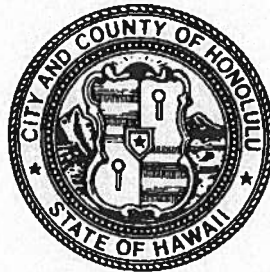


Fiscal Year 2023
PUBLIC HOUSING AGENCY ANNUAL PLAN

April 2022



City and County of Honolulu
Department of Community Services
Community Assistance Division
51 Merchant Street, 2nd Floor
Honolulu, Hawaii 96813
(808) 768-7076
www.honolulu.gov/dcs/housing.html

Table of Contents

1.0	Introduction.....	1
2.0	Streamlined Annual PHA Plan.....	2
	Appendix A: List of Locations where the Plan is Available	
	Appendix B: Review of PHA Plan Elements	
	Appendix C: Progress Report Summary	
	Appendix D: Certifications of Compliance with PHA Plans and Related Regulations	
	Appendix E: Civil Rights Certification	
	Appendix F: Resident Advisory Board (RAB) Comments/Narrative	
	Appendix G: Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan	
	Appendix H: Civil Rights Narrative Affirmatively Furthering Fair Housing	
	Appendix I: Public Hearing Notice/Narrative	
	Appendix J: Detailed Progress Report, Goals and Objectives	

ABBREVIATIONS

AI	Analysis of Impediments	FFATA	Federal Funding Accountability and Transparency Act
AMHD	Hawaii Department of Health Adult Mental Health Division	FSRS	Federal Subaward Reporting System
APR	Annual Progress Report	FSS	Family Self-Sufficiency
ARRA	American Recovery and Reinvestment Act of 2009 (transportation infrastructure funding)	FY	City and County of Honolulu Fiscal Year July to June
BWS	Board of Water Supply	GASB	Governmental Accounting Standards Board
CAD	Department of Community Services Community Assistance Division	HAP	Housing Assistance Payment
CoC	Continuum of Care	HART	Honolulu Authority for Rapid Transportation
CDBG	Community Development Block Grant	HCV	Housing Choice Voucher
CFDA	Catalog of Federal Domestic Assistance	HOME	Home Investment Partnerships
CFR	Code of Federal Regulations	HOP	Homeownership Option Program
CY	Calendar Year	HOTMA	Housing Opportunity Through Modernization Act
DCAB	State of Hawaii Disability and Communication Access Board	HUD	U.S. Department of Housing and Urban Development
DCS	City and County of Honolulu Department of Community Services	LLP	Limited Liability Partnership
DIT	City and County of Honolulu Department of Information Technology	OMB	United States Office of Management and Budget
DPP	City and County of Honolulu Department of Planning and Permitting	OTS	Oahu Transit Services
ENV	City and County of Honolulu Department of Environmental Services	PBV	Project-Based Voucher
ERS	Employees' Retirement System	PCC	Program Coordinating Committee
ESG	Emergency Solutions Grants	PHA	Public Housing Authority
		PTS	Public Transportation System
		RAB	Resident Advisory Board

SEMAP Section Eight Management Assessment
Program

TA Technical Assistance

TANF Temporary Assistance for Needy
Families

TIGER Transportation Investment Generating
Economic Recovery

1.0 Introduction

The Public Housing Authority (PHA) Plan process was established by the United States Housing Act of 1937 (42 U.S.C. 1437 et seq.), section 5A. The PHA Plan is a guide to PHA policies, programs, operations, and strategies for meeting local housing needs and goals. There are two parts to the PHA Plan: the Five-Year Plan, which each PHA submits to U.S. Department of Housing and Urban Development (HUD) once every 5th PHA fiscal year, and the Annual Plan, which is submitted to HUD every year by non-qualified agencies.

The Fiscal Year (FY) 2023 PHA Annual Plan includes the Agency's mission and the Agency's long-range goals and objectives for achieving its mission over a five-year period. The Five-Year Plan also describes the approach to managing the Section 8 programs and providing services for the upcoming year.

The FY 2023 PHA Annual Plan includes a statement of compliance with Civil Rights Rules and Regulations and Fair Housing Rules. The Plan also reports on the PHA's progress from the previous year in meeting the goals and objectives described in the FY 2020-2025 PHA Five-Year Plan.

The draft Annual Plan was presented to the Resident Advisory Board (RAB) on January 19, 2022 and January 20, 2022. A public hearing was held on Tuesday, March 29, 2022 to receive oral and written testimony from the public. The finalized Annual Plan is then submitted to HUD in April.

2.0

Streamlined Annual PHA Plan

Streamlined Annual PHA Plan (HCV Only PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

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

A.	PHA Information.																																			
A.1	<p>PHA Name: <u>City and County of Honolulu</u> PHA Code: <u>HI003</u> PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>July 2022</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Housing Choice Vouchers (HCVs) <u>5086</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 20%;">Program(s) not in the Consortia</th> <th style="width: 20%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead HA:																													
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B.	Plan Elements.
B.1	<p>Revision of Existing PHA Plan Elements.</p> <p>a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s): See Appendix B</p>
B.2	New Activities. – Not Applicable
B.3	<p>Progress Report. Provide a description of the PHA’s progress in meeting its Mission and Goals described in its 5-Year PHA Plan.</p> <p>See Appendix C for <i>Progress Report Summary</i> and Appendix J for <i>Detailed Progress Report, Goals and Objectives</i></p>
B.4	Capital Improvements. – Not Applicable
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A</p> <p><input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	Other Document and/or Certification Requirements.
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> See Appendix F</p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing (AFFH).

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

See Appendix H

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

See Appendix H

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

See Appendix H

Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV-Only PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), Number of Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

B. Plan Elements. All PHAs must complete this section. (24 CFR §903.11(c)(3))

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no."

