 42 on the Island of Oahu.

- Award and Execute Contract to Provide Property Management, Maintenance, and Resident Services for AMP 45 on the Island of Oahu.

- Execute Supplemental Contract to Continue to Provide Property Management, Maintenance, and Resident Services for AMP 50 on the Island of Oahu.

- Execute Supplemental Contract with Lion's Cleaning & Maintenance, Inc. to Continue to Provide Custodial Services for the HPHA's Central Offices on the Island of Oahu.

Compliance Office
Report for October/November 2013

A. Accomplishments

- Resolved approximately 110 tenant requests for reasonable accommodations under Section 504 of the Rehabilitation Act and the Fair Housing Act. Requests were approved for:

    a. Transfers to accessible or ground floor units (19);
    b. Transfer of unit for other reasons (3);
    c. Installation of air conditioning (22);
    d. Service animal (8); and
    e. Reserved parking (2).

- Continued to work on the filing of confirmations of ownership and Declarations of Trust for all of the federally assisted public housing projects;

- Continued to administer contract with National Center for Housing Management for HPHA Self-evaluation and transition plan, including working with the Construction Management Branch to plan for the construction or retrofit of accessible units and accessible routes within the properties;

- Coordinated services by consulting team Phineas LLC for technical assistance provided through the U.S. Department of Housing and Urban Development including:

    a. Coordinating procurement training and rent calculation certification courses to HPHA staff;
    b. Coordinating staff survey to determine areas of required training;
    c. Coordinating and participating in review of current Admissions and Continued Occupancy Policy for the Federally Assisted Low-income Public Housing Program (ACOP) with Nan McKay and Associates, to prepare for complete update to ensure compliance with all HUD program rules;

- Attended and received certification in federal procurement and public housing rent calculation courses;

- Provided training on overview of federal regulations on the relocation (Uniform Relocation Act) to property managers;

- Prepared responses to discovery request in Mayor Wright Homes litigation;

- Attended training on state policy regarding discrimination and harassment;

- Continued to work with managers to fulfill reasonable accommodation and modification requests, and monitor the fulfillment of approved reasonable accommodation and modification requests.

B. Planned Activities

- Collect and compile statistical data on encounters with Limited English Proficient individuals for the period July 1, 2013-December 1, 2013;

- Coordinate upcoming training for HPHA property managers, accounting staff, and maintenance staff provided through technical assistance consultant, Phineas LLC;

- Schedule and conduct public hearings on proposed changes to the Hawaii Administrative Rules pertaining to the federally assisted low-income public housing program and eviction procedure, subject to approval by the Governor;

- Pursue adoption of proposed changes to the Pets Policy for the Federally Assisted Low-Income Public Housing Program;

- Submit draft HPHA Language Access Action Plan to the Office of the Executive Director for discussion and approval;

- Prepare for translations of vital documents;

- Implement revised changes to the HPHA reasonable accommodations policy and forms.

Planning and Evaluation Office
Report for October/November2013

A. Accomplishments

- **Choice Neighborhoods Initiative**
  Annotated Outline and Needs Assessment Results

  a. The Hawaii Public Housing Authority, in conjunction with EJP Consulting Group and Michaels Development Company, submitted our first deliverable to the U.S. Department of Housing and Urban Development (HUD). The "Annotated Outline" contained information regarding the Kuhio Park neighborhood, the future vision and strategies that were determined with all of the data that we have been collecting over the first half of Choice Neighborhoods Planning Grant Initiative. If you would like to review the "Annotated Outline", you can view it on the HPHA website: www.hpha.hawaii.gov/ - Choice Neighborhoods Planning Grant Initiative.
  b. Pacific Resources for Education and Learning completed a comprehensive "Needs Assessment" for the Kuhio Park Low Rises, Kuhio Homes, the Towers of Kuhio Park, and the surrounding neighborhood. This was done to guide the Choice Neighborhoods Initiative team with the future planning of potential improvements that were collected by our tenants through the survey. A number of topics including but not limited to health, education, supportive services, transportation and others will be included in our draft "Transformation Plan" that will be due to U.S. Department of Housing and Urban Development in April 2014. If you would like to review the "Needs Assessment", you can view it on the HPHA website: www.hpha.hawaii.gov/ - Choice Neighborhoods Planning Grant Initiative.

