

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

**April 7, 2015
11:00 a.m.**

AGENDA

I. CALL TO ORDER/ROLL CALL

II. 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.

III. FOR ACTION

- A. Motion: To Approve the Purposes of the Nonprofit, the Hawaii Housing Development & Services as: (1) Acquiring, providing, developing, financing, rehabilitating, owning and operating decent, safe and sanitary housing affordable to persons and households of low income where no adequate housing exists for such groups; (2) Lessening the burdens of government by assisting the HPHA and the State in the development of housing targeted to low income households; (3) Combating blight and deterioration within the State; (4) Working to eliminate discrimination and prejudice; (5) Assisting in the lessening of neighborhood tensions; (6) Promoting social welfare through community-based development activities; (7) Carrying out such other activities as will benefit and support the HPHA and the State; and (8) Serving, directly or through a wholly owned limited liability company, as a general partner in limited partnerships which will own and operate housing for the benefit of low income persons and households, as described in (1) above; Initial Activities, and Board Formation; to Appoint the Board of Directors, which shall be selected from the current Hawaii Public Housing Authority's Board Members; and to Approve the Articles of Incorporation of the "Hawaii Housing Development & Services" Nonprofit Corporation (**Pages 1 – 7**)

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 the Approval of the Purposes of the Nonprofit, the Hawaii Housing Development & Services as: (1) Acquiring, providing, developing, financing, rehabilitating, owning and operating decent, safe and sanitary housing affordable to persons and households of low income where no adequate housing exists for such groups; (2) Lessening the burdens of government by assisting the HPHA and the State in the development of housing targeted to low income households; (3) Combating blight and deterioration within the State; (4) Working to eliminate discrimination and prejudice; (5) Assisting in the lessening of neighborhood tensions; (6) Promoting social welfare through community-based development activities; (7) Carrying out such other activities as will benefit and support the HPHA and the State; and (8) Serving, directly or through a wholly owned limited liability company, as a general partner in limited partnerships which will own and operate housing for the benefit of low income persons and households, as described in (1) above; Initial Activities, and Board Formation; to Appoint the Board of Directors, which shall be selected from the current Hawaii Public Housing Authority's Board Members; and to Approve the Articles of Incorporation of the "Hawaii Housing Development & Services" Nonprofit Corporation.

- B. Motion: To Approve the Hawaii Public Housing Authority's Annual Public Housing Agency Plan for the Fiscal Years Beginning July 1, 2015 to June 30, 2016, and to Authorize the Executive Director to Take Required Actions to Submit the Approved Plan to the U.S. Department Of Housing and Urban Development **(Pages 8 - 48)**

IV. FOR DISCUSSION

- A. For Discussion: Authorize the Executive Director to Request the Department of the Attorney General or Outside Legal Counsel to Conduct an Administrative Investigation and Possibly Pursue Legal Action Against the State of Hawaii, Department of Budget and Finance; and Staff in Their Official Capacity At the Department of Budget and Finance and/or Pursue Legal Action Against Employees at the Department of Budget and Finance as Private Individuals or in Their Official Capacity for Defamation **(Pages**

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 the Request to the Department of the Attorney General or outside Legal Counsel to Conduct an Administrative Investigation and Possibly Pursue Legal Action Against the State of Hawaii,

Department of Budget and Finance; and Staff in Their Official Capacity At the Department of Budget and Finance and/or Pursue Legal Action Against Employees at the Department of Budget and Finance as Private Individuals or in Their Official Capacity for Defamation

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 on any item listed above. If any person requires special needs (i.e., large print, taped materials, sign language interpreter, etc.) please call Ms. Taryn Chikamori at (808) 832-4693 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.

FOR ACTION

MOTION: To Approve the Purposes of: (1) Acquiring, providing, developing, financing, rehabilitating, owning and operating decent, safe and sanitary housing affordable to persons and households of low income where no adequate housing exists for such groups; (2) Lessening the burdens of government by assisting the HPHA and the State in the development of housing targeted to low income households; (3) Combating blight and deterioration within the State; (4) Working to eliminate discrimination and prejudice; (5) Assisting in the lessening of neighborhood tensions; (6) Promoting social welfare through community-based development activities; (7) Carrying out such other activities as will benefit and support the HPHA and the State; and (8) Serving, directly or through a wholly owned limited liability company, as a general partner in limited partnerships which will own and operate housing for the benefit of low income persons and households, as described in (1) above; Initial Activities, and Board Formation; to Appoint the Board of Directors, which shall be selected from the current HPHA Board members; and to Approve the Articles of Incorporation of the "Hawaii Housing Development & Services, Inc." Nonprofit Corporation

I. FACTS

- A. Pursuant to Hawaii Revised Statutes (HRS) § 356D-10, the Hawaii Public Housing Authority (HPHA) may exercise any or all of the powers conferred upon it, either generally or with respect to any specific public housing project through an agent that it may designate, including any corporation that is formed under the laws of this State, and for those purposes the authority may cause one or more corporations to be formed under the laws of this State.
- B. As previously presented to the Board of Directors for Discussion at the October 28, 2014 meeting, the HPHA continues to move forward in the establishment of a nonprofit corporation.
- C. On January 15, 2015, the HPHA provided for discussion to the Board of Directors considerations for the formation of a nonprofit corporation, including, identifying the purposes of the proposed nonprofit; identifying the formation of the nonprofit board of directors; and identifying the name of the nonprofit.

- D. On March 19, 2015, the Board of Directors approved the name of the nonprofit corporation as "Hawaii Housing Development & Services, Inc."
- E. The next steps to forming the nonprofit corporation are to draft bylaws and file the articles of incorporation with the State Department of Commerce and Consumer Affairs (DCCA), and to file for 501(c)(3) tax exemption from the Internal Revenue Service.
- F. The purposes, initial activities, and board formation of the nonprofit corporation are required to file the articles of incorporation, bylaws and 501(c)(3) tax exemption.
- G. All aspects of the proposed nonprofit corporation are currently and subject to the review and consultation of outside counsel with expertise in Federal public housing and the Department of the Attorney General.

