

**HAWAII PUBLIC HOUSING AUTHORITY  
NOTICE OF MEETING  
BOARD OF DIRECTORS SPECIAL MEETING  
1002 North School Street, Building A Boardroom  
Honolulu, Hawaii 96817  
April 12, 2016  
2:00 p.m.**

**AGENDA**

**I. CALL TO ORDER/ESTABLISHING QUORUM**

**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 Hawaii Public Housing Authority's Annual Public Housing Agency Plan for the Fiscal Year Beginning July 1, 2016 to June 30, 2017, 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

(Note that the HPHA's Board of Directors may call for a recess during the course of the meeting in the event that HPHA Management is requested to appear before the Legislature and reconvene at a later time to be announced at the meeting.)

If any person requires special needs (i.e., large print, taped materials, sign language interpreter, etc.) please call Ms. Didi Ahakuelo-Kepa at (808) 832-4694 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 Hawaii Public Housing Authority's Annual Public Housing Agency Plan for the Fiscal Year Beginning July 1, 2016 to June 30, 2017, 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 21, 2016 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 January 26, 2016. A notice of the public hearings was also sent to all public housing residents with the March 2016 rent bill.
- C. On January 21, 2016, the HPHA Board of Directors voted to accept the HPHA draft PHA Annual Plan for FY 2016 – 2017 as published, subject to comments at the public hearing. Public hearings were held in each county on March 15, 2016.
- D. Meetings with the Resident Advisory Board (RAB) on the draft PHA Annual Plan started in September 2015 and concluded in February 2016.
- E. This year, HUD revised the PHA Plan forms format, which the HPHA has adopted.
- F. The HPHA must electronically submit the final proposed PHA Annual Plan and required attachments in the HUD-specified format no later than April

15, 2016, 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.
- 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.
- C. Attachment A is the proposed final PHA Annual Plan for FY 2016-2017, subject to changes approved by the Board, and will be submitted to HUD upon approval. A summary of the testimony received at the hearings and a summary of the RAB's final recommendations and HPHA's responses were prepared, and are attached to Attachment A.

## III. RECOMMENDATION

That the HPHA Board of Directors approves the HPHA's final Public Housing Agency (PHA) Annual Plan for FY 2016-2017, 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 15, 2016.

Attachment A: Final Proposed FY 2016-2017 PHA Annual Plan

Prepared by: Kiriko Oishi, Chief Compliance Officer 

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



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Pono Shim  
Chairperson

<b>Annual PHA Plan</b> <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** Form HUD-50075-ST is to be completed annually by **STANDARD PHAs** or **TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																																
A.1	<p>PHA Name: <u>Hawaii Public Housing Authority</u> PHA Code: <u>HI001</u>            PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA            PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2016</u>            PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)            Number of Public Housing (PH) Units <u>5,332</u> Number of Housing Choice Vouchers (HCVs) <u>3,708</u> Total Combined Units/Vouchers <u>8,752</u>            PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV																								
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**B. Annual Plan Elements****B.1 Revision of PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs  
  Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.  
  Financial Resources.  
  Rent Determination.  
  Operation and Management.  
  Grievance Procedures.  
  Homeownership Programs.  
  Community Service and Self-Sufficiency Programs.  
  Safety and Crime Prevention.  
  Pet Policy.  
  Asset Management.  
  Substantial Deviation.  
  Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):

**Statement of Housing Needs and Strategy for Addressing Housing Needs****Housing Needs: Housing Needs of Families on the Public Housing Waiting List as of July 1, 2015**

Total Families on Waiting List = 11,134	# of families	% of total families
<b>Income Levels</b>		
Extremely low income <=30% AMI	10,552	94.77%
Very low income (>30% but <=50% AMI)	458	4.11%
Low income (>50% but <80% AMI)	81	0.73%
Average income	43	0.39%
Families with children	4,473	40.17%
Elderly families	2,270	20.39%
Families with Disabilities	2,146	19.27%
Single	2,245	20.16%
<b>Racial Distribution</b>		
Asian/Pacific Islander/Other	8,290	69.32%
White	2,202	18.41%
Hispanic	921	7.70%
Black	382	3.19%
American Indian, etc.	164	1.38%
<b>Bedrooms Needed</b>		
1BR and Studio	5,658	49.77%
2 BR	3,535	31.09%
3 BR	1,626	14.30%
4 BR	500	4.39%
5 BR	50	0.45%

**Housing Needs of Families on the Section 8 Waiting List as of July 1, 2015**

<b>Total Families on Waiting List = 4,306</b>	<b># of families</b>	<b>% of total families</b>
<b>Income Levels</b>		
Extremely low income <=30% AMI	2,075	93.81%
Very low income (>30% but <=50% AMI)	103	4.65%
Low income (>50% but <80% AMI)	13	0.59%
Average income	21	0.95%
Families with children	1,181	53.39%
Elderly families	303	13.70%
Families with Disabilities	488	22.06%
Single	240	10.85%
<b>Racial Distribution</b>		
Asian/Pacific Islander/Other	1,522	73.92%
White	296	14.38%
Hispanic	147	7.14%
Black	70	3.40%
American Indian, etc.	24	1.16%
<b>Bedrooms Needed</b>		
1BR and Studio	991	44.56%
2 BR	626	28.15%
3 BR	471	21.18%
4 BR	114	5.53%
5 BR	22	0.58%
5+ BR	0	0.00%

The following data is drawn from the Hawaii Consolidated Plan PY 2015 – 2019 by the Hawaii Housing Finance and Development Corporation (HHFDC):

<b>Projected Housing Need, 2014-2020</b>					
<b>% Area Median Income</b>	<b>Honolulu</b>	<b>Maui</b>	<b>Hawaii</b>	<b>Kauai</b>	<b>State</b>
≤30%	4,076	1,377	2,355	330	8,138
30-50%	3,808	1,402	2,017	221	7,448
60%	2,415	748	1,003	462	4,629
60-80%	3,710	1,330	1,657	312	7,009
<b>Sub-total affordable rental</b>	<b>14,008</b>	<b>4,857</b>	<b>7,033</b>	<b>1,325</b>	<b>27,224</b>
80-100%	3,217	1,087	1,422	526	6,252
100-120%	2,950	956	1,292	433	5,631
120-140%	2,448	890	924	361	4,623
<b>Sub-total affordable for-sale</b>	<b>8,615</b>	<b>2,933</b>	<b>3,638</b>	<b>1,320</b>	<b>16,506</b>
>140%	8,573	6,204	4,041	1,555	20,373
<b>TOTAL</b>	<b>31,197</b>	<b>13,994</b>	<b>14,712</b>	<b>4,200</b>	<b>64,103</b>

\*Source: Ricky Cassidy, Rental Housing Study, 12/30/14

## Summary of Housing Needs

Demographics	Base Year: 2000	Most Recent Year: 2011	% Change
Population	1,211,537	1,346,554	11%
Households	403,572	445,513	10%
Median Income	\$49,820.00	\$67,116.00	35%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

## Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households *	59,400	51,995	83,300	54,850	195,970
Small Family Households *	16,530	17,890	34,125	23,635	102,605
Large Family Households *	4,695	5,605	10,680	8,165	27,755
Household contains at least one person 62-74 years of age	10,970	10,090	16,625	11,280	45,730
Household contains at least one person age 75 or older	10,725	10,195	12,675	7,235	21,730
Households with one or more children 6 years old or younger *	10,415	9,935	15,935	10,835	20,960
* the highest income category for these family types is >80% HAMFI					

Table 6 - Total Households Table

Data Source: 2007-2011 CHAS

## Housing Market Analysis

**HOUSING MARKET AREA:** The Hawaii Housing Market Area (HMA) is defined as the State of Hawaii which is comprised of the City & County of Honolulu and Counties of Hawaii, Maui, and Kauai.

The following housing market analysis is based primarily on information from the following sources: DBEDT, "Measuring Housing Demand in Hawaii, 2015-2025", April 2015; Ricky Cassidy, "Affordable Rental Housing Study Updates, 2014" for Honolulu, Hawaii, Kauai, and Maui, December 2014; and U.S. Census, 2009-2013 American Community Survey 5-Year Estimates.

### HOUSING DEMAND:

Housing demand is impacted by population growth, the military presence, domestic migration and immigration, and foreign investment in Hawaii real estate. As of July 2013, the resident population of the HMA is approximately 1,404,054. Between 1990 and 2013, population grew at an average annual rate of 1.0%. The City & County of Honolulu experienced slower population growth at 0.7% a year, Hawaii and Maui counties grew at 2.0%, while Kauai County grew at 1.3% per year.

The resident population of Hawaii, which includes active-duty military personnel and their dependents, is projected to increase to 1,708,900 in 2014, an average growth rate of 0.8% per year over the projection period. The Neighbor Island counties are projected to have higher population growth than Honolulu. The resident population of Honolulu is projected to increase at an annual rate of 0.4% from 2010 to 2040, while Hawaii is projected to grow at 1.6% annually, Maui County at 1.4%, and Kauai County at 1.1%. As a result, the Neighbor Island population as the share of the state total will increase from 29.9% in 2010 to 36.4% in 2040, while the corresponding share of the City and County of Honolulu is projected to decrease from 70.1% to 63.6%.

Migration is one of the most important contributors to the state's population growth. Foreign immigration to Hawaii has been steady, increasing from 5,400 people per year on average in the 1990s to about 6,600

people per year over the past decade. However, domestic migration had a stronger increase, from about 32,000 people per year in the 1990s to above 43,000 people per year on average since 2002.

