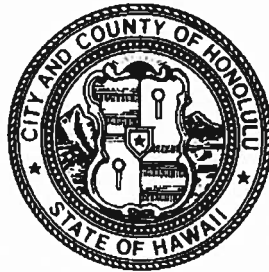


Fiscal Year 2024
PUBLIC HOUSING AGENCY ANNUAL PLAN

April 2023



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

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ABBREVIATIONS

<p>AI Analysis of Impediments</p> <p>AMHD Hawaii Department of Health Adult Mental Health Division</p> <p>APR Annual Progress Report</p> <p>ARRA American Recovery and Reinvestment Act of 2009 (transportation infrastructure funding)</p> <p>BWS Board of Water Supply</p> <p>CAD Department of Community Services Community Assistance Division</p> <p>CoC Continuum of Care</p> <p>CDBG Community Development Block Grant</p> <p>CFDA Catalog of Federal Domestic Assistance</p> <p>CFR Code of Federal Regulations</p> <p>CY Calendar Year</p> <p>DCAB State of Hawaii Disability and Communication Access Board</p> <p>DCS City and County of Honolulu Department of Community Services</p> <p>DIT City and County of Honolulu Department of Information Technology</p> <p>DPP City and County of Honolulu Department of Planning and Permitting</p> <p>ENV City and County of Honolulu Department of Environmental Services</p> <p>ERS Employees' Retirement System</p> <p>ESG Emergency Solutions Grants</p>	<p>FFATA Federal Funding Accountability and Transparency Act</p> <p>FSRS Federal Subaward Reporting System</p> <p>FSS Family Self-Sufficiency</p> <p>FY City and County of Honolulu Fiscal Year July to June</p> <p>GASB Governmental Accounting Standards Board</p> <p>HAP Housing Assistance Payment</p> <p>HART Honolulu Authority for Rapid Transportation</p> <p>HCV Housing Choice Voucher</p> <p>HOME Home Investment Partnerships</p> <p>HOP Homeownership Option Program</p> <p>HOTMA Housing Opportunity Through Modernization Act</p> <p>HUD U.S. Department of Housing and Urban Development</p> <p>LLP Limited Liability Partnership</p> <p>OMB United States Office of Management and Budget</p> <p>OTS Oahu Transit Services</p> <p>PBV Project-Based Voucher</p> <p>PCC Program Coordinating Committee</p> <p>PHA Public Housing Authority</p> <p>PTS Public Transportation System</p> <p>RAB Resident Advisory Board</p>
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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) 2024 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 2024 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 18, 2023. A public hearing was held on Tuesday, March 28, 2024 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	PHA Name: <u>City and County of Honolulu</u> PHA Code: <u>HI003</u> PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>July 2023</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Housing Choice Vouchers (HCVs) <u>4,906</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission				
<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>					
<input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below)					
	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program
	Lead HA:				

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 type="checkbox"/> <input checked="" type="checkbox"/> Operation and Management.</p> <p><input checked="" type="checkbox"/> <input 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. FY2022</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>In a single sample case, a unit failed inspection and was not recorded in the daily inspection status report. 30 calendar days passed without the deficiency being corrected or HAP payments abated. This was due to pandemic-related staffing shortages, which resulted in no failed inspection letter being sent. Deficiencies were not corrected within the 30-day window, resulting in payments to an ineligible owner and household. Recommendation was to improve controls and reinforce personnel to sufficiently cover duties for inspection clerks absent or on leave.</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 style="margin-left: 20px;">Y N</p> <p style="margin-left: 20px;"><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
------------	--

D. Affirmatively Furthering Fair Housing (AFFH).

D.1	<p>Affirmatively Furthering Fair Housing (AFFH).</p> <p>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.</p> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="padding: 5px;">Fair Housing Goal:</td> </tr> <tr> <td style="padding: 5px;"><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></td> </tr> <tr> <td style="padding: 20px; text-align: center;">See Appendix H</td> </tr> </table> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="padding: 5px;">Fair Housing Goal:</td> </tr> <tr> <td style="padding: 5px;"><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></td> </tr> <tr> <td style="padding: 20px; text-align: center;">See Appendix H</td> </tr> </table> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="padding: 5px;">Fair Housing Goal:</td> </tr> </table>	Fair Housing Goal:	<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>	See Appendix H	Fair Housing Goal:	<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>	See Appendix H	Fair Housing Goal:
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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)).