II. DISCUSSION

- A. In consultation with outside counsel with expertise in public housing authority nonprofit formation, HPHA Staff has identified the following **general purposes** of the proposed nonprofit corporation:
 - (1) Acquiring, providing, developing, financing, rehabilitating, owning and operating decent, safe and sanitary housing affordable to persons and households of low income where no adequate housing exists for such groups;
 - (2) Lessening the burdens of government by assisting the HPHA and the State in the development of housing targeted to low income households;
 - (3) Combating blight and deterioration within the State;
 - (4) Educate against discrimination and prejudice;
 - (5) Promoting social welfare through community-based development activities;
 - (6) Carrying out such other activities as will benefit and support the HPHA and the State; and
 - (7) Serving, directly or through a wholly owned limited liability company, as a general partner in limited partnerships which will own and operate housing for the benefit of low income persons and households, as described in (1) above.
- B. In consultation with outside counsel with expertise in public housing authority nonprofit formation, the HPHA staff has identified the following **initial activities** of the proposed nonprofit:
 - Serving as a co-general partner or special limited partner in a tax credit partnership, or developer or manager of existing or proposed low-income, mixed-income, mixed-use development projects;

- Seeking, receiving, and managing funds, grants or charitable donations for development projects, supportive services and upward mobility programs for residents, which grants may only be available to nonprofits having IRS 501(c)(3) status;
- Develop and manage properties and tenant supportive or social services.

C. In consultation with outside counsel with expertise in public housing authority nonprofit formation, HPHA staff is recommending the following **board formation**:

- That the number of directors shall be five (5), unless a greater number is authorized by the Board of Directors.
- The initial and all subsequent directors shall be selected by the Board of Directors. The HPHA Board of Directors shall select the initial five (5) directors (each a "Designated Director") from the current HPHA Board of Directors, excluding ex officio HPHA Board members.
- The initial directors of the nonprofit corporation shall serve for a term beginning on the date on which the Articles of Incorporation of the nonprofit corporation are filed with the DCCA and ending five (5) years from the date of filing. At such time and thereafter, the Board of Directors shall appoint individuals to serve as directors of the nonprofit board for a term of three (3) years.
- ~~Following the initial directors of the nonprofit corporation, the composition of the board of directors of the nonprofit corporation shall include no more than two (2) currently serving HPHA Board of Directors.~~
- All directors shall not receive any remuneration for their service to the nonprofit corporation.
- As an instrumentality of the HPHA, the nonprofit corporation shall comply with all applicable state and federal statutes, rules, and regulations, including without limitation, competitive procurement and ethics laws.
- The fiscal year for the proposed nonprofit corporation shall be July 1 to June 30.

D. Based on the Board's approval of the nonprofit corporation formation, the HPHA staff is recommending the **appointment of the initial five (5) nonprofit corporation board of directors**, which shall be selected from the current HPHA Board of Directors, excluding ex officio members.

- E. In consultation with outside counsel with expertise in public housing authority nonprofit formation, the HPHA staff is recommending the attached **Articles of Incorporation** (Attachment A) that includes the necessary terms for the establishment of the nonprofit corporation.
- F. The HPHA's fiscal staff shall review and submit any pertinent filings with the Internal Revenue Services with regard to the nonprofit corporation's tax exempt status and/or classification.

III. RECOMMENDATION

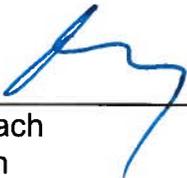
Staff recommends that the Board:

- (1) Approve the purposes, initial activities, and board formation of the proposed nonprofit corporation;
 - (2) Approve the Articles of Incorporation (Attachment A); and
 - (3) Appoint the initial five (5) directors of the nonprofit corporation, which shall be selected from the current HPHA Board of Directors, excluding ex officio members;
- all subject to the review and consultation of outside counsel and the Department of the Attorney General.

Attachment A: Articles of Incorporation of Hawaii Housing Development & Services, **Inc.**

Prepared by: Dawn Takeuchi Apuna, Chief Planner DTA

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



David Gierlach
Chairperson

-Amendments are in red

ARTICLES OF INCORPORATION

OF

HAWAII HOUSING DEVELOPMENT & SERVICES, Inc.

The undersigned, to form a nonprofit corporation under the laws of the State of Hawaii and to obtain the rights and benefits conferred by those laws upon a nonprofit corporation, make and execute the following Articles of Incorporation under the Hawaii Nonprofit Corporations Act, Hawaii Revised Statutes, Chapter 414D.

I. NAME

The name of the corporation is "Hawaii Housing Development & Services, Inc." (hereafter referred to as the "Corporation").

II. INITIAL MAILING ADDRESS

The mailing address of the Corporation's initial principal office is 1002 N. School Street, Building E, Honolulu, HI 96817.

III. REGISTERED AGENT AND OFFICE

The Corporation shall and continuously maintain a registered agent in the State of Hawaii as required by Hawaii law. The name of the Corporation's registered agent in the State of Hawaii is: the Hawaii Public Housing Authority. The state of incorporation is Hawaii.

The street address of the place of business of the person in the State of Hawaii to which service of process and other notice and documents being served on or sent to the entity represented by the registered agent may be delivered to is:

1002 N. School Street, Bldg. E
Honolulu, HI 96817

IV. MEMBERS

The Corporation shall have no members.

V. PURPOSE OF CORPORATION

(a) This Corporation is a nonprofit Hawaii corporation and is not organized for the private gain of any person. It is organized under the Hawaii Nonprofit Corporations Act for charitable and public purposes. The general purpose of this Corporation is to have and exercise all rights and powers conferred on nonprofit corporations under the laws of the State of Hawaii, provided that this Corporation shall not, except to an insubstantial degree, engage in any

activities or exercise any powers that are not in furtherance of the primary purposes of this Corporation.