Another important driver of housing demand is the increase in the number of residential rental units being used as vacation rentals. There is evidence that local residential housing units are increasingly catering to visitors, either full or part time. According to the Hawaii Tourism Authority, "...the popularity and demand for alternative accommodations have grown rapidly over the years. If all of the identified units were available for visitor use at the same time, these units would account for up to 25% of Hawaii's total lodging inventory...."

Foreign buyers are yet another source of increased demand for housing in the local real estate market. The National Association of Realtors estimates that foreign buyers of properties in Hawaii accounted for 3.6% of all homes sold in 2012. Furthermore, in 2013, Hawaii properties were the second most popular for the Japanese buyers and the fourth most popular for the Canadian buyers. This increased demand from foreign buyers exerts additional price pressures on the housing sector, since often foreign buyers are not income-constrained and, in many cases, buy properties with cash.

**DBEDT forecasts a long-range demand for a total of about 64,700 new housing units in Hawaii by the year 2025.** This is based largely on the assumed increase in the number of households and is dependent on changes in social and economic factors, expected migration and immigration, and expected changes in the size and age distribution of the adult population. Forecasted demand by county is as follows:

**Honolulu, 25,800 units; Hawaii, 19,600 units; Maui, 14,000 units; and Kauai, 5,300 units.**

#### **Number of Housing Units**

In 2009-2013, Hawaii had a total of 522,200 housing units, 14% of which were vacant. Of the total housing units, 62% were single-unit structures, 38% were in multi-unit structures, and less than 0.5% was mobile homes. An estimated 29% of the housing units were built since 1990.

In the 1980s, the available housing inventory expanded by an average of just under 6,000 units per year. In the 1990s, the housing inventory increased by nearly 7,000 units per year and remained at about this level in the years prior to the recession (expanding by about 6,500 units per year between 2000 and 2008). As the economy recovered from the recession between 2009 and 2013, the housing supply expanded at a slower pace at only about 2,400 units per year.

In 1990, Honolulu accounted for 72.3% of the housing units, followed by Hawaii, Maui then Kauai at 12.4%, 10.8%, and 4.5% respectively. By 2013, Honolulu County accounted for 64.7% of total state housing units, Hawaii County had 16.0%; Maui County had 13.5% while Kauai County had 5.7% of the total.

The 2009-2013 ACS 5-Year Estimates reports that of the 449,800 occupied housing units, 259,300 (58%) were owner occupied and 190,500 (42%) were renter occupied. Historically, the homeownership rate in Hawaii has increased from approximately 50% in 1986 to above 60% between 2004 and 2007. As a result of the recession, the homeownership rate in Hawaii fell to about 55% in 2011. However, as the economy has recovered, the rate has been increasing.

After the recession, there was a temporary shift from owning to renting that was caused by a variety of factors including stricter mortgage lending requirements, job losses, and rapid increases in home prices which priced many potential home buyers out of the market. This in turn resulted in sustained rental price increases. While homeownership rates have recently increased, they are still below the pre-recession level.

The increase in Hawaii's housing stock needs to be compared with the population increase over time. The figure below highlights the expansion of housing supply in the late 1980s and early 2000s, compared with annual population growth. There is an increasing gap between annual population growth and housing supply growth. The result of this increasing gap has been continued housing price increases, leading to an unbalanced housing market.

Building permit activity provides a way to project where the housing market is going in the short-term. A high level of activity indicates more supply, which means that more demand will be met, and the potential for prices adjusting downwards. A low level of permits indicates less supply of housing and potentially higher prices.

The permit data for residential construction is not encouraging. There has not been a sustained increase in private residential construction, which is required to increase the housing supply. The 1980-2014 trend for building permits is downward.

#### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	278,596	54%
1-unit, attached structure	36,021	7%
2-4 units	39,122	8%
5-19 units	59,892	12%
20 or more units	101,776	20%
Mobile Home, boat, RV, van, etc	987	0%
<b>Total</b>	<b>516,394</b>	<b>100%</b>

Table 30 – Residential Properties by Unit Number

Data Source: 2007-2011 ACS

#### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	3,117	1%	15,011	8%
1 bedroom	15,626	6%	40,073	22%
2 bedrooms	49,659	19%	63,212	34%
3 or more bedrooms	193,085	74%	65,730	36%
<b>Total</b>	<b>261,487</b>	<b>100%</b>	<b>184,026</b>	<b>100%</b>

Table 31 – Unit Size by Tenure

Data Source: 2007-2011 ACS

#### Cost of Housing

The median monthly housing costs for mortgaged owners in 2013 was the highest in Honolulu County at \$2,362 per month, followed by Maui County at \$2,261 per month, Kauai County at \$2,022, and Hawaii County at \$1,637 per month.

Oahu renters paid the highest median rent in 2013 at \$1,535 per month, followed by Maui County renters at \$1,292 per month, Kauai County rents at \$1,281, and Hawaii County renters with the lowest rent at \$1,017 per month.

An estimated 48% of owners with mortgages, 12% of owners without mortgages, and 56% of renters in Hawaii spent 30% or more of household income on housing.

Hawaii's median housing value increased from \$496,600 in 2012 to \$500,000 in 2013. This increase, however, was not statistically different. Hawaii remained #1 in the ranking with the highest median housing value in the U.S.

**Cost of Housing**

	Base Year: 2000	Most Recent Year: 2011	% Change
Median Home Value	249,300	529,500	112%
Median Contract Rent	721	1,185	64%

**Table 32 – Cost of Housing**

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	30,266	16.5%
\$500-999	48,753	26.5%
\$1,000-1,499	47,181	25.6%
\$1,500-1,999	28,852	15.7%
\$2,000 or more	28,974	15.7%
<b>Total</b>	<b>184,026</b>	<b>100.0%</b>

**Table 33 - Rent Paid**

Data Source: 2007-2011 ACS

**Housing Affordability**

% Units affordable to Households earning	Renter	Owner
30% HAMFI	13,800	No Data
50% HAMFI	32,945	3,220
80% HAMFI	92,885	10,830
100% HAMFI	No Data	26,325
<b>Total</b>	<b>139,630</b>	<b>40,375</b>

**Table 34 – Housing Affordability**

Data Source: 2007-2011 CHAS

**Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.**

- Open the wait list for the Section 8 Housing Choice Voucher program in 2016 for a limited time.

**Financial Resources: Planned Sources and Uses**

<b>Financial Resources: Planned Sources and Uses</b>		
Sources	Planned \$	Planned Uses
<b>Federal Grants</b>		
a. Public Housing Operating Fund	\$24,636,210	Operations and maintenance of public housing
b. Public Housing Capital Fund	\$9,184,654	Capital repairs, management improvements, operations, administrative costs
c. Section 8 Tenant-Based Assistance	\$27,600,000	Housing Assistance Payments and Administrative costs
d. Family Self Sufficiency Program	\$132,031	FSS Coordinator expenses
<b>Public Housing Dwelling Rental Income</b>	<b>\$14,868,552</b>	<b>Operations and maintenance of public housing</b>
<b>State Capital Improvement Program</b>	<b>\$15,250,000</b>	<b>Capital repairs and associated administrative costs</b>
<b>State General Fund</b>	<b>\$4,000,000</b>	<b>Operations and maintenance of public housing</b>
<b>Total Resources for Public Housing or Tenant Based Assistance</b>	<b>\$95,671,447</b>	
<b>Other Project Based Resources: Performance Based Contract Administration</b>	<b>\$31,680,048</b>	<b>PBCA payments to landlords; administrative costs</b>

## Operations and Management.

- Adopt changes to the Admissions and Continued Occupancy Policy for Federally Assisted Public Housing regarding its pet policy, consistent with CFR, including updates and revisions.
- Assess the need to establish policies to minimize the number of over-income families in public housing, including possible termination of tenancy for such families.
- Establish a multi-skilled worker program to promptly repair and maintain public housing units that become vacant on a regular basis for faster and more efficient turnover of units, including establishment of a highly skilled force account for capital repairs.
- Adopt administrative rules to allow the HPHA 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 ; and
  - Randomly choose families (considering all adopted preferences) to process for participation in the Housing Choice Voucher Program.
- Adopt rules to conduct Home Quality Standards (HQS) inspections every other year, except in circumstances where HPHA may determine a need for an annual inspection (e.g., tenant complaint).
- Prepare for administrative rule updates to comply with HUD change from HQS inspections to the Uniform Physical Conditions Standards-Voucher (UPCS-V) when appropriate.
- Adopt rules 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.
- Adopt rules where the HPHA may award Section 8 Housing Choice Vouchers to public housing residents for the following reasons in the following order and not equal priority:
  1. Involuntarily displaced such as for relocation due to modernization activity, or based on an emergency where conditions of the public housing dwelling unit, building, or project pose an immediate, verifiable threat to life, health or safety of the family, and the family cannot be relocated to another public housing unit in the same program, meeting their needs.
  2. Approved for a transfer as a reasonable accommodation for a unit with special features, and have not been offered a unit in the public housing program that meets the family's needs and have waited over one year.
  3. Victims of domestic violence, or stalking, or reprisals, or hate crime, and cannot be safely transferred to another public housing unit in the same program.
  4. Homeless families, provided "Homeless" is defined by HUD.
- Adopt rules to provide greater security for tenants and staff, including no trespassing 24 hours a day at some or all of the HPHA properties.
- Adopt rules to efficiently remove abandoned property from HPHA units to provide quicker turnaround of units.
- Implement the action plan set forth in the Fair Housing Analysis of Impediments to be updated in 2015, subject to the availability of funds.
- 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, including reviewing and amending the HAR based on HUD's forthcoming rules.
- Adopt rules for tenants that enter public housing by way of citizen sponsorship into the State of Hawaii, to include the income of the sponsor when calculating the rent for the tenants.
- Adopt rules 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).
- Revise the Admissions and Continued Occupancy Policy and applicable administrative rules 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.

