

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The County of Hawai'i is required to submit a Consolidated Plan (CP) to the U.S. Department of Housing and Urban Development (HUD) in order to receive its Community Development Block Grant (CDBG) funds. The purpose of the County's CP is to ensure that jurisdictions receiving direct federal assistance utilize and develop a plan for its housing and related needs of very low-, low-, and moderate-income families in a way that improves the availability and affordability of decent, safe and sanitary housing within a suitable living environment. The County's CP has three major sections: Housing & Special Needs Housing; Homeless; and Community Development.

The County's CP provides goals, priorities, needs, and data used to develop the plan for how the County intends to administer the HUD CDBG Program. The State of Hawai'i's CP provides background, direction, and a plan for how the State intends to administer HUD's Home Investment Partnership Program (HOME), Emergency Solution Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) to assist in meeting the housing needs of Hawai'i's citizens.

The County's Office of Housing and Community Development (OHCD) reviewed the 2016 Analysis of Impediments to Fair Housing and noted the following impediments were listed:

- Not allowing Accessory Dwelling Units (ADU).
- Disallowance of multiple kitchens in house design.
- "Not in My Backyard" opposition to special needs group housing.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

The County of Hawaii anticipates that the County's 2017 CDBG allocation will be \$2,524,362.00. In addition, the County anticipates receiving \$100,000.00 of program income from the Residential Repair Program (RRP) for a total of \$2,624,362.00. To meet the County's five year 2015-2019 Consolidated Plan, Priorities and Objectives, the following projects will be included in the 2017 Action Plan.

2. Summarize the objectives and outcomes identified in the Plan, Part 2

2017 CDBG Projects

Hilo Adult Day Center - Construction - \$800,000.00, Residential Repair Program - \$354,645.00, Kulaimano Elderly Renovations - \$670,355.00, Food Basket - Emergency Food Transport - Acquisition - \$200,000.00, Boys and Girls Club - Fencing and Gym Renovations - \$125,000.00, Administration, Planning and Fair Housing - \$474,362.00. Total: \$2,624,362.00

The CDBG project amount for all projects may change to accommodate the actual amount of grant funds or program income received or if there are any cancelled project(s) or reprogramming of CDBG funds. In its efforts to expedite and timely implement its projects, the Public is advised that the County of Hawaii may utilize County funds for the Kulaimano Elderly Renovations project to incur pre-award cost under the CDBG program that will not exceed 25% of current CDBG allocation. This is in accordance with the CDBG regulations 24 CFR 570.200 (h) (1), Reimbursement for pre-award costs.

HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAM

Because the County of Hawaii is not receiving any HOME funds for 2017 the County has not requested project proposals. The County of Hawaii anticipates receiving \$25,000.00 of program income. Should the County of Hawaii receive any program income it will be applied to the Tenant Based Rental Assistance Program. If there are any cancelled or reprogramming of HOME funds it may be applied to any eligible HOME project.

The 2017 CDBG projects meet the Objectives and Outcomes which are identified in the County's 2015-2019 Consolidated Plan. The housing projects meet the affordable housing objective by creating new affordable housing and/or sustaining existing housing through renovations and repairs. The public facility projects meet the suitable living environment objective by starting construction on an Adult Day Care Center and by installing fencing and renovations at the Boys & Girls Club of the Big Island.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Each year, The County of Hawaii reports its progress in meeting the five-year and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). The County of Hawaii has consistently satisfied program mandates and expended funds in a timely manner. Furthermore, the County of Hawaii has successfully targeted funds to benefit low and moderate income persons and communities throughout the island. A copy of the CAPER is available in the County of Hawaii Office of Housing & Community Development. The report states that the County has accomplished the following during the period of July 1, 2015 to June 30, 2016:

HOUSING AND SPECIAL NEEDS:

Provided 71 new households with Tenant Based Rental Assistance

Completed 60 senior rental units at the Mohouli Heights Senior Neighborhood, Phase I Project

Completed 10 Self-Help houses in Hawaiian Paradise Park, Phase IV in Keaau, Hawaii

Rehabilitated 9 homes RERP

HOMELESS:

Completed Point in Time Count

COMMUNITY DEVELOPMENT:

Completed ROAB project at the Honokaa Tennis Courts and Honokaa Rodeo Arena

Completed construction of a certified kitchen for the Boys & Girls Club of the Big Island

Completed site and infrastructure improvements for the Hilo Adult Day Care Center

FAIR HOUSING:

Held 25 Fair Housing Training sessions for property manager/homeless programs and the general public

6 new landlords attended training

118 calls/inquiries were received and given assistance

1,000 inquiries on the County's Fair Housing website

2 Fair Housing training with persons of limited English proficiency

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The County is required to have a Citizen Participation Plan in its CP (see Appendix D). This plan describes and outlines the County's plan to encourage and inform all citizens, especially persons of very low and moderate income including minorities, non-English speaking and persons of Limited English Proficiency (LEP), as well as persons with mobility, visual or hearing impediments, to participate in the development of the County's CP, along with any amendments to the CP, and the County's performance report.

The citizen participation process as outlined in the Citizen Participation Plan includes public hearings, consultation meetings, 30-day review and comment period on the County's draft CP, Hawai'i County Housing Agency/Finance Committee Meetings/County Council Meeting and a public notice announcing the availability of the County's final CP.

Public Hearings:

The County began its 2017 Action Plan Citizen Participation Process in October of 2016. The County held its annual public hearings in Pahala, Pahoia, Kailua-Kona, Honokaa, and Hilo to present an overview of the Consolidated Plan process and encouraged citizens to offer input concerning housing, homeless, special needs and community development needs. In addition, the past use of funds and accomplishments were discussed and available for comments. The County informed participants of the County's CP priorities and if there were any concerns or comments. The draft 2017 Action Plan was available for public review and comment from February 21, 2017 to March 22, 2017.

Public and Private Agencies Consultation Meetings:

In 2014, 2015 and 2016, the County again held consultation meetings during its annual public hearings to hear the concerns or comments to the County's draft priorities for its 2015-2019 CP. An overview of the draft priorities and goals were presented. The participants were asked to provide input on the county's draft priorities and goals established as a result of community input at public hearings. Overall, there were 46 participants: 25 in Hilo District, and 21 in Kona District, representing not-for-profit service providers, housing services providers, developers, and county and state agencies. In addition to these consultations, the OHCD also informed each Council Member representing all districts in the County of Hawaii of the CP process and inquired if they had any projects that would meet the draft priorities within their district. In addition and in its efforts to get additional feedback from as many community members as possible, the County mailed need surveys to public service providers and other government agencies. The County did a follow-up response inquiry and was able to get 37 responses from 100 mail outs.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Public comments on the draft 2017 Action Plan will be received throughout the 30-day Public Comment Period. The draft 2017 Action Plan was available for public view and comments from February 21, 2016 to March 22, 2017. No comments to the 2017 draft Action Plan were received.

6. Summary of comments or views not accepted and the reasons for not accepting them

If public comments are received during the public comment period and are not accepted by the County of Hawaii, the comments will be summarized here along with the County's reasons for not accepting them.

7. Summary

The CP is a comprehensive planning document which identifies the housing and community development needs and priorities for the County of Hawai'i for the next five years. It sets forth the County's strategies and objectives in addressing these needs and provides a framework for the Annual Action Plan, which details the specific projects and activities the county will undertake in each of the five years to carry out the CP.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator		Office of Housing & Community Development
HOME Administrator		Office of Housing & Community Development

Table 1 – Responsible Agencies

Narrative (optional)

The County of Hawai`i’s Office of Housing and Community Development (OHCD) manages and administers the use of the Community Development Block Grant (CDBG) Program funds for the County. As the lead agency and direct recipient of CDBG funds, the OHCD is responsible to complete the planning and submission process for the County’s CP.

The State of Hawai`i is the recipient of the HOME, ESG, and HOPWA funds and is therefore, required to submit a CP to HUD before it can receive these program funds. The County is not required to address the State’s programs in its CP, but will reference and include portions of the State’s CP as it relates to the County’s housing-related and homeless needs.

Although the County of Hawaii is not a direct recipient of HOME funds, it does receive HOME funds from the State of Hawaii, every three years. Thus the County’s OHCD manages and administers the use of HOME program funds for the County.