(b) The specific charitable and public purposes for which the Corporation is organized are to benefit and support the State of Hawaii (the "State") and the Hawaii Public Housing Authority, a public body corporate and politic (the "HPHA") and its purposes in accordance with Section 509(a)(3)(A) of the Internal Revenue Code by (1) acquiring, providing, developing, financing, rehabilitating, owning and operating decent, safe and sanitary housing affordable to persons and households of low income where no adequate housing exists for such groups; (2) lessening the burdens of government by assisting the HPHA and the State and its agencies, authorities, boards or commissions in the development of housing targeted to low income households; (3) combating blight and deterioration within the State; (4) working to eliminate discrimination and prejudice; (5) assisting in the lessening of neighborhood tensions; (6) promoting social welfare through community-based development activities; (7) carrying out such other activities as the board of directors of this Corporation determines will benefit and support the HPHA and the State; and (8) serving, directly or through a wholly owned limited liability company, as a general partner in limited partnerships which will own and operate housing for the benefit of low income persons and households, as described in (1) above.

VI. NON-PROFIT

The Corporation is nonprofit in nature and shall not issue any stock, and no part of its assets, income, or earnings shall be distributed to its directors or officers, except for services actually rendered to the Corporation; provided however, that the Corporation shall be empowered to make payments and distributions in furtherance of the purposes for which it is organized and operated.

Upon the winding up and dissolution of the Corporation, and after paying or adequately providing for the debts and obligations of the Corporation, the remaining assets shall be distributed to the HPHA for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

VII. BOARD OF DIRECTORS

There shall be a board of directors consisting of not fewer than three persons. The number of directors and the manner of their election, resignation, removal and replacement shall be determined in accordance with the Bylaws.

VIII. AFFILIATION AND INSTRUMENTALITY

The Corporation is a non-profit corporation, and is related to, affiliated with and an instrumentality of the HPHA, a Hawaii State agency.

IX. LIMITATION ON CORPORATE ACTIVITIES

(a) The Corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code. Notwithstanding any

other provision of these Articles, the Corporation shall not carry on any activities not permitted to be carried on by: (i) a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or the corresponding provision of any future United States Internal Revenue Law; or (ii) by a corporation, contributions to which are deductible under Section 170 of the Internal Revenue Code or the corresponding provisions of any other United States Internal Revenue Law.

(b) No substantial part of the activities of the Corporation shall consist of lobbying or propaganda, or otherwise attempting to influence legislation, except as provided in Section 501(h) of the Internal Revenue Code, and the Corporation shall not participate in or interfere in (including publishing or distributing statements) any political campaign on behalf of any candidate for public office.

The undersigned certifies under the penalties of Section 44D-12, Hawaii Revised Statutes, that the undersigned has read the above statements, that I am authorized to sign this Articles of Incorporation, and that the above statements are true and correct.

Adopted this 7 day of April, 2015.



Incorporator Signature

David Gierlach

Type/Print Name of Incorporator



FOR ACTION

MOTION: To Approve the Hawaii Public Housing Authority's Annual Public Housing Agency Plan for the Fiscal Year Beginning July 1, 2015 to June 30, 2016, and to Authorize the Executive Director to Take Required Actions to Submit the Approved Plan to the U.S. Department of Housing and Urban Development

I. FACTS

- A. The Public Housing Agency (PHA) Annual Plan is 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. Public notice of hearings on the draft PHA Annual Plan, required by 24 Code of Federal Regulations (C.F.R.), Part 903.17, was approved by the Board of Directors on January 15, 2015 and published in the Honolulu Star-Advertiser, The Garden Island (Kauai), The Maui News, West Hawaii Today (Kailua-Kona), and the Hawaii Tribune Herald (Hilo) on February 2, 2015. A notice of the public hearings was also sent to all public housing residents with the February 2015 and March 2015 rent bill.
- C. On January 15, 2015, the HPHA Board of Directors voted to accept the HPHA draft PHA Annual Plan for FY 2015 – 2016 as published, subject to comments at the public hearing. Public hearings were held in each county on March 23, 2015.
- D. Meetings with the Resident Advisory Board (RAB) on the draft PHA Annual Plan started in September 2014 and concluded in March 2015.
- E. The HPHA must electronically submit the final proposed PHA Annual Plan and required attachments in the HUD-specified format no later than April 17, 2015, for review and subsequent approval by the local Honolulu HUD Office.

II. DISCUSSION

- A. HPHA staff reviewed and considered all testimony received prior to and at the public hearings, along with recommendations of the RAB, as required by 24 C.F.R. Section 903.19. Appropriate changes were made to the draft PHA Annual Plan. The changes made to the draft plan are non-substantial and therefore do not require additional public hearings. They are summarized in Attachment C.
- B. Discussion will continue with the RAB on the details and implementation of changes included in the PHA Annual Plan, once it is approved by the Board and HUD.
- F. Attachment A is the proposed final PHA Annual Plan for FY 2015-2016, subject to changes approved by the Board, and will be submitted to HUD upon approval. Also included is a summary of the proposed changes in Attachment B. A summary of the testimony received prior to and at the hearings (Attachment C) and a summary of the RAB's final recommendations and HPHA's responses was prepared. (Attachment D).

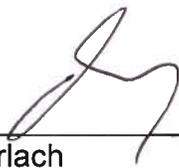
III. RECOMMENDATION

That the HPHA Board of Directors approves the HPHA's final Public Housing Agency (PHA) Annual Plan for FY 2015-2016, and authorizes the Executive Director to submit it along with required documents to the U.S. Department of Housing and Urban Development on or before April 17, 2015.

