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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2003

HOUSING AND COMMUNITY DEVELOPMENT CORPORATION OF HAWAII

HI001 – Federal Public Housing
HI901 – Section 8 Housing Choice Voucher Program

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES

PHA Plan
Agency Identification

PHA Name: Housing and Community Development Corporation of Hawaii

PHA Number: HI001 (Federal Public Housing) and HI901 (Section 8 Housing Choice Voucher)

PHA Fiscal Year Beginning: (mm/yyyy) 07/2003

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

☒ Main administrative office of the PHA
☐ PHA management offices
☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

☒ Main administrative office of the PHA
☒ PHA management offices
☐ PHA local offices
☐ Main administrative office of the local government
☐ Main administrative office of the County government
☐ Main administrative office of the State government
☒ Public library (Regional Libraries Only)
☒ PHA website: (http://www.hcdch.state.hi.us)
☒ Other (list below)

- State of Hawaii Legislative Reference Bureau
- State of Hawaii Department of Business, Economic Development, and Tourism

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

☒ Main business office of the PHA
☐ PHA development management offices
☐ Other (list below)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

☒ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☐ The PHA's mission is: (state mission here)

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS**. (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

☒ PHA Goal: Expand the supply of assisted housing.
Objectives:
- ☒ Apply for additional rental vouchers:
  - Section 8 vouchers to increase allocation by 1,000 vouchers (30%) over five years. (Accomplished - 2000)
- ☒ Reduce public housing vacancies:
  - Not to exceed 3% vacancy rate.
- ☒ Leverage private or other public funds to create additional housing opportunities:
  - Tax Credit Program.
  - Rental Housing Trust Fund.
- ☐ Acquire or build units or developments
- ☒ Other (list below)
  - Shelter Plus – 37 units (New - 2002)

☒ PHA Goal: Improve the quality of assisted housing.
Objectives:
- ☒ Improve public housing management: (PHAS score) 90.0

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

- ☒ Improve voucher management: (SEMAP score) 85.0 (Updated for 2003).
- ☒ Increase customer satisfaction:
  - Achieve a rating of 6 or higher in the Resident Satisfaction Assessment Sub System (RASS) of the Public Housing Assessment System (PHAS).
- ☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Develop strategies and training for PH managers and staff to obtain a high rating on the Resident Service and Satisfaction Survey.
- ☒ Renovate or modernize public housing units:
  - 779 units. (Updated - 2002)
- ☒ Demolish or dispose of obsolete public housing:
- ☒ Provide replacement public housing:
- ☒ Provide replacement vouchers:
- ☐ Other: (list below)

☒ PHA Goal: Increase assisted housing choices.
Objectives:

- ☐ Provide voucher mobility counseling:
- ☒ Conduct outreach efforts to potential voucher landlords (Subject to market rental conditions)
- ☒ Increase voucher payment standards (Subject to market rental conditions)
- ☒ Implement voucher homeownership program:
- ☒ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☒ Other: (list below)
  - Geographical Wait List

HUD Strategic Goal: Improve community quality of life and economic vitality

☒ PHA Goal: Provide an improved living environment.
Objectives:

- ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Anticipate the first lower income families will move into higher income projects and higher income families will move into lower income projects in January 2002.
- ☒ Implement public housing security improvements:

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

☒ Other: (list below)

- HOPE VI Projects:
  - Mayor Wright Homes, Honolulu, Hawaii (Submitted, not awarded – CY 2000)
  - Kuhio Park Terrace, Honolulu, Hawaii (Submitted, not awarded– CY 2001.
  - However, HCDCH resubmitted a HOPE VI grant application to HUD for Kuhio Park Terrace – Honolulu, Hawaii in December 2002.)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

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

Objectives:

☒ Increase the number and percentage of employed persons in assisted families:

- Annually assist 300 public housing residents to attain their goals for economic self-sufficiency.

☒ Provide or attract supportive services to improve assistance recipients' employability:

☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.

☒ Other: (list below)

- Encourage and support resident participation in an existing Individual Development Account (IDA).
- Provide measures and opportunities to increase the income of residents to complement deconcentration and income targeting.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

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

Objectives:

☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

☒ Other: (list below)

- Posting of fair housing posters at all projects and office sites. (Accomplished – 2001)
- On-going efforts to educate and provide information to the general public and to landlords.
- On-going training to educate staff.
- Designate a Fair Housing Officer. (Accomplished - 2000)
- Establish a complaint process. (Accomplished - 2000)
- Update "Fair Housing Analysis of Impediments in the State of Hawaii Report." (Changed to 2003)
- Implement the Section 504 and ADA transition plans. (On-going)

Other PHA Goals and Objectives: (list below)

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

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Annual PHA Plan
PHA Fiscal Year 2003
[24 CFR Part 903.7]