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR 5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR § 903.7(a)). See Appendix B

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA's reasons for choosing its strategy. (24 CFR §903.7(a)(2)(ii)) See Appendix B

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. (24 CFR §903.7(b))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

Rent Determination. A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. (24 CFR §903.7(d))

Operation and Management. A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. (24 CFR §903.7(e)). See Appendix B

Informal Review and Hearing Procedures. A description of the informal hearing and review procedures that the PHA makes available to its applicants. (24 CFR §903.7(f))

Homeownership Programs. A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8 of the 1937 Act, or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA's partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA's partnerships with other entities, and activities subject to Section 3 of the Housing and Community Development Act of 1968 (24 CFR Part 135) and under requirements for the Family Self-Sufficiency Program and others. Include the program's size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR §903.7(l)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)(iii)).

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan.

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

- B.2 New Activities.** This section refers to new capital activities which is not applicable for HCV-Only PHAs.
- B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.11(c)(3), 24 CFR §903.7(r)(1))
- B.4 Capital Improvements.** This section refers to PHAs that receive funding from the Capital Fund Program (CFP) which is not applicable for HCV-Only PHAs
- B.5 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

C. Other Document and/or Certification Requirements.

- C.1 Resident Advisory Board (RAB) comments.** If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)
- C.2 Certification by State of Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.
- C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations, impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).
- C.4 Challenged Elements.** If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 6.02 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

APPENDIX A

List of Locations where the Plan is Available

Appendix A

List of Locations

The Plan is available for viewing at the following locations:

1. 51 Merchant Street, 2nd Floor (Community Assistance Division Main Office)
2. 842 Bethel Street, 1st Floor (Section 8 Main Office)
3. 1000 Uluohia Street, #118 (Kapolei Hale Office)
4. 925 Dillingham Boulevard, Suite 200 (Department of Community Services Main Office)
5. 550 South King Street (Department of Customer Services)
6. Community Assistance Division (CAD) Website: Please visit <https://www.honolulu.gov/cms-dcs-menu/site-dcs-sitearticles/1795-cad-plans-and-rules.html>

APPENDIX B

Revision of PHA Plan Elements

Appendix B

Administrative Plan Changes effective November 22, 2021

The PHA made amendments to the Chapter 10 Tenant Based Rental Assistance and Moderate Rehabilitation by adding Chapter 10.1 Section 8 Tenant Based Rental Assistance Emergency Housing Voucher Program. Please see the details in the attached Public Hearing Notice.

**NOTICE OF PUBLIC HEARING
CITY AND COUNTY OF HONOLULU
DEPARTMENT OF COMMUNITY SERVICES (DCS)**

Notice is hereby given of proposed rule adoption, rulemaking, and public hearing by DCS to consider the adoption of

- Title 8, Department of Community Services, Chapter 10.1, Section 8 Tenant Based Rental Assistance Emergency Housing Voucher Program ("Proposed Rules").

DCS will hold a public hearing to receive testimony on proposed adoption of a new chapter of its administrative rules relating to Section 8 Tenant Based Rental Assistance. The Proposed Rules add new definitions, and establish new guidelines governing program options and requirements for Emergency Housing Vouchers.

The proposed new chapter is summarized as follows:

Chapter 10.1 - Section 8 Tenant Based Rental Assistance Emergency Housing Voucher Program, is proposed for adoption. The Proposed Rules implement Section 3202 of the American Rescue Plan Act of 2021, Pub. L. 117-2, which authorized the issuance of Emergency Housing Vouchers to provide emergency tenant-based rental assistance for individuals and families who are: homeless, at-risk of homelessness, fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking, or recently homeless. The Proposed Rules are prepared pursuant to U.S. Department of Housing and Urban Development PIH Notice 2021-15, which details how jurisdictions must supplement and modify their Section 8 Housing Choice Voucher administrative plans for the new Emergency Housing Voucher program.

The new chapter 10.1:

1. Includes a section describing the authority for Emergency Housing Vouchers and the relationship of Chapter 10.1 to Chapter 10 of the Department of Community Services Administrative Rules.
2. Adds definitions for:
 - At-risk of homelessness
 - Continuum of care or CoC
 - E.H.V. eligibility categories
 - Emergency Housing Vouchers or E.H.V.s
 - Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking
 - Homeless
 - Notice 21-15
 - Recently homeless
 - Services fee
3. Establishes very low income limits for E.H.V. eligibility
4. Requires the CoC or partnering providers to determine whether E.H.V. applicants meet one of the four E.H.V. eligibility categories, and refer eligible applicants to the City.
5. Provides for admission preferences to be established in a memorandum of understanding between the Agency and Continuum of Care.
6. Excludes from E.H.V. program admission applicants where any household member:
 - a. Has ever been convicted of drug-related criminal activity for manufacture or production of methamphetamine on the premises of federally assisted housing; or
 - b. Is subject to a lifetime registration requirement under a state sex offender registration program.
7. Establishes a waiting list for E.H.V.s that is separate from the waiting list for Housing Choice Vouchers.
8. Provides for an initial voucher term of 120 days.
9. Allows for an initial E.H.V. lease term that may be shorter than one year but not less than six months if a shorter term would improve housing opportunities for the individual or family.

10. Provides an Applicant Family may move immediately under portability.
 11. Sets forth the allowable uses of the E.H.V. services fee to include:
 - a. Housing search assistance provided by the CoC, if funds permit, for more than one rental unit;
 - b. Security deposits, utility deposits and/or utility arrearages, to be paid by the Agency directly to the landlord or utility company, up to a total aggregate amount of \$3,000.00 per family, not to exceed one rental unit per family. The security deposit and utility deposits and/or utility arrearage shall be paid on behalf of the family and any deposit balance that is returned shall belong to the family;
 - c. Application fees required by prospective landlords, and renter's insurance if required by the lease, up to a total aggregate amount of \$300.00 for application fees and renter's insurance combined, per family; and
 - d. Tenant readiness services provided by the CoC, if funds permit, for more than one rental unit.
 - e. Services for an Applicant Family exercising portability, subject to availability of funds, and limited to the actual cost of services and assistance provided, or \$1,750, whichever is lower.
- Further, requires E.H.V. Services Fee funding to be initially used for the defined eligible uses and not for other administrative expenses of the E.H.V. program. To the extent allowed by HUD, beyond the initial use, the Agency shall use the remaining funds for other EHV purposes.