Attachment A: Final Proposed FY 2015-2016 PHA Annual Plan
Attachment B: Summary of Changes to the Draft PHA Annual Plan
Attachment C: Summary of Public Testimony
Attachment D: RAB Recommendations and HPHA Response

Prepared by: Dawn Takeuchi Apuna, Chief Planner DA

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



David Gierlach
Chairperson



Hawaii Public Housing Authority
 Annual and Five-Year Plan
 Fiscal Year 2015

1. PHA 5-Year and Annual Plan		U.S. Department of Housing and Urban Development Office of Public and Indian Housing			OMB No. 2577-022 Expires 4/30/2011	
1.0	PHA Information PHA Name: Hawaii Public Housing Authority PHA Code: HI001 PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 07/2014					
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 <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only					
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
					PH	HCV
	PHA 1:					
	PHA 2:					
	PHA 3:					
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.					



Hawaii Public Housing Authority
Annual and Five-Year Plan
Fiscal Year 2015

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.
7. Pursue the mixed income/mixed use/mixed finance/project based and higher density redevelopment projects such as Mayor Wright Homes and other HPHA properties, 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.

B. Improve the quality of assisted housing:

1. Improve public housing management: (PHAS score)
 - PHAS Physical Condition (REAC) – Achieve a high performer score of 90 out of 100 points for each property.
 - PHAS Financial Condition – Maintain rent collection rate of 95% or better at all properties.
 - PHAS Management Operations – With the conversion of the UPCS form to PDF file format that can be utilized by iPad or laptop, the inspection process should be streamlined and made more efficient. 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.
 - 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.
 - 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, or average monthly balance for the last six months, to reduce administrative burden and excessive paperwork and added expense for the applicant.
 - 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.



5.2 Goals and Objectives

- 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.
 - 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.
 - 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.
2. Improve voucher management: (SEMAP score)
- Maintain “High Performer” status.
 - Maintain lease-up to 98% 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.
 - Absorb VASH vouchers once veteran has completed his/her service plan.
 - If veteran lives at unit under VASH project based voucher for one year and is eligible to “voucher-out” and Veterans Administration discharges veteran, allow the veteran to receive a housing choice voucher in place of the VASH project based voucher.
 - 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.
 - 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
 - Adopt policy to enforce Hawaii Revised Statutes §356D-13.5 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 automatic 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 youngest minor reaches the age of 21 years, or reaches the age of 23 if the youngest minor is a full-



5.2 Goals and Objectives

- time student at a business school, technical school, college, community college, or university.
- 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.
 - 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.
 - 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, the head's spouse automatically replaces the original co-head as the 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.
 - 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.
 - Adopt revisions to the Section 8 policy in shortening the length of time for a temporary absence from, other than students and foster care.
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.
 - Increase face to face meetings to improve customer satisfaction.
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.



Hawaii Public Housing Authority
Annual and Five-Year Plan
Fiscal Year 2015

5.2 Goals and Objectives

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.
- 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, video surveillance, resident identification cards, utilizing after hour quiet time, tenant participation with Resident Associations, and 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.



5.2 Goals and Objectives

6. 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.
 7. Pursue grant opportunities to fund self-sufficiency coordinator positions through HUD grants.
- 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) Provide training to non-English speaking and/or Limited English Proficiency speaking groups with an interpreter available on federal and state fair housing laws.
 8. Build community ties with private and non-profit organizations to affirmatively further fair housing.
 9. Update the Fair Housing Analysis of Impediments in 2015.
 10. Review policies to ensure compliance with HUD’s equal access rule.
- 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.



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5.2 Goals and Objectives

11. Use recently acquired 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. Implement recently adopted 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. 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)
 16. Work with any and all departments and agencies to combat the community goal of homelessness.
 17. Strengthen internal controls and rectify negative financial audit findings.
- 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. Close the Palolo Project Based Voucher wait list except for four bedroom units.
 2. Open the wait list in 2015.
 3. Conduct a utility usage study to determine whether the utility allowance is more efficiently used based on the unit size or the voucher size.
- I. Comply with the Violence Against Women Reauthorization Act to support and assist victims of domestic violence, dating violence, sexual assault, or stalking. To protect certain victims as well as members of the victims’ immediate families – from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim.



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6.0a PHA Plan Update

- (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:
- Housing Choice Voucher and Public Housing Administration:
 1. Conduct Home Quality Standards inspections every other year.
 2. 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 where no other comparable public housing project is available.
 - c. Approved reasonable accommodations for 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, and have waited for over one year
 3. When tenants enter public housing by way of citizen sponsorship into the State of Hawaii, the income of the sponsor must be included when calculating the rent for the tenants.
 4. Adopt policy regarding remaining members of assisted tenant families to allow only the original household members at the time of placement in federal public housing program to retain the unit and public housing assistance where other members of the family have left the unit; and to provide for the termination of the rental agreement/assistance or nonrenewal of the rental agreement once all 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).
 5. Revise the Admissions and Continued Occupancy Policy to allow additions of more than one family member as long as the addition does not require the family to be transferred to a larger unit and as long as the addition would not cause overcrowding of the unit in accordance with county occupancy standards.
 6. Adopt policy allowing families that exceed the largest public housing unit size to receive Section 8 Housing Choice Voucher, rather than splitting the household to fit into existing unit sizes.
 7. Consider converting some or all geographical waitlists to site-based waitlists.



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

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

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

Lanakila Homes
600 Wiloia Street
Hilo, Hawaii 96720

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

Kapaa
4726 Malu Road
Kapaa, Hawaii 96746

Kahekili Terrace
2015 Holowai Place
Wailuku, Hawaii 96793

THE 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



Section 7.0

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 has released a Request for Qualifications (RFQ) 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. Hunt Companies has been selected, and a Master Development Agreement is being negotiated.

- **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 submitted 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.

- **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. HPHA will investigate the possibility of reopening this program and committing Section 8 vouchers through SHOP with future redevelopment projects.
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.



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Section 7.0 (cont.)

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.