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:
- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]
Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

iii. Annual Plan Table of Contents
[24 CFR Part 903.7 9 (r)]
Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

	Page #
Annual Plan	
i. Executive Summary	1
ii. Table of Contents	1
1. Housing Needs	5
2. Financial Resources	12
3. Policies on Eligibility, Selection and Admissions	13
4. Rent Determination Policies	23
5. Operations and Management Policies	27
6. Grievance Procedures	29
7. Capital Improvement Needs	29
8. Demolition and Disposition	33
9. Designation of Housing	34
10. Conversions of Public Housing	36
11. Homeownership	37
12. Community Service Programs	40
13. Crime and Safety	44
14. Pets	46

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

15. Civil Rights Certifications (included with PHA Plan Certifications) 46
16. Audit 47
17. Asset Management 47
18. Other Information 47
19. Definition of "Substantial Deviation" and "Significant Amendment Or Modification" 50

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

☒ Admissions Policy for Deconcentration (Attachment A - hi001a01)
☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
☒ Progress Report on Five-Year Plan Mission and Goals Accomplishment (Attachment C - hi001c01)
☒ Section 8 Homeownership Program Capacity Statement (Attachment D - hi001d01)
☒ Implementation of Public Housing Resident Community Service Requirements (Attachment E - hi001e01)
☒ Pet Ownership Policy (Attachment F - hi001f01)
☒ Resident Membership on PHA Governing Board (Attachment G - hi001g01)
☒ Resident Advisory Board Membership (Attachment H - hi001h01)
☒ Definition of "Substantial Deviation" and "Significant Amendment Or Modification" (Attachment I - hi001i01)
☒ Public Housing Asset Management Statement or Table (Attachment J – hi001j01)
☒ Deconcentration of Poverty and Income Mixing (Attachment K -hi001k01)
☒ FFY 2003 Capital Fund Annual Statement/Performance and Evaluation Report (Attachment L - hi001l01)
☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (Attachment ? - hi001?01)
☐ Responses to Comments from Resident Advisory Board and State-Wide Public Hearings (Attachment ? - hi001?01)
☒ Required Initial Assessment (Attachment O – hi001o01)

Optional Attachments:

☒ PHA Management Organizational Chart (Attachment B - hi001b01)
☒ Other (List below, providing each attachment name)
- Federal Project-Based Certificate/Voucher Program (Attachment P - hi001p01)
- Resident Service and Satisfaction Survey Follow Up Plan (Attachment Q – hi001q01)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

Notice: Members of the public wishing to examine the Supporting Documents may do so, during regular business hours, by contacting HCDCH's Planning and Evaluation Office, located at 677 Queen Street, Suite 300, Honolulu, Hawaii 96813, at (808) 587-0637 and making an appointment for conducting such a review.

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the	Annual Plan: Rent

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	methodology for setting public housing flat rents ☒ check here if included in the public housing A & O Policy	Determination
X	Schedule of flat rents offered at each public housing development ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option) **Included as an attachment to the FY 2003 PHA Plan.**	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program ☒ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the	Annual Plan: Community

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	TANF agency	Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Location
Income <= 30% of AMI	2,422 + *3,171	5	4	2	Not Available	4	4
Income >30% but <=50% of AMI	2,642	5	4	2	Not Available	4	4
Income >50% but <80% of AMI	3,875	5	4	2	Not Available	4	3
Elderly	Not Available	5	4	2	Not Available	Not Available	4

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Location
Families with Disabilities	Not Available	5	4	Not Available	4	Not Available	4
White	Not Available	4	4	2	Not Available	3	3
Black	Not Available	4	4	2	Not Available	3	3
Hispanic	Not Available	4	4	2	Not Available	3	3
Am Indian, etc.	Not Available	4	4	2		3	3
Asian/Pacific Islander	Not Available	4	4	2	Not Available	4	4

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2001

☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

☐ American Housing Survey data
Indicate year:

☒ Other housing market study - Hawaii Housing Policy Study
Indicate year: 1997 Update

☒ Other sources: (list and indicate year of information)

1. American FactFinder data (US Census)
   Indicate year: 2000
   - QT-H1. General Housing Characteristics: 2000
   - QT-H3. Household Population and Household Type by Tenure: 2000
   - QT-01. Profile of General Demographic Characteristics: 2000
   - QT-02. Profile of Selected Social Characteristics: 2000
   - QT-03. Profile of Selected Economic Characteristics: 2000
   - QT-04. Profile of Selected Housing Characteristics: 2000
2. *Point in time homeless survey, which identified approximately 3,171 homeless persons statewide.
3. Fair Housing Analysis of Impediments in the State of Hawaii, November 1, 1996.