A public hearing will be held:

Date: October 29, 2021
Time: 10:00 a.m.
Place: Department of Community Services
51 Merchant Street, 1st Floor Conference Room
Honolulu, Hawaii 96813

Copies of the proposed rules are available for review at the address below starting today and ending five days prior to the day of the public hearing during normal business hours: Monday through Friday, except state holidays, from 7:45 a.m. to 4:30 p.m. They are also available free of charge on the City's internet page <http://www.honolulu.gov/cms-dcs-menu/site-dcs-sitearticles/1795-cad-plans-and-rules.html>. Copies of the proposed rules can be mailed at no charge to any interested person who submits a written request to the address below.

Department of Community Services
51 Merchant Street, 2nd Floor
Honolulu, Hawaii 96813
Phone: (808) 768-7080
Fax: (808) 768-7095
Email: jlee2@honolulu.gov

The Department of Community Services is committed to allowing public testimony. All interested persons are invited to express their views on this matter.

Pursuant to the Emergency Proclamation Related to the COVID-19 Response dated August 5, 2021, and Executive Order 21-05 issued on August 10, 2021, both issued by Governor David Ige relating to the COVID-19 pandemic, and in accordance with Mayor Rick Blangiardi's Emergency Order No. 2021-10 dated August 23, 2021, relating to the COVID-19 pandemic, in order to allow public participation, the following procedures are in effect for oral testimony at the hearing: (1) masks are required, (2) in-person testifiers will not be allowed into the room until it is their turn to testify and must leave the room immediately after providing testimony, and (3) members of the public gathered outside the meeting room shall comply with Safe Practices and Social Distancing Requirements. If planning to attend in person, please notify us at least five business days in advance.

to allow arrangements to be made for adequate social distancing.

Written testimony: Attendance at the public hearing is not necessary to submit testimony. Written testimony may be emailed to: lee2@honolulu.gov ; faxed to: (808)768-7095; or mailed to: Department of Community Services 51 Merchant Street, 2nd Floor Honolulu, Hawaii 96813. Testimony must be received by 10:00 a.m. on October 29, 2021.

It is the policy of DCS to comply with all of the requirements of the Americans with Disabilities Act. The above facility is accessible. For sign language interpreters, assistive listening devices, or materials in accessible format, please call (808)768-7098 at least five days in advance.

Sarah Allen, Director
Department of Community Services
City and County of Honolulu



(SA1343413

9/28/21)



EQUAL HOUSING
OPPORTUNITY

APPENDIX C

Progress Report Summary

Appendix C

A. Expand the supply of assisted housing

1. In July 2021, the City was awarded 312 Emergency Housing Vouchers.
2. For the past two years, due to a COVID19 statewide moratorium on evictions due to nonpayment and moratorium on rent increases, it has been challenging for new families to lease-up. Voucher briefings had to be reconfigured in order to avoid person-to-person contact. The moratorium on evictions allowed families to remain in their units which caused a loss of inventory.
3. The City and County of Honolulu added the following affordable housing units to Oahu's inventory:

Year Completed	Name	Number of Units
2020	Mohala Mai	30 (SROs)
2020	754 McCully	10
2021	Punawai	20
2022	West Loch Modular	58

4. Honolulu's rail project is expected to provide new opportunities to develop affordable rental units along the rail line. Implementation of Project Based Vouchers will follow the Annual PHA Plan objectives to adopt strategies to maximize voucher usage.

Subject to availability of funding, the City and County of Honolulu PHA envisions setting aside up to 200 project based vouchers over the five year plan period. Unfortunately, building of the rail line and stations are taking a considerably longer time to build than initially expected. By Honolulu's Development Plan (DP) areas, up to 140 vouchers may be awarded for the Primary Urban Center (Kahala to Pearl City);

up to 40 for the Ewa DP area;

up to 40 for the Central Oahu DP area;

up to 20 for the East Honolulu, DP area;

up to 20 for the Koolaupoko DP area (Kailua, Kaneohe);

and up to 20 for the Waianae DP area. No vouchers are envisioned for the Koolauloa and North Shore DP areas.

B. Improve the quality of assisted housing

1. Our Landlord Specialist position continues to be vital to our program's success. This position is the point of contact for many landlords with vacancies, problems with their tenants, and program questions. This person

- assists families with finding units by continuing to build a close relationship with landlords and families.
2. The City tracks the rental market closely and is hoping to receive a HUD waiver to increase some SAFMR payment standards up to 120% of the FMR.
 3. Due to the higher cost of fuel from COVID 19 and the Ukraine crisis, the City will review the utility allowance if the rates should increase mid-year.
 4. We have established procedures for private inspection of units tied to children reported to have test results showing elevated blood lead levels.

C. Promote self-sufficiency and asset development of assisted households

1. The Family Self Sufficiency staff continues to recruit especially since due to the pandemic, many families either decreased their earnings or lost their jobs. The FSS staff continues to promote job fairs and job opportunities, and encourages families to sign up for the program when their baseline countable income is low.
2. We continue to apply for FSS funding.
3. Of 56 participants currently with Family Unification Program vouchers, 30 are enrolled in the FSS FUP Demonstration which provides five additional years of housing assistance and case management support toward self-sufficiency.