Consolidated Plan Public Contact Information

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AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The County began its 2015-2019 Citizen Participation Process in October of 2013. The County utilized its annual public hearings in Pahala, Pahoā, Kailua-Kona, Honokaa, and Hilo to present an overview of the Consolidated Plan process and encouraged citizens to offer input concerning housing, homeless, special needs and community development needs. In addition, the past use of funds and accomplishments were discussed and available for comments. The County informed participants of the County's draft CP priorities and if there were any concerns or comments.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

In 2014, the County again held consultation meetings during its annual public hearings to hear the concerns or comments to the County's draft priorities for its 2015-2019 CP. An overview of the draft priorities and goals were presented. The participants were asked to provide input on the county's draft priorities and goals established as a result of community input at public hearings. Overall, there were 46 participants: 25 in Hilo District, and 21 in Kona District, representing not-for-profit service providers, housing services providers, developers, and county and state agencies. In addition to these consultations, the OHCD also informed each Council Member representing all districts in the County of Hawaii of the CP process and inquired if they had any projects that would meet the draft priorities within their district. In addition and in its efforts to get additional feedback from as many community members as possible, the County mailed need surveys to public service providers and other government agencies. The County did a follow-up response inquiry and was able to get 37 responses from 100 mailouts.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The State of Hawaii is the primary agency that provides homeless funds to homeless service providers. The County actively participates in the Bridging the Gap (Neighbor island counties) and Statewide (consisting of the State and Bridging the Gap) Continuum of Care. These groups focus on approaches to ending homelessness. The County is also a component of the Interagency Council on Homelessness - conglomerate of Government and service providers that seek solutions to address statewide chronic homelessness through mainstream re-programming. Participation in the Continuum also allows the County to acquire other HUD funds for activities that address homeless needs within the County. The County will continue to participate in all levels of collaboration in a proactive effort to address the needs to its homeless community.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The County of Hawaii is not a recipient of Emergency Solution Grant Funds. The State of Hawaii allocates these funds to eligible homeless providers.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Refer to Section PR-10 consultation of the County of Hawaii's 2015-2019 Consolidated Plan for a list of not-for-profit agencies, government agencies and citizens who have provided input at the Consolidated Plan Hearing and Needs Survey.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	HAWAII COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-homeless Service-Fair Housing Other government - County see 2015-19 Consolidated Plan, PR-10 Consultation for list of government and not-for profit agencies
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A list of not-for-profit organizations, government agencies, and others who provided input at the 2015-2019 Consolidated Plan hearings and Needs Survey are listed in Section PR-10 Consultation of the 2015-2019 Consolidated Plan.

Identify any Agency Types not consulted and provide rationale for not consulting

The County utilized a mail list from its previous Consolidated Plans and is constantly updated through participation, meetings, trainings, etc... to contact as many providers and government agencies to ensure proper consultation. The County does not preclude or exclude any public or private agencies participation.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Bridge the Gap	The State is writing the goals to the State's Strategic Plan, please refer to the State's Consolidated Plan.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The County conducts its Consolidated Plan citizen participation public hearings with the State of Hawaii - Hawaii Housing Finance and Development Corporation along with its annual Action Plan. The County and State conducts two meetings annually in the East and West side for the islands. The County also informs and invites its units of local government agencies to participate in these public meetings.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The County began its 2015-2019 Citizen Participation Process in October of 2013. The County utilized its annual public hearings in Pahala, Pahoia, Kailua-Kona, Honokaa, and Hilo to present an overview of the Consolidated Plan process and encouraged citizens to offer input concerning housing, homeless, special needs and community development needs. In 2014, the County again informed its citizens of the County's draft CP priorities and encouraged citizens for their input. Citizen Participation was also achieved through a Community Need Assessment Survey which was mailed out to local State and County Agencies along with non-profit organization service providers.

The following schedule and task was utilized to inform and encourage citizens of the Consolidated Plan and its process.

DATE and TASK:

September 2013 - Informed and invited Administration, County Departments and Council Members on the start of the 2015-2019 Consolidated Plan (CP) process and solicit comments or possible projects to meet objectives with the current and future CP.

May 2014 - Community Need Surveys mailed to State and County Agencies and non-profit service providers.

October 2014 - Public Notices published and Island wide Public Hearings/Meetings were held to discuss draft CP priorities along with 2015-2019 Consolidated Plan Process & Annual Action Plan.

March 2015 - Draft CP and published public notice announcing the CP availability for public review and comment.

April 2015 - Draft CP submitted to Hawaii County Housing Agency and Hawaii Council Meetings for review and approval. Public Notice informs citizen of the meetings and comments.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community	<p>The County utilized input from its public hearings, meetings and surveys to access and review its priorities and set objectives and goals that will meet the needs of its citizens. The County's assessment was to ensure that the County's priorities were flexible and accommodating to meet various range of activities to meet the County's CP priorities.</p>	<p>Overall, there were 46 participants: 25 in Hilo District, and 21 in Kona District, representing not-for-profit service providers, housing services providers, developers, and county and state agencies.</p>	<p>No comments were not accepted.</p>	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Local Gov't Representatives	Non-targeted/broad community	The OHCD also informed the County of Hawaii's Council Members of the Consolidated Plan Process, meetings and inquired if they had any projects that would meet the priorities within their districts.	No comments were received.	No comments were not accepted.	
3	Local Gov't Representatives	Non-targeted/broad community	Efforts to get additional feedback from as many community members as possible, the County mailed need surveys to public service providers and other government agencies.	The County did a follow-up response inquiry and was able to get 37 responses from 100 mail outs.	No comments were not accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The County of Hawaii Office of Housing and Community Development is a direct recipient of CDBG funds. Its annual allocation is determined by HUD on a formula basis and is directly affected by the federal budget. The County receives approximately \$2.5 million annually and distributes these funds on a request for proposal basis.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,524,362	100,000	0	2,624,362	5,000,000	With the ever changing political and economical environment at the federal level, it is difficult to accurately project the amount of CDBG funds that the County will receive over the 2015-2019 ConPlan period.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	0	0	0	0	2,825,000	The HOME funds are received by State Hawaii Housing Finance and Development Corporation (HHFDC) and the State in turn allocates the HOME funds to the counties. Prior to 2012 the HOME funds were evenly distributed to the three neighbor-island County's. In 2012 the HHFDC decided to change the method of distributing the HOME funds. The HHFDC decided to allocate the HOME funds on a three year rotation basis beginning with Hawaii County followed by Kauai County and Maui County. The designated County will receive the entire allocation of HOME funding less the allowable administrative funding which will be retained by the HHFDC. This makes it a little difficult for Hawaii County, as well as, the non-profit organizations to plan out projects over a three year period.
Other	private	Housing	0	0	0	0	0	.
Other	private	Other	2,750,000	0	0	2,750,000	0	Foundation grants to assist low and very low income projects

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Other	1,550,000	0	0	1,550,000	0	State Grant in Aid funds for CDBG projects.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

There is no matching requirement for CDBG funds. The CDBG funds in 2017 are being leverage by over \$4 million of additional resources which includes State and private foundation grants.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

None.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives – 91.420, 91.22(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Infrastructure - Construction	2015	2019	Non-Housing Community Development	County of Hawaii	Housing Public Facilities	CDBG: \$800,000 Foundation Grants: \$2,750,000 State Grant in Aid: \$1,550,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 511 Persons Assisted
2	Public Facilities - Improvements	2015	2019	Non-Housing Community Development	County of Hawaii	Public Facilities	CDBG: \$1,825,000 Foundation Grants: \$2,750,000 State Grant in Aid: \$1,550,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 511 Persons Assisted
3	Housing - Homebuyer	2015	2019	Affordable Housing	County of Hawaii	Housing	CDBG: \$0 HOME: \$0	Homeowner Housing Added: 0 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Homeless - Rehabilitation	2015	2019	Homeless	County of Hawaii	Non-Public Facilities	CDBG: \$0 HOME: \$0	Homeless Person Overnight Shelter: 0 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 0 Beds Other: 0 Other
5	Housing - Rehabilitation	2015	2019	Affordable Housing	County of Hawaii	Housing	CDBG: \$1,025,000	Rental units rehabilitated: 49 Household Housing Unit Homeowner Housing Rehabilitated: 10 Household Housing Unit
6	Public Health and Safety	2015	2019	Non-Housing Community Development	County of Hawaii	Public Health and Safety	CDBG: \$200,000	Public service activities other than Low/Moderate Income Housing Benefit: 13649 Persons Assisted
7	Housing - TBRA	2015	2019	Affordable Housing	County of Hawaii	Housing	HOME: \$0	Tenant-based rental assistance / Rapid Rehousing: 0 Households Assisted
8	Housing - Elderly/Special Needs Rental Units	2015	2019	Non-Homeless Special Needs	County of Hawaii	Housing	CDBG: \$670,355	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 49 Households Assisted
9	Housing - Affordable Rental Units	2015	2019	Affordable Housing	County of Hawaii	Housing	CDBG: \$0 HOME: \$0	Rental units constructed: 0 Household Housing Unit
10	Homeless - Construction	2015	2019	Homeless	County of Hawaii	Housing	CDBG: \$0 HOME: \$0	Housing for Homeless added: 0 Household Housing Unit

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Infrastructure - Construction
	Goal Description	
2	Goal Name	Public Facilities - Improvements
	Goal Description	The non-profit, Hawaii Island Community Development Corporation (HICDC), will construct a new 12,000 sq. ft. Adult Day Care Facility for physically and mentally challenged adults. Also, the non-profit Boys and Girls Club of the Big Island will utilize CDBG funds to install a security fence around the Boys and Girls Club property and for gym renovations.
3	Goal Name	Housing - Homebuyer
	Goal Description	
4	Goal Name	Homeless - Rehabilitation
	Goal Description	
5	Goal Name	Housing - Rehabilitation
	Goal Description	The County continues to support the loans to low and moderate income households for repairs to existing owner occupied housing units. Also, the County's Existing Housing Division will utilize CDBG funds to rehabilitate the Kulaimano Elderly Housing project. This will benefit 49 low and moderate income senior residents and 1 resident manager.
6	Goal Name	Public Health and Safety
	Goal Description	The non-profit Food Basket, Inc. will utilize CDBG funds to acquire 2 refrigerator box trucks or cargo vans to transport food throughout the County to food programs that service low and moderate income residents as well as to transport food during emergencies or times of natural disasters.