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

State the housing needs of the families on the PHA's waiting list/s**. Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List

Waiting list type: (select one)
- ☐ Section 8 tenant-based assistance
- ☒ Public Housing*
- ☐ Combined Section 8 and Public Housing
- ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	18,846		59%
Extremely low income <=30% AMI	15,510	82.3%	
Very low income (>30% but <=50% AMI)	2,808	14.9%	
Low income (>50% but <80% AMI)	546	2.9%	
Families with children	8,839	46.9%	
Elderly families	4,372	23.2%	
Families with Disabilities	3,072	16.3%	
White	4,580	24.3%	
Hispanic	731	3.88%	
Black	518	2.75%	
Am Indian, etc.	145	.77%	
Asian/Pacific Islander/Other	12,872	68.3%	

*The numbers on the wait list have increased over two-fold due to a change in the structure of the public housing wait list from a site-based to a geographical list. There are numerous duplications because a family can be on several geographical wait lists at the same time.

Characteristics by Bedroom Size (Public Housing Only)			
1BR (includes Suites)	1,943	35.9%	+105 (3.0%)
2 BR	1,457	26.4%	+52 (2%)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Housing Needs of Families on the Waiting List			
3 BR	1,514	27.9%	+24 (2%)
4 BR	435	8.0%	+40 (16%)
5 BR	59	.1%	-7 (-17.5%)
5+ BR	0	0%	0 (0%)

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

☒ Section 8 tenant-based assistance

☐ Public Housing

☐ Combined Section 8 and Public Housing

☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	2,869		8%
Extremely low income <=30% AMI	2,132	74.3%	
Very low income (>30% but <=50% AMI)	625	21.7%	
Low income (>50% but <80% AMI)	83	2.9%	
Families with children	1,707	59.5%	
Elderly families	390	13.6%	
Families with Disabilities	198	18.1%	
White	797	27.8%	
Hispanic	17	.6%	
Black	56	1.98%	
Am Indian, etc.	22	.8%	
Asian/Pacific Islander/Other	1,968	68.6%	

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Housing Needs of Families on the Waiting List
Is the waiting list closed (select one)? ☐ No ☒ Yes If yes: How long has it been closed (# of months)? 50 Months (April 1999) Does the PHA expect to reopen the list in the PHA Plan year? ☒ No ☐ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ Yes

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line

☒ Reduce turnover time for vacated public housing units
- Outsourcing.
- Change to a geographical wait list.

☒ Reduce time to renovate public housing units
- Outsourcing

☐ Seek replacement of public housing units lost to the inventory through mixed finance development

☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program

☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

☐ Other (list below)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Strategy 2: Increase the number of affordable housing units by:
Select all that apply

☒ Apply for additional section 8 units should they become available
☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- State of Hawaii Low Income Housing Tax Credit Program.
- Rental Housing Trust Fund.

☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- State of Hawaii Hula Mae Mortgage Program.
- State of Hawaii Mortgage Credit Certificate Program.
- State of Hawaii Rent Supplement Program.

☐ Other: (list below)

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

Strategy 1: Target available assistance to families at or below 30 % of AMI
Select all that apply

☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
☒ Employ admissions preferences aimed at families with economic hardships
☒ Adopt rent policies to support and encourage work
☐ Other: (list below)

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

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

☐ Employ admissions preferences aimed at families who are working
☒ Adopt rent policies to support and encourage work
☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

☐ Seek designation of public housing for the elderly

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

☐ Seek designation of public housing for families with disabilities
☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
☒ Affirmatively market to local non-profit agencies that assist families with disabilities
☐ Other: (list below)

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

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:
Select if applicable

☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies
Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

☒ Funding constraints

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2003 grants)**		
a) Public Housing Operating Fund	$10,664,110	
b) Public Housing Capital Fund	$15,619,921	
c) HOPE VI Revitalization	*($20,000,000)	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Housing Choice Voucher Assistance	$20,498,086	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
i) HOME	N/A	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)	-	-
Comprehensive Grant	$15,740,060	PH Capital Improvements
Public Housing Drug Elimination Program	$1,115,345	PH Supportive Services/Safety/Security
HOPE VI Demolition	$135,000	
3. Public Housing Dwelling Rental Income	$14,496,795	PH Operations
4. Other income (list below)		
Interest Income	$222,671	PH Operations
Other Income	$353,080	PH Operations
4. Non-federal sources (list below)		
State General Fund	$507,337	PH Security
Total resources (Total resources to include HOPE VI grant)	$79,352,405 ($99,352,405)	

*Waiting for HOPE VI award announcements.

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

☒ When families are within a certain number of being offered a unit: (state number)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

- First 25 on wait list and correct bedroom size.