D. Ensure equal opportunity and affirmatively further fair housing

1. Staff attends the annual fair housing workshops in April. Due to COVID19 the training sessions are now held virtually, which has allowed greater participation. There is a webinar every week covering different aspects of fair housing.
2. The City has translated the HCV application into five languages, Korean, Vietnamese, Simplified Mandarin, Chinese, and Chuukese. We also translated the HUD RHIP form into the same five languages.
3. When the HCV wait list was opened in 2021, we made available interpreting sessions for 6 different languages, explaining our online wait list application process.
4. We continue to provide interpreters for all requested languages including sign language.
5. The Department of Community Services Language Access Plan has been developed in consultation with the City's Equal Opportunity Office.
6. Three members of our staff attend quarterly Fair Housing Meetings.

E. Technological Advances

1. We have a Facebook page which is constantly updated as well as our department website.
2. Due to the pandemic, we have fully utilized video conferencing whenever possible and created videos for orientation and voucher issuance sessions.

4. We provide online fillable forms on our website whenever possible.
5. When the HCV waitlist was opened, we offered the use of iPad stations at both of our offices for those without electronic devices or internet access and coordinated provision of additional sites with community partners.

APPENDIX D

Certifications of Compliance with PHA Plans and Related Regulations

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

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 07/2022, in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
 11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

City and County of Honolulu

HI003

PHA Name

PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2023

5-Year PHA Plan for Fiscal Years 20__ - 20__

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


Name of Executive Director

Name Board Chairman

Anton C. Krucky

Jayne Lee

Signature



APR 14 2022
Date

Signature



April 14, 2022 Date

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

APPENDIX E

Civil Rights Certification

Civil Rights Certification
(Qualified PHAs)

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

Civil Rights Certification

Annual Certification and Board Resolution


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

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

City and County of Honolulu
PHA Name

HI003
PHA Number/HA Code

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

Name of Authorized Official	Title
Anton C. Krucky	Director
Signature 	Date APR 14 2022

APPENDIX F

Resident Advisory Board (RAB) Comments/Narrative

**Resident Advisory Board (RAB) Meeting (via Webex)
FY 2023 PHA Annual Plan**

**January 19, 2022 10:00 – 11:15 AM
January 20, 2022 1:00 – 2:15 PM**

Members Present on 1/19/2022: Billiejo Naleieha

Staff Present on 1/19/2022: Jayne Lee, Uilani Silva, Vickie Punua-McGinnis, Allison Mikuni

Members Present on 1/20/2022: Raphaela Che

Staff Present on 1/20/2022: Uilani Silva, Vickie Punua-McGinnis, Allison Mikuni

Meeting Agenda

- I. Opening Statement
- II. Introductions
- III. Purpose of the Resident Advisory Board (RAB)
- IV. Role of the RAB Members
- V. Last Year's Administrative Plan Changes
- VI. Future Goals and Objectives
- VII. Comments and Questions

RAB Member Comments

Many changes made by the PHA were related to the COVID-19 pandemic. The PHA had to change the way business was conducted, including holding the RAB meeting virtually. The PHA tried to incorporate technology wherever possible. The meetings and briefings were held using Webex and YouTube. An RAB member mentioned that she would consider having a virtual inspection of her unit, if it were offered. This can be an effective option for ensuring the safety of both the Tenant and the Inspector. Examiners are frequently checking to assess whether elderly and medically-fragile tenants need more assistance with utilizing virtual technology.

The RAB gave positive feedback on using technology to communicate with the PHA. However, there are times when face-to-face interaction with the staff is important for some individuals. The PHA gives participants the choice to come to the office in person or meet online. The RAB agreed that the silver lining of the pandemic is everyone had to learn the technology very rapidly and most are now quite proficient. It is hoped that the PHA can continue to utilize these methods even post-pandemic.

The PHA continues to strive for full utilization of the Housing Assistance Payment (HAP) funds. The PHA has issued vouchers and found units for families throughout all of the pandemic challenges. RAB discussion included the payment standards and now that SAFMRs are implemented, the consensus was that the PHA's payment standards are reasonable. Also, none of the members are anticipating any rental increases from unit owners at this time.

There was discussion about program participants' mental health and how tenants are being impacted. A member shared a hypothetical example of a child being a close contact from someone at school and then the parent has to stay home and quarantine temporarily. When this happens, the parent's work hours and income are reduced and some parents have even been forced to leave their jobs due to childcare issues. Parents are doing their best to manage school schedules when their children are at home doing virtual learning. We are seeing tenants with burnout issues.

It was mentioned that there are tenants who are between jobs and uncertain about what jobs they can actually take when they may have young children and special needs children of various ages, ultimately resulting in child care issues. There is also the risk factor when one or more family members tests positive for COVID-19 at the same time and need that type of care, which also limits their employment options.

Suggestions were made for flexibility in changing subsidy standards. An RAB member mentioned that last year she was unable to find suitable units since her voucher size was limited because of her household size. She suggested increasing the voucher size for special reasons, such as longevity with the program, or parent and child of different gender.

PHA Narrative

Meeting with RAB members gave the PHA a chance to see what the program recipients go through and their reactions to the program and procedures. They shared their experience about inspections and how things have changed due to the pandemic. This meeting forum gave them a chance to ask questions and learn more about PHA operations, which then increases understanding and promotes open communication. The PHA benefits by listening to the program recipients' concerns, suggestions, and feedback on PHA policies and procedures. From here, many ideas become a part of the Annual PHA Plan, which ultimately improves the program for all participants. Overall, the RAB members think that the PHA has done its best to meet HUD requirements and the challenges posed by the pandemic.