7	Goal Name	Housing - TBRA
	Goal Description	The County will continue to fund TBRA to provide rental housing to eligible low and very low income families.
8	Goal Name	Housing - Elderly/Special Needs Rental Units
	Goal Description	The County will continue to fund projects which address the needs for elderly/special needs housing.
9	Goal Name	Housing - Affordable Rental Units
	Goal Description	
10	Goal Name	Homeless - Construction
	Goal Description	

Table 7 – Goals Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Refer to Section SP-45 Goals Summary of the County of Hawaii’s 2015-2019 Consolidated Plan.

Projects

AP-35 Projects – 91.220(d)

Introduction

For the 2017 CDBG allocation there were a total of 5 CDBG projects that were selected. It consisted of 2 housing projects, 2 public facility projects and 1 public services project. The 2 housing projects ranged from the rehabilitation improvements to a senior rental housing project and owner occupied rehabilitation loans. The 2 public facilities project involves site work and construction of an adult day care facility and the installation of security fencing at a youth facility. The public service project involves the acquisition of vehicles to provide efficient and increase food delivery to low and income residents though out the county.

Projects

#	Project Name
1	Hilo Adult Day Center - Construction
2	Residential Repair Program
3	Kulaimano Elderly Renovations
4	Food Basket - Emergency Food Transport - Acquisition
5	Boys and Girls Club Facility Improvements - Security Fencing
6	CDBG Administration, Planning and Fair Housing

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Refer to Section SP-25, Priority Needs, of the 2015-2019 Consolidated Plan.

Projects

AP-38 Project Summary

Project Summary Information

1	Project Name	Hilo Adult Day Center - Construction
	Target Area	County of Hawaii
	Goals Supported	Infrastructure - Construction
	Needs Addressed	Public Facilities
	Funding	CDBG: \$800,000 Foundation Grants: \$2,750,000 State Grant in Aid: \$1,550,000
	Description	The non-profit Hawaii Island Development Corporation (HICDC) will utilize CDBG funds to construct a new 12,000 square foot Adult Day care Facility for physically and mentally challenged adults. This activity is eligible under 24 CFR 570.201(c) Public Facility and Improvements.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that the facility upon completion will serve 511 physically and mentally challenged senior adult citizens who meet the CDBG program National Objective 24 CFR 570.208 (a)(2)(i)(A) low and moderate income limited clientele.
	Location Description	Mohouli Street, Hilo Hawaii 96720. Census Tract 205
	Planned Activities	Construction of a new 12,000 square foot facility.
2	Project Name	Residential Repair Program
	Target Area	County of Hawaii

	Goals Supported	Housing - Rehabilitation
	Needs Addressed	Housing
	Funding	CDBG: \$354,645
	Description	The County of Hawaii Existing Housing Division will utilize CDBG funds to administer and existing single family residence rehabilitation loan program. This program is eligible under 24 CFR 570.202(b)(2)(9)(11). Rehabilitation loans will be for general home repairs at the request of low and moderate income households.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The Residential Repair Program will provide 5-10 low interest deferred loans to very low, low and moderate income homeowners to repair and preserve their dwelling units that they occupy as their primary residence. The National Objective is 24 CFR 570.208 (a)(3) low and moderate housing activities.
	Location Description	Island wide.
	Planned Activities	Provide loans to owner occupied residence for testing and improving single family residential properties for repair and to correct deteriorated and hazardous conditions.
3	Project Name	Kulaimano Elderly Renovations
	Target Area	County of Hawaii
	Goals Supported	Housing - Rehabilitation
	Needs Addressed	Housing
	Funding	CDBG: \$670,355

	Description	The County of Hawaii Existing Housing Division will utilize CDBG funds to design and rehabilitate the Kulaimano Elderly Housing project. Rehabilitation improvements are not limited to roof replacement, structural redesign to meet current building codes, accessibility updates, possible abatement of hazardous material, energy efficiency upgrades and security fencing. This activity is eligible under 24 CFR 570.202 (b)(2) eligible rehabilitation and preservation.
	Target Date	6/30/0018
	Estimate the number and type of families that will benefit from the proposed activities	The CDBG funding will benefit 49 low and moderate income senior residents and 1 resident manager at the Kulaimano Elderly Housing Project. This meets the CDBG program National Objective 24 CFR 570.208 (a)(3) Housing Activities.
	Location Description	Kulaimano Elderly, 28-2947 Kumula Pl., Pepekeo, Hawaii. Census Tract 201 TMK 2-8-07:73
	Planned Activities	Pending possible County funds, the Existing Housing office will utilize County funds under 24 CFR 570.200(h)(1) pre-award to conduct the environmental assessment and initiate the design phase of the project. The remaining CDBG funds will be obligated to repairs prioritized by project design.
4	Project Name	Food Basket - Emergency Food Transport - Acquisition
	Target Area	County of Hawaii
	Goals Supported	Public Health and Safety
	Needs Addressed	Public Services
	Funding	CDBG: \$200,000
	Description	The non-profit Food Basket, Inc. will utilize CDBG funds to acquire either 2 refrigerated box trucks or cargo vans to transport food throughout the County to food programs that service low and moderate income residents as well as to transport food during emergency or times of natural disaster. This activity is eligible under 24 CFR 570.201 (e) public service.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	The acquisition of refrigerate vehicles will allow Food Basket, Inc. to quantifiably increase by 20% its food level of distribution and food pickup to the neediest children, seniors, disabled and families and individuals. The ability to transport food with refrigeration capacity will maintain the food quality and meet food safety standards. The activity will meet the CDBG program National Objective 24 CFR570.208(a)(2)(i)(A) low and moderate income limited clientele.
	Location Description	Food Basket, Inc, 40 Holomua St., Hilo Hawaii 96720 and 73-4157 Ulu Wini Place Bay3, Kailua Kona, Hawaii 96740.
	Planned Activities	Acquisition and manufacturing of 2 refrigerated box or cargo vans.
5	Project Name	Boys and Girls Club Facility Improvements - Security Fencing
	Target Area	County of Hawaii
	Goals Supported	Public Facilities - Improvements
	Needs Addressed	Public Facilities
	Funding	CDBG: \$125,000
	Description	The non-profit Boys and Girls Club of the Big Island will utilize CDBG funds to acquire and install a security fencing to surround its Hilo Club Facility. This activity is eligible under 24 CFR 570.201.(c) Public Facility and Improvements. This project supplements an on-going 2016 CDBG funded project in which CDBG funds will be utilized to clear and remove existing trees encompassing the property perimeter for proper fence installation.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The Hilo Boys and Girls club Facility is located in 100 Kamakahonu Street in Hilo and serves a youth population in predominantly Census Tracts 203, 204 and 205. These Census Tracts qualifies under 24 CFR 570.208(a)(1) low and moderate income area benefit activity with a 55.62% low and moderate income designation.
	Location Description	Boys and Girls Club Hilo Facility, 100 Kamakahonu St., Hilo Hawaii.

	Planned Activities	Acquisition and install of 8 foot security fencing along 14.5 acre property to minimize vandals, vagrancy and burglaries.
6	Project Name	CDBG Administration, Planning and Fair Housing
	Target Area	County of Hawaii
	Goals Supported	Housing - Rehabilitation Public Health and Safety Public Facilities - Improvements
	Needs Addressed	Housing Public Health and Safety Public Services
	Funding	CDBG: \$474,362
	Description	CDBG funds will be used to administer and coordinate the County's CDBG and Fair Housing programs to ensure effective and timely project implementation in accordance with all applicable HUD rules and regulations. CDBG funds will also be used to fund present and future planning document in accordance with federal rules.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The National Objective is 24 CFR 570.206.
	Location Description	County of Hawaii Office of Housing and Community Development, 50 Wailuku Drive, Hilo Hawaii 96720.
	Planned Activities	Planning and Administration.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The County does not allocate funds based on geographic areas. The CDBG and HOME funds are allocated through a request for proposal (RFP) process which rank and rates project for program eligibility, need and meeting the County's priorities and objectives of the Consolidated Plan.

Geographic Distribution

Target Area	Percentage of Funds
County of Hawaii	

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable as the County does not allocate funds based on geographic areas.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	180
Non-Homeless	40
Special-Needs	66
Total	286

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	20
The Production of New Units	72
Rehab of Existing Units	194
Acquisition of Existing Units	0
Total	286

Table 8- One Year Goals for Affordable Housing by Support Type

Discussion

For the 2017 CDBG allocation there were a total of 5 CDBG projects that were selected. It consisted of 2 housing projects, 2 public facility projects and 1 public services project. The 2 housing projects ranged from the renovation of senior housing and owner occupied rehabilitation loans. The 2 public facilities project involves the vertical construction of an adult day care facility and the installation of security fencing and gym renovations at a youth facility. The public service project involves the acquisition of refrigerator vehicles to provide emergency food transport throughout the island of Hawaii.