- Consider converting some or all geographical waitlists to site-based waitlists.
- Review updated HUD rules and adopt administrative rule changes meant to reduce administrative costs, increase program efficiency, improve tenant benefits, or foster self-sufficiency.

**Pet and Assistance Animals Policy Revisions**

- Limit tenants to one pet, regardless of the category of animal.
- Decrease maximum size limitation for a dog or cat from 25 lbs to 21 lbs at adulthood.
- Not allow certain breeds of animals as a pet.
- Update the types of required vaccinations.
- Decrease maximum capacity limitation of aquariums that may be kept from 25 gallons to 5 gallons.
- Require the removal of any pet offspring from the premises within a certain time after birth. For dogs or puppies, removal will be required by 8 weeks after birth. For cats or kittens, removal will be required by 12 weeks after birth. For all other animals, removal will be required by 6 weeks after birth.
- Provide that the presence of offspring of an approved pet is conclusive evidence of violation of the requirement to have a pet spayed or neutered. Thereafter, this requirement will be immediately enforced.
- Clarify that tenants may only pet-sit for pets that are approved by the HPHA as a pet and have obtained an HPHA pet permit. Pets that are not approved by the HPHA or do not have an HPHA pet permit shall not be brought onto property, either by a tenant or by a tenant’s guest. This is to ensure the health and safety of the residents and their approved pets.
- Clarify that the Pet Policy does not apply to approved assistance animals, and that owners of approved assistance animals must follow reasonable conditions of owning an assistance animal.
- Clarify that violation of a reasonable condition of owning an assistance animal, including causing physical injury or property damage, is grounds for rescission of approval of assistance animal, removal of assistance animals from premises, and for termination of tenancy or eviction.

See Attachment A: HPHA’s Pets and Assistance Animals Policy

(For information only as the definitions were not revised.) 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.

c) The PHA must submit its Deconcentration Policy for Field Office review.

See Attachment B: Deconcentration Policy.

De-Concentration Summary reveals 2 AMP sites are below the 85% threshold and 7 AMP site is above 115% threshold. Applicants will be placed accordingly.

**B.2 New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

- | Y                                   | N                                   |                                                                                                                        |
|-------------------------------------|-------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Hope VI or Choice Neighborhoods.                                                                                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Mixed Finance Modernization or Development.                                                                            |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Demolition and/or Disposition.                                                                                         |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Designated Housing for Elderly and/or Disabled Families.                                                               |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Conversion of Public Housing to Tenant-Based Assistance.                                                               |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Conversion of Public Housing to Project-Based Assistance under RAD.                                                    |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Occupancy by Over-Income Families.                                                                                     |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Occupancy by Police Officers.                                                                                          |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Non-Smoking Policies.                                                                                                  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Project-Based Vouchers.                                                                                                |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Units with Approved Vacancies for Modernization.                                                                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants). |

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.

**HPHA New Activities:**

**Mixed Finance Modernization or Development**

**Mayor Wright Homes Redevelopment (AMP 32, Project #1003, 364 units)**

HPHA issued a Request for Qualifications (RFQ) on July 11, 2014 for a developer/partner to complete a mixed-income, mixed-finance, mixed use-redevelopment project at Mayor Wright Homes. Hunt Development Companies was selected as the Master Developer team leader, and a Predevelopment Agreement was executed on March 24, 2016. It is anticipated that construction will begin in approximately two years following master planning and environmental reviews.

**Kuhio Park Terrace, Kuhio Homes and Kuhio Park Terrace Low-Rise Redevelopment (AMP 40, Project #s1007, 1010, 174 units).**

HPHA received a \$300,000 Choice Neighborhoods Initiative (CNI) planning grant in 2012, which resulted in 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. A Regulatory and Operating Agreement is being negotiated with Michaels Development Group for the second phase. It is anticipated that once agreement is reached, construction will begin in approximately two years following master planning and environmental reviews.

**Mixed Finance Redevelopment**

The HPHA will evaluate and identify additional properties, on all islands, in its portfolio that have potential for public-private, mixed-finance, mixed-income, mixed-use 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.

Through public/private partnerships, the redevelopment of public housing and other properties will enhance communities with updated or new amenities for residents, such as public spaces and parking.

### Project-Based Vouchers

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.

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.)

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.

Consistent with the HPHA's efforts to sustain and increase the availability of decent, safe, and affordable housing, the 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.

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.

### Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants)

HPHA is focusing capital improvements funding on protecting residents and the physical housing assets. In addition to the annual federal Capital Funding Program (CFP) grant, we are seeking state Capital Improvements Program (CIP) funds from the State Legislature in order to make needed repairs and modernize existing housing stock. In planning the use of funds, priority is being given to those needs that protect the health and safety of residents, such as ADA/Section 504 modifications, hot water systems and repairing sidewalks; and those that prevent further deterioration of housing, such as roof and spalling repairs, termite treatment and repairs, and other site repairs.

Further, due to recent changes in PHAS Scoring factors, priority is also given to capital projects that restore previously vacant, uninhabitable units to rentable status. Due to the unpredictability of such capital projects, such as locations of such units and cause of un-inhabitability, the HPHA will be unable to maintain complete advance plans regarding these projects. This will result in slight modifications to the Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual State/Performance and Evaluation Reports; any such deviation shall not be considered by the HPHA to be a Substantial Deviation or Significant Amendment/Modification necessitating amendment of the HUD Approved PHA 5-Year and Annual Plan unless the amount of funds being required exceeds \$10 Million, comprises more than 15% of a developments ACC unit count, or requires the relocation of more than two neighboring occupied units in accordance with the HPHA's definition section in 10.0 infra.

For the Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual State/Performance and Evaluation Reports, where work is not specifically budgeted, monetary placeholders will be provided in lieu of specific development language, subject to Section 10.0 infra.

B.3	<p><b>Civil Rights Certification.</b></p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>See Attachment C: PHA Certifications of Compliance with the PHA Plans and Related Regulations</p>
B.4	<p><b>Most Recent Fiscal Year Audit</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p><b>Section 8 Housing Choice Vouchers CFDA No. 14.871</b>  <b>Finding No.: 2015-01 Special Tests and Provisions HQS Enforcement – Significant Deficiency</b></p> <p>Cause: 3 out of 40 sample shows re-inspection was not performed timely.</p> <p><b>Public and Indian Housing CFDA No. 14.850</b>  <b>Finding No.: 2015-02 Eligibility – Material Weakness</b></p> <p>Cause: certain required documents as tested were misplaced, incomplete, not properly checked or signed, some calculations were incorrect as described below:</p> <ol style="list-style-type: none"> <li>1) For 2 out of 80 tenant files tested, we noted that the tenant files could not be located.</li> <li>2) For 2 out of 80 tenant files tested, we noted that the annual re-examination was not completed within the fiscal year.</li> <li>3) For 19 out of 80 tenant files tested, we noted that the annual re-examination was not completed in a timely manner. 4) For 5 out of 80 tenant files tested, we noted no verification of social security numbers, citizenship declaration form or birth certificates.</li> <li>5) For 8 out of 80 tenant files tested, we noted no indication that a criminal background check was performed for adult household family members.</li> <li>6) For 10 out of 80 tenant files tested, we noted that the rent per the Form 50058 did not agree to the amount charged per the respective rent runs.</li> <li>7) For 4 out of 80 tenant files tested, we noted that income after exclusions was miscalculated, incorrectly input into the Form 50058 or not properly verified.</li> <li>8) For 4 out of 80 tenant files tested, we noted that the Family Annual/Update Report form, used to facilitate the annual re-examination, was not signed by the Housing Specialist and/or tenant. During our testing, we also noted that the tenant files selected had corrections and/or adjustments made to the file subsequent to the annual re-examination. For 7 out of the 80 tenant files selected, we noted that the corrections and/or adjustments changed the total tenant payment and retroactive adjustments were made.</li> </ol>

**Progress Report.**

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.

**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, 2015, there were 128 vacant units.
- HPHA will aim to maintain this 5% vacancy rate into the future.
- Current occupancy rate is approximately 94%, with approved modernization and Type C units included the adjusted occupancy rate is 96%.