B. Planned Activities

- **Hawaii Public Housing Authority – Social Service and Community Assistance Conference**
  a. In planning this event, the HPHA's goal was to involve all of our Asset Management Project (AMP) managers and tenants by collecting their input as to which social services were currently available, which were needed on a property by property basis, and could the property house services both logistically and financially. To hold a truly successful event, the agency felt that this participation would be critical.
  b. Unfortunately, the HPHA staff is currently going through a $600,000 U.S. Department of Housing and Urban Development technical assistance contract and all of the key property management and

central office staff will be involved with evaluations, training classes, and interviews with the consultants through mid-November.

c. The federal government was shut-down from October 1, 2013 to October 16, 2013 and the agency concentrated all of its resources into making sure that the agency would be able to carry out our federal low-income public housing programs.
d. The State pushed up the schedule for the financial audits two months earlier this year and the senior management team is currently concentrating on the State audit and several federal submission deadlines in mid-November. All of these major initiatives combined with the transition to an-upgraded software has the staff working at maximum capacity.
e. Once we get over this hurdle, we will attempt to reschedule the event in the future.

- **Hawaii Public Housing Authority – Hawaii Administrative Rules – Status**
  Chapter 17-2020 Hawaii Administrative Rules and Chapter 17-2028 Hawaii Administrative Rules have been returned from the Attorney General's office and the Hawaii Public Housing Authority is waiting for Governor Neil Abercrombie's approval to schedule a public hearing in late December on Oahu, Maui, Hawaii and Kaui.

- **Information Office Activities**
  A press release regarding Mayor Wright Homes was distributed to the media. Honolulu Police Department statistics show that Mayor Wright Homes has a safer living environment after safety and security measures were implemented in 2012 to curb criminal activity.

- **5 Year and Annual Public Housing Authority Plan**
  The Planning and Evaluation office has met with the Branch Chiefs and the Resident Advisory Board to discuss the changes and additions to the 2014 – 2019 5 Year and Annual Public Housing Authority Plan. A draft has been created for the Hawaii Public Housing Authority's Board of Directors review.

Information Technology Office (ITO)
Report for October/November 2013

A. Accomplishments

- Upgraded the main network connection to HPHA's server room with a faster data line, providing significantly better overall performance for email and internet access for staff at School Street.
- Continued to coordinate with Hawaiian Telcom on the installation of new data lines and routers that will be used to upgrade HPHA's statewide network. Most AMPs have already been upgraded, except for 31, 39, and 43 -- which have conduit related issues. Goal is to connect all AMP sites to the new network by the end of December.
- Relocated the Homeless Management Information System (HMIS) server from the HPHA network, for relocation to its new home on the DHS network. HMIS, which tracks homeless data, is the property of the former Homeless Programs Branch that was transferred to DHS/BESSD a few years ago.
- Resolved a server addressing issue with the HPHA website that prevented it from appearing internally on the State network. The public was always able to view it fine.
- Assisted the Applications Office staff in getting their computers, printers, and phones set up in their new location in building L.
- Updated VPN connections for more than 30 users in order to allow them to use new ICSD servers so that they can continue to access other State systems like HAWI, FAMIS and DATAMART.
- Addressed a security issue, in which a computer from HPHA was detected by ICSD as infecting the State network with a virus. Removed the virus, and returned the computer back into service.