AP-60 Public Housing – 91.220(h)

Introduction

Actions planned during the next year to address the needs to public housing

The State Hawaii Public Housing Authority manages the public housing throughout the State of Hawaii. Please refer to the State's Consolidated Plan.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The State Hawaii Public Housing Authority manages the public housing throughout the State of Hawaii. Please refer to the State's Consolidated Plan.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The State Hawaii Public Housing Authority manages the public housing throughout the State of Hawaii. Please refer to the State's Consolidated Plan.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The County's Consolidated Plan includes the HUD's "Performance Measures Model." The Model sets Objectives, Outcomes, Activities, Indicators, and Output for the next five years. Please see the attached Homeless Performance Measures Model Chart for the County's Homeless objectives. Chronic Homelessness is a priority of this administration and through the administration's efforts the West Hawai'i Chronic Homelessness Intervention and Rehabilitation Project (CHIRP) and the East Hawai'i Homeless Coalition was established. These new forums now bring the various County Departments to the table to develop collaborations between local government, nonprofit, and service providers.

The County completed construction of 23 micro-housing units in West Hawaii, in November, 2016. These units will provide long-term permanent supportive housing for the chronic homeless.

In addition to providing shelter, the OHCD will be working with the various service providers to provide the management of the site in addition to coordinating the needed health care services for these clients.

The County also plans to work with the Child and Family Service to renovate the Kona Domestic Abuse Shelter. The project proposes to enlarge and remodel the kitchen, create an interior private office space, replace flooring, replace the playground equipment to include a safety fall surface and repair wood railings. Incidents of domestic violence have increased substantially in the past three years. There has been a corresponding increase in the number of community members seeking services at the Kona Domestic Violence Shelter. With the increased usage at the shelter, the facility requires more frequent maintenance, a larger kitchen to accommodate the victim's needs, and private space for the staff to meet with victims. The long-term goal, for the shelter, is to prepare the victim for self-sufficiency and independence. Once the victims of domestic violence and their children are safe, transitioning them to permanent safe housing and providing and linking them to various services to accomplish this becomes the main focus. In Fiscal Year 2014 the Shelter served 97 unduplicated families comprised of 95 women, 2 men and 68 children.

The County plans to allocate \$200,000 of their 2017 CDBG allocation to The Food Basket, Inc. for the purpose of acquiring refrigerator vehicles to transport perishable food items throughout the island of Hawaii.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Hope Services Hawai'i, Inc. provides outreach services to assist the homeless persons. They actually drive to the beaches or areas that the unsheltered homeless stay to deliver hygiene products and advise them of the support services that are available to them. Hope Services Hawai'i, Inc. also advises the homeless persons to come in so that they can discuss their case management and provide them with shelter. Hope Services Hawai'i, Inc. also provides meals for the homeless and transportation to appointments.

Addressing the emergency shelter and transitional housing needs of homeless persons

The County has a plan to address the emergency shelter, transitional housing and permanent housing needs of homeless persons in West Hawai'i. Recently, the County completed the West Hawai'i Emergency Shelter in Kailua-Kona, Hawai'i. The shelter has 31 rooms available for homeless persons every night and it is filled to capacity every night.

In December, 2014 the County completed construction of 24 transitional housing units and 72 permanent housing units in the Na Kahua Hale O Ulu Wini project in Kailua-Kona, Hawai'i.

The County has completed construction of 23 micro-housing units, in West Hawaii, to provide long-term permanent supportive housing for the chronic homeless. The County's Office of Housing and Community Development (OHCD) retrofitted and delivered 40' x 8' shipping containers that were converted into 4 micro-housing units each. In addition to providing shelter, the OHCD will be working with the various service providers and West Hawaii Chronic Homelessness Intervention and Rehabilitation Project (CHIRP) participants to provide the management of the site in addition to coordinating the needed health care services for these clients.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The County's plan is to transition homeless persons from the West Hawai'i Emergency Shelter to the Ulu Wini transitional housing and then to the permanent rental units in Ulu Wini or other permanent housing units in West Hawai'i. The rental units provide Section 8 project-based vouchers which will

assist with rental subsidies, which is another program the Office of Housing and Community Development administers. The goal is to prevent these individuals and families from becoming homeless again by providing them with case management, counseling and employment and life skills training. This allows for personal growth, family stability and job opportunities.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The County does not have a formal policy for individuals being discharged from publicly funded institutions and systems of care. These individuals would normally fall under the State's jurisdiction and we as a County would follow the State's policy. However, under the County's Tenant Based Rental Assistance (TBRA) program, preference is given to applicants who are homeless, victims of domestic violence, aged-out foster care youths and families living in a transitional housing program.

Discussion

In respect to persons who are not homeless but have other special needs, the County is partially funding, Phase II, of an elderly rental project, that is being developed by Hawai'i Island Community Development Corporation (HICDC), with HOME funds. The Mohouli Neighborhood Heights Senior Housing Project will be a 120 unit elderly rental project located in Hilo, Hawai'i. Phase I of the project consisting of 60 units, began in April, 2012 and was completed in March, 2014. Phase II of the project will consist of 30 units and began construction in January, 2017 and completion is scheduled for December, 2017. The County is providing nutritional and transportation services to the residents. Hawaii Island Adult Care, Inc. (HIAC) is working with HICDC to relocate their program on-site of the project. The HIAC would provide an adult day care program to the residents, as well as to other seniors in the community. The HIAC program would further the health of the seniors by keeping them engaged, physically and mentally involved, and in the presence of trained personnel that can respond to their needs. The HIAC provides an adult day care program where elders attend for the day, they have dignity, spend time with peers in activities of interest and are a part of the community. In the past, the County has provided CDBG funds for the planning, design, site and infrastructure improvements for the HIAC project. In 2015, CDBG funds were provided for foundation and site improvements. 2016 CDBG funds will be used for the vertical construction of the facility and is scheduled to start in February, 2017 and completion in December, 2017. A portion of the 2017 CDBG funds will be allocated to the Hilo Adult Day Care project to supplement the vertical construction of the project. Part of the 2017 CDBG funds will be allocated to the Food Basket, Inc. to acquire refrigerator trucks to transport perishable food throughout the Big Island. The Kulaimano Elderly Renovations is another project that will be partially funded with 2017 CDBG funds. Another 2017 CDBG project will be the Boys & Girls Club of the Big

Island which will use CDBG funds for fencing and gym renovations at the Boys & Girls Club. Lastly, the Residential Repair Program will be utilizing 2017 CDBG funds to rehabilitate owner-occupied homes.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Unit provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The major obstacles of producing affordable housing are the lack of financial resources, scarcity of developable land and the lack of infrastructure. The County has identified the following barriers to continue to address in its quest to provide affordable housing. The following barriers are fees, charges, exactions, land use regulations, building codes, growth limitations and lack of resources.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The County will undertake the following to reduce and/or remove affordable housing barriers.

- * Continue to publicize and conduct fair housing workshops and seminars
- *Ensure the topics of affordable housing and fair housing choice are fully addressed within the Wrong Door Network and all ADRCs (Aging and Disability Resource Centers).
- *Publicize and promote the existence of, and assistance through, the housing “doors” in the No Wrong Door Network.
- *Collaborate with relevant organizations to advocate for the addition or upgrading of accessibility requirements in major neighborhood and housing development projects.
- *Collaborate with relevant organizations to advocate for a visit ability requirements for all new housing construction (with the exception of ADUs and Ohana units).
- *Collaborate with relevant organizations to advocate for increased funding to help lower income homeowners cover the costs of modifications and renovations to make their home more accessible.
- *Collaborate with relevant organizations to advocate for actions to ensure the paraprofessional caretaking workforce is sufficient to meet growing needs for long-term services and supports (LTSS) and Home and Community-based Services (HCBS).
- *Collaborate with public and private providers of services to people with the most severe disabilities to support with the most severe disabilities to support their access to appropriate housing.
- *Coordinate landlord forums and promote benefits of its rental assistance program.

- *Represent homeless needs to State agencies to encourage mainstream resourcing to address homelessness.
- *Administer Fair Housing training to participants island-wide.
- *Support authorized exemption, pursuant to Hawaii Revised Statutes 46-15 to assist in expediting the development of affordable housing projects.
- *Continue to maintain a housing website to increase housing and program information.
- *Continue to revise Hawaii County Code, Chapter 11 to promote development of affordable housing.
- *Provide legislature recommendations to preserve affordable housing development and funding opportunities.
- *Provide resource information at community development planning meetings that are representative of at-risk population housing needs.
- *Continue to amend and/or streamline the General plan land use regulations and process.
- *Continue to support applications for and to encourage funding agencies to approve start up and capacity building grants.
- *Continue to review and update the County building code and recommend the elimination or modification of onerous codes that do not affect health and safety.

Discussion:

The bottom line is that it is very expensive to build homes affordable for very low and low-income families in Hawai'i and without requirements for accessibility the choice for people with disabilities continues to worsen. The strengths of the affordable housing delivery system in the County is derived from the many different entities striving toward one common goal; to provide for more affordable housing in Hawai'i. This will require a similar effort to provide accessible affordable housing. State, Federal and County agencies, private non-profits, private social service providers, private lenders and private for-profit developers are doing their part to respond to the urgency of the housing situation in Hawaii. New programs are continually being established to form tax incentives, low-interest interim financing, bond financing, rental subsidies and other creative development techniques to provide accessible affordable housing. Despite all of these efforts the availability of affordable housing will not be developed unless massive funding is available.