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)) See Appendix B

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 14, 2022

The PHA made significant amendments to the Chapter 11 Family Self-Sufficiency (FSS) Program due to HUD adoption of the FSS Final Rule on June 6, 2022. Please see the attached Public Hearing Notice.

A brief summary follows:

Enrollment

- Expands eligibility for program enrollment from only the Head of Household to any adult member of the household (Head of FSS Family) as designated by the family
 - One Contract of Participation (CoP) per family
 - Escrow goes to the person who signs the CoP
- Allows Section 8 HCV Homeownership to be in the FSS program
- Base Contract of Participation (CoP) is now 5 years from the next rent certification after enrollment (as opposed to 5 years from effective date)
- "120-day rule" is permanently gone. At enrollment, the most recent effective rent certification must be used to establish the baseline

Escrow

- Adds definitions for Baseline Annual Earned Income, Baseline Monthly Rent, Current Annual Earned Income, Current Monthly Rent
- Removes cap on increases in escrow monthly savings for families making between 50% and 80% of AMI
- Forfeited Escrow is no longer returned to the PHA, thus eliminating an incentive the PHA may have had to not graduate families. Forfeited escrow now goes to a pot to be used for the benefit of FSS Families

Extensions

- Expands good cause for extensions to include participants who are actively engaging in pursuing self-sufficiency goals (not only those who have had an impact that was out of their control)

Graduation

- The "30% rule" as an option for graduation has been removed
- Welfare-free requirement is now at graduation, no longer 12 months
- Adds a disposition of the CoP - Termination with FSS Escrow Disbursement



**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 Significant Amendments to the Fiscal Year 2023 Public Housing Agency Annual Plan on Friday, November 18, 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 Amended 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 are also available on the City's internet website: <https://www.honolulu.gov/dcs/housing.html>. Copies of the Significant Amendments to 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 Significant Amendments to the 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., Friday, November 18, 2022.

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
(SA1388507 10/3/22)



APPENDIX C

Progress Report Summary

Appendix C

Progress Report Summary

A. Expand the supply of assisted housing

1. In 2022, 3993 families received rental assistance for September 2022 under the Voucher, Mainstream, and Mod Rehab programs.
2. In CY2022, we updated the Payment Standards three times based on rent burden on our families and the lack of affordable properties. Payment Standards are now based on 120 percent of FMR.
3. The Landlord Specialist has been successful in expanding service delivery to all housing markets by educating potential Landlords about 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.
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. In 2022, we issued a Request for Proposals to expand opportunities and utilization for the VASH vouchers. However, no award was made since specifications were not met.

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 is taking a considerably longer time than initially expected. By Honolulu's Development Plan (DP), 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. Based on historical precedent, no vouchers are envisioned for the Koolauloa and North Shore DP areas.

B. Improve the quality of assisted housing

1. Due to the pandemic, HUD allowed our PHA to keep the "High Performer" rating for the SEMAP certified for the fiscal year ending June 30, 2022 and the PHA continues to strive for the high performance rating.
2. 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.
3. The City tracks the rental market closely and received a HUD waiver in CY 2022 to increase some SAFMR payment standards up to 120% of the FMR. We continue to monitor movement between the zip codes. We are submitting rent study results to

HUD for consideration. As of CY 2022, the data show that families are still moving to the higher poverty areas but also shows a very slight increase in low poverty areas.

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 families, especially since many families either decreased their earnings or lost their jobs during the pandemic. 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. Presentations at the annual meeting of the FSS Program Coordinating Committee (PCC) were provided by the Council for Native Hawaiian Advancement. The Family Self-Sufficiency and Family Unification Program for Youth demonstration allow the FUP youth to remain on the program after their initial 36-month period ends. There are currently 37 FUPYs on the FSS/FUP demo program.
3. Our PHA creates and maintains asset-building through a variety of initiatives, including partnership with Hale Kipa, conducting PCC meetings, meeting with HUD and other local PHAs, and outreach by the Landlord Specialist.
4. We continue to apply for FSS funding.

D. Ensure equal opportunity and affirmatively further fair housing

1. 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. The Department of Community Services Language Access Plan has been developed in consultation with the City's Equal Opportunity Office. Our PHA continues to provide interpreters for all requested languages including sign language. Our Agency 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. Staff attends the annual fair housing workshops in April. There is a webinar every week covering different aspects of fair housing. The quarterly Fair Housing Meetings bring together representatives from all public housing agencies statewide and is open to the general public. Four members of our staff attend and participate in question and answer sessions, discussions on any updates to Fair Housing, and future plans and projects.