**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 2014-2015 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, 2015, HPHA has federal dollars in the amount of \$33,375,345 CFP funds and \$172,979,000 State CIP funds appropriated and budgeted for a total of \$206,354,345. HPHA has expended \$29,096,219 in CFP and \$34,020,601 in State CIP for a total of \$63,116,820. Additionally, HPHA partnered with HUD to offer a workshop on federal relocation requirements for staff and local partners.
  - Kau'iokalani Fire Damage Repair Des: \$6,500, Const: \$39,037 CIP
  - Maili II Type C Vacant Unit Des: *in-house*, Const: \$124,932 CIP
  - Hale Nana Kai O Kea Site & Dwelling / ADA Des: \$240,330 CIP, Const: \$2,458,082 CFP/CIP
  - Puahala Homes Site Repairs Des: \$4,500 CIP, Const: \$44,020 CIP
  - Kauhale O Hanakahi Exterior Painting Des: *in-house*, Const: \$99,890 CIP
  - HPHA Campus Electrical Connections Repair Des: *in-house*, Const: \$5,970 CIP
  - Mayor Wright Homes Security Camera System Des: *in-house*, Const: 136,005 CIP
  - Palolo Valley Homes Modernize Bldg. 16,17 & 20 Des: \$676,508 CFP, Const: \$6,120,750 CFP/CIP
  - Paoakalani Repavement / ADA Des: \$17,189 CIP, Const: \$141,885 CFP
  - Makua Alii Repavement / ADA Des: \$50,810 CIP, Const: \$422,473 CFP
  - Kalakaua Homes Repavement / ADA Des: \$29,230, Const: \$229,305 CFP/CIP
  - Kauhale Ohana Replace Sewage Lift Station Des: \$9,000 CIP, Const: \$72,272 CIP
  - Kalihi Valley Reroofing Bldg. 20,21 & 30 Des: \$51,930 CIP, Const: \$611,524 CFP
  - Kalihi Valley Reroofing Bldg. 32, 36, 37, 41 & 42 Des: \$51,930 CIP, Const: \$1,214,572 CFP
  - Wahiawa Terrace Type C Vacant Unit Des: \$140,901 CIP, Const: \$1,377,309 CFP
  - Puuwai Momi Electrical Upgrade Des: \$180,928, Const: \$2,442,167 CFP
  - Kauhale Nani Exterior Lighting Upgrade Des: *in-house*, Const: \$49,326 CIP
  - Lanakila Homes—Exterior Paint Comm. Ctr. Des: *in-house*, Const: \$48,300 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.

- Adopted a Violence Against Women Reauthorization Act (VAWA) Policy covering the administration of public housing and Section 8 programs, consistent with the Violence Against Women Act of 1994 and the Reauthorization Act of 2013.
  - Adopted changes to the Admissions and Continued Occupancy Policy for Federally Assisted Public Housing regarding its pet policy, consistent with CFR procedures.
- 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 selected 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: Evaluate the current administration of HPHA's Section 8 Housing Choice Voucher Program**
- 2013, 2014, 2015 – rated as “High Performer”.
  - 2015 – 95% SEMAP score designated as High Performer.
  - 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.
- 7. PHA Goal: Ensure equal opportunity and affirmatively further fair housing**
- HPHA evaluated agency-specific limited English proficiency (LEP) needs in order to supplement the HPHA's LEP plan and update procedures accordingly.
  - HPHA provided training to staff on applicable laws, regulations, policies and procedures on the following topics: reasonable accommodations, assistance animals, limited English proficiency, and fair housing.
  - HPHA offered a full day fair housing training for all employees and residents.
  - HPHA evaluated the proposed rule on affirmatively furthering fair housing to identify changes to the analysis of fair housing impediments planning process.
  - HPHA continues to participate in the fair housing consortium with Hawaii Civil Rights Commission, Legal Aid Society of Hawaii, Department of Hawaiian Home Lands, local county fair housing coordinators, and HUD FHEO to discuss impediments to fair housing.
- 8. 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.

<p><b>B.6</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y    N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p>See Attachment D: Resident Advisory Board Comments</p> <p>See Attachment E: Public Hearing Testimony</p>
<p><b>B.7</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><u>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan,</u> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>See Attachment F: Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</p>
<p><b>B.8</b></p>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y    N    N/A  <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>C.</b></p>	<p><b>Statement of Capital Improvements.</b> Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP). Attachment G.</p>
<p><b>C.1</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p><b>See HUD Form - 50075.2 approved by HUD on June 24, 2015.</b></p>



## PETS and ASSISTANCE ANIMALS POLICY

### SECTION I: PET POLICY

- A. Tenants of federal public housing under Section 31 of the United States Housing Act of 1937 may own and keep common household pets, if the Tenant maintains each pet responsibly, in accordance with applicable State and local public health, animal control and animal anti-cruelty laws and regulations, and policies established in the Public Housing Agency Plan, in certain designated projects/apartments owned and/or operated by the PHA. The PHA shall bear full responsibility of enforcing the pet policy, including but not limited to providing any notification to a pet owner, removal of the pet or termination of the Tenant's tenancy or both. This Pet Policy does not apply to assistance animals that reside in public housing or that visit PHA properties. Assistance animals are covered by Section II – Assistance Animals Policy set forth below.
- B. Each housing project having pets shall have the resident association and/or a project pet committee, which will consist of both residents who own a pet and those who do not own a pet, to participate in a pet monitoring program. The association or pet committee will assist the project management in monitoring the pet policy in their respective projects. Any violation of the pet policy and/or sighting of any stray animals within the boundaries of the housing project will be immediately reported to the housing project management staff.
- C. A Tenant may have one animal, regardless of the category of animal, except if a Tenant has a small bird, the Tenant may have two small birds.
- D. Definition: "Pets" mean the following domesticated, common household animals, and no others: cats, dogs, birds, fish. Only one four-legged furry, warm bodied pet per household will be permitted. The weight of a dog or cat shall not exceed 21 pounds (adult size). Tenants are prohibited from housing dangerous, fighting, or attack dogs. The PHA prohibits full or mixed pit bull, Rottweiler, and wolf breeds. Examples of dog breeds that typically exceed 26 pounds at adulthood are:

#### Medium

American Cocker Spaniel	Boston Terrier
American Eskimo Dog (Toy & Miniature)	Brazilian Terrier
Australian Terrier	Brussels Griffon
Basset Hound	Bull Terrier (Miniature)
Bichon Frise	Bulldog (Any breed)
Bolognese	Cardigan Welsh Corgi
Border Terrier	Cavalier King Charles Spaniel
	Cesky Terrier



Chinese Crested  
Coton de Tulear  
Dachshund  
Dandie Dinmont Terrier  
Dutch Smoushond  
English Toy Spaniel  
French Bulldog  
Icelandic Sheepdog  
Italian Greyhound

Jack Russell Terrier  
Lakeland Terrier  
Lhasa Apso  
Lowchen  
Miniature Bull Terrier  
Miniature Pinscher  
Miniature Poodle  
Miniature Schnauzer  
Staffordshire Bull Terrier

**Large**

Aidi  
Airedale Terrier  
Alapaha Blue Blood Bulldog  
Alaskan Malamute  
Alpine Dachsbracke  
American Bulldog  
American Eskimo Dog  
American Foxhound  
American Pitbull Terrier  
American Staffordshire Terrier  
American Water Spaniel  
Ardennes Cattle Dog  
Ariege Hound  
Australian Cattle Dog  
Australian Dingo  
Australian Kelpie  
Australian Shepherd  
Australian Stumpy Tail Cattle Dog  
Austrian Black and Tan Hound  
Austrian Shorthaired Pinscher  
Auvergne Pointer  
Barbet  
Basenji  
Beagle  
Bearded Collie  
Bedlington Terrier  
Belgian Groenendael  
Belgian Laekenois  
Belgian Malinois

Belgian Tervuren  
Bergamasco  
Bernese Mountain Dog  
Billy  
Black and Tan Coonhound  
Border Collie  
Bourbonnais Pointer  
Boxer  
Boykin Spaniel  
Briard  
Brittany Spaniel  
Bull Terrier  
Bullmastiff  
Canaan Dog  
Cão Fila de São Miguel  
Catahoula Leopard  
Catalonian Sheepdog  
Central Asian Shepherd  
Chesapeake Bay Retriever  
Chinese Shar-Pei  
Chow Chow  
Cirneco dell' Etna  
Clumber Spaniel  
Collie  
Dalmatian  
Drentsch Partridge Dog  
Dutch Schapendoes  
Dutch Shepherd Dog  
English Cocker Spaniel



English Foxhound  
English Setter  
English Springer Spaniel  
Eurasier  
Field Spaniel  
Finnish Lapphund  
Finnish Spitz  
Flat-Coated Retriever  
German Hunt Terrier  
German Pinscher  
German Shepherd  
German Shorthaired Pointer  
Glen of Imaal Terrier  
Golden Retriever  
Harrier  
Hokkaido  
Irish Terrier  
Keeshond  
Kerry Blue Terrier  
Kooikerhondje  
Labrador Retriever  
Manchester Terrier  
Miniature Australian Shepherd

**Extra-Large**

Afghan  
Akita  
Azawakh  
Beauceron  
Black Russian Terrier  
Bloodhound  
Borzoi  
Bouvier des Flandres  
Cane Corso  
Caucasian Ovtcharka  
Chinook  
Curly-Coated Retriever  
Doberman Pinscher  
Dogo Argentino  
Dogo Canario

Mudi  
New Guinea Singing Dog  
Norrbottenspets  
Norwegian Buhund  
Norwegian Elkhound  
Norwegian Lundehund  
Nova Scotia Duck Tolling Retriever  
Old English Sheepdog  
Olde English Bulldogge  
Polish Lowland Sheepdog  
Portuguese Podengo Medio  
(Medium)  
Portuguese Pointer  
Portuguese Water Dog  
Puli  
Pumi  
Rottweiler  
Samoyed  
Shetland Sheepdog  
Shiba Inu  
Smooth Fox Terrier  
Stabyhoun  
Whippet

Dogue de Bordeaux  
Fila Brasileiro  
Gordon Setter  
Great Pyrenees  
Greyhound  
Hovawart  
Ibizan Hound  
Irish Setter  
King Shepherd  
Kuvasz  
Landseer Newfoundland  
Leonberger  
Mastiff  
Neapolitan Mastiff  
Newfoundland Pointer Dog



Portuguese Podengo Grande  
(Large)  
Rhodesian Ridgeback  
Romanian Carpathian Shepherd

Saarloos Wolfdog  
Tatra Shepherd Dog

One small or medium sized bird or two small birds (parakeet size) may be kept. Only one aquarium, which shall not exceed 5 gallons, may be kept. All dogs and cats must be spayed or neutered, unless the tenant provides certification from a licensed veterinarian that such procedures would jeopardize the medical well-being of the animal. This definition does not include assistance animals, i.e., animals that are used to assist the disabled.