APPENDIX G

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

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

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

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

I, Anton C. Krucky, the Director
Official's Name *Official's Title*

certify that the 5-Year PHA Plan for fiscal years _____ and/or Annual PHA Plan for fiscal
year 2023 of the City and County of Honolulu is consistent with the
PHA Name

Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair
Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

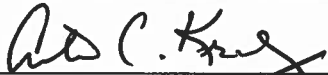
City and County of Honolulu
Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR §§ 903.7(o)(3) and 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or
State Consolidated Plan.

The FY2023 PHA Annual Plan is consistent with the FY 2020-2025 Consolidated Plan by
ensuring equal opportunity and furthering Fair Housing objectives.

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

Name of Authorized Official: Anton C. Krucky	Title: Director
Signature: 	Date: APR 14 2022

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S.
Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information
are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to
ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing
instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD
may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

APPENDIX H

Civil Rights Narrative Affirmatively Furthering Fair Housing

CIVIL RIGHTS NARRATIVE AFFIRMATIVELY FURTHERING FAIR HOUSING

A. ASSESSMENT OF THREE TO FIVE YEAR GOALS

Actions undertaken during the report period to address *Strategic Plan* objectives and areas of high priority identified in the *Consolidated Plan* are delineated by source of funds and are included in the *Community Development Block Grant (CDBG)*, *Home Investment Partnerships (HOME)*, *Emergency Solutions Grants (ESG)*, *Continuum of Care grants (CoC)*, and *Housing Opportunities for Persons With Aids (HOPWA)* sections of this narrative.

B. ACTIONS TAKEN TO AFFIRMATIVELY FURTHER FAIR HOUSING

- 1) During the reporting period, the City received and responded to multiple and diverse fair housing inquiries from the public. The City's Fair Housing Office provided information, counseling, and referral to other community resources as appropriate including referrals to the Legal Aid Society of Hawaii, Hawaii Civil Rights Commission, the State of Hawaii landlord tenant hotline, and other agencies.
- 2) The City's Fair Housing Office continued to require nonprofit housing developers to submit the Affirmative Fair Housing Marketing Plan, HUD Form 935.2A, to outline their marketing of affordable housing to protected classes such as the disabled, elderly, and non-English proficient persons.
- 3) The Fair Housing Office continued to require nonprofit lessees of City owned Special Needs Housing properties to complete and submit the HUD Form 935.2A with their proposals to lease or renew their leases with the City.
- 4) Administered two HOPWA contracts, totaling \$616,842 which served approximately 400 persons through the provision of rental assistance, emergency assistance, case management and advocacy services provided by two nonprofit agencies.
- 5) Planned and coordinated the Mayor's Proclamation of April 2021 as "Fair Housing Education Month" in the City and County of Honolulu.
- 6) The annual "Fair Housing Training 2021" was expanded to be a virtual Statewide conference over 5 weeks in April 2021. Due to its size and platform capacity, the City volunteered to host this effort for 2021 called "Fair Housing: More Than Just Words" via its WebEx platform for two hours every Thursday throughout the month. Space was limited to the first 1,000 applicants, which the group surpassed in the first five days after announcing the training. Participating agencies gave presentations on federal and state fair housing laws, reasonable accommodation and modification requests, landlord-tenant code, and recent topics and trends in fair housing. This year's training started off with a "Fair Housing 101" overview on April 1 that provided participants with a basic understanding of the fair housing requirements and of the complaint and

- adjudication process. That session was followed up with sessions on: "Fair Housing in the Times of COVID", covering landlord tenant relations and evictions; "Race, Color and National Origin: Fair Housing Protections Training"; "Fair Housing: Access and Safety", covering topics of Sex, Gender, Gender Identity, Sexual Orientation, Familial Status, and Hānai Status; and concluded April 29th with a session on "Disability and the Fair Housing Act" covering Reasonable Accommodations and Modifications Requests, as well as Assistance Animals
- 7) Maintained the "Fair Housing Office" portion of the Department of Community Services (DCS) website, <http://www1.honolulu.gov/dcs/fairhousing.htm>, to include a briefing and recital of fair housing laws, translation of fair housing information in Chinese, Ilokano, Korean, Marshallese, Samoan, Spanish and Tagalog, and a listing of fair housing information and enforcement resources.
 - 8) Instituted standard protocols for all Department of Community Services Project Officers to submit plans for City-funded construction projects to the State of Hawaii Disabilities Communication Access Board (DCAB) for review/evaluation in compliance with HRS 103-50.
 - 9) The City Fair Housing Office expanded its collaborative network of resource persons and agencies through attendance at training activities.
 - 10) The City's Fair Housing Office continued to work with nonprofit agencies that lease Special Needs Housing properties from the City through the Department of Community Services. The agencies use these properties as emergency shelters and domestic violence shelters. The agencies are reminded of federal laws under Title VI Rights Act of 1964 (as amended) and Title VIII of the Civil Rights Act of 1968 (as amended) that prohibit any discrimination in service provision based on race, color, national origin, gender, or sexual identity.
 - 11) Analyzed inquires made to or referred to the Fair Housing Office. The most common problems were related to two areas: landlord-tenant conflict and disability rights/accessibility issues. Future training and outreach efforts will target these areas.
 - 12) The Fair Housing Office's collaborative network has expanded with additional expertise being provided by the University of Hawaii's Office of Disability Rights, the State of Hawaii's Disabilities Communications and Access Board (DCAB), the Hawaii Disabilities Rights Center, Mental Health Hawaii, the State of Hawaii Department of Commerce and Consumer Affairs landlord-tenant program, Hawaii Public Housing Authority, Hawaii Housing Finance and Development Corporation, City and County of Honolulu Section 8 Rental Assistance, and others.