E. Technological advances

1. Our Facebook page and department website are constantly updated; we provide the option of YouTube videos to conduct voucher briefings; we use videos to train staff and provide information to stakeholders; and we accept official electronic signatures with more frequency.

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 07/2023, 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 2024

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

Kerry Kaneshiro

Signature



Date 4/17/2023

Signature



Date 4/3/2023

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

Form HUD-50077-CR

**Requirement for 5-Year
Plan Only**

APPENDIX F

Resident Advisory Board (RAB) Comments/Narrative

**Resident Advisory Board (RAB) Meetings (via Webex)
FY 2024 PHA Annual Plan**

September 22, 2022 10:00 – 11:00 AM

Members Present: Kristina Kaimiola, Marlisa Molina, Hope K-Aloha
Staff Present: Jayne Lee, Uilani Silva, Vickie Punua-McGinnis, Allison Mikuni

January 18, 2023 10:00 – 11:00 AM

Members Present: Kristina Kaimiola
Staff Present: Kerry Kaneshiro, 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, Questions, and Discussion

RAB Member Comments

As we are moving out of the COVID-19 pandemic, it has been a rather uneven return to normal. There is a sense of things being unsettled for many. Lives have been disrupted in various ways, such as jobs ending, new jobs beginning, families relocating, or children changing schools.

We covered the extensive changes to the Family Self-Sufficiency (FSS) program which happened in CY22 as a result of HUD's adoption of the FSS Final Rule on June 6, 2022. There was positive feedback for the changes, including removal of the cap on increases in escrow monthly savings for families making between 50% and 80% of AMI. Also, briefings and meetings can continue to be conducted remotely, which was welcomed by the board members who stated that it is sometimes difficult to get around Honolulu during peak traffic times. This option makes sense for some tenants since Honolulu County, compared to other counties, has generally good broadband access and network connectivity.

PHA Narrative

Meeting with RAB members gives the PHA a chance to provide them with program details not normally covered during regular program activities, thus increasing their understanding of the program. Most of the discussion in recent meetings centered around the FSS Program's significant amendments. The RAB meetings are beneficial to the PHA by helping staff see things from the tenants' point of view.

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 2024 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

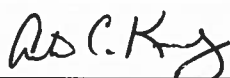
City and County of Honolulu
Local Jurisdiction Name

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 FY2024 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: April 17, 2023

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 2022 as "Fair Housing Education Month" in the City and County of Honolulu.
- 6) The annual "Fair Housing Training 2022" was expanded to be a virtual Statewide conference over 4 weeks in April 2022. Due to its size and platform capacity, the City volunteered to host this effort for 2022 called "Fair Housing: Where I Live..." 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 of 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 7 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: "Disabilities, Reasonable Accommodations / Reasonable Modifications, and Assistance Animals" covering Reasonable Accommodations and Modifications Requests, as well as Assistance Animals"; "Case Studies in Fair Housing", and a wrap up "Ask the Experts About Fair Housing", which featured Philip Garboden, Carrie Ann Shirota, Paul Smith and Eric Ferrer.

- 7) Maintained the "Fair Housing Office" portion of the Department of Community Services (DCS) website, <https://www.honolulu.gov/cms-dcs-menu/site-dcs-sitearticles/1670-cbdd-fair-housing.html> 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 I 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 2024 Public Housing Agency Annual Plan on Tuesday, March 28, 2023 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 2024 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 28, 2023.

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



**Public Hearing
Fiscal Year 2024 Public Housing Agency (PHA) Annual Plan
Challenged Elements**

The public hearing for the Draft FY 2024 Annual Plan was held on Tuesday, March 28, 2023 at 10:00 a.m. The public hearing notice was posted in the Honolulu Star-Advertiser on Friday, February 10, 2023. The written comment period ended at 10:00 a.m. on Tuesday, March 28, 2023. There were no written comments received during the comment period.