E. Application. Prior to housing any pet on premises owned and/or operated by the PHA, a tenant shall apply to the PHA for a permit to do so. The application must be accompanied by the following:

1. A full pet deposit of \$75.00 (per household) or an amount equal to Total Tenant Payment, whichever is lower. This deposit is refundable within 14 days after the Tenant disposes of the pet or vacates and if PHA verifies that there are no expenses directly attributable to the presence of the pet. However, for expenses exceeding the deposited amount, the household shall be responsible to reimburse the PHA for those costs. In addition to the pet deposit, each tenant owning a dog or cat will be charged a non-refundable fee of \$5.00 per month (per household). This non-refundable pet fee will cover reasonable operating costs expended by the PHA associated to the maintenance of the housing project's common use areas relating to the presence of pets. The pet fee will be included as a separate item on tenant's monthly housing rental bill. This pet fee shall not apply to residents of projects for the elderly and persons with disabilities.
2. A current dog license issued by the appropriate authority. In the case of cats, proof of identification as required by local ordinances (such as a collar or microchip).
3. A signed statement from a veterinarian verifying that the animal is in good health, has no communicable diseases or pests, and in the case of a cat or dog, is spayed or neutered, unless the tenant provides certification from a licensed veterinarian that such procedures would jeopardize the medical well-being of the animal.
4. Evidence that the pet has received all current vaccinations or boosters, including parvovirus, distemper, hepatitis, leptospirosis, parainfluenza and bordatella for dogs, and feline distemper, rhinotracheitis, calcivirus, pneumonitis, and feline leukemia virus for cats (the latter two only when recommended by a veterinarian).

5. A signed affidavit or declaration from an alternate custodian verifying that he/she will take temporary custody of the pet from the premises for a period of time not to exceed ten (10) days when the Tenant is to be away overnight or longer and will assume all the responsibilities of the pet owner in caring for the pet. In addition, the alternate custodian must be available to take temporary custody of the pet from the premises within twelve (12) hours after any emergency causing the Tenant not to be able to care for the pet.
  6. A signed statement from the Tenant acknowledging that he/she has received and read the Pets and Assistance Animals Policy and agrees to comply with said policy and accept any and all financial and personal liability associated with the personal pet ownership in the housing project.
  7. PHA may request a letter of reference on the pet from a previous landlord.
  8. If the pet is a dog or cat, the Management, resident association, and/or pet committee must interview the Tenant and pet.
  9. A color picture of the pet, except for fish, must be provided both at the time of application and when the pet reaches adult size.
- F. Approval of Pet Application. Once all of the applicable conditions for application for pet ownership permit have been met, PHA shall make a decision on the resident's application within five working days. If approved, the resident will be informed in writing and an anniversary date (Month and Day Only) will be established for purposes of the annual update of the pet ownership permit. It is the responsibility of the resident to re-validate the pet ownership permit within 30 days after the anniversary date. Failure to re-validate the pet ownership permit shall result in the removal of the pet or termination of the Tenant's tenancy or both.
- G. Refusal of Pet Application. PHA may refuse, subject to PHA's grievance procedure, to approve a pet application due to the following reasons:
1. The animal does not meet the definition of "pets".
  2. Tenant fails to provide complete application information required by this Policy.
  3. Management determines that the Tenant will not be able to keep the pet in compliance with this Pets and Assistance Animals Policy and other Rental Agreement obligations, including such factors as pet's temperament and size and Tenant's habits and practices.



H. Revoking Pet Ownership. Maintaining a pet in a facility owned and/or operated by PHA shall be subject to the rules set forth herein. The Tenant's pet ownership may be revoked at any time, subject to PHA's Grievance Procedure, due to any of the following reasons:

1. Management determines that the pet is not properly cared for.
  2. The pet presents a threat to the safety and security of other tenants, PHA employees, contractors and others on the premises.
  3. The pet is destructive or causes an infestation.
  4. The pet disturbs other tenants for reasons including but not limited to noise, odor, cleanliness, sanitation, and allergic reactions.
  5. Tenant fails to re-validate the pet ownership permit as required in this Policy.
  6. Tenant fails to pay the monthly non-refundable pet fee on a timely basis, if applicable.
  7. Written recommendation from the Resident Association and/or Project Pet Committee to revoke a Tenant's pet permit due to a demonstrated lack of cooperation and responsibility in maintaining the pet.
- I. All tenants allowed to keep a pet shall comply with the following rules:
1. In the case of dogs, proof that the pet is currently licensed as required by local ordinances must be provided at Tenant's annual pet permit re-validation. In the case of cats, proof of identification as required by local ordinances (such as a collar or microchip) must be provided at Tenant's annual pet permit revalidation.
  2. Evidence that the pet has received all current vaccinations or boosters including parvovirus, distemper, hepatitis, leptospirosis, parainfluenza, and bordatella for dogs, and feline distemper, rhinotracheitis, calcivirus, pneumonitis, and feline leukemia virus for cats must be provided at the Tenant's annual pet permit revalidation.
  3. The presence of offspring of an approved dog or cat is conclusive evidence of violation of the requirement to have a cat or dog spayed or neutered. Upon discovery of the violation, Management immediately will enforce this requirement.
  4. A signed affidavit or declaration from an alternate custodian declaring he/she will take temporary custody of the pet from the premises for a period of time not to exceed ten (10) days when the Tenant is to be away overnight or longer and



will assume responsibilities of the pet owner in caring for the pet. In addition, the alternate custodian must be available to take temporary custody of the pet from the premises within twelve (12) hours after any emergency causing the Tenant not to be able to care for the pet. The affidavit or declaration shall also include the alternative custodian's contact information. .

5. No pet may be kept in violation of state law, or local ordinances with respect to humane treatment or health. Tenant shall be responsible for proper care of the pet, including flea control.
6. If pets are left unattended for a period of twenty-four (24) hours or longer, the Management may enter the dwelling unit to remove the pet. The Management will transfer the pet to the proper authorities, subject to the provisions of Hawaii State law and pertinent local ordinances. PHA accepts no responsibility for the animal under such circumstances.
7. No animal shall be kept, raised, or bred for any commercial purpose.
8. If offspring are born to a pet, removal of the offspring from the premises is required within a reasonable time. For dogs or puppies and cats or kittens, removal is required by twelve (12) weeks after birth. For all other animals, removal will be required by six (6) weeks after birth.
9. Dogs and cats must wear identification tags specifying resident's name and apartment number.
10. All pets shall remain inside the Tenant's dwelling unit. No animal shall be permitted in laundromats, hallways, community rooms, public restrooms, or other designated common areas unless to allow for ingress and egress to the building. Pets must be carried at all times while in an elevator.
11. When taken outside the unit, dogs and cats must be kept on a leash, no longer than six (6) feet, and controlled by a responsible individual.
12. No animal may be leashed to any stationary object outside the Tenant's dwelling unit.
13. Birds must be confined to a cage at all times.
14. Vicious and/or intimidating dogs or animals with a past history of attack or aggressive behavior towards other animals or people will not be allowed.
15. Tenants with cats shall not permit their pet to disturb, interfere, or diminish the peaceful enjoyment of other tenants. The terms "disturb", "interfere", and



"diminish" shall include but not be limited to barking, howling, chirping, biting, scratching, and other similar actions.

16. Tenants must provide litter boxes, which must be kept in the dwelling unit for cat waste. Tenants shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Litter shall be changed not less than once a week and placed in a plastic bag, properly disposed of by being placed in a trash container outside of the building, and at no time washed down any drains or flushed down any toilets. Pet waste may not be put down the garbage chutes, if any.
17. Tenants shall take adequate precautions and measures necessary to eliminate pet odors within or around the unit and shall maintain the unit in a sanitary condition at all times.
18. Tenants are responsible for cleaning up pet waste from their pet both inside and outside the dwelling unit and on project grounds. Pet waste must be disposed of by being placed in a sealed plastic bag and then placed in a trash container outside of the building. Tenant shall not wash pet waste down any drains or flush pet waste down any toilets. Pet waste may not be put down the garbage chutes, if any.
19. PHA may designate areas on the project grounds for pet exercise and deposit of waste or may prohibit the entire grounds from being used for pet exercise and deposit of waste. PHA shall provide adequate written notification to Tenant in event of any designation or prohibition.
20. Tenants shall not alter their dwelling unit, patio, or unit area to create an enclosure for any pet. No doghouses, animal runs, etc. will be permitted.
21. Tenants are responsible for all damages caused by their pets including the cost of professional cleaning of carpets and/or fumigation of units.
22. PHA may designate areas within a project, building, floor, or section of building, where pet owners must live and may direct such moves as may be necessary to establish such areas. The areas may be adjusted and PHA may direct such additional moves as may be necessary to meet changing needs. PHA shall provide adequate written notification to tenant should any designation be made. Tenant agrees to comply with PHA's request to move pursuant to this paragraph.
23. Tenants are prohibited from feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without the written permission of PHA.