APPENDIX I

Public Hearing Notice/Narrative



**NOTICE OF PUBLIC HEARING
AND
REQUEST FOR COMMENTS**

The City and County of Honolulu, Department of Community Services (DCS), will hold a public hearing on its Draft Fiscal Year 2023 Public Housing Agency Annual Plan on Tuesday, March 29, 2022 at 10:00 a.m. at 51 Merchant Street, Honolulu, Hawaii 96813. Copies of the plan are available for review at the locations listed starting today and ending five days prior to the day of the public hearing during normal business hours: Monday through Friday, except state holidays, from 7:45 a.m. to 4:30 p.m. The Draft Plan is available at: the Section 8 Offices located at 842 Bethel Street, 1st Floor, Honolulu; Kapolei Hale, 1000 Ulu`ohi`a Street, #118, Kapolei; the Community Assistance Division Office located at 51 Merchant Street, 2nd Floor, Honolulu; the Department of Community Services Office, 925 Dillingham Blvd., Ste. 200, Honolulu; and the Department of Customer Services, 550 South King Street, Honolulu. Copies of the plan are also available on the City's internet website: <https://www.honolulu.gov/dcs/housing.html>. Copies of the PHA Annual Plan will be mailed at no charge to any interested person who submits a written request to the address below.

Department of Community Services
51 Merchant Street, 2nd Floor
Honolulu, Hawaii 96813
Phone: (808) 768-7379
Fax: (808) 768-7095
Email: allison.mikuni@honolulu.gov

All interested persons are invited to provide comments relating to the Draft Fiscal Year 2023 Public Housing Agency Annual Plan, either orally or in writing. All oral and written testimony presented at the public hearing will be considered. Written comments may be presented to the presiding officer at the public hearing, or mailed to the City and County of Honolulu, Department of Community Services, Community Assistance Division, Attention: PHA Plan, 51 Merchant Street, 2nd

Floor, Honolulu, Hawaii 96813. Written comments may also be faxed to (808) 768-7095. Comments not presented at the public hearing will be accepted through mail, fax, or email by 10:00 a.m., Tuesday, March 29, 2022.

Due to health and safety concerns from the COVID-19 pandemic and to allow public participation, the following procedures are in effect for oral testimony at the hearing: (1) face masks are required, (2) in-person testifiers will not be allowed into the room until it is their turn to testify and must leave the room immediately after providing testimony, and (3) members of the public gathered outside the meeting room shall comply with Safe Practices and Social Distancing Requirements. If planning to attend in person, please notify us at least five (5) business days prior to the event to allow arrangements to be made for adequate social distancing.

It is the policy of DCS to comply with all of the requirements of the Americans with Disabilities Act. The facility is accessible. For sign language interpreter; interpreter for language other than English, assistive listening devices, wheelchair accessibility or materials in accessible format, please contact Allison Mikuni at (808) 768-7379 or email your request to allison.mikuni@honolulu.gov at least five (5) business days prior to the event.

Anton C. Krucky, Director
Department of Community Services
City and County of Honolulu
(SA1359962 2/11/22)



Public Hearing
Fiscal Year 2023 Public Housing Agency (PHA) Annual Plan
Challenged Elements

The public hearing for the Draft FY 2023 Annual Plan was held on Tuesday, March 29, 2022 at 10:00 a.m. The public hearing notice was posted in the Honolulu Star-Advertiser on Friday, February 11, 2022. The written comment period ended at 10:00 a.m. on Tuesday, March 29, 2022. There were no written comments received during the comment period.

The presiding officer was Ms. Jayne Lee, Section 8 Administrator. The public hearing was called to order at 10:05 a.m. As there were no oral or written challenges to the Draft FY 2023 PHA Annual Plan elements and no oral or written testimony given, the public hearing was officially adjourned at 10:10 a.m.

Appendix J

Detailed Progress Report, Goals and Objectives

Goals and Objectives

A. Expand the supply of assisted housing Objectives:

1. Apply for the maximum number of new Housing Choice Vouchers (HCV), when made available by HUD

In calendar year 2021, the PHA pulled 553 applicants from the HCV waiting list and issued 297 vouchers. The PHA received 41 VASH (Veterans Administration Supportive Housing) referrals. From the 41 applicants, 35 vouchers were issued and leased up. Although the PHA wanted to issue more vouchers, due to COVID, efforts were slowed due to the need to employ new methods of conducting orientations and voucher briefings. The PHA was offered and received 312 Emergency Housing Vouchers (EHV). To issue these new vouchers, the PHA is working with Partners in Care – Oahu Continuum of Care – which will refer eligible families. Families must be homeless; at risk of being homeless; fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking; or recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability. Referrals must come from Partners in Care or a victims service provider.

2. Adopt strategies and options that maintain the maximum program size of the HCV Program

2021 was especially challenging for all PHAs due to the pandemic. We continued to use online orientation and briefings to reduce in-person meetings to the extent possible; however, we still conducted in-person meetings for those who requested them or those without electronic devices. Many families took advantage of this virtual/online method.

The PHA continues to monitor the payment standards in relation to rent burden on the families in order to determine the payment standards. With the Governor's Emergency Proclamation and the Federal Eviction Moratorium in effect through August 6, 2021, rents could not be increased and families could not be evicted for late rent payments. Therefore, the PHA did not make any substantive changes to payment standards.

With limited affordable housing available, the PHA is looking towards project-based vouchers (PBV) as a means to add to the affordable housing inventory. The PBV administrative plan was modified in preparation for and anticipation of the start of PBV. The PHA plans to set aside VASH vouchers for this. The County of Oahu is building a rail system which may allow families to seek better employment and higher education opportunities. Transit Oriented Development plans include housing in areas near or at the station locations. The goal is to maintain the maximum program size of the HCV Program as well as to maximize utilization of available vouchers.