The presiding officer was Mr. Kerry Kaneshiro, Acting 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 2024 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

Appendix J

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

Our 2023 Housing Choice Voucher funding is \$63 million. Our Agency is seeing rent increases happening around the island. The average cost per unit is \$1,320. The Mod Rehab program includes 39 studio units at the Academy Gardens Apartment on Victoria Street. This waiting list remains open. We are assisting 35 units at this time. We have 175 vouchers available under the Mainstream Program for Persons with Disabilities; however, the funding allows us to assist 112 families at this time. We have 100 vouchers available under the Family Unification Program which serves youths who have aged out of foster care. We work in partnership with the State Department of Human Services and Hale Kipa. COVID waivers allowed the age limit to go one year higher to allow participants more time to find a unit. We are currently assisting 48 participants and 24 of them continue their housing assistance through the FSS-FUP demonstration program. The Emergency Housing Vouchers program launched in May 2022. All applicants must be referred by Partners in Care Oahu. We received 312 vouchers from HUD. 86 families have been leased up. 3993 families received rental assistance for September 2022 under the Voucher, Mainstream, and Mod Rehab programs. 566 applicants are on the waiting list as of November 2022. Our plan is to reopen the waiting list in early 2023. As of November 2022, we are assisting 191 veteran families through HUD VASH out of 255 vouchers.

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

2022 continued to be challenging for all PHAs due to the pandemic. We used online orientation and briefings to eliminate in-person meetings as much as possible; however, we still conducted in-person meetings for those without electronic devices. Many families took advantage of this virtual/online method.

After the Governor's Emergency Proclamation and the Federal Eviction Moratorium were lifted, rents increased for many of our families. In CY2022, we updated the payment standards three times based on rent burden on our families and the lack of affordable properties. Payment Standards are now based on 120 percent of FMR. HUD also approved a waiver which permits our PHA to increase the payment standard for the family anytime after the effective date of the increase, rather than waiting for the next regular reexamination.

With limited affordable housing available, we are looking towards project-based vouchers (PBV) as a means to add to the affordable housing inventory. The PBV administrative plan was modified in preparation and anticipation of the start of PBV. We plan 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

Our Agency continued receiving requests for income adjustments after many families decreased, and subsequently increased, their sources of income. Because HUD regulations require all PHAs to adjust for any decrease in income, which results in increasing the housing assistance payments, we have 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 about 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. Establish the Project Based Voucher Program

Unlike tenant based Section 8 vouchers, which are attached to the tenant, project based vouchers, or PBV, are attached to the unit and cover each qualified tenant that moves into that unit. In 2021, we updated the Project Based Voucher Administrative Plan to conform with updates to HUD regulations. In 2022, we issued a Request for Proposals for project-basing up to 40 existing housing units located in the Primary Urban Center development plan area for VASH tenants. No qualified proposals were received.

Honolulu's rail project is expected to provide new opportunities to develop affordable rental units along the rail line. We may find developers interested in using PBV funding to provide more affordable housing. 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 is taking a considerably longer time 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. Based on DP growth guidelines, no vouchers are envisioned for the Koolauloa and North Shore DP areas.

B. Improve the quality of assisted housing

Objectives:

1. Improve and maintain voucher management “high performer” rating

A “High Performer” PHA is one that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent PHAS and SEMAP assessments. Due to the pandemic, HUD allowed our PHA to keep the “High Performer” rating for the SEMAP certified for the fiscal year ending June 30, 2022 and the PHA continues to strive for the high performer 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.

Our examiner and inspection teams coordinate to welcome new clients to our program through the waitlist and intake processes; support existing clients through the screening process, reexaminations, inspections, and changes in household circumstances.

3. Concentrate on efforts to improve specific management functions

In 2022, the Operations Supervisor position and one Examination Team Supervisor position were filled. The Agency is hoping to fill the Branch Chief position, which is now vacant due to a recent retirement. There are many vacancies in our clerical section. Having the vacant positions filled will provide our PHA with beneficial leadership and support to guide the staff in responding to the needs of the assisted families.

The Utility Allowance schedule was updated effective January 2023. It is revised yearly to reflect changes in rates set by each public utility in the county. We are required to use Small Area Fair Market Rents (SAFMRs) to calculate payment standards. SAFMRs are intended to result in payment standards that align more closely with local rental costs by zip code, particularly in higher-cost areas. Its purpose is to provide HCV-assisted families with access to “areas of high opportunity and lower poverty.” The City tracks the rental market closely and received a HUD waiver in CY 2022 to increase SAFMR payment standards up to 120% of the FMR. We continue to monitor movement between the zip codes. We are submitting rent study results to HUD for consideration. As of CY 2022, 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 2022, on various topics such as language access and reasonable accommodation. These trainings and workshops help staff to explore new ways to coordinate and link supportive services to housing. Staff has also attended webinars and viewed YouTube videos offered by HUD especially for the new EHV program.