PERSONNEL OFFICE
October/November 2013

A. Summary of HPHA Staffing:

Filled positions (FTE):	277
Vacant positions:	88
Total:	365

Tenant Aides (19 Hrs):	14
New Hires (1/2/14)	4
Termination/resigned	3
Note: 89day hires (temp)	3

B. Accomplishment/Updates:

- Executive Memorandum was issued on October 9, 2013, authorizing a temporary general hiring freeze on position vacancies, applicable to all means of financing to control labor cost. Positions that were in recruitment prior to October 9, 2013, and received an offer of employment shall have a start date of January 2, 2014 or later. HPHA continues to recruit exempt and civil service positions that were approved prior to October 9, 2013. Other positions will need Governor's approval.
- Nan McKay training for Procurement on October 28, 30, 2013 and Rent Calculation on November 4, 5, and 7 2013.
- The HPHA 2013 Awards Ceremony was held on November 6, 2013. Special guests, Governor Abercrombie and Chairman Gierlach, spoke and presented various awards.
- HGEA BU 13 contract was ratified and salary grades were released along with all applicable wage information for back-pay and upcoming step movements.
- Workers Compensation: Two (2) injuries were reported.
- **Hawaii Public Housing Authority – Employee Service Awards**

    a. The Hawaii Public Housing Authority's (HPHA) Employee Service Awards ceremony was held on November 6, 2013 from 10:00 A.M. – 11:00 A.M. next to the HPHA administrative offices parking lot at1002 North School Street, Honolulu, Hawaii. Governor Neil Abercrombie, HPHA Board Chair David Gierlach, Director Barbara Yamashita and Director Debbie Shimizu were in attendance along with over 200 truly hard working and deserving public servants.

    b. The ceremony presented awards to our public housing staff that have provided 10, 20 and 30 years of service to the state of Hawaii and several awards of distinction were also distributed.

1. ***Special Award, Presented by Stephanie Fo, S8 Branch Chief***
   a) Family Self Sufficiency Program, Recognition of Mr. David Webb
2. ***Certificates of Recognition***
   a) Rookie All-Stars
      Ashley Dennis, Compliance Office
      Denise Gibo, Construction Management Branch
      Julie Lau, Fiscal Management Office
      Tammie Wong, Contract and Procurement Office
   b) Ha`aheo – Pride in Public Service Award
      Aldeen Gardenia Cabral, AMP 39 Maui
      Emma DeLeon, Construction Management Branch
      Susan Henobio, AMP 34 Kalakaua
      Eva Mayeshiro, Fiscal Management Office
      Dennis Xiao, Section 8
   c) Most Improved Occupancy
      AMP 31 Kalihi Valley Homes, managed by Gail Lee and Marie Onato
   d) Most Improved Re-certifications
      AMP 30 Mary-Jane Hall-Ramiro
   e) Most Improved Operations
      AMP 32/33 Mayor Wright Homes, Cynthia Yoshida
   f) Exemplary Performance Award-Elizabeth Siangco, Section 8
3. ***Employee Merit Awards***
   a) SWAT Team
      William Richardson, Property Management and Maintenance Services Branch
      Greg Cuadra, Exempt Maintenance Team
      Stephanie Fo, Section 8
   b) Sustained Superior Performance Award - Mannix Tesoro, AMP 32/33
   c) Chief of the Year – Kiriko Oishi, Compliance Office
   d) Director's Award, Presented by Hakim Ouansafi, Executive Director – Rick Sogawa, Contract and Procurement Office
   e) Chairman's Award, Presented by David Gierlach, Board Chairman – Gail Lee, AP 31 and AMP 35
   f) Governor's Award, Presented by Governor Neil Abercrombie Construction Management Branch: Becky Choi, Sahar Ibrahim, Teresa Fraticelli, Michelle Gonzalez, Christine Ke-a, Larry Hinojosa, Kelbert Yoshida, Eric Richards, Lisa Izumi,

Mitchell Kawamura, Salli Krekel, Denise Gibo, Leslie Higa, Ronald Asato, Michael Harrison, Stanley Miyasato, Carianne Abara, and Emma De Leon.

g) People's Choice Award, Presented by Hakim Ouansafi – Governor Neil Abercrombie

C. Planned Activities:

- Personnel will identify critical positions and request approval to fill in accordance to the Executive Memorandum.
- On-going meetings with managers relating to performance expectations, and providing assistance in documenting performances for new hires and existing employees.
- On-going meetings with Public Housing Supervisors and staff on reorganizational structure for state managed properties.

