Community Service and Self Sufficiency

COMMUNITY SERVICE AND SELF-SUFFICIENCY

The Community Service and Self-Sufficiency Program is administered by the HPHA's Property Management and Maintenance Services Branch staff.

Community Service Activities:
The term community service is defined in 24 CFR Part 906.601 as the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. The following examples are considered community service activities:

1. Actively participating in a community Voluntary Tenant Patrol.
2. Participating in an anti-graffiti program by monitoring and eliminating graffiti in the housing community.
3. Assisting in grounds maintenance and community beautification project.
4. Assisting with a literacy and self-esteem program in an after-school youth program.
5. Assisting in a senior center providing elderly families with information on various services such as transportation, meals, etc.
6. Assisting in a homeless shelter kitchen.
7. Volunteering at the food bank.
8. Assisting with a youth sports or mentoring program.
9. Participating in a tutoring program.

Self-Sufficiency Activities:
Any economic self-sufficiency program designed to encourage, assist, train, or facilitate the economic independence of public housing residents or families to provide work for such families. Eligible self-sufficiency activities must equal to no less than 8 hours per month to qualify. The following are example activities that meet the definition of self-sufficiency program:

1. Job training (such as basic office skills, resume writing, interview skills, dress for success, office equipment).
2. Employment counseling.
3. Work placement.
4. Basic skills training.
5. Education (such as secondary education).
6. English proficiency.
7. Financial management or budgeting classes.
8. Household management.
9. Life skills (such as health and wellness classes).
10. Apprenticeship or vocational training.
11. Substance abuse treatment.
12. Mental health treatment program.

SERVICES

Program Name & Description	Estimated Size	Allocation Method	Access	Eligibility
Child & Family Services Case management and congregate activities for elderly residents to improve the quality of life.	(Dependent on funding renewal; previously 380)	First come, first served with outreach; open to all interested	Child & Family Services/ outreach and PHA referrals	Public housing residents at Kalakaua Homes, Makua Alii, Paoakalani, Pumehana, Punchbowl.
Mental Health Kokua Case management and supportive services for mentally disabled persons	125	First come, first served with outreach; open to all interested	Mental Health Kokua, outreach and HPHA referrals	Kalakaua Homes, Makua Alii, Paoakalani, Punchbowl and Pumehana

Ineligible Activities:

1. Part-time or full-time employment (including seasonal or temporary employment).
2. Political activities (such as lobbying, campaigning, advocacy activities).
3. Any activities performed or work ordinarily performed by HPHA employees.
4. Community Service activities shall not replace a job at any administrative office or public housing complex where residents perform activities to satisfy the service requirement (24 CFR Part 960.609).

Notification to residents regarding requirement or exempt status of each adult family member:

New applicants are provided written notice of the community service and self-sufficiency requirement and a description of program procedures at orientation and prior to placement in their unit. The program description includes information regarding general program policy; determination of exempt and non-exempt family members; description of the process for reviewing compliance; and required documentation for service requirement performance. Residents will be sent a quarterly reminder to provide HPHA with documentation of their service activities during the lease period. *(Residents will be notified with their Notice of Recertification that they must complete the Community Service Program requirements in order to remain eligible for housing assistance.).* All current residents will be required to enter into the revised lease agreement, which includes the community service requirement, at their re-certification.

Cooperative agreements with TANF agency:

HPHA entered into a formal written agreement on 4/8/97 with the Department of Human Services (the State of Hawaii's TANF agency) to coordinate the verification of participation in TANF and/or in community service activities or duties in compliance with the Community Service Requirement. Coordination includes client referrals, information sharing regarding mutual clients (for rent determinations and otherwise), and coordination of provision of specific social and self-sufficiency services and programs to eligible families.

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

1. Adopting appropriate changes to the PHA's public housing rent determination policies and training staff to carry out those policies;
2. Informing residents of new policy on admission and reexamination.
3. Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services

Programmatic aspects of the requirement including types of activities residents may participate in to fulfill their obligations:

Residents participating in community service and self-sufficiency activities are persons who are unemployed and may have been out of the work force for some period of time. Depending upon the type of activities under the HPHA's program, residents can benefit from participating in these activities including:

1. Significant experience or exposure to various volunteer work or duties that are a public benefit and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-sufficiency in the community.
2. Opportunity to explore training and employment areas that may not have been available in the past.
3. Opportunity to be exposed to different types of job skills and work environments.
4. Contacts with possible agencies or employers that the resident may never have had the opportunity to interact with prior to this experience.
5. Increased confidence in the residents' skills and abilities that may encourage them to pursue permanent employment or training.