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8.0	<p>Capital Improvements.</p> <p>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.</p> <p>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.</p> <p>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.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>SEE ATTACHED</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>SEE ATTACHED</p>
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input checked="" type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p>SEE ATTACHED</p>



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Housing Needs.

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

Total Families on Waiting List = 9,633	# of families	% of total families
Income Levels		
Extremely low income <=30% AMI	9,055	94.00%
Very low income (>30% but <=50% AMI)	466	4.84%
Low income (>50% but <80% AMI)	75	0.78%
Average income	37	0.38%
Families with children	3,825	39.71%
Elderly families	1,974	20.49%
Families with Disabilities	1,997	20.73%
Racial Distribution		
Asian/Pacific Islander/Other	7,172	74.45%
White	1,900	19.72%
Hispanic	783	8.13%
Black	334	3.47%
American Indian, etc.	132	1.37%
Bedrooms Needed		
1BR and Studio	4,893	50.79%
2 BR	3,206	33.28%
3 BR	1,406	14.60%
4 BR	412	4.28%
5 BR	50	0.52%

9.0



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Housing Needs (continued)

Housing Needs of Families on the Section 8 Waiting List as of January 2, 2015

Total Families on Waiting List = 4,306	# of families	% of total families
Income Levels		
Extremely low income (<=30% AMI)	4,037	93.75%
Very low income (>30% but <=50% AMI)	208	4.83%
Low income (>50% but <80% AMI)	26	0.60%
Average income	35	0.81%
Families with children	2,125	49.35%
Elderly families	607	14.10%
Families with Disabilities	940	21.83%
Racial Distribution		
Asian/Pacific Islander/Other	2,780	64.56%
White	720	16.72%
Hispanic	300	6.97%
Black	152	3.53%
American Indian, etc.	60	1.39%
Bedrooms Needed		
1BR and Studio	2,075	48.19%
2 BR	1,246	28.94%
3 BR	834	19.37%
4 BR	194	4.51%
5 BR	42	0.98%
5+ BR	0	0.00%

9.0



Housing Needs (continued)

Source: Consolidated Plan 2010 – 2014

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

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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

9.0

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.

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%



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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



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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							
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State of Hawai'i	8,136	4,891	6,221	2,857	1,944	1,320	2,768	28,137
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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

9.0

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.



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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.

9.0



9.0 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.

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.



9.0 Strategy for Addressing Housing Needs. (cont.)

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
- 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.



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10.0 Additional Information

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, 2014, there were 117 vacant units.
- HPHA will aim to maintain this 5% vacancy rate into the future.
- Current occupancy rate is approximately 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 SEMAP score of 95%: The 2013-2014 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, 2014, HPHA has federal dollars in the amount of \$50,353,103 CFP funds and \$205,307,102 State CIP funds appropriated and budgeted for a total of \$255,660,205. HPHA has expended \$23,211,480 in CFP and \$35,231,516 in State CIP for a total of \$58,442,996. Additionally, HPHA partnered with HUD to offer a workshop on federal relocation requirements for staff and local partners.
-
- 7/9/13-Lokahi-Remove Large Capacity Cesspools; Des: \$32,809 CIP; Const: \$491,140 CIP
 - 7/9/13-Lokahi-Type C Vacant Units; Des: *in-house*, Const: \$58,000 CIP
 - 9/17/13-Kapa'a-Type C Vacant Units; Des: *in-house*, Const: \$315,424 CFP
 - 9/18/13-KPT Lowrise-Electrical Upgrade; Des: *in-house*, Const: \$4,930 CFP
 - 10/24/13-Kaimalino-Type C Vacant Units; Des: *in-house*, Const: \$38,500 CIP



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10.0 Additional Information (cont.)

- 11/5/13-Puahala Homes-Resurface Parking; Des: *in-house*, Const: \$47,906 CIP
- 11/8/13-Kauī'okalani-Type C Vacant Units; Des: \$53,315 CIP, Const: \$394,116 CIP
- 11/26/08-Kupuna Home O Waialua-Type C Vacant Units; Des: \$54,452 CIP, Const: \$97,031 CFP
- 11/30/13-Ke Kumu Ekolu-Type C Vacant Unit; Des: *in-house*, Const: \$14,000 CFP
- 12/1/13-School Street/Puahala Homes-Repair Sewer Lines; Des: \$13,508 CIP, Const: \$147,739 CIP
- 12/13-Makamae--Modernization and Maint. of Elevators; Des: \$9,666 CIP, Const: \$261,780 CIP
- 12/20/13-Pu'uwai Momi-Roof Repairs; Des: *in-house*, Const: \$81,000 CIP
- 2/24/14-Nanakuli Homes-Type C Vacant Units; Des: *in-house*, Const: \$239,855 CIP
- 2/24/14-Waimaha Sunflower-Type C Vacant Units; Des: \$46,897 CIP, Const: \$305,667 CIP
- 3/28/14-Salt Lake Apartments-Modernization Ph I (Elevators); Des: \$263,402 CIP, Const: \$1,445,204 CIP
- 3/28/14-Ka`ahumanu Homes & Kamehameha Homes-Sidewalks; Des: *in-house*, Const: \$148,500 CIP
- 4/1/14-Ke Kumu Ekolu and Elua-Exterior Modernization; Des: \$358,972 CIP, Const: 1,463,562 CIP
- 4/16/14-Mayor Wright Homes-Repair Sidewalks; Des: *in-house*, Const: \$108,000 CIP
- 5/1/14-Kuhio Homes-Type C Vacant Unit; Des: *in-house*, Const: \$83,359 CIP
- 5/8/14-Kalaheo-Major Modernization; Des: \$234,214 CIP, Const: \$1,486,195 CIP
- 5/12/14-Kauī'okalani-Type C Vacant Units; Des: *in-house*, Const: \$110,055 CFP
- 5/20/14-Lokahi-Removal of Overhead Utility Lines; Const: \$48,000 CIP
- 6/10/14-Mayor Wright Homes-Repair Sidewalks; Des: *in-house*, Const: \$44,777 CIP
- 6/12/14-Hale Ho`olulu-Site and Dwelling Improvements.; Des: \$209,355 CIP, Const: \$729,318 CIP
- 6/19/14-Pumehana-Modernization and Maint. of Elevators; Des: \$29,260 CIP, Const: \$581,693 CIP
- 6/26/14-Punchbowl Homes-Modernization and Maint. of Elevators; Des: \$9,670 CIP, Const: \$487,451 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.