☐ When families are within a certain time of being offered a unit: (state time)

☒ Other: (describe)

- Special Needs units, which is verified during the initial application process.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

☒ Criminal or Drug-related activity

☒ Rental history

☒ Housekeeping

☒ Other (describe)

- Eviction from PHA after 1985.

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

☐ Community-wide list

☐ Sub-jurisdictional lists

☐ Site-based waiting lists

☒ Other (describe)

- Geographical Areas (By Island)
  - Island of Oahu
    - Honolulu (Red Hill to Palolo)
    - Central Oahu (Wahiawa to Waialua)
    - Windward and
    - Leeward (Pearl City, Waipahu, Waianae, Nanakuli, and Kapolei)
  - Island of Hawaii
    - East Hawaii (Hilo, Honokaa to Kau) and
    - West Hawaii (Kona, Kohala, Waimea)
  - Island of Maui and Molokai
    - East Maui (Kahului to Wailuku)
    - West Maui (Lahaina), and
    - Molokai
  - Island of Kauai
    - East Kauai (Hanamaulu to Kapaa, Kilauea), and

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

- West Kauai (Koloa to Kekaha)

b. Where may interested persons apply for admission to public housing?
☒ PHA main administrative office
☒ PHA development site management office
☒ Other (list below)
- By mailing in application.

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) Assignment

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
☐ One
☐ Two
☒ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

a. Income targeting:

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

☒ Emergencies
- Health and safety reasons.

☒ Overhoused

☒ Underhoused

☒ Medical justification

☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- To allow tenants with disabilities to transfer from State to Federal or from Federal to State housing projects.

☐ Resident choice: (state circumstances below)

☒ Other: (list below)
- Employment and education opportunities.

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection (5) Occupancy)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

☒ Victims of domestic violence

☒ Substandard housing

☒ Homelessness

☒ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

☒ Working families and those unable to work because of age or disability

☒ Veterans and veterans' families

☒ Residents who live and/or work in the jurisdiction (By county - Hawaii, Maui, City and County of Honolulu, and Kauai).

☐ Those enrolled currently in educational, training, or upward mobility programs

☒ Households that contribute to meeting income goals (broad range of incomes)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

☒ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☒ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2 Date and Time

Former Federal preferences:
1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
1 Victims of domestic violence
2 Substandard housing
1 Homelessness
2 High rent burden

Other preferences (select all that apply)
☒ Working families and those unable to work because of age or disability
☒ Veterans and veterans' families
☐ Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☒ Households that contribute to meeting income goals (broad range of incomes)
☒ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☒ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:
☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)
☒ The PHA-resident lease

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

☒ The PHA's Admissions and Continued Occupancy policy
☒ PHA briefing seminars or written materials
☒ Other source (list)
- HCDCH Administrative Rule - §15-190-5 and 6 (http://www.hcdch.state.hi.us).

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
☒ At an annual reexamination and lease renewal
☒ Any time family composition changes
☒ At family request for revision
☐ Other (list)

(6) Deconcentration and Income Mixing

(The following section on (6) Deconcentration and Income Mixing is being disregarded and completed as instructed in NOTICE PIH 99-51, NOTICE PIH 2001-4, NOTICE PIH 2001-26, and 24 CFR 903.2 dated August 6, 2002 in its place see Attachment K - hi001k01.)

a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its admissions policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)
☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)
- Geographical

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

☐ Additional affirmative marketing
☐ Actions to improve the marketability of certain developments
☐ Adoption or adjustment of ceiling rents for certain developments
☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
☐ Other (list below)
- Waive first month's rent.

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)
☐ Criminal or drug-related activity only to the extent required by law or regulation
☒ Criminal and drug-related activity, more extensively than required by law or regulation
- Convictions against a person(s) and/or property.

☐ More general screening than criminal and drug-related activity (list factors below)
☐ Other (list below)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

☒ Criminal or drug-related activity
☐ Other (describe below)

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

☒ None
☐ Federal public housing
☐ Federal moderate rehabilitation
☒ Federal project-based certificate program (See Attachment P – hi001p01)
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

☒ PHA main administrative office
☒ Other (list below)

- Programs Office (Applications).

(3) Search Time

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

- Written request with "reasonable" reasons for extension (60 day extension).

If yes, state circumstances below:

- Medical Hardships.
- Availability of units in the local rental market.