FOR DISCUSSION

SUBJECT: For Discussion: *Kolio, et al. v. State of Hawaii, Hawaii Public Housing Authority (Civil No. 11-1-0795-04)*

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 *Kolio, et al. v. State of Hawaii, Hawaii Public Housing Authority; Civil No. 11-1-0795-04)*

(There are no handout/packet materials for this item.)

Hawaii Public Housing Authority
Summary of Capital Projects
Report As Of 11/30/13

CIP - CFP
Rev.216

FEDERAL BUDGET/OBLIGATION: Capital Fund Program (CFP) (Operations, Admin, Mgt Improv)

	Total CFP Appropriation	Budget Construction Activities (BLI 1411-1501)	Budget Operations (BLI 1406)	Budget Management Improvements (BLI 1408)	Budget Administration (BLI 1410)	Budget Contingency (BLI 1502)	CFP Obligated	% Obligated	Balance	Obligation Deadline	Notes
CFP 719	$12,526,177	$8,802,577	$2,416,486	$54,497	$1,252,617		$12,165,343	97.12%	$360,834	4/14/12	Fully Obligated. LOCCS created 09-12-09
CFP 720	$12,389,235	$8,622,676	$2,477,847	$249,788	$1,038,924		$12,025,734	97.07%	$363,501	7/14/12	Fully Obligated. LOCCS created 06-23-10
CFP 721	$10,301,898	$7,103,340	$2,060,380	$107,988	$1,030,190		$9,768,565	94.82%	$533,333	8/2/13	Fully Obligated. LOCCS created 07-13-11
CFP 722	$9,454,397	$6,320,154	$1,890,879	$150,000	$945,440	$147,924	$3,216,273	34.02%	$6,238,125	3/11/14	LOCCS created 03-12-12
CFP 723	$9,066,970	$6,043,954	$1,813,394	$250,000	$906,697	$52,925	$0	0.00%	$9,066,970	TBD	LOCCS created 08-09-13
CFP Budget Totals	**$57,285,440**	**$39,242,495**	**$11,368,339**	**$998,138**	**$5,528,543**	**$147,924**	**$49,789,648**	**87%**	**$7,495,792**		

FEDERAL EXPENDITURE: Capital Fund Program (CFP) (Operations, Admin, Mgt Improv)

	Total CFP Appropriation	Expended Construction Activities (BLI 1411-1501)	Expended Operations (BLI 1406)	Expended Management Improvements (BLI 1408)	Expended Administration (BLI 1410)	Expended Contingency (BLI 1502)	Expended to Date Total Funds	% Expended	Balance	Expenditure Deadline	Notes
CFP 719	$12,526,177	$7,928,624	$2,416,486	$54,497	$1,249,723	$0	$11,649,330	93.00%	$876,847	4/14/14	LOCCS created 09-12-09
CFP 720	$12,389,235	$7,000,494	$1,238,924	$177,742	$1,038,924	$0	$9,456,083	76.32%	$2,933,152	7/14/14	LOCCS created 06-23-10
CFP 721	$10,301,898	$3,440,275	$0	$35,805	$0	$0	$3,476,080	33.74%	$6,825,818	8/2/15	LOCCS created 07-13-11
CFP 722	$9,454,397	$240,182	$0	$1,483	$0	$0	$241,664	2.56%	$9,212,733	3/11/16	LOCCS created 03-12-12
CFP 723	$9,066,970	$0	$0	$0	$0	$0	$0	0.00%	$9,066,970	TBD	LOCCS created 08-09-13
CFP Expenditure Totals	**$57,285,440**	**$27,003,323**	**$6,178,156**	**$705,392**	**$3,550,020**	**$0**	**$37,436,891**	**65.35%**	**$19,848,549**		

STATE: Capital Improvement Program (CIP)