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10.0 Additional Information (cont.)

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.

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

- 2013 and 2014 – rated as “High Performer”.
- 2014 – 95% 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.



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• **10.0 Additional Information (cont.)**

- 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.



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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)



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SUMMARY OF PROPOSED CHANGES TO THE FY 2015-2016 PHA ANNUAL PLAN

The Hawaii Public Housing Authority staff recommends that the following changes be made to the draft PHA Annual Plan. The changes are stylistic or linguistically clarifying in nature and do not represent any substantial deviation or significant amendments/modifications.

Section 5.2(B) Goals and Objectives

1. Improve public housing management: (PHAS score)
 - PHAS Physical Condition (REAC) – Achieve a high performer score of 90 out of 100 points for each property.
 - PHAS Management Operations – With the conversion of the UPCS form to PDF file format that can be utilized by iPad or laptop, the inspection process should be streamlined and made more efficient. Continue to implement upgrades of PHA computer software to increase the efficiency of programs agency-wide.
2. Improve voucher management: (SEMAP score)
 - Absorb VASH vouchers once veteran has completed his/her service plan.
 - If veteran lives at unit under VASH project based voucher for one year and is eligible to “voucher-out” and Veterans Administration discharges veteran, allow the veteran to receive a housing choice voucher in place of the VASH project based voucher.
3. Increase customer satisfaction:
 - Increase face to face meetings to improve customer satisfaction.

Section 5.2(D) Goals and Objectives

3. Implement public housing security improvements, such as increased lighting, video surveillance, resident identification cards, utilizing after hour quiet time, tenant participation with Resident Associations, and crime prevention through environmental design features.

Section 5.2(F) Goals and Objectives

10. Review policies to ensure compliance with HUD’s equal access rule.

Section 5.2(G) Goals and Objectives

11. Use recently acquired video conferencing equipment to further better communication between all HPHA properties on all islands.



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13. Implement recently adopted 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.
15. 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)
17. Strengthen internal controls and rectify negative financial audit findings.

Section 5.2(H) Goals and Objectives

2. Open the waitlist in 2015
3. Conduct a utility usage study to determine whether the utility allowance is more efficiently used based on the unit size or the voucher size.

Section 5.2(I) Goals and Objectives

- I. Comply with the Violence Against Women Reauthorization 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.

Section 6.0(a) PHA Plan Update

7. Consider converting some or all geographical waitlists to site-based waitlists.

Section 7.0

- HPHA has released a Request for Qualifications (RFQ) 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. Hunt Companies has been selected, and a Master Development Agreement is being negotiated.

Section 10.0 Additional Information

1. PHA Goal: Expand the supply of assisted housing
 - As of June 30, 2014, there were 117 vacant units.
2. PHA Goal: Improve the quality of assisted housing



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- Improve voucher management: Attained a SEMAP score of 95%: The 2013-2014 final assessment SEMAP score ranks HPHA as a "High Performer."
- Renovate or modernize public housing units: As of June 30, 2014, HPHA has federal dollars in the amount of \$50,353,103 CFP funds and \$205,307,102 State CIP funds appropriated and budgeted for a total of \$255,660,205. HPHA has expended \$23,211,480 in CFP and \$35,231,516 in State CIP for a total of \$58,442,996. Additionally, HPHA partnered with HUD to offer a workshop on federal relocation requirements for staff and local partners.
- 7/9/13-Lokahi-Remove Large Capacity Cesspools; Des: \$32,809 CIP; Const: \$491,140 CIP
- 7/9/13-Lokahi-Type C Vacant Units; Des: *in-house*, Const: \$58,000 CIP
- 9/17/13-Kapa`a-Type C Vacant Units; Des: *in-house*, Const: \$315,424 CFP
- 9/18/13-KPT Lowrise-Electrical Upgrade; Des: *in-house*, Const: \$4,930 CFP
- 10/24/13-Kaimalino-Type C Vacant Units; Des: *in-house*, Const: \$38,500 CIP
- 11/5/13-Puahala Homes-Resurface Parking; Des: *in-house*, Const: \$47,906 CIP
- 11/8/13-Kauī`okalani-Type C Vacant Units; Des: \$53,315 CIP, Const: \$394,116 CIP
- 11/26/08-Kupuna Home O Waialua-Type C Vacant Units; Des: \$54,452 CIP, Const: \$97,031 CFP
- 11/30/13-Ke Kumu Ekolu-Type C Vacant Unit; Des: *in-house*, Const: \$14,000 CFP
- 12/1/13-School Street/Puahala Homes-Repair Sewer Lines; Des: \$13,508 CIP, Const: \$147,739 CIP
- 12/13-Makamae--Modernization and Maint. of Elevators; Des: \$9,666 CIP, Const: \$261,780 CIP
- 12/20/13-Pu`uwai Momi-Roof Repairs; Des: *in-house*, Const: \$81,000 CIP
- 2/24/14-Nanakuli Homes-Type C Vacant Units; Des: *in-house*, Const: \$239,855 CIP
- 2/24/14-Waimaha Sunflower-Type C Vacant Units; Des: \$46,897 CIP, Const: \$305,667 CIP
- 3/28/14-Salt Lake Apartments-Modernization Ph I (Elevators); Des: \$263,402 CIP, Const: \$1,445,204 CIP
- 3/28/14-Ka`ahumanu Homes & Kamehameha Homes-Sidewalks; Des: *in-house*, Const: \$148,500 CIP
- 4/1/14-Ke Kumu Ekolu and Elua-Exterior Modernization; Des: \$358,972 CIP, Const: 1,463,562 CIP
- 4/16/14-Mayor Wright Homes-Repair Sidewalks; Des: *in-house*, Const: \$108,000 CIP