24. Guests may not bring pets onto the project premises. No pet sitting will be allowed except as allowed in paragraph E.5 (Alternate Custodian). Tenants and Tenants' guests shall not bring onto the property pets that are not approved by PHA or do not have a current PHA pet permit. This is to ensure the health and safety of residents and approved pets.
- J. Violation of these rules may be grounds for removal of the pet or termination of the Tenant's tenancy or both. Termination will be in accordance with procedures set forth in the Rental Agreement and State law.

## SECTION II: ASSISTANCE ANIMALS POLICY

- A. The above Section I – Pet Policy does not apply to animals that are used to assist the disabled (assistance animals). However, a disabled tenant whose pets are not approved as an assistance animal must still comply with Section I – Pet Policy.
- B. Definition. "Assistance Animals" means animals that work, provide assistance, or perform tasks for the benefit of a person with a disability. This term includes "service animals," "support animals," therapy animals," and "comfort animals."
- C. To determine that an animal is excluded from Section I – Pet Policy, a Tenant must first request approval for an assistance animal by submitting a request for a reasonable accommodation. If the individual's disability is not obvious or readily known, the Tenant must provide a written certification from a reliable third party, such as a physician, on a form provided by the PHA verifying that the individual has a qualifying disability and the need for the assistance animal.
- D. The request may be denied if the use of a particular assistance animal poses a direct threat to the health or safety of other or results in actual damage to the property, unless the damage can be eliminated or substantially reduced.
- E. Disabled individuals who are approved for an assistance animal must still comply with the provisions of the Rental Agreement and are subject to the reasonable conditions listed below. If any of these reasonable conditions are breached or any provision of the Rental Agreement is violated, or if an approved assistance animal causes bodily injury or property damage, the approval may be rescinded and the Tenant may be requested to remove the assistance animal within 24 hours of notice. Violation of the reasonable conditions may also be grounds for termination of the Tenant's tenancy.
- F. Reasonable Conditions. All tenants with assistance animals shall comply with the following conditions:



1. After receiving approval for an assistance animal, the Tenant must provide Management with proof of current licensing or identification. In the case of dogs, Tenant shall provide proof that the dog is currently licensed as required by local ordinances. In the case of cats, Tenant shall provide proof of identification as required by local ordinances (such as a collar or microchip). The Tenant shall also provide proof of current licensing or identification at every annual re-examination.
2. After receiving approval for an assistance animal, the Tenant must provide Management with a statement signed by veterinarian that the assistance animal is in good health and has no communicable diseases or pests.
3. In the case of cats and dogs, the assistance animal must be spayed or neutered, unless the tenant provides certification from a licensed veterinarian that such procedures would jeopardize the medical well-being of the animal.
4. Provide evidence to the Management that the dog or cat has received all current vaccinations or boosters, including parvovirus, distemper, hepatitis, leptospirosis, parainfluenza, bordatella for dogs, and feline distemper, rhinotracheitis, calicivirus, pneumonitis, and feline leukemia virus for cats (the latter two only when recommended by a veterinarian).
5. Provide a signed affidavit or declaration from an alternative custodian to the Management, at every annual re-certification. The affidavit or declaration shall provide that the alternative custodian is willing to take temporary custody of the assistance animal when the tenant is unable to care for the assistance animal for a period of time not to exceed ten (10) days. The affidavit or declaration shall also include the alternative custodian's contact information.
6. Not keep the assistance animal in violation of state law or local ordinances with respect to humane treatment or health.
7. If the assistance animal is left unattended for a period of twenty-four (24) hours or longer, the Management may enter the dwelling unit to remove the assistance animal. The Management will transfer the assistance animal to the proper authorities, subject to provisions of Hawaii State law and pertinent local ordinances. PHA accepts no responsibility for the assistance animal under such circumstances.
8. No assistance animal shall be kept, raised, or bred for any commercial purpose.



9. Dogs and cats must wear identification tags specifying Tenant's name and unit number.
10. Keep the assistance animal inside the Tenant's dwelling unit unless under the animal handler's supervision and on a leash, or otherwise under the animal handler's control.
11. When the assistance animal is a dog or cat and taken outside of the dwelling unit, the dog or cat must be kept on a leash, no longer than six (6) feet, and controlled by a responsible individual, unless keeping the animal on a leash would prevent the animal from adequately performing their job, and the animal can be controlled by the handler by alternate means.
12. No assistance animal may be leashed to any stationary object outside of Tenant's dwelling unit.
13. If the assistance animal is a bird, the bird must be confined to a cage at all times, unless keeping the bird in a cage would prevent the bird from adequately performing their job, and the bird can be controlled by the handler by alternate means.
14. Vicious and/or intimidating assistance animals with a past history of attack or aggressive behavior toward other animals or people will not be allowed.
15. Tenants shall not permit their assistance animals to disturb, interfere, or diminish the peaceful enjoyment of other tenants. The terms "disturb", "interfere", and "diminish" shall include but not be limited to barking, howling, chirping, biting, scratching, and other similar actions.
16. Tenants must provide litter boxes, which must be kept in the dwelling unit for cat waste. Tenant shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Litter shall be changed not less than once a week and placed in a plastic bag, properly disposed of by being placed in a trash container outside of the building, and at no time washed down any drains or flushed down any toilets. Waste from the assistance animal may not be put down the garbage chutes, if any.
17. Tenants shall take adequate precautions and measures necessary to eliminate pet odors within and around the unit and shall maintain the unit in a sanitary condition at all times.
18. Tenants are responsible for cleaning up waste from the assistance animal both inside and outside the dwelling unit and on project grounds. Animal waste must be disposed of by being placed in a sealed plastic bag and then



- placed in a trash container outside of the building. Tenant shall not wash or place animal waste down any drains or flush the waste down any toilet.
19. PHA may designate areas on the project grounds for assistance animal exercise and deposit of animal waste or may prohibit the entire grounds from being used for exercise and deposit of waste. PHA shall provide adequate notification to Tenant in the event of any designation or prohibition.
  20. Tenants shall not alter their dwelling unit, patio, or unit area in order to create an enclosure for any assistance animal. No doghouses, animal runs, etc. will be permitted.
  21. Tenants are responsible for all damages caused by their assistance animals including the cost of professional cleaning of carpets and/or fumigation of the dwelling unit.
  22. PHA may designate areas within a project, building, floor, or section of building where tenants with assistance animals must live and may direct such moves as may be necessary to establish such areas. The areas may be adjusted and PHA may direct such additional moves as may be necessary to meet changing needs. PHA shall provide adequate written notification to tenant should any designation be made. Tenant agrees to comply with PHA's request to move pursuant to this paragraph.
  23. Tenants are prohibited from feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without the written permission of PHA.
  24. Unless the animal is a "service animal," as defined in Titles II and III of the Americans with Disabilities Act, guests may not bring any animal onto the project premises. No pet sitting will be allowed unless the Tenant is an "alternative custodian."
  25. Provide a color picture of the assistance animal to Management after Tenant receives approval for an assistance animal, and another color picture when the assistance animal reaches adult size.
  26. Provide a signed statement from the Tenant acknowledging that he/she has received the Pet and Assistance Animal Policy and agrees to comply with the Assistance Animal Policy and accept any and all financial and personal liability associated with personal assistance animal ownership in the housing project.
  27. Follow any additional conditions imposed by PHA at the time of approval of the assistance animal.



## **DECONCENTRATION POLICY ACOP, Chapter 4, Section J**

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

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

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

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

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

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

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

### **Deconcentration and Income-Mixing Goals**

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



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

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

### **Project Designation Methodology**

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

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

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

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

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

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



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

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

**\$16,402.94**

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

<b>Development</b>	<b>Average Income</b>
30	\$ 19,482.30
31	\$ 21,368.70
32	\$ 18,047.11
33	\$ 17,941.98
34	\$ 12,485.30
35	\$ 11,707.61
37	\$ 15,864.24
38	\$ 16,268.72
39	\$ 17,288.50
40	\$ 21,365.12
43	\$ 14,008.54
44	\$ 16,650.42
45	\$ 21,189.26
46	\$ 14,347.26
49	\$ 15,152.96
50	\$ 18,696.23

**Step 3:** Determine whether each covered development falls above, within or below the Established Income Range. The Established Income Range is from 85 to 115 percent (inclusive) of the average family income. The established income range is: \$13,011.72 to \$17,604.10.

<b>Development</b>	<b>Average Income</b>
34	\$ 12,318.12
35	\$ 11,298.92



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

Development 34: This development contains many elderly residents on fixed incomes which do not increase with inflation.

Development 35: This development contains many elderly residents on fixed incomes which do not increase with inflation.

**Step 5:** PHA Incentives for Higher Income Families

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

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

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

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

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

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

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

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning July 1, 2016, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Hawaii Public Housing Authority  
 PHA Name

HI001  
 PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2016 – 2017

5-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_

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

Name of Authorized Official	Title
Pono Shim	Chairperson
Signature	Date

**Civil Rights Certification**  
**(Qualified PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 02/29/2016

**Civil Rights Certification**

**Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Hawaii Public Housing Authority  
\_\_\_\_\_  
PHA Name

HI001  
\_\_\_\_\_  
PHA Number/HA Code

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

Name of Authorized Official Pono Shim	Title Chairperson
Signature	Date



**RAB Comments and HPHA Response  
Proposed 2016 – 2017 PHA Annual Plan Revisions  
(FY 2016 - 2017)**

1. **Proposed Revision: Public Housing Administration** – Continue to renovate or modernize public housing units with priority to health, safety, accessibility, end of useful life and energy conservation.