	State GO Bond Appropriation	HPHA Budget	HPHA Encumbered	HPHA Expended	HPHA % Expended Against Budget	HPHA Budget Balance	CIP Encumbrance Deadline	Notes	ACT/SLH
FY 07-08 Elevator	$4,939,503	$4,591,697	$4,591,697	4,176,182	90.95%	$415,515	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008
FY 07-08 Lump Sum CIP	$19,910,000	$17,809,280	$15,802,595	14,415,064	80.94%	$3,394,216	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008
FY 08-09 Elevator	$6,410,000	$4,263,049	$4,263,049	2,995,030	70.26%	$1,268,019	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008
FY 08-09 Lump Sum CIP	$10,000,000	$3,374,706	$3,374,706	2,259,070	66.94%	$1,115,636	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008
FY 09-10 Lump Sum CIP	$7,913,000	$7,898,571	$7,882,201	7,199,298	91.15%	$699,273	6/30/12	Allotment Granted - Blanket Encumbrance (1)	ACT 162/2009 as amended by ACT 180/2010
FY 10-11 Lump Sum CIP	$4,500,000	$4,384,799	$4,270,004	3,592,321	81.93%	$792,478	6/30/12	Allotment Granted - Blanket Encumbrance (1)	ACT 162/2009 as amended by ACT 180/2010
FY 11-12 CIP Totals	$31,120,000	$30,827,325	$11,265,074	2,548,947	8.27%	$28,278,378	6/30/14	Allotment Granted	ACT 164/2011 as amended by ACT 106/2012
FY 12-13 CIP Totals	$60,222,000	$60,222,000	$14,383,538	4,941,220	8.21%	$55,280,780	6/30/14	Allotment Granted	ACT 164/2011 as amended by ACT 106/2012
FY 13-14 Lump Sum CIP	$45,643,000	$45,643,000	$0	0	0.00%	$45,643,000	6/30/16	Allotment Granted	ACT 134/2013
STATE CIP TOTALS	**$145,014,503**	**$133,371,427**	**$65,832,865**	**$42,127,133**		**$91,244,295**			

KEY

1411 - Audit Costs
1430 - Fees & Costs
1450 - Site Improvement
1460 - Dwelling Structures
1465 - Dwelling Equipment
1470 - Non-Dwelling Structures
1499 - Development Activities
1501 - Collateralization or Debt Service Paid by PHA
1502 - Budget Contingency

Federal Capital Fund Program Budget

These are HPHA CFP budget numbers a/o the upper left corner date. The rows reflect the CFP fund grant, the columns represent the manner in which the funds are currently budgeted. The obligation deadline indicates the date by which these funds must be at least 92% obligated.

Federal Capital Fund Program Actual

These are HPHA CFP actual expenditures a/o the upper left corner date. The rows reflect the CFP fund grant, the columns represent the manner in which these funds are currently being expended. The expenditure deadline indicates the date by which these funds must be expended.

State Capital Improvement Program Budget and Expenditure

These are HPHA CIP budget and actual expenditures a/o the upper left corner date. The rows reflect the CIP fund appropriation, the columns represent budget, encumbrance and expenditures. The encumbrance deadline indicates the date by which the funds must be encumbered.

HAWAII PUBLIC HOUSING AUTHORITY
BOARD OF DIRECTORS
2014 MEETING SCHEDULE

DAY	DATE	TIME	MEETING	LOCATION
Thursday	January 16	9:00 A.M.	HPHA Regular	Honolulu
Thursday	February 20	9:00 A.M.	HPHA Regular	Honolulu
Thursday	March 20	9:00 A.M.	HPHA Regular	Honolulu
Thursday	April 17	9:00 A.M.	HPHA Regular	Honolulu
Thursday	May 15	9:00 A.M.	HPHA Regular	Honolulu
Thursday	June 19	9:00 A.M.	HPHA Regular	Honolulu
Thursday	July 17	9:00 A.M. 9:15 A.M.	HPHA Annual HPHA Regular	Honolulu Honolulu
Thursday	August 21	9:00 A.M.	HPHA Regular	Honolulu
Thursday	September 18	9:00 A.M.	HPHA Regular	Honolulu
Thursday	October 16	9:00 A.M.	HPHA Regular	Honolulu
Thursday	November 20	9:00 A.M.	HPHA Regular	Honolulu
Thursday	December 18	9:00 A.M.	HPHA Regular	Honolulu

Note: Meeting Schedule Subject to Change with Affirmative Vote of the Board of Directors.