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- 5/1/14-Kuhio Homes-Type C Vacant Unit; Des: *in-house*, Const: \$83,359 CIP
- 5/8/14-Kalaheo-Major Modernization; Des: \$234,214 CIP, Const: \$1,486,195 CIP
- 5/12/14-Kauai'okalani-Type C Vacant Units; Des: *in-house*, Const: \$110,055 CFP
- 5/20/14-Lokahi-Removal of Overhead Utility Lines; Const: \$48,000 CIP
- 6/10/14-Mayor Wright Homes-Repair Sidewalks; Des: *in-house*, Const: \$44,777 CIP
- 6/12/14-Hale Ho'olulu-Site and Dwelling Improvements.; Des: \$209,355 CIP, Const: \$729,318 CIP
- 6/19/14-Pumehana-Modernization and Maint. of Elevators; Des: \$29,260 CIP, Const: \$581,693 CIP
- 6/26/14-Punchbowl Homes-Modernization and Maint. of Elevators; Des: \$9,670 CIP, Const: \$487,451 CIP

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

- 2013 and 2014 – rated as “High Performer”.
- 2014 – 95% SEMAP score.

Aside from these clarifying modifications, all the items in the PHA Annual Plan are important to the financial viability of the HPHA, or will result in better living conditions for residents. Many of the items will be discussed further with the RAB, and implementation will be done in consultation with residents and the HPHA Board of Directors.



SUMMARY OF PUBLIC TESTIMONY

Public hearings on the FY 2015 - 2016 draft PHA Annual Plan were held March 23, 2015 on Oahu, Kauai, Maui, and at two locations on Hawaii Island. On the day of the public hearing, three people submitted written comments (attached), three people provided oral testimony, four people provided comments on the HPHA comment voice mail box, and two people provided comments on the HPHA comment voice mail box that did not relate to the draft PHA Annual Plan. The following is a summary of testimony on provisions of the draft PHA Annual Plan.

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing Administration #2

One person commented that according to Title 24 of the Code of Federal Regulations, Chapter 9, Part 982, Subpart H, Section 982.325 – The first exclusion is public housing and that the HPHA will be denied when submitting the annual plan to the United States Department of Housing and Urban Development.

Asset Management - Privatization of Public Housing

One person commented that they are against the privatization of public housing properties like Palolo Valley Homes and Kuhio Park Terrace because it goes against the spirit of the program of assisted housing as stated in U.S. Code, Title 42, Chapter 8, Subchapter I § 1437 – Declaration of Policy and Public Housing Agency Organization. This will close the door for low-income families to get housing here in Hawaii since the only place low-income families can afford to rent is with Hawaii's public housing programs.

Homeownership Program

One person commented that HPHA and Hawaii should embrace U.S. Code, Title 42, Chapter 8, Subchapter I § 1437f (z) and make available the homeownership program of low-income public housing projects for low-income families. The person would like to participate in this program and said that the HPHA used to have this program in the past, but currently does not offer it anymore. This person made a formal offer to buy the unit where they are currently residing.

Grievance Procedure

One person commented that management is not following the grievance procedure in regards to responding to the mental distress that they suffered over their issue of being subject to 3 inspections within a 6 month period.



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Pet Policy

One person commented that they did not agree with allowing dogs to give birth in public housing properties because of problems and violations occurring.

5.2 Goals and Objectives – D Provide an improved living environment: 4

One person commented that they care concerned about mentally disabled people who do not take their medications that live in public housing and cause disturbances to the peaceful enjoyment of the property. The person does not believe that people with mental disabilities should be able to blame their illness in order to not receive a "Notice of Violation" for disturbing the peace. How is HPHA going to address this issue? Who is responsible for these mentally ill people who do not take their medication?

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing Administration

One person commented that they like what they saw in the annual plan, and also believes that item #2 should be interchangeable for Public Housing and the Section 8 program.

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing Administration

One person commented that they were in support of item #1, and not in support of the remaining PHA Plan Update items.

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing Administration

One person commented that they were in support of item #1 because they wanted to use the Section 8 voucher to move to a safer area.



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SUMMARY OF PUBLIC TESTIMONY

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Homeownership Program

One person commented that HPHA and Hawaii should embrace U.S. Code, Title 42, Chapter 8, Subchapter I § 1437f (z) and make available the homeownership program of low-income public housing projects for low-income families. The person would like to participate in this program and said that the HPHA used to have this program in the past, but currently does not offer it anymore. This person made a formal offer to buy the unit where they are currently residing.

One person commented that this program should have been reopened years ago for public housing residents. Family self-sufficiency and programs for residents should also be provided as in the past.

Grievance Procedure

One person commented that management is not following the grievance procedure in regards to responding to the mental distress that they suffered over their issue of being subject to 3 inspections within a 6 month period.

Pet Policy

One person commented that they did not agree with allowing dogs to give birth in public housing properties because of problems and violations occurring.



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5.2 Goals and Objectives – D Provide an improved living environment: #4

One person commented that they care concerned about mentally disabled people who do not take their medications that live in public housing and cause disturbances to the peaceful enjoyment of the property. The person does not believe that people with mental disabilities should be able to blame their illness in order to not receive a "Notice of Violation" for disturbing the peace. How is HPHA going to address this issue? Who is responsible for these mentally ill people who do not take their medication?

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing Administration #1

One person commented that they were in support of item #1, and not in support of the remaining PHA Plan Update items.

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing Administration #1

One person commented that they were in support of item #1 because they wanted to use the Section 8 voucher to move to a safer area.