RAB comment: The RAB commented that grab bars should be installed in tubs for all elderly units upon request, rather than going through the reasonable accommodation process.

HPHA Response: The HPHA agrees with the RAB and already implements this policy. The HPHA will remind tenants that this modification is available through its monthly rent insert and/or flyers at the elderly properties.

2. **Proposed Revision: Public Housing Administration** – Adopt rules to provide greater security for tenants and staff, including no trespassing 24 hours a day at some or all of the HPHA properties.

RAB comment: The RAB supports the proposed revision, and suggest that roving security may be a less expensive option.

HPHA Response: The HPHA appreciates the support of the RAB. The HPHA will explore all security and crime prevention options, including roving security, based on the financial resources available to the HPHA.

3. **Proposed Revision: Housing Choice Voucher Administration** – Adopt rules 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.

HPHA Response: The HPHA appreciates the support of the RAB and will continue to consult with the RAB on future policy changes regarding the use of vouchers to assist large families in public housing.



4. **Proposed Revision:** Provide an Improved Living Environment – Adopt rules to efficiently remove abandoned property from HPHA units provide quicker turnaround units.

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:** Public Housing Administration – Pursue grant opportunities to fund self-sufficiency coordinator positions through HUD grants or other available and appropriate sources.

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:** Public Housing Administration – Adopt rules for tenants that enter public housing by way of citizen sponsorship into the State of Hawaii, to include the income of the sponsor when calculating the rent for the tenants.

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.

7. **Proposed Revision:** Public Housing Administration – Adopt rules to allow homeless families with children to be provided a preference to attain public housing.

RAB comment: The RAB supports the proposed revision, and suggests that the family be required to show verification of homelessness from a homeless shelter.

HPHA Response: The HPHA appreciates the support of the RAB and if implemented, would require homelessness verification by a homeless shelter, as suggested by RAB. The HPHA will continue to consult with the RAB on future policy changes.



## **SUMMARY OF PUBLIC TESTIMONY**

Public hearings on the FY 2016 - 2017 draft PHA Annual Plan were held March 15, 2016 on Oahu, Kauai, Maui, and at two locations on Hawaii Island. On the day of the public hearing, one person submitted written comments (attached) and five people provided oral testimony. The following is a summary of testimony on provisions of the draft PHA Annual Plan.

### **Statement of Housing Needs and Strategy for Addressing Housing Needs**

One person commented that the Resident Advisory Board needs more leadership training on understanding the PHA annual plan and process.

### **Mixed Finance Modernization or Development**

Three people commented on the low-income, mixed-income redevelopment project that there should be more information for the tenants so that they are aware of when construction will begin, if, when and how they will be relocated during construction, whether they have return rights, etc.

One person commented that the PHA must increase revenues because it receives less funding from the Federal government, and redevelopment of mixed-income, mixed-use properties is a strategy that may help provide additional revenues while providing more housing units to help address the homeless crisis across the State.

### **Conversion of Public Housing to Tenant-Based Assistance**

One person commented that the conversion of public housing to Section 8 is a good idea because it provides options and freedom to public housing tenants to move up and out of public housing.

### **Grievance Procedures**

One person commented that there should be an informal meeting with managers before pursuing eviction, and the grievance proceedings should be taped and recorded. Also, violations should be corrected right away rather than allow a tenant's violations to simply accumulate over time.

### **Safety and Crime Prevention**

One person commented that security needs to better enforce the rules of the project.

### **Non-Smoking Policies**

One person commented that security should not be exempt from the PHA no-smoking policy.

**Certification by State or Local  
 Official of PHA Plans Consistency  
 with the Consolidated Plan or  
 State Consolidated Plan  
 (All PHAs)**

U. S Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 2/29/2016

**Certification by State or Local Official of PHA Plans  
 Consistency with the Consolidated Plan or State Consolidated Plan**

I, David Y. Ige, the Governor of the State of Hawaii  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the  
Hawaii Public Housing Authority  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of  
 Impediments (AI) to Fair Housing Choice of the  
State of Hawaii  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State  
 Consolidated Plan and the AI.

The HPHA's goals and strategies are based on the Hawaii Housing Policy Study which serves as the basis  
 for the State's Consolidated Plan. Housing strategies are coordinated between various housing agencies  
 in the State (e.g. Hawaii Public Housing Authority, Hawaii Housing Finance and Development Corporation,  
 Department of Hawaiian Homelands) to strategically address Hawaii's housing needs.

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

Name of Authorized Official	Title
David Y. Ige	Governor
Signature	Date

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary		Grant Type and Number		FFY of Grant: 2016	
PIHA Name: Hawaii Public Housing Authority		Capital Fund Program Grant No: H1108P001501-16		FFY of Grant Approval: 2016	
		Replacement Housing Factor Grant No:			
		Date of CFPP:			
Type of Grant					
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:					
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement					
<input type="checkbox"/> Summary by Development Account <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost	Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup>
		Original			Expended
1	Total non-CFP Funds	5,000,000		0.00	0.00
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	1,807,358	0.00	0.00	0.00
3	1408 Management Improvements	45,485	0.00	0.00	0.00
4	1410 Administration (may not exceed 10% of line 20)	903,679	0.00	0.00	0.00
5	1411 Audit	0	0.00	0.00	0.00
6	1415 Liquidated Damages	0	0.00	0.00	0.00
7	1430 Fees and Costs	248,422	0.00	0.00	0.00
8	1440 Site Acquisition	0	0.00	0.00	0.00
9	1450 Site Improvement	300,000	0.00	0.00	0.00
10	1460 Dwelling Structures	5,100,700	0.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	300,000	0.00	0.00	0.00
12	1470 Non-dwelling Structures	200,000	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	100,000	0.00	0.00	0.00
14	1485 Demolition	0	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0	0.00	0.00	0.00
16	1495.1 Relocation Costs	0	0.00	0.00	0.00
17	1499 Development Activities <sup>4</sup>	0	0.00	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA	0	0.00	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of	0	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	179,011	0.00	0.00	0.00
20	Amount of Annual Grant: (sum of lines 2 - 19)	9,184,654	0.00	0.00	0.00
21	Amount of line 20 Related to LBP Activities	0	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Activities	0	0.00	0.00	0.00
23	Amount of line 20 Related to Security - Soft Costs	0	0.00	0.00	0.00
24	Amount of line 20 Related to Security - Hard Costs	0	0.00	0.00	0.00
25	Amount of line 20 Related to Energy Conservation Measures	0	0.00	0.00	0.00

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		FFY of Grant: 2016	
PIIA Name: Hawaii Public Housing Authority		FFY of Grant Approval: 2016	
Grant Type and Number Capital Fund Program Grant No. H1108P001501-16			
Replacement Housing Factor Grant No.			
Date of CFFP			
<b>Type of Grant</b>			
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Revised Annual Statement	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Actual Cost <sup>1</sup>	
Line	Original	Revised <sup>2</sup>	Expended
Signature of Executive Director		3/2/2016	Signature of Public Housing Director
			3/2/2016

<sup>1</sup> To be completed for the Performance and Evaluation Report

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement

<sup>3</sup> PIAs with under 250 units in management may use 100% of CFFP Grants for operations.

<sup>4</sup> RIFP funds shall be included here

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

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

Part II: Supporting Pages									
PHIA Name: Hawaii Public Housing Authority	Grant Type and Number		Federal FFY of Grant: 2016						
	Capital Fund Program Grant No	CHFP (Yes/ No)	Development Account No.	Quantity	Total Estimated Cost	Funds Obligated <sup>1</sup>	Funds Expended <sup>1</sup>	Status of Work	
Development Number Name/PHIA-Wide Activities	Replacement Housing Factor Grant No: General Description of Major Work Categories				Original	Revised <sup>1</sup>			
30/1026 Puuwai Momi	Community Center Building and Site Improvements (Fees and Costs)		1430		100,000			Planning	
37/1045 Pahala Homes	Rehabilitate 24 Units of Elderly Housing, ADA Units, Modernization, Site and Physical Improvements (Dwelling Structures)		1460		1,700,000			Planning	
37/1045 Pahala Homes	Rehabilitate 24 Units of Elderly Housing, ADA Units, Modernization, Site and Physical Improvements (Non-dwelling Structures)		1470		200,000			Planning	
37/1045 Pahala Homes	Rehabilitate 24 Units of Elderly Housing, ADA Units, Modernization, Site and Physical Improvements (Non-dwelling Equipment)		1475		100,000			Planning	
40/1045 Kuhio Homes	Parking Lot and Sidewalk Renovation, Sewer Repairs, Replace Gutters, Interior MOD, Exterior Painting, Spall Repair (Dwelling Structures)		1460		1,700,000			Planning	
40/1045 Kuhio Homes	Parking Lot and Sidewalk Renovation, Sewer Repairs, Replace Gutters, Interior MOD, Exterior Painting, Spall Repair (Site Improvement)		1450		300,000			Planning	
50/1008 Palolo Valley Homes	Physical Improvements Ph4 (Dwelling Structures)		1460		1,700,000			Planning	

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

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

Part II: Supporting Pages							Federal FFY of Grant: 2016	
PHA Name: Hawaii Public Housing Authority								
Grant Type and Number Capital Fund Program Grant No: 11108P001501-16 CFPP (Yes/ No): No								
Replacement Housing Factor Grant No:								
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work		
50/1008 Palolo Valley Homes	Physical Improvements Ph4 (Dwelling Equipment—Nonexpendable)	1465.1		300,000		Planning		
LJPH/Wide	ADA/UFAS Accessibility Compliance, for (5 projects) Puuwai Momi, Waimaha, Kautokalani, Kauhale Nani, Kupuna Home O' Waiatua (Fees and Costs)	1430		148,422		Planning		
LIPH/Wide	Maanagement Improvements	1408		45,485		Planning		
LIPH/Wide	Various Funding Place Holders	1460		700		Planning		

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Hawaii Public Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

See attached

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

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

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.