(4) Admissions Preferences

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

a. Income targeting

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 Housing Choice Voucher assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
☒ Victims of domestic violence
☒ Substandard housing
☒ Homelessness
☒ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

☒ Working families and those unable to work because of age or disability
☒ Veterans and veterans' families
☒ Residents who live and/or work in your jurisdiction (By county - Hawaii, Maui, City and County of Honolulu, and Kauai).
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☒ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2 Date and Time

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Former Federal preferences
1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
1 Victims of domestic violence
2 Substandard housing
1 Homelessness
2 High rent burden

Other preferences (select all that apply)
☒ Working families and those unable to work because of age or disability
☒ Veterans and veterans' families
☒ Residents who live and/or work in your jurisdiction (By county - Hawaii, Maui, City and County of Honolulu, and Kauai).
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☒ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
☒ Date and time of application
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)
☐ This preference has previously been reviewed and approved by HUD
☒ The PHA requests approval for this preference through this PHA Plan. *The HCDCH will utilize each county in the State (Hawaii, Maui, City and County of Honolulu, and Kauai) as an area preference for residents who live and/or work in that specific county. The area preference (county) are being outlined in the agency's Administrative Rules and Admissions and Continued Occupancy Plan.*

6. Relationship of preferences to income targeting requirements: (select one)
☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

☒ The Section 8 Administrative Plan
☒ Briefing sessions and written materials
☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

☒ Through published notices
☒ Other (list below)
- Special Purpose Agencies:
  - State of Hawaii - Department of Human Services.
  - Financial Assistance Advisory Council.
  - State of Hawaii - Department of Labor and Industrial Relations, Workforce Development Division - Welfare to Work program.
  - City and County of Honolulu - Work Hawaii.
  - Kauai County - Family Self-Sufficiency Program.
  - Hawaii County - Hawaii Economic Development Council.
  - Maui County - Maui Economic Development Council.
  - U.S. Small Business Administration.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)
☒ $0
☐ $1-$25
☐ $26-$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below**:**

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)
☒ For the earned income of a previously unemployed household member
☒ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

☒ For household heads
☒ For other family members
☒ For transportation expenses
☒ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

☐ Yes for all developments
☐ Yes but only for some developments
☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

☐ For all developments
☐ For all general occupancy developments (not elderly or disabled or elderly only)
☐ For specified general occupancy developments
☐ For certain parts of developments; e.g., the high-rise portion
☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

☐ Market comparability study
☐ Fair market rents (FMR)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments
☐ Operating costs plus debt service
☐ The "rental value" of the unit
☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

☐ Never
☒ At family option
☐ Any time the family experiences an income increase
☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
☒ Other (list below)
- Any time there is a change in family composition.
- Any time there is a interim rent adjustment.

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

☒ The section 8 rent reasonableness study of comparable housing
☒ Survey of rents listed in local newspaper
☒ Survey of similar unassisted units in the neighborhood
☒ Other (list/describe below)
- Market studies.
- Operating costs plus debt service.

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

☐ At or above 90% but below100% of FMR
☐ 100% of FMR
☐ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)
☒ Other:
- At or above 90%, but at or below 110% of FMR. (Hawaii Administrative Rules, Title 15 Subtitle 14, Chapter 185 (Section 8 - Housing Voucher Program)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ The PHA has chosen to serve additional families by lowering the payment standard
☐ Reflects market or submarket
☐ Other (list below)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ Reflects market or submarket
☐ To increase housing options for families
☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

☒ Annually
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

☒ Success rates of assisted families
☒ Rent burdens of assisted families
☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

☒ $0
☐ $1-$25
☐ $26-$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

☒ An organization chart showing the PHA's management structure and organization is attached. (Attachment B - hi001b01)
☒ A brief description of the management structure and organization of the PHA follows: (Attachment B – hi001b01)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	4,499	256
Section 8 Vouchers	2,910	0
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (Mainstream)	85	0
Special Purpose Section 8 Certificates/Vouchers (Welfare-To-Work)	900	150
Public Housing Drug Elimination Program (PHDEP)	2597	
Other Federal Programs(list individually)		
Family Investment Center	100	

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)
- Policy and Procedures Manual for Maintenance Management.
- Admissions and Continued Occupancy Plan.
- Hawaii Administrative Rules, Title 15, Subtitle 14, Chapter 190 (Federally-Assisted Housing Projects).

(2) Section 8 Management: (list below)
- Section 8 Administrative Plan.
- Hawaii Administrative Rules, Title 15 Subtitle 14, Chapter 185 (Section 8 - Housing Voucher Program).

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

- Hawaii Administrative Rules, Title 15 Subtitle 14, Chapter 195 (Section 8 - Homeownership Program)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

☒ PHA main administrative office
☒ PHA project management offices
☒ Other (list below)
- HCDCH Hearings Office
- Property Maintenance and Management Office

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

☒ PHA main administrative office
☒ Other (list below)
- Section 8 Housing Choice Voucher Assistance Unit
- Property Management and Maintenance Office

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]
Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment L (hi001l01)

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

Annual Statement
Capital Fund Program (CFP) Part I: Summary
Capital Fund Grant Number **TO BE ASSIGNED HUD** FFY of Grant Approval:

☐ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment L (hi001l01)

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**

Description of Needed Physical Improvements or Management Improvements	**Estimated Cost**	**Planned Start Date**

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

		(HA Fiscal Year)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
   - ☐ Revitalization Plan under development
   - ☐ Revitalization Plan submitted, pending approval
   - ☐ Revitalization Plan approved
   - ☐ Activities pursuant to an approved Revitalization Plan underway

☒ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

- Kuhio Park Terrace (Honolulu, Hawaii). Proposal submitted to HUD in November 2002. Waiting for HOPE VI award announcements.

☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: Lanakila Homes (Phase IIA, IIB, III, and IV) 1b. Development (project) number: HI10P001004, HI10P001013, HI10P001014
2. Activity type: Demolition ☒ Disposition ☐
3. Application status (select one) Approved ☒ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: DD/MM/YY (09/12/99)
5. Number of units affected: 28 - Phase IIA, 20 - Phase 11B, 46 - Phase III, 48 - Phase IV 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: 28 Units (01/03) – Phase IIA, 20 Units (04/04) – Phase IIB, 46 Units (02/04) – Phase III, 48 Units (08/05) - Phase IV b. Projected end date of activity: 28 Units (11/03) – Phase IIA, 20 Units (11/04) Phase IIB, 46 Units (12/04) – Phase III, 48 Units (06/05) - Phase IV

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Demolition/Disposition Activity Description
1a. Development name: Kalihi Valley Homes 1b. Development (project) number: HI10P001005
2. Activity type: Demolition ☒ Disposition ☐
3. Application status (select one) Approved ☒ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (27/02/01)
5. Number of units affected: 99 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: 99 Units (05/02) b. Projected end date of activity: 99 Units (04/14)

Demolition/Disposition Activity Description
1a. Development name: Kuhio Park Terrace 1b. Development (project) number: HI10P001010
2. Activity type: Demolition ☒ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☒
4. Date application approved, submitted, or planned for submission: (To be submitted in December 2002 – HOPE VI Application)
5. Number of units affected: 274 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: 274 Units (09/03) b. Projected end date of activity: 614 Units (10/15)

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description
☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ Total development

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) ☐ Units addressed in a pending or approved demolition application (date submitted or approved:

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

☐ Units addressed in a pending or approved HOPE VI demolition application
(date submitted or approved:)
☐ Units addressed in a pending or approved HOPE VI Revitalization Plan
(date submitted or approved:)
☐ Requirements no longer applicable: vacancy rates are less than 10 percent
☐ Requirements no longer applicable: site now has less than 300 units
☐ Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

See Voluntary Conversion Initial Assessment (Attachment O – hi001o01)

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description
☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description
(Complete one for each development affected)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

1a. Development name: Waimanalo Homes 1b. Development (project) number: HI10P001025
2. Federal Program authority: ☐ HOPE I ☒ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☒ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (13/10/2000)
5. Number of units affected: 28 6. Coverage of action: (select one) ☒ Part of the development ☐ Total development

B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: The HCDCH is developing a Section 8 Homeownership Program pursuant to 24 CFR 982.625, Section 8 Housing Choice Voucher Assistance: Housing Choice Voucher Program, Homeownership Option. This program provides an option for eligible tenants to use their Section 8 Housing Choice Voucher assistance vouchers for mortgage payments rather than for rental assistance. The intent of the program is to promote and encourage homeownership, self-sufficiency, and in time, complete independence of government assistance. This program provides homebuyer education classes prior to purchasing a home. Preference is given to applicants who complete or are enrolled in and in full compliance with the HCDCH's family self-sufficiency program or are enrolled in and in full compliance with the HCDCH's welfare-to-work program or other self-sufficiency program. See HCDCH Section 8 Homeownership Program - Capacity Statement at Attachment D (hi001d01).

a. Size of Program

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

☐ 25 or fewer participants
☐ 26 - 50 participants
☒ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria. See HCDCH Section 8 Homeownership Program - Capacity Statement at Attachment D (hi001d01).

☒ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

- Has been admitted to the Section 8 Housing Choice Voucher Program;
- Is in compliance with the terms of the lease and the Section 8 Housing Choice Voucher Program;
- A first-time homeowner, a cooperative member, or a family of which a family member is a person with disabilities, and use of the homeownership option is needed as a reasonable accommodation so that the program is readily accessible to and usable by such person;
- Participant demonstrates that the annual income of the adult family members who will own the home is not less than the federal minimum hourly wage multiplied by 2,000 hours, and except for an elderly family or a disabled family, any welfare assistance received by the family shall not count in determining annual income;
- Is currently employed on a full-time basis, with an average of not less than thirty hours per week and has been continuously employed during the year before commencement of homeownership assistance for the family, except for an elderly family, a disabled family, or a family that includes a person with disabilities and has been determined that an exemption is needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities;
- Has pre-qualified for a loan;
- Has not defaulted on a mortgage securing debt to purchase a home under the Section 8 Homeownership Option Program;
- Except for cooperative members who have acquired cooperative membership shares prior to commencement of homeownership assistance, has no present ownership interest in a residence at the