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing Administration #1

One person commented that if not every year, then an inspection of unfinished repairs should be added to the in-between year.

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing Administration #2

One person commented that according to Title 24 of the Code of Federal Regulations, Chapter 9, Part 982, Subpart H, Section 982.325 – The first exclusion is public housing and that the HPHA will be denied when submitting the annual plan to the United States Department of Housing and Urban Development.

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing Administration #2

One person commented that they like what they saw in the annual plan, and also believes that item #2 should be interchangeable for Public Housing and the Section 8 program.

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing Administration: #3

One person commented that they agree because tenants would not have been allowed entry into the State of Hawaii without the sponsoring party, and the sponsoring party should provide financial assistance until the tenant becomes a citizen.



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6.0a PHA Plan Update – Housing Choice Voucher and Public Housing

Administration: #4

One person commented that they agree.

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing

Administration: #5

One person commented that they strongly disagree because public housing will be a hotel of sorts for tenants who have relatives looking for a convenient & easy place to move and call home for however long it takes them to find a place of their own, and nullifies #4. The person will only agree if the addition is an adult with a child that marries a household member, or elderly parents that need care.

6.0a PHA Plan Update – Housing Choice Voucher and Public Housing

Administration: #6

One person commented that they strongly disagree. One person commented what Section 8 vouchers do no good because landlords prefer children and/or the rent is higher than the voucher.

7.0 Mixed Finance Redevelopment

One person commented that this is not a new concept, but believes that low-income families will be shut out because their income is too low to get a unit. It should increase from 10% to 15%.

5.2 Goals and Objectives: 13

One person commented that they disagree because if only one particular property had an issue with smoking, doesn't mean all the other properties do too.

5.2 Goals and Objectives: 15

One person commented that they disagree because it should be a choice for the single person.

5.2 Goals and Objectives: 17

One person commented that they agree and believes that more needs to be done to prevent unnecessary financial losses on projects currently in progress. The tenants' are being held accountable for their rent, so should the HPHA.

5.2 Goals and Objectives: B

One person commented that they agree and that inspections should be held more frequently for properties that fail to achieve a passing score or on a scale. Ex. 100 points = yearly inspection, and so forth.

5.2 Goals and Objectives: D #3

One person commented that they disagree. ID cards are okay but useless, unless people are actually being carded.



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5.2 Goals and Objectives: D #4

One person commented that they agree and it makes sense financially.

5.2 Goals and Objectives: G #13

One person commented that it has nothing to do with the delivery system or cost-effective management because the air we breathe is very important and should have its own place in the Annual Plan.

Capital Improvement of Indoor Air Quality and Ventilation

One person commented that the HPHA should pursue a pilot project for the Pumehana property in regards to fire exits and doors, improve air ventilation system to circulate the air from second hand smoke as well as from surrounding businesses, fixing the sidewalks so that exposed pipe is safely covered, installing wrought iron gates for building security, reduction of pesticide use in the property with no pesticide bomb usage, disallowing the use of roach bait traps in the property, updating the drains, repairing the building so seal all exposed cracks and crevices, install free internet access for all residents, and modernize and update the elevator.

No Smoking Policy

One person commented that the HPHA should pursue various government and private groups to educate residents about second hand smoke, create a local police area watch captain to issue citations for residents that break the no smoking policy, and asks HPHA to enforce the law.



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**RAB Comments and HPHA Response
Proposed Annual Plan Revisions
(FY 2015-2016)**

1. **Proposed Revision: Housing Choice Voucher and Public Housing Administration** – Conduct Home Quality Standards inspections every other year.

RAB comment: The RAB supports the proposed revision.

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: Housing Choice Voucher and Public Housing Administration** – 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 where no other comparable public housing project is available.
- c. Approved reasonable accommodations for 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, and have waited for over one year.

RAB comment: The RAB supports the proposed revision.

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

3. **Proposed Revision: Housing Choice Voucher and Public Housing Administration** – When tenants enter public housing by way of citizen sponsorship into the State of Hawaii, the income of the sponsor must be included when calculating the rent for the tenants.

RAB comment: The RAB supports the proposed revision.

HPHA Annual Plan FY 2015-2016 § 11.0(f):
Resident Advisory Board Comments



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HPHA Response: 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 and Public Housing Administration** – Adopt policy regarding remaining members of assisted tenant families to allow only the original household members at the time of placement in federal public housing program to retain the unit and public housing assistance where other members of the family have left the unit; and to provide for the termination of the rental agreement/assistance or nonrenewal of the rental agreement once all 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).

RAB comment: The RAB supports the proposed revision.

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: Housing Choice Voucher and Public Housing Administration** – Revise the Admissions and Continued Occupancy Policy to allow additions of more than one family member as long as the addition does not require the family to be transferred to a larger unit and as long as the addition would not cause overcrowding of the unit in accordance with county occupancy standards.

RAB comment: The RAB supports the proposed revision.

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

6. **Proposed Revision: Housing Choice Voucher and Public Housing Administration** – Adopt policy allowing families that exceed the largest public housing unit size to receive Section 8 Housing Choice Voucher, rather than splitting the household to fit into existing unit sizes.

RAB comment: The RAB supports the proposed revision.



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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 and Public Housing Administration – Consider converting some or all geographical waitlists to site-based waitlists.

RAB comment: The RAB had several comments. One member was not in agreement with this change and would prefer to go to a system which takes care of in house transfers first before giving the unit to School Street. One member was undecided about the addition, and discussed the pros, cons and fairness in the proposed revision. One member would like for the State to certify public housing residents that receive the proper training to volunteer and be a part of the solution to alleviate some of the stress from the managers. One member commented that managers should not be able to choose who gets to move into vacant units. One member commented that the waitlist used to be site based in the past, and does not feel that his would be a problem because these units would be offered to people who specifically choose them to be on the waitlist, and it would save time and money for HPHA staff.

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