AP-85 Other Actions – 91.220(k)

Introduction:

One of the condition to receiving Community Planning and Development (CPD) funds from the U.S. Department of Housing and Community Development (HUD) such as the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) programs, grantees, such as the County of Hawaii, are required to affirmatively further the purposes of the Fair Housing Act. To help identify impediments to fair housing choice, grantees conduct an Analysis of Impediments to Fair Housing Choice (AI) that analyzes existing conditions affecting fair housing, identifies impediments to fair housing, and proposes an action plan outlining steps to reduce the impediments. Generally, the AI is updated every five years to coincide with the Consolidated Plan. HUD recently implemented its new Assessment of Fair Housing (AFH) Tool, intended to replace the AI; the anticipated implementation of the AFH is for the next five-year Consolidated Plan period of PY2020-2024. In the interim, the State Hawaii Housing Finance and Development Corporation (HHFDC), in collaboration with other state and county agencies and with HUD guidance, elected to conduct an AI focused on the state's most prevalent fair housing complaint. In Hawaii, disability issues are the most common basis for fair housing complaints. On behalf of the collaborative group, HHFDC contracted with the University of Hawaii's Center on Disability Studies to conduct an AI focused on impediments facing people with disabilities. The AI was completed in November, 2016.

The AI identified substantial impediments to fair housing choice facing people with disabilities in Hawaii as 1) a lack of knowledge on the part of people with disabilities, the general public, landlords and property managers about legal requirements and available resources to support people with disabilities; 2) people with disabilities have tremendous difficulties obtaining affordable housing that is accessible; 3) personnel lack attitude, skills and knowledge to serve and support people with disabilities in the housing, social service, medical, caretaking, and related fields; and 4) service systems are not well-coordinated to support people with disabilities, especially those with serious cognitive disabilities, to obtain and retain suitable housing. The AI also proposed actions steps for the next five years that may help to address the issues. The 2016 AI may be viewed at the County of Hawaii's website:

<http://records.co.hawaii.hi.us/weblink/.aspx?dbid=1&id=85183&pagDocView=1&cr=1>

Listed below are the actions planned to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

One of the obstacles to meeting underserved needs is the production of affordable housing. The major obstacles are the lack of financial resources and the lack of infrastructure. The County hopes to leverage other sources of funds (i.e. USDA, State, County and private) by providing federal funds to subsidize the cost of housing. Another obstacle is the cost burden that the extremely-low and very-low income households have to endure for housing in the County. The County hopes to continue funding the Tenant Based Rental Assistance program (TBRA) with HOME funds to assist these extremely-low and very-low income households with rental assistance so that they pay less than 30% of their income to housing costs. Another obstacle is the lack of rental units, throughout the County, for extremely-low and very-low income households. The County plans to work with management agencies and educate landlords about the Section 8 Voucher program and the TBRA program.

Actions planned to foster and maintain affordable housing

The County of Hawaii plans to foster and maintain affordable housing for County residents by investing CDBG funds in renovating an elderly housing project during the 2017 Program Year. High priority affordable housing program strategies will include Homeowner Repair, Construction of a new Adult Day Care Facility, Acquisition of refrigerated trucks for emergency food transport for the Food Basket, and gym renovations and installation of a security fence around the Boys and Girls Club property.

Actions planned to reduce lead-based paint hazards

Hawaii County has two programs that consider the hazards of lead based paint poisoning. One, the Residential Repair Program (RRP), requires that lead based paint risk assessments be conducted for homes built before 1978. If a dwelling is determined to have lead, mitigation measures are taken to address the lead that is present. When the lead based paint concerns are corrected, the unit becomes available for lead free safe occupancy, thereby, increasing access to housing without LBP hazards. Through the RRP, the County expects to test approximately 10 homes during 2017.

The other is the County's Section 8 Rental Assistance Payments Program which prohibits rental subsidy for any unit that is built before 1978 if there is a family member under the age of 6 and the unit contains peeling paint.

Other actions/plans to be undertaken to reduce lead-based paint hazards include:

- Distribute pamphlets to applicants of the RERP notifying them of potential lead-based paint hazards; and
- Conduct Clearance testing on homes that was found to have lead under the RRP.

Actions planned to reduce the number of poverty-level families

According to the 2010 Census, 18.3% of the people in Hawaii County are below the poverty level. This is above the State's poverty level of 11.2% and this is mainly due to the high unemployment rate in the County. The County plans to continue administering the Tenant Based Rental Assistance Program (TBRA) that targets the extremely-low and very-low income households. This would limit the households from paying more than 30% of their income to housing costs. Another program the County would like to administer is the National Housing Trust Fund (NHTF) that targets the extremely-low and very-low income households. The National Housing Trust Fund can be used to acquire, construct or rehabilitate rental housing and rent to extremely-low and very-low income households. In rural areas the NHTF law considers households with income below poverty line as very-low income. By administering the NHTF it will help the County reduce the number of poverty-level families.

In addition, the County is administering the Department of Labor's Workforce Innovation Opportunity Act (WIOA) program which require a one-stop shop. The one-stop concept allows a client to access various services from a central location, which includes self-sufficiency and financial literacy programs. The mandatory partners in the one-stop shop are: WIOA programs, Native American programs, migrant and seasonal farm worker programs, veteran employment program, adult education, welfare-to-work, senior community service employment programs, vocational rehabilitation services for the blind programs, Hawaii Community College and HUD employment and training programs.

Actions planned to develop institutional structure

The County will continue to participate in: CDBG/HOME Quarterly Coordinator's Meetings which coordinates state-wide activities and performance measures; the State-wide Continuum of Care group which meets every other month to collaborate on homeless issues; the Inter-Agency Council on Homelessness which meets every other month to enable better access to mainstream programs and to end chronic homelessness; HOME State Recipient Group which meets periodically to coordinate HOME program and projects; quarterly meeting with Fair Housing Officers from the State and other counties and State-wide Housing Directors which meets monthly to collaborate on housing issues.

Actions planned to enhance coordination between public and private housing and social service agencies

The County will do the following to enhance coordination between public and private housing and social service agencies:

- Expand an email list to notify interested citizens and organizations of upcoming events.
- Include video conferencing in its citizen participation activities.

Discussion:

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The County of Hawaii does not use any other forms of investment except those listed in Section 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

On Homebuyer activities the County of Hawaii will recapture the total amount of HOME funds expended for a project when the recipient fails to comply with the terms of its agreement with the County, or refuses to accept conditions imposed by the County, HHFDC, or HUD; when the recipient sells or otherwise transfers any real or personal property purchased or constructed with the HOME funds within the applicable period of affordability; and when the recipient ceases to use the property constructed, rehabilitated and/or renovated with HOME funds for the applicable period of affordability, following the issuance of final payment for the project by the County.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The County of Hawaii adheres to the recapture provisions and recoups the entire amount of the HOME investment from the homebuyer, if the house does not continue to be the principal residence of the homebuyer's family for the entire period of affordability.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The County of Hawaii has never used HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds and has no intention of using HOME funds for this purpose in the future.

Discussion

Attachments

Appendix A: Maps and Charts

2017 Action Plan

Annual Action Plan
2017

43

Chart 1: HOUSING & SPECIAL NEEDS HOUSING GOALS

OBJ Code	PROBLEM/NEED	ACTIVITY	OUTPUT	2015/16	2016/17	2017/18	2018/19	2019/20	COMMUNITY BENEFIT INDICATORS	OUTCOME			OBJECTIVE		
										Accessibility (1)	Affordability (2)	Sustainability (3)	Decent Housing (DH)	Econ Opportunity (EO)	Suitable Living Environ (SL)
HR 1	Shortage of affordable rental units for low/moderate income households	Provide Tenant Based Rental Assistance	Goal Funded Underway Completed	20	20	20	20	20	100 low/moderate income households assisted with ongoing monthly subsidies	X			X		
HR 2	Shortage of affordable rental units	Construct new or rehabilitate affordable rental units	Goal Funded Underway Completed	0	0	0	1	1	2 affordable rental units (40 unit years of affordability)	X			X		
SN 1	Shortage of affordable rental units for low-income elderly and special needs households	Construct new or rehabilitate affordable rental units for elderly and/or special needs households	Goal Funded Underway Completed	0	5	3	0	0	30 affordable elderly rental units (600 unit years of affordability) Rehabilitate 36 affordable rental units for special needs households (540 unit years of affordability)	X			X		
HO 1	Need for education and counseling for potential homebuyers	Provide homebuyer education and counseling	Goal Funded Underway Completed	5	5	5	5	5	25 training sessions of which 50% of the participants become homeowners, 25% take steps to improve purchasing ability, & 25% decline to purchase		X		X		
HO 2	Shortage of affordable for-sale housing	Construct affordable for-sale housing	Goal Funded Underway Completed	10	10	8	10	0	38 homeownership/for-sale affordable units (760 unit years of affordability) constructed		X		X		
HO 3	Lack of financial resources for low/moderate-income households pursuing homeownership	Rehabilitate homes of low/moderate-income homeowners that address health and safety	Goal Funded Underway Completed	10	10	10	10	10	50 owner-occupied units rehabilitated to meet health and safety standards			X	X		
HA 1	Appropriate, efficient, and effective use of funds	Provide effective program administration	Goal Funded Underway Completed	n/a	n/a	n/a	n/a	n/a	Meet timeliness requirements in accordance regulations	n/a	n/a	n/a	n/a	n/a	n/a
HA 2	Appropriate, efficient, and effective use of funds	Conduct Housing Study to measure progress and needs of housing market	Goal Funded Underway Completed	0	1	0	0	0	Better service community through program enhancement made possible by current data.	n/a	n/a	n/a	n/a	n/a	n/a

2017 Action Plan

Chart 2: FAIR HOUSING GOALS

OBJ Code	PROBLEM/NEED	ACTIVITY	OUTPUT	2015/16	2016/17	2017/18	2018/19	2019/20	COMMUNITY BENEFIT INDICATORS	OUTCOME			OBJECTIVE		
										Accessibility (1)	Affordability (2)	Sustainability (3)	Decent Housing (DH)	Econ Opportunity (EO)	Suitable Living Environ (SL)
FH 1	Lack of community awareness of housing rights and resources	Conduct fair housing training for non-English speaking and limited English proficiency families	Goal Funded Underway Completed	1	0	1	0	1	3 training sessions which will increase awareness of laws/resources by 50%			X			X
FH 2	Lack of community awareness of housing rights and resources	Develop video for RH trainings to increase awareness of avenues for reporting housing violations	Goal Funded Underway Completed	0	0	1	0	0	1 video which will increase awareness of avenues for reporting housing violations by 20%			X			X
FH 3	Lack of community awareness of housing rights and resources	Develop a plan to identify smaller landlords and increase participating in FH training	Goal Funded Underway Completed	4	4	4	4	4	20 new landlords will attend training and 75% will have increased awareness			X			X
FH 4	Lack of community awareness of housing rights and resources	Research, develop and implement a plan to create and link FH info to the county website	Goal Funded Underway Completed	100	100	100	100	100	500 hits on the new website – of which 75% will have increased awareness	X					X
FH 5	Lack of community awareness of housing rights and resources	Participate in periodic meeting with the other FH officers	Goal Funded Underway Completed	3	3	3	3	3	15 meetings			X			X
FH 6	Lack of community awareness of housing rights and resources	Conduct FH training seminars island-wide	Goal Funded Underway Completed	2	2	2	2	2	10 seminars which will increase awareness for 75% of the attendees			X			X
FH 7	Lack of community awareness	Provide technical support and	Goal	n/a	n/a	n/a	n/a	n/a	75% of calls will have increased awareness of	X					X

2017 Action Plan

	of housing rights and resources	disseminate FH information to 100% of calls referred to County FH Officer	Funded Underway Completed							laws/resources						
FH 8	Lack of community awareness of housing rights and resources	Attend FH training	Goal Funded Underway Completed	1	0	1	0	1		3 training sessions for staff which will increase knowledge	n/a	n/a	n/a	n/a	n/a	n/a
FH 9	Lack of coordinated, long-range FH plan	conduct an analysis of impediments to identify barriers to FH	Goal Funded Underway Completed	0	1	0	0	0		1 studies to determine progress in removing barriers and new barriers	n/a	n/a	n/a	n/a	n/a	n/a

2017 Action Plan

Chart 3: HOMELESS GOALS

OBJ Code	PROBLEM/NEED	ACTIVITY	OUTPUT	2015/16	2016/17	2017/18	2018/19	2019/20	COMMUNITY BENEFIT INDICATORS	OUTCOME			OBJECTIVE		
										Accessibility (1)	Affordability (2)	Sustainability (3)	Decent Housing (DH)	Econ Opportunity (EO)	Suitable Living Environ (SL)
HM 1	No safe place to sleep for unsheltered homeless	Construct homeless shelter in West Hawai'i	Goal Funded Underway Completed	0	0	1	0	0	1 new shelter will create 32 homeless beds	X			X		
HM 2	No safe place to sleep for victims of domestic violence	Rehabilitate a homeless shelter for victims of domestic violence	Goal Funded Underway Completed	0	1	0	0	0	1 renovated shelter will benefit 740 households and provide victims of domestic violence with overnight shelter			X	X		
HM 3	Inability to obtain federal funding due to incomplete data	conduct a point in time count	Goal Funded Underway Completed	1	1	1	1	1	5 studies to determine the number of homeless persons	n/a	n/a	n/a	n/a	n/a	n/a

2017 Action Plan

Chart 4: COMMUNITY DEVELOPMENT GOALS

OBJ Code	PROBLEM/NEED	ACTIVITY	OUTPUT	2015/16	2016/17	2017/18	2018/19	2019/20	COMMUNITY BENEFIT INDICATORS	OUTCOME			OBJECTIVE		
										Accessibility (1)	Affordability (2)	Sustainability (3)	Decent Housing (DH)	Econ Opportunity (EO)	Suitable Living Environ (SL)
IN 1	Lack of infrastructure to develop housing	Construct infrastructure	Goal Funded Underway Completed	1	0	0	1	0	2 infrastructure projects to enable access to affordable housing and public facilities		X		X		
PF 1	Lack of public safety facilities which protect the public	Construct fire/police and/or solid waste facilities	Goal Funded Underway Completed	0	0	0	0	1	1 public facilities constructed or acquired to increase health and safety of the residents			X			X
PF 2	Lack of accessible public facilities	Remove architectural barriers at various county facilities	Goal Funded Underway Completed	1	0	2	0	1	4 accessible public facilities	X					X
PF 3	Deteriorated neighborhood and lack of public facilities	Construct and/or repair public facilities i.e. childcare, youth and senior centers; healthcare, homeless and recreation facilities	Goal Funded Underway Completed	1	1	1	1	1	5 improved public facilities which will benefit 2,526 low/moderate income people.			X			X
PS 1	Lack of transportation service	Acquire vehicles and trans services which provide transport to the elderly and low income households	Goal Funded Underway Completed	0	0	0	1	0	1 vehicles will provide additional transportation services	X					X
EC 1	Lack of funds for job training	Provide job training to low and moderate income person	Goal Funded Underway Completed	0	0	0	0	1	1 job training program which assists 10 persons to gain employment			X		X	
CDA 1	Complex rules and regulations to follow	Provide effective program administration in accordance with rules and regulation	Goal Funded Underway Completed	1.5	1.5	1.5	1.5	1.5	1.5 times the CDBG allocation is the maximum balance of CDBG funds unexpended in April of every year	n/a	n/a	n/a	n/a	n/a	n/a

2017 Action Plan

TABLE 1: Low-/Moderate-income population (2010 Census)

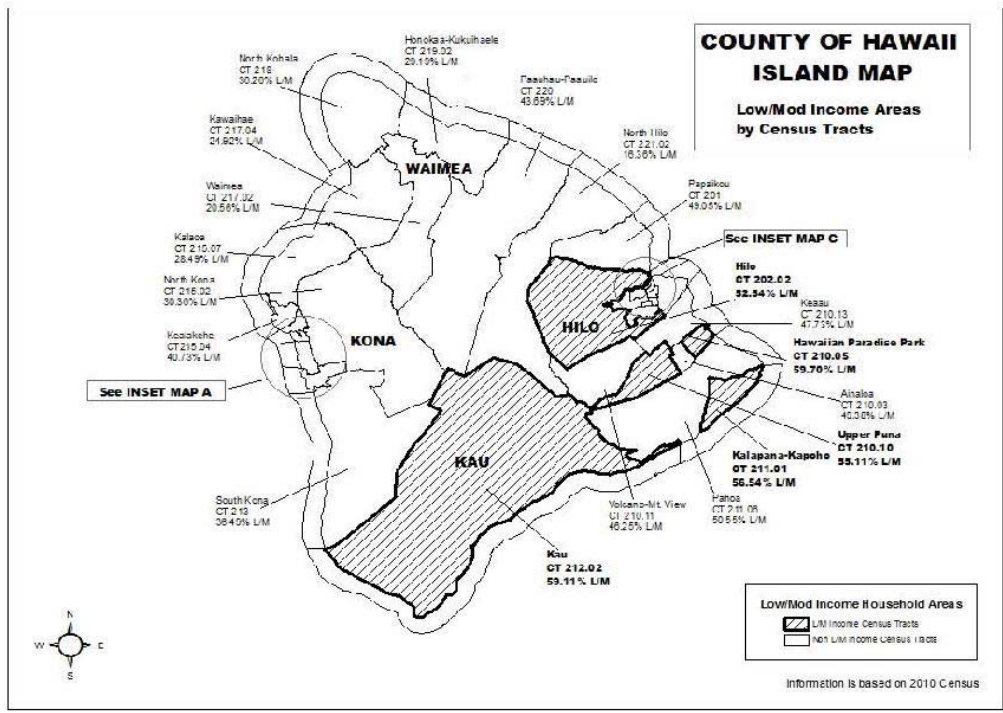
Census Tract	% Low/Mod Income
201	49.0%
202	52.5%
203	63.0%
204	42.8%
205	63.7%
206	35.4%
207.01	35.1%
207.02	21.5%
208.01	21.9%
208.02	32.8%
209	26.9%
210.03	49.3%
210.05	59.7%
210.10	55.1%
210.11	46.2%
210.13	47.7%
211.01	56.5%
211.06	50.5%
212.02	59.1%
213	36.4%
214.02	36.5%
215.02	30.3%
215.04	40.7%
215.07	28.4%
215.09	34.2%
216.01	30.4%
216.04	30.2%
217.02	20.5%
217.04	24.9%
218	36.2%
219.02	29.1%
220	43.6%
221.02	16.3%

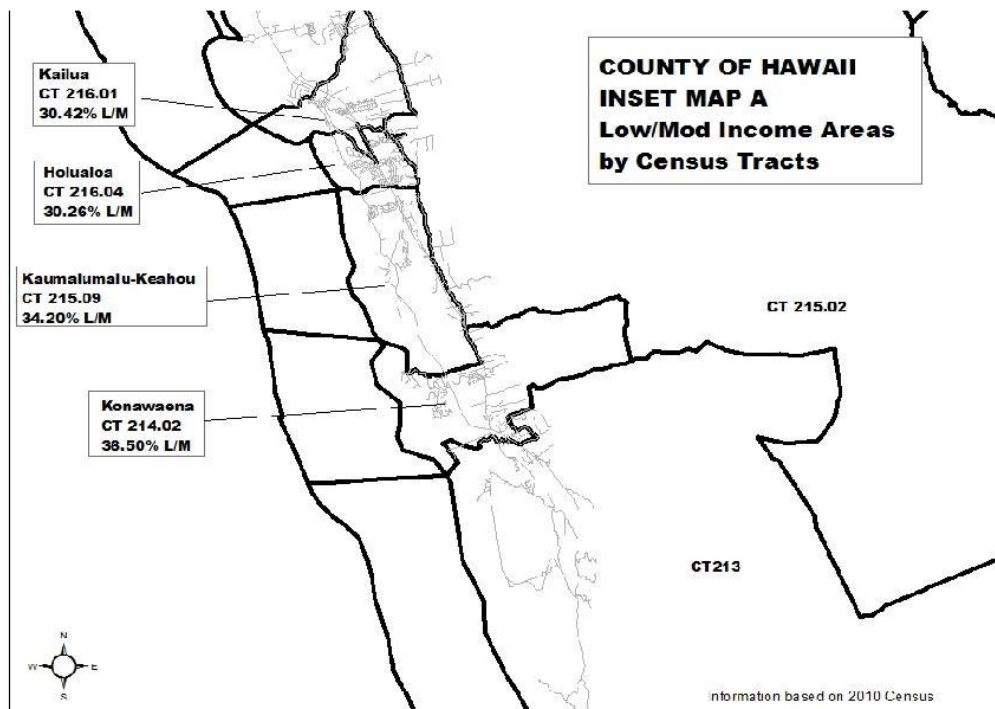
2017 Action Plan

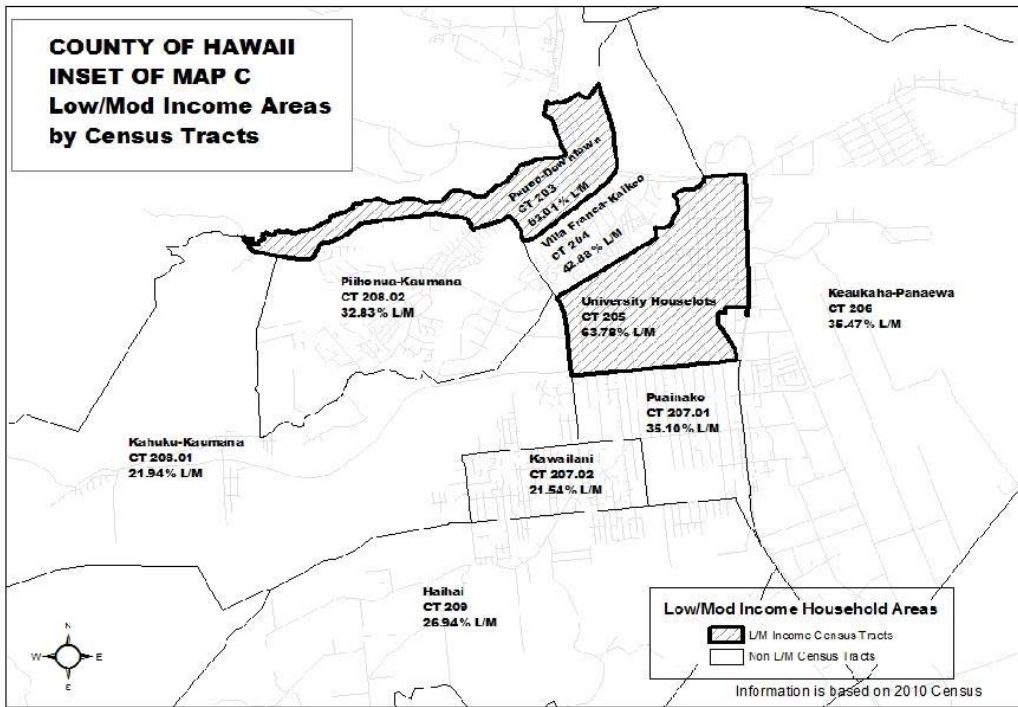
TABLE 2: Race and Ethnicity Distribution (2010 Census)

Race	Population	Percent
White	62,348	33.7%
Black or African American	1,020	0.6%
American Indian and Alaska Native	869	0.5%
Asian	41,050	22.2%
Native Hawaiian and Other Pacific Islander	22,389	12.1%
Other single race	2,868	1.5%
Black or African American and White	509	0.3%
American Indian or Alaska Native and White	2,147	1.2%
Asian and White	8,918	4.8%
American Indian or Alaska Native and Black or African American	474	0.3%
Other races of two or more	42,487	22.9%
Total	185,079	100.0%
Ethnicity		
Hispanic or Latino	21,383	11.6%
Not Hispanic or Latino	163,696	88.4%
Total	185,079	100.0%

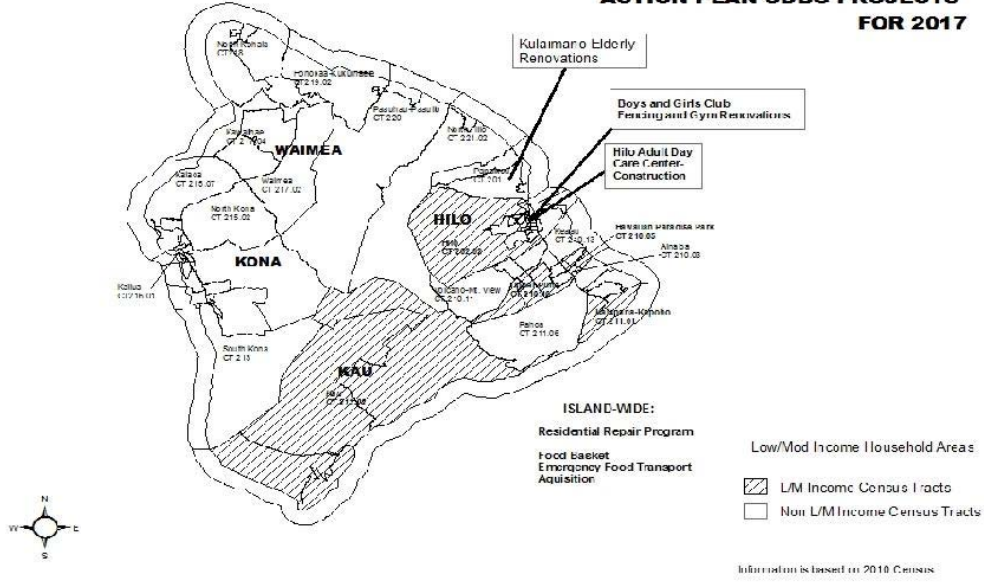
2017 Action Plan







**COUNTY OF HAWAII
ACTION PLAN CDBG PROJECTS
FOR 2017**



2017 Action Plan

Appendix B:
Needs Consultations and Comments, Public
Notices, and Approvals

2017 Action Plan

Annual Action Plan
2017

55

Needs Consultations and Comments:

Feedback from the surveys distributed and input on needs from the public hearings are summarized below:

Housing:

- Affordable rental housing
- Affordable for-sale housing
- Affordable housing for persons with special needs
- Affordable and appropriate housing for persons with mental illness
- Affordable housing for persons with developmental and physical disabilities
- Elderly housing
- Service worker housing (West Hawai`i)
- Self-Help housing
- Home-financing options for low-income families
- Rehabilitation loans

Homeless:

- Emergency shelter (West Hawai`i)
- Transitional housing for victims of domestic violence
- Transitional housing for families
 - Self-esteem and life planning training
 - Parent education programs
- Decrease in housing barriers
- Appropriate support services to retain housing
- Homeless prevention (rental deposit, rental assistance)
- Improved methods of data collection
- Partnerships established to end homelessness

Community Development:

- Vocational job training
- Homebuyer counseling
- Employment development centers
- Community centers
- Senior centers
- Youth centers
- Public safety facilities
- Rural healthcare facilities
- Fire stations, equipment and rescue/emergency medical coverage
- Enhanced solid waste management facilities
- Development of new park sites
- Enhancement of existing park sites
- Removal of Architectural Barriers
- Infrastructure to adhere to County building code
- Off-site infrastructure

- On-site infrastructure
- Funding for soft costs
- Transportation vehicles
- Neighborhood center for educational purposes

2017 Action Plan

**PUBLIC NOTICE ON PUBLIC MEETINGS
And REQUEST FOR PROPOSALS
For COUNTY OF HAWAII`S 2017
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

The County of Hawaii's Office of Housing & Community Development (OHCD) is currently planning for its 2017 Consolidated/ Action Plan process for the aforementioned program

As required by federal regulations, the County will hold a series of public hearings and has selected the following locations and times in an effort to encourage comments and views from persons of very low and moderate income.

	<u>PAHALA PUBLIC HEARING</u>	<u>PĀHOA PUBLIC HEARING</u>
Date:	October 10, 2016	October 10, 2016
Time:	10:00 a.m.	2:30 p.m.
Place:	Pahala Community Center	Pahoa Community Center
	<u>KONA PUBLIC HEARING</u>	<u>HONOKA`A PUBLIC HEARING</u>
Date:	October 13, 2016	October 11, 2016
Time:	10:00 a.m.	10:00 a.m.
Place:	West Hawaii Civic Center 74-5044 Ane Keohokalole Hwy. Mayor's Office Conference Room 2 nd Floor	Honoka`a Gym/MPR Room
	<u>HILO PUBLIC HEARING</u>	
Date:	October 14, 2016	
Time:	10:00 a.m.	
Place:	1990 Kino`ole Street Existing Housing Conference Room	

The purpose of the public hearings is to hear views and comments from citizens on housing and community development needs and the past performance of the U. S. Department of Housing and Urban Development's (HUD's) CDBG Program

The County encourages its citizens, especially persons of low and moderate income, minorities and non-English speaking persons, as well as persons with disabilities, to attend the public hearings and share their comments and views.

2017 Action Plan

Persons requiring special needs (i.e., sign language or bilingual interpreters) may call the OHCD at V/TT 961-8379 at least seven (7) days prior to the hearings so arrangements may be made to accommodate them. Citizens who are unable to attend these hearings may submit or fax (808/961-8685) testimony pertaining to their housing and community development needs by October 14, 2016 to Susan K. Akiyama, Housing Administrator, Office of Housing and Community Development, 50 Wailuku Drive, Hilo, Hawai`i 96720.

After the public hearing, OHCD staff will be available to discuss the procedures and guidelines for applying for the County's 2017 CDBG program. OHCD staff will provide technical assistance to groups/agencies requesting assistance in developing proposals.

2017 CDBG PROJECT PROPOSAL FORMS

The County's five-year 2015-2019 Consolidated Plan (CP) describes the County's housing and community development needs, funding plans, priorities and objectives, and includes the County's Annual Action Plan for the use of CDBG Program funds. The County of Hawai`i is, therefore, seeking eligible applicants to submit project proposals to be included in its 2017 Annual Action Plan to HUD.

The County expects to receive approximately \$2,500,000 for its CDBG Program.

In order to receive federal funding all applicants will be required to have a Dun and Bradstreet Data Universal Numbering System (DUNS) number and be actively registered with current information in the Central Contractor Registration (CCR) prior to applying for CDBG funding. The applicant will have to submit proof that they have a DUNS number and are actively registered in the CCR system with their project proposal packet.

Project proposals submitted to the OHCD must comply with the program criteria, meet eligibility requirements, program objectives, and be consistent with the County's priorities and objectives as contained in the County's 2015-2019 CP.

All original project proposals and two (2) copies must be received by 4:30 p.m. on January 11, 2017, by the OHCD, 50 Wailuku Drive, Hilo, Hawai`i 96720-2456 or OHCD Kona Office, 74-5044 Ane Keohokalole Highway, Kailua-Kona, Hawaii 96740.

2017 Action Plan

The proposal forms and federal guidelines covering the eligible activities will be available at the public hearings and at the following locations beginning October 17, 2016, Monday through Friday, 7:45 a.m. to 4:30 p.m., except on holidays. Proposal forms will also be mailed, upon request, after October 17, 2016.

OFFICE OF HOUSING AND
COMMUNITY DEVELOPMENT
Hilo Armory
50 Wailuku Drive
Hilo, Hawai'i 96720
Phone: 961-8379

OFFICE OF HOUSING AND
COMMUNITY DEVELOPMENT
West Hawai'i Civic Center
74-5044 Ane Keohokalole Hwy.
Kailua-Kona, Hawai'i 96740
Phone: 323-4305

In addition, copies of the County's current CP; Citizen Participation Plan and past performance of CDBG funds are also available at the Office of Housing and Community Development, 50 Wailuku Drive, Hilo, Hawai'i.

A brief description of the CDBG Program are as follows:

Community Development Block Grant Program:

Title I of the Housing and Community Development Act of 1974 (Public Law 93-383) created the CDBG Program which became effective January 1, 1974. Under the CDBG Program a community is able to develop a flexible, locally designed comprehensive community development strategy in order to address the program's primary objective: "...development of viable urban communities, by providing decent housing and suitable living environments and expanding economic opportunities principally for persons of low and moderate income."

Under the CDBG program grants or loan assistance may be used by eligible public agencies, private non-profit organizations, and Community Based Development Organizations (CBDO), (non-profit organization) for the following activities provided that these activities either 1) principally benefit low and moderate income families, 2) aid in the prevention or elimination of slums and blight, or 3) meet other community development needs having a particular urgency.

Range of Eligible Activities for the use of CDBG Program Funds:

2017 Action Plan

- * Acquisition of real property.
- * Acquisition, construction, reconstruction, rehabilitation or installation of public facilities.
- * Provision of public services, provided it is a new service or a quantifiable increase in a service now being provided and does not exceed 15% of the County's allocation.
- * Payment of the non-federal share in connection with other federal programs undertaken as part of the development program
- * Assist privately owned utilities.
- * Code enforcement in deteriorated areas expected, together with public improvements and services, to arrest the area's decline.
- * Disposition of real property.
- * Clearance, demolition and removal of buildings and improvements.
- * Interim assistance to immediately arrest deterioration and alleviate emergency conditions.
- * Urban renewal completion.
- * Relocation payments.
- * Loss of rental income incurred in holding housing units for displacees.
- * Removal of material and architectural barriers restricting mobility of elderly and disabled persons.
- * Historic preservation.
- * Assistance to sub-recipients to carry out activities listed.
- * Renovation of closed school buildings.
- * Micro enterprise assistance.
- * Planning activities.
- * Rehabilitation of privately owned building and low income public housing.

OFFICE OF HOUSING AND COMMUNITY DEVELOPMENT
COUNTY OF HAWAII
By: Susan K. Akiyama
Housing Administrator

William P. Kenoi, Mayor
County of Hawaii

(Hawaii Tribune-Herald: Oct. 3, 2016)
(West Hawaii Today: Oct. 3, 2016)

2017 Action Plan

COUNTY OF HAWAI'I
CONSOLIDATED PLAN NEEDS SURVEY FOR
HOUSING, HOMELESSNESS, AND COMMUNITY DEVELOPMENT

PART I. ABOUT YOUR ORGANIZATION

1) Organization Name: _____

Address: _____

Phone: _____

Fax: _____

E-mail: _____

Person completing this form: _____

Date: _____

2) Is your organization incorporated: Yes No

3) Is your organization a: (Check all that apply)

501(c)(3) Non-Profit

Government

Trade or Professional Organization

Advocacy Group

Other (Please Specify): _____

4) Hawai'i Resident

5) What is your organization's geographic area? (choose one)

Hawai'i

Statewide

Specific Communities, Please specify: _____

6) What is your organization's primary purpose or function? (Choose one)

Services provider

Neighborhood association

Advocacy group

Trade association

Homeless shelter provider

Non-profit housing developer

Homeless service provider

For-profit housing developer

For-profit business

Other, Please specify: _____

7) What is your organization's primary constituency? (Check all that apply)

Neighborhood residents

Homeowners

Homeless persons

Elderly population

Persons with disabilities

Low-income persons (<80% of MFI)

Persons with AIDS

Very low income persons (<50% of MFI)

Mobility impaired

Veterans

Chronically mentally ill

Renters

Developmentally disabled

Public Housing residents

Other, please specify: _____

2017 Action Plan

PART II. GENERAL PRIORITIES

Based on the constituency your organization serves; please indicate what you believe is the relative priority for each broad type of housing, homelessness, and community development need by checking the appropriate box.

Indicate whether that category of need is, in your opinion, 1) Highest Relative Need compared to all the others, 2) Above Average Relative Need compared to others, 3) about Average Relative Need compared to all others, 4) Below Average Need compared to all others, or 5) the Lowest Relative Need compared to all others.

Also, if you have any data or additional information which supports your ranking which you would like us to consider, please enclose it with your response to this survey.

Needs Category	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
(1) Housing					
Rental Housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homeowner Housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Special Needs Housing (Non- Homeless)					
Elderly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persons with AIDS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persons with Disabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Homelessness					
Homeless Individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homeless Families	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) Community Development					
Economic Development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Infrastructure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Neighborhood Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PART III. SPECIFIC PRIORITIES

In this section, the County is looking for more detailed input regarding specific needs and priorities as they relate to the general categories identified in Part II of this survey. If you feel that you or your organization is unable or unqualified to give an informed opinion on the relative needs within any of these more specific categories, just check off the box at the top of the survey table marked "Unable to Judge Relative Needs".

Based on the constituency your organization serves, please indicate what you believe is the relative priority for each specific need by checking the appropriate box. Indicate whether that type of need is, in your opinion, 1) Highest Relative Need compared to all others, 2) Above Average Relative Need compared to all others, 3) about Average Relative Need compared to all others, 4) Below Average Need compared to all others, or 5) the Lowest Relative Need compared to all others.

Rental Housing Needs by Household Type

Unable to Judge Relative Needs