(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Hakim Ouansafi

Title

Executive Director

Signature

Date

X

HAWAII PUBLIC HOUSING AUTHORITY

NAME	HPHA NO.	ADDRESS	CITY	ZIP
Central Offices		1002 North School Street	Honolulu	96817
<b>Asset Management Project 30</b>				
<b>Puuwai Momi</b>	1026	<b>99-132 Kohomua St.</b>	Aiea	96701
Hale Laulima	1027	1184 Waimano Home Rd.	Pearl City	96782
Salt Lake	1066	2907 Ala Ilima St.	Honolulu	96818
Waipahu I	1038	94-111 Pupuole St.	Waipahu	96797
Waipahu II	1039	94-132 Pupupuhi St.	Waipahu	96797
<b>Asset Management Project 31</b>				
<b>Kalihi Valley Homes</b>	1005	<b>2250 Kalena Dr.</b>	Honolulu	96819
<b>Asset Management Project 32</b>				
<b>Mayor Wright Homes</b>	1003	<b>521 N. Kukui St</b>	Honolulu	96817
<b>Asset Management Project 33</b>				
Kaahumanu Homes	1009	Alokele & Kaiwiula St	Honolulu	96817
Kamehameha Homes	1099	1541 Haka Dr.	Honolulu	96817
<b>Asset Management Project 34</b>				
<b>Kalakaua Homes</b>	1062	<b>1545 Kalakaua Ave.</b>	Honolulu	96826
Makua Alii (E)	1012	1541 Kalakaua Ave.	Honolulu	96826
Paoakalani (E)	1036	1583 Kalakaua Ave.	Honolulu	96826
<b>Asset Management Project 35</b>				
<b>Punchbowl Homes (E)</b>	1011	<b>730 Captain Cook Ave.</b>	Honolulu	96813
<b>Kalanihuia (E)</b>	1024	<b>1220 Aala St.</b>	Honolulu	96817
Makamae (E)	1046	21 S. Kuakini St.	Honolulu	96813
Spencer House	1073	1035 Spencer St.	Honolulu	96822
Pumehana (E)	1047	1212 Kinau St.	Honolulu	96814
<b>Asset Management Project 37 (East Hawaii)</b>				
<b>Lanakila Homes I</b>	1004	<b>600 Wailoa St</b>	Hilo	96720
Lanakila Homes III	1014	600 Wailoa St.	Hilo	96720
Lanakila Homes II	1013	600 Wailoa St.	Hilo	96720
Lanakila Homes IV	1104	600 Wailoa St.	Hilo	96720
Lanakila Homes IIIA	1105	600 Wailoa St.	Hilo	96720
Hale Aloha O Puna (E)	1051	16-189 Pili Mua St.	Keaau	96749
Hale Olaloa (E)	1052	144 Kamana St.	Hilo	96720
Kauhale O'Hanakahi	1097	19 Pamala St.	Hilo	96720
Pahala (E)	1045	96-1169 Kou St.	Pahala	96777
Pomaikai Homes (E)	1029	929 Ululani St.	Hilo	96720
Punahale Homes	1028	Lokahi Pl.	Hilo	96720
<b>Asset Management Project 38 (Kauai)</b>				
<b>Kapaa</b>	1018	<b>4726 Malu Rd.</b>	Kapaa	96746
Hale Hoolulu (E)	1019	4264 Ala Muku Pl.	Kilauea	96754
Hale Nana Kai O Kea (E)	1054	4850 Kawaihau Rd.	Kapaa	96746
Hui O Hanamaulu	1021	Laukona St.	Hanamaulu	96715
Kalaheo	1022	Puu Rd.	Kalaheo	96741
<b>Kekaha Ha'aheo</b>	1064	<b>8238 Iwipolena Rd.</b>	Kekaha	96752
Eleele Homes	1020	Ahe St.	Eleele	96705

HAWAII PUBLIC HOUSING AUTHORITY

NAME	HPHA NO.	ADDRESS	CITY	ZIP
Hale Hoonanea (E) (Port Alle	1055	4401 Waialo Rd.	Eleele	96705
Home Nani (E)	1023	Moana & Laau Rd.	Waimea	96796
Kawailehua - Federal	1086	5230 Paanau Rd.	Koloa	96756
<b>Asset Management Project 39 (Maui/Molokai)</b>				
<b>Kahekili Terrace [a &amp; b]</b>	1017	<b>2015 Holowai Pl..</b>	Wailuku	96793
David Malo Circle	1016	Mill St	Lahaina	96761
Makani Kai Hale	1092	35 Koapaka Ln.	Waiehu	96793
Piilani Homes (E)	1044	1028 Wainee St.	Lahaina	96761
Makani Kai Hale II	1097	35 Koapaka Ln.	Waiehu	96793
<b>Kahale Mua - Federal</b>	1088	<b>P.O. Box 30</b>	Maunaloa	96770
<b>Asset Management Project 40</b>				
<b>Kuhio Homes</b>	1007	Ahonui St.	Honolulu	96819
Kuhio Park Terrace Lowrise	1010	Ahonui St. & Linapuni St.	Honolulu	96819
<b>Asset Management Project 43 (West Hawaii)</b>				
<b>Ka Hale Kahaluu</b>	1061	<b>78-6725 Makolea St.</b>	Kailua-Kona	96740
Hale Hookipa (E)	1053	81-1038 Nani Kupuna Place	Kealakekua	96750
Kaimalino	1032	74-5060 Kealakaa St.	Kailua-Kona	96740
Kealakehe	1070	74-991 Manawale'a St.	Kailua-Kona	96740
Nani Olu (E)	1063	81-1011 Nani Kupuna Place	Kealakekua	96750
<b>Asset Management Project 44</b>				
<b>Waimaha-Sunflower</b>	1057	<b>85-186 McArthur St.</b>	Waianae	96792
Kau'ioakalani	1091	85-658 Farrington Hwy.	Waianae	96792
Maili I	1033	Maliona St.	Waianae	96792
Maili II	1108	Keliikipi St.	Waianae	96792
Nanakuli Homes	1035	Lualei Pl. & Farrington Hwy.	Waianae	96792
<b>Asset Management Project 45</b>				
<b>Koolau Village</b>	1030	<b>45-1027 Kamau Pl.</b>	Kaneohe	96744
Hookipa Kahaluu	1072	47-330 Ahuimanu Rd.	Kaneohe	96744
Kaneohe Apartments	1069	45-507 & 45-513 Pahia Rd.	Kaneohe	96744
Kauhale O'hana	1090	41-1260 Kalaniana'ole Hwy.	Waimanalo	96795
Waimanalo Homes	1025	Humuniki St. & Humuna Pl.	Waimanalo	96795
Waimanalo Homes II	1107	Humuniki St. & Humuna Pl.	Waimanalo	96795
<b>Asset Management Project 46 (North Hawaii)</b>				
<b>Noelani II</b>	1078	<b>65-1191 Opelo Rd.</b>	Kamuela	96743
Hale Hauoli (E)	1031	45-540 Koniaka Pl.	Honokaa	96727
Ke Kumu 'Ekolu	1097	68-3385 Ke Kumu Pl.	Waikoloa	96738
Noelani I	1071	65-1189 Opelo Rd.	Kamuela	96743
<b>Asset Management Project 49</b>				
<b>Kauhale Nani</b>	1056	<b>310 North Cane St.</b>	Wahiawa	96786
Wahiawa Terrace	1015	337 Palm St.	Wahiawa	96786
Kupuna Home O'Waialua (E)	1050	67-088 Goodale Ave.	Waialua	96791
<b>Asset Management Project 50</b>				
<b>Palolo Valley Homes</b>	1008	<b>2107 Ahe Street</b>	Honolulu	96816

**Certification of Payments  
to Influence Federal Transactions**

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

Applicant Name

Hawaii Public Housing Authority

Program/Activity Receiving Federal Grant Funding

Rental Housing/Federal Low Income Public Housing

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

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

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

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

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

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

Name of Authorized Official

Hakim Ouansafi

Title

Executive Director

Signature

Date (mm/dd/yyyy)

## DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB  
0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known: 1	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b> Hawaii Public Housing Authority 1002 North School Street Honolulu, Hawaii 96817  Congressional District, if known:	
<b>6. Federal Department/Agency:</b> Department of Housing and Urban Development	<b>7. Federal Program Name/Description:</b> Public and Indian Housing/Public Housing Capital Fund  CFDA Number, if applicable: 14.872	
<b>8. Federal Action Number, if known:</b> Hi 08P00150116	<b>9. Award Amount, if known:</b> \$ 9,184,654	
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI): Hawaii Public Housing Authority 1002 N. School Street Honolulu, Hawaii 96817	<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI): Ouansafi, Hakim	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: <u>Hakim Ouansafi</u> Title: <u>Executive Director</u> Telephone No.: <u>(808) 832-4682</u> Date: _____	
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