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

commencement of homeownership assistance for the purchase of a home;

- Except for cooperative members who have acquired cooperative membership shares prior to commencement of homeownership assistance, has entered a contract of sale specifying the price and other terms of sale by the seller to the applicant; provide that the applicant will arrange for a pre-purchase inspection of the dwelling unit by an independent inspector; provide that the applicant is not obligated to purchase the unit; provide that the applicant is not obligated to pay for any necessary repairs; and certifies that the seller has not been debarred, suspended, or subject to a limited denial of participation;
- Applicant will also satisfactory complete a pre-assistance homeownership counseling program approved by the HCDCH.
- Family adult members who are purchasers must meet the definition of a qualified resident of Hawaii.
  1. Is a citizen of the United States or a resident alien;
  2. Is at least eighteen years of age; and
  3. Is domiciled in the State and shall physically reside in the dwelling unit purchased.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed?
04/08/97 MOU and 09/04/99 Welfare-To-Work Agreement

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

☒ Client referrals
☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
☐ Jointly administer programs

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

☒ Partner to administer a HUD Welfare-to-Work voucher program
☐ Joint administration of other demonstration program
☒ Other (describe)
- Coordination of clients participating in community services as a condition to receive TANF and maintain housing as described in the TANF Agreement with HCDCH.

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies
Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)
☒ Public housing rent determination policies
☒ Public housing admissions policies
☒ Section 8 admissions policies
☐ Preference in admission to section 8 for certain public housing families
☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
☐ Preference/eligibility for public housing homeownership option participation
☐ Preference/eligibility for section 8 homeownership option participation
☒ Other policies (list below)
- Implemented Earned Income Disregard policy.

b. Economic and Social self-sufficiency programs

☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Goodwill Industries of Hawaii Occupational skills training, job search assistance, and job development support.	100 adult residents	First come, first served with outreach; open to all interested	Goodwill Industries outreach and PHA referrals	Public housing resident at targeted sites
YMCA of Honolulu – Communities In School Life skills training through family strengthening activities, cultural workshops, and substance abuse education.	50 adult and youth residents	First come, first served with outreach; open to all interested	YMCA of Honolulu – Communities In School outreach and PHA referrals	Public housing resident at targeted sites
Maui Economic Opportunity, Inc. Case management and life skills training through drug education, family strengthening activities and cultural events.	35 adult residents	First come, first served with outreach; open to all interested	MEO outreach and PHA referrals	Public housing resident at targeted sites
Child and Family Services Case management services for the elderly.	100 adult residents	First come, first served with outreach; open to all interested	Child and Family Services and outreach and PHA referrals	Public housing resident at targeted sites
Kalihi Valley Technology Centers On-site basic and advance computer classes in addition to an open computer lab.	16 adult and 8 youth residents	First come, first served with outreach; open to all interested	Resident Association outreach with resident associations	Public housing resident at targeted sites
C-Base Continuing education for high school-equivalency through Adult Community Schools	45 residents covering a 6 week period; program consist of 5 – 6 week periods.	First come, first served with outreach; open to all interested	Resident association outreach and PHA referrals	Public housing resident at targeted sites

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of:01/07/00)
Public Housing	0	
Section 8	161	87 as of 1/21/02

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

b. ☐ Yes ☒ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

- FSS Program Coordinator has been hired and overseeing the Program's Contractor and coordinating activities between the Contractor, HCDCH staff, and clients.
- WorkHawaii has been contracted to provide case management from May 15, 2002 to April 30, 2004.
- FSS Coordinating Committee has been formed to advise and assist the implementing the program.
- Information flyers were mailed out to Section 8 recipients inviting them to the orientation sessions, which are being held three times a month.
- Applications for the FSS Program are provided at the orientation meetings to interested families.
- A lottery system has been developed for selecting program participants and alternates.
- Enrollment interviews and Contract of Participation have been processed and executed for 87 families.
- Participants are receiving case management services, educational, employment and supportive service referrals based on their individual needs.