3. Explore ways to expand service delivery to all housing markets on Oahu

The PHA continued receiving requests for income adjustments after many families decreased, and subsequently increased, their income or sources of income. Because this program allows the PHA to adjust for decreases in income,

increasing the housing assistance payments, the PHA has seen a slight increase in program interest from landlords. The Landlord Specialist has been successful in expanding service delivery to all housing markets by educating potential Landlords of the Section 8 program, helping current tenants find rentals in different parts of Oahu and briefing applicants on their role and responsibilities in the Section 8 Program.

When requested, the Landlord Specialist hosts virtual or in-person briefings with landlords and organizations who help families find available housing.

4. Work with the State Department of Health (DOH) to abate homes found with high levels of lead-based paint.

Due to the pandemic, there were no meetings with DOH. However, the DOH continues to contact the PHA when there is a lead-poisoning "hit". Doctors are required to notify DOH when tests show high levels of lead in the blood of children under 6 years of age. In CY 2021, there were two families with children who tested for higher lead blood level. One unit was found to be the cause of the lead and one unit was not.

**B. Improve the quality of assisted housing
Objectives:**

1. Improve and maintain voucher management "high performer" rating

Due to the pandemic, HUD allowed the PHA to keep the "High Performer" rating for the Section Eight Management Assistance Program (SEMAP) for the fiscal year (FY) 2021, which started July 1, 2020 and ended June 30, 2021, and the PHA continues to strive for the high performance rating.

2. Increase customer satisfaction

The Landlord Specialist helps to improve customer satisfaction by performing landlord briefings, meeting with voucher holders to help them find housing, and meeting with service providers to find ways to help program participants.

The Landlord Specialist was not as successful in his outreach to owners and agents due to the pandemic. The following is from the Landlord Specialist report for CY 2021.

Owners/Agents Outreach: 52

Briefings: 96

Community Resources Outreach Affiliation: 7

Voucher Holder Consultations: 99

3. Implement the Emergency Housing Voucher program

The PHA is reviewing operations and procedures to implement the Rental Assistance Emergency Housing Voucher Program. This is necessary for all program components, including intake, inspection, certification, payment standards, personnel, and more. PHA has been working closely with our Continuum of Care organization to set up the referral process. This program will serve individuals and families who are homeless, at-risk of homelessness, fleeing

or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking.

4. Concentrate on efforts to improve specific management functions

In late 2021, two contract housing specialist positions and one inspector position were hired for the EHV program. The planner position was also filled. The PHA is hoping to fill two key positions, the Operations Supervisor position and the Examination Team Supervisor position. With the vacant positions filled, once staff is trained properly, the PHA can look forward to smaller caseloads for the specialists. This will allow staff to better respond to the needs of the assisted families.

In 2020, the PHA purchased a new software module called Assistance Connect. This module allows applicants, participants, and owners to be in faster, electronic contact with the PHA. The use of the module started out slowly with the reopening of the waiting list. All applicants were invited to link to the portal. The next step for the PHA was to set up scanning protocols. This is to allow the PHA to scan documents uniformly and to accept scanned documents through the portal. Documents can be scanned directly into this module and uploaded to the software throughout the day.

The Utility Allowance schedule was updated effective January 2022. It is revised yearly. The PHA is required to use Small Area Fair Market Rents (SAFMRs) to calculate its payment standards. SAFMRs are intended to result in payment standards that align more closely with local rental costs, particularly in higher-cost areas. Its purpose is to provide HCV-assisted families with access to "areas of high opportunity and lower poverty." The PHA continues to monitor movement between the zip codes. As of CY 2021, the data shows that families are still moving to the higher poverty areas but also shows a very slight increase in low poverty areas.

There were trainings and workshops offered to staff in CY 2021. These trainings and workshops help staff to explore new ways to coordinate and link supportive services to housing. The PHA staff attended the following events in CY 2021:

Calendar year 2021 Trainings/Informational Sessions/Meetings	
January 5, 2021	HUD - Landlord Task Force
January 29, 2021	COVID-19 Planning and Response for Homeless Assistance Providers
February 4, 2021	Honolulu Community Action Program
February 18, 2021	HUD - PHA Best Practices During COVID-19 webinar series: Leasing Strategies
March 2-4, 2021	HUD – Landlord Symposium
March 9, 2021	FDIC – Webinar on Intermediaries Helping Consumers "Get Banked" to Receive Tax Refunds and Economic Impact Payments
March 11, 2021	HUD – PHA Best Practices During COVID-19 webinar series: Continuing to Engage with Landlords
March 19, 2021	FSS Program Coordinating Committee Meeting

March 25, 2021	City and County of Honolulu – Service with Aloha
March 25, 2021	Hawaii Home Ownership Center
April 1, 18, 22, 29, 2021	City and County of Honolulu – 2021 Fair Housing Conference
April 8, 2021	HUD – PHA Best Practices Continuing to Engage with Landlords
April 20, 2021	HCV Landlord Participation Webinar Series: Inspections and Matching Local Rental Markets
April 22, 2021	Helping Hands of Hawaii
April 23, 2021	American Job Center Partner Meetings
April 29, 2021	2021 Cyber Awareness Challenge (Required by EIV)
April 29, 2021	Veterans Affairs
May 5, 2021	Annual PHA Coordinator’s Meeting
May 18, 2021	Hawaiian Community Assets
May 19, 2021	Nanakuli Housing Corporation
June 22, 2021	HCV Landlord Participation Webinar Series: Partnerships and Monetary Incentives
July 16, 2021	Legal Aid Society of Hawaii Social Service Provider – Eviction Prevention at the End of the Moratorium
July 16, 2021	American Job Center Partner Meetings
July 21, 2021	Mediation Center of the Pacific - Eviction Moratorium Public Forum
September 2, 2021	MRI Software Tips and Tricks
September 24, 2021	American Job Center Partner Meetings
November 4, 2021	HCV Landlord Participation Webinar Series: Landlord-Focused Customer Service
November 19, 2021	Partners in Care – 2021 Hawaii Statewide Homeless Awareness Conference

Due to the virus, all PHAs continued to find ways to provide customer service without in-person contact. We have resorted to conducting interviews by phone or video conferencing. We hope to set up webcam booths in our offices for staff and clients to be in contact with each other remotely but close enough to be able to give and receive documents, if any. We have already equipped the housing specialists with virtual meeting capabilities so the families and landlords are able to visually see the specialist.

HUD suggests that PHAs also allow for remote virtual inspections. The families opting for this inspection method would have to have certain tools available at their unit to consider this option. This is a part of our future plans.

5. Establish the Project Based Voucher Program.

The Project Based Voucher Administrative Plan was updated. In 2022, the PHA plans to issue a Request for Proposals to expand opportunities and utilization for the VASH vouchers. The Honolulu’s rail project is expected to provide new opportunities to develop affordable rental units along the rail line. The PHA may find developers interested in using PBV funding to provide more affordable housing.

C. Promote self-sufficiency and asset development of assisted households
Objectives:

1. Increase the number and percentage of employed persons in assisted families

For FY 2021, HUD required that the PHA have a minimum of 70 families participating in the Family Self Sufficiency (FSS) program. FSS had 142 families participating in the FSS program.

The FSS program staff are using virtual briefings and client appointments whenever feasible.

2. Provide or attract supportive services to improve assistance recipients' employability

An annual meeting of the FSS Program Coordinating Committee (PCC) is held to cover all aspects of the Family Self-Sufficiency Program. In 2021, we held our meeting on March 19, 2021. The presentations at this meeting were provided by Aloha United Way and Leeward Community College. Status updates from the FSS partners and the Section 8 Rental Assistance Program were also presented.

The PHA opted to implement the Family Self-Sufficiency and Family Unification Program for Youth demonstration which allowed the FUP youth to remain on the program after their initial 36-month period ended. If the FUPY signs an FSS Contract of Participation, the former foster care youth was able to continue receiving housing assistance for an additional 5 years. There are currently 31 FUPYs on the FSS/FUP demo program. In January 2022, there were changes to the FUPY extension period. The implementation of the Fostering Stable Housing Opportunities (FSHO) Amendments was published in the 1/24/2022 Federal Register.

3. Create and maintain asset-building initiative through community collaborations.

The PHA creates and maintains asset-building through the following initiatives:

1. The PHA works closely with Hale Kipa, a nonprofit agency which refers aged out foster youth to the PHA. The PHA is able to offer the former foster youth Housing Choice Vouchers (HCV) through the Family Unification Program (FUP). Hale Kipa also provides additional employment and credit counseling for these participants.
2. The PCC meetings are a forum to build new relationships and continue to strengthen connections with partnering agencies.
3. The PHA meets annually with HUD and other local PHAs. This Annual Coordinators' meeting covers HUD reminders and new items, best practices and the PHA financial data. The meeting allows the PHAs to build camaraderie especially when new faces appear and encourages the PHAs to continue working together in the shared mission of serving Section 8 families and landlords.
4. In order to recruit and retain landlords, the PHA offers to hold monthly Landlord briefings as well as upon request. The Landlord Specialist continues to find new landlords, reconnect with previous landlords, and helps retain the current landlords. The Section 8 Staff which includes the housing specialists, inspectors, and the clerical teams continue to

promote and maintain relationships with the landlords. The Landlord Specialist keeps abreast of the available funding for rapid rehousing services, security deposit, damage assistance, and any housing related concerns.

4. Provide homeownership option program preference to families based on financial readiness

Once the Homeownership Option Program rules are updated, when available, homeownership vouchers will be issued to a family meeting the homeownership requirements including certification to be a homeowner by a HUD-certified homeownership counselor.

5. Apply for renewal of Family Self-Sufficiency Funding

The PHA applied for and was awarded the 2022 FSS funding for two Family Self-Sufficiency positions. FSS continues to be a popular program, offering crucial life skills training and support to its participants.

Homeownership Option Program (HOP) is a top reason for enrollment as it provides assistance to families interested in homeownership by preparing families with financial readiness. The PHA is in the process of updating the HOP Administrative Plan. The HOP qualification process will be streamlined with the goal of prioritizing applicants that have the most promise of buying a home. After the HOP Administrative plan is approved, the PHA can reopen the waiting list.

D. Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

The PHA upholds and implements the Fair Housing rules and regulations. It ensures that the protected classes are able to get affordable housing and not be discriminated against.

2. Continue to provide language interpreter, signing, translation services to assisted households

The PHA continues to provide language interpreters when requested. The HUD Rental Housing Integrity Improvement Project handout was translated into Korean, Chuukese, Mandarin, Simplified Mandarin, and Vietnamese. This information sheet will also be translated into Marshallese. The PHA may translate more key documents for the purpose of helping the Limited English Proficiency (LEP) population in its efforts.

3. Appoint a representative to attend the quarterly Fair Housing Meetings

A representative from the PHA attends the quarterly Fair Housing Meetings. At these meetings, there are question and answer sessions, discussions on any updates to Fair Housing, and future plans and projects. Due to the virus, virtual meetings are now held.

E. Technological Advances for faster, more comprehensive communication

Objectives:

The PHA continues to update its Facebook page. The page provides information on PHA activities, HUD requirements, trainings, and job openings.

Due to the virus, the PHA has implemented the use of YouTube videos for housing choice voucher briefings instead of holding in-person meetings. We continue to provide the option of an in-person meeting for those without the means to view the videos.

The PHA has started to accept official electronic signatures with more frequency. Many of the initial leasing documents like the Request for Tenancy Approval form, are scanned over to the PHA to start the leasing process. At the end of the process when the HAP contract is ready for execution, all of the original documents will be collected to complete the leasing packet.