The recent pandemic required our Agency to find ways to provide customer service without in-person contact. We conducted interviews by phone and video conferencing. Now with the crisis largely behind us, we have added these methods to the range of available options for providing excellent customer service. The housing specialists are equipped 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 need to have certain tools available at their unit to consider this option. This is a part of our future plans.

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. DOH in turn notifies public housing agencies across the state, and then we check our roster to see if any of the addresses match with homes in our program. When we find a match, we follow up with the tenant and the landlord to get the unit tested by a certified lead risk assessor to detect if the dwelling unit is the source of lead exposure in compliance with HUD's lead safe housing rule.

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

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

Our Family Self-Sufficiency (FSS) program plays a major role in meeting this priority by providing resources and tools to assist in the employment search, such as job training, childcare, transportation, wardrobe assistance and remedial education. The Family Self Sufficiency staff continues to recruit families, especially since many families either decreased their earnings or lost their jobs during the pandemic. 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. For FY 2022, HUD required that our agency have a minimum of 62 families participating in the FSS program. FSS had 134 families participating in the FSS program.

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. The meeting was held on November 4, 2022, with presentations provided by the Council for Native Hawaiian Advancement. Status updates from the FSS partners and the Section 8 Rental Assistance Program were also presented.

The Family Self-Sufficiency and Family Unification Program for Youth demonstration allow the FUP youth to remain on the program after their initial 36-month period ends. If the FUPY signs an FSS Contract of Participation, the former foster care youth may be able to continue receiving housing assistance

for an additional 5 years or the duration of their FSS Contract of Participation. There are currently 37 FUPYs on the FSS/FUP demo program.

Changes implemented under the FSS Final Rule include:

- Baseline annual earned income is now calculated as of the effective date of the FSS contract.
- At enrollment, the most recent effective rent certification must be used to establish the baseline.
- Forfeited escrow will go into an account to be used for the benefit of FSS families and participants for transportation, child care, training, testing fees, employment preparation costs, and other costs related to achieving obligations outlined in the contract of participation.

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

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

1. Hale Kipa refers aged out foster youth to our Agency, if determined eligible. We are then able to offer the former foster youth Housing Choice Vouchers (HCV) through the Family Unification Program (FUP). Hale Kipa 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. We meet 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 as we all have the same mission of serving Section 8 families and landlords.
4. In order to recruit and retain landlords, we offer to hold monthly Landlord briefings as well as upon request. The Landlord Specialist continues to find new landlords, previous landlords and helps to 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. Apply for renewal of Family Self-Sufficiency Funding

The Agency 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. The major components of the FSS program are a contract of participation between the PHA and the family, an individualized training and services plan for each participating family member, and an interest bearing escrow account. Credits to a family's escrow account are based on increased income earned by family members during the term of their contract. On completion of the FSS contract, a family may claim its escrow account if no family member is receiving welfare assistance.

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. We apply the same measures to our hiring practices, so our staff understand the value of this at a personal level.

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

The Department of Community Services Language Access Plan has been developed in consultation with the City's Equal Opportunity Office. We continue to provide language interpreters when requested. The HUD Rental Housing Integrity Improvement Project information sheets and brochures were translated into Korean, Chuukese, Mandarin, Simplified Mandarin, and Vietnamese. This information will also be translated into Marshallese. We use translated key documents from HUD for the purpose of helping the Limited English Proficiency (LEP) population. We have contracts with two local language services agencies to provide interpreter services for our meetings; whether in-person, webinars, or phone calls.

3. Appoint a representative to attend the annual statewide Fair Housing Meetings

The annual statewide Fair Housing Meetings in April bring together representatives from all public housing agencies statewide, the Department of Hawaiian Home Lands, Hawaii Housing Finance and Development Corporation, Hawaii Civil Rights Commission, Legal Aid Society of Hawaii, and U.S. Department of Housing and Urban Development. It is open to the general public. Representatives from our PHA include the branch chief, the operations supervisor, the landlord specialist, and the planner. At these meetings, there are question and answer sessions, discussions on any updates to Fair Housing, and future plans and projects. Due to COVID, the training sessions are now held virtually, which has allowed greater participation.

E. Implement Technological Advances for faster, more comprehensive communication

Objectives:

1. Use social media and web to reach clients, landlords and the general public

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

Our internet website is a source of accurate and timely information about issues affecting our program participants and topics of interest to the general public.

Due to the virus, we have 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.

We use engaging and educational videos to train our staff and provide information to stakeholders (like our advisory board members and audit teams) about what we do.

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