C. Welfare Benefit Reductions

1. 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: (select all that apply)

☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
☒ Informing residents of new policy on admission and reexamination
☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

See Attachment E (hi001e01) for a summary of the HCDCH's Implementation of Community Service Requirement.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
☒ Residents fearful for their safety and/or the safety of their children
☒ Observed lower-level crime, vandalism and/or graffiti
☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

☒ Safety and security survey of residents
☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
☒ Resident reports
☒ PHA employee reports
☒ Police reports
☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
☒ Other (describe below)
- Newspaper Articles

3. Which developments are most affected? (list below)

Oahu:	Kauai:	Maui
Hale Laulima	Kapaa	Kahekili Terrace
Kaahumanu Homes		Makani Kai Hale
Kauhale Nani		
Kamehameha Homes		

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Maili I and II
Makamae – Elderly
Pumehana – Elderly
Puuwai Momi
Salt Lake
Waimaha-Sunflower
Waipahu I and Waipahu II

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
☒ Crime Prevention Through Environmental Design
☒ Activities targeted to at-risk youth, adults, or seniors
☒ Volunteer Resident Patrol/Block Watchers Program
☒ Other (describe below)

- Combined neighborhood walks between housing projects and community groups.
- Continued support training for staff, residents, and community partners who participate in community activities, voluntary resident patrols, and/or resident associations.

4. Which developments are most affected? (list below)

Oahu	**Kauai**	**Maui**
Puuwai Momi Homes	Hanamaulu	Kahekili Terrace
Waipahu I	Kappa	Makani Kai Hale
Waipahu II	Kekaha Ha'aheo	

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
☒ Police provide crime data to housing authority staff for analysis and action
☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
☒ Police regularly testify in and otherwise support eviction cases

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

☒ Police regularly meet with the PHA management and residents
☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
☒ Other activities (list below)
- Development of Neighborhood Watch Manual with the Honolulu Police Department

2. Which developments are most affected? (list below)

Oahu	**Kauai**	**Maui**
Ka'ahumanu Homes	Hanamaulu	Kahekili Terrace
Kalihi Valley Homes	Kappa	Makani Kai Hale
Kamehameha Homes	Kekaha Ha'aheo	
Kauhale Nani		
Kau'iokalani		
Kuhio Park Terrace		
Maili II		
Mayor Wright Homes		
Nanakuli Homes		
Puuwai Momi Homes		
Wahiawa Terrace		
Waimaha/Sunflower		
Waipahu I		
Waipahu II		

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2003 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2003 in this PHA Plan?
☐ Yes ☐ No: This PHDEP Plan is an Attachment.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)] (See Attachment F - hi001f01)

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U S.C. 1437c(h))? (If no, skip to component 17.) Note: Audit report has been formally approved by the HCDCH Board of directors.
2. ☐ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☐ No: Were there any findings as the result of that audit? ?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? ?
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD? (????) If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Public Housing Asset Management Statement (Attachment J – hi001j01)

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

☐ Not applicable
☒ Private management. Only preliminary analysis has been completed and no specific location(s) and/or management unit(s) has been identified for possible privatization.
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☒ Attached at Attachment ? (hi001?01)
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
- See Attachment ? (hi001?01)

☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.) (See Attachment G (hi001g01)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)
☐ Candidates were nominated by resident and assisted family organizations
☐ Candidates could be nominated by any adult recipient of PHA assistance
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
☐ Other: (describe)

b. Eligible candidates: (select one)
☐ Any recipient of PHA assistance
☐ Any head of household receiving PHA assistance
☐ Any adult recipient of PHA assistance
☐ Any adult member of a resident or assisted family organization
☐ Other (list)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

c. Eligible voters: (select all that apply)

☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

☐ Representatives of all PHA resident and assisted family organizations

☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (State of Hawaii)

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

- Resident Associations - provide residents with knowledge and skills to form an active association.
- Tenant Opportunities Program (TOP) - continue to assist and provide technical assistance to resident associations on the administration of TOP grants.
- Economic Development and Supportive Services Program (EDSS) - continue to administer the EDSS program for Kuhio Park Terrace and the surrounding community.
- Resident Opportunities and Self-Sufficiency Program (ROSS) - identify resident associations who may be eligible for ROSS grants and work with HUD to promote awareness of these opportunities.
- Section 3 Employment Opportunities - assess residents needs and job readiness and implement and coordinate appropriate training programs.
- The HCDCH has begun construction on a Resource Center located at Kuhio Park Terrace on Oahu. The center will house State and nonprofit entities that will provide educational, economic, and supportive services for residents of KPT and the surrounding community.

☐ Other: (list below)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

19. Definition of "Substantial Deviation" and "Significant Amendment or Modification"

[24 CFR Part 903.7 (r)(2)] (See Attachment I - hi001i01)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Attachments

Use this section to provide any additional attachments referenced in the Plans.

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

PHA Plan
Table Library

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		**Activity Description**						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III *Component 7a*	Development Activities *Component 7b*	Demolition / Disposition *Component 8*	Designated housing *Component 9*	Conversion *Component 10*	Home-ownership *Component 11a*	Other (describe) *Component 17*

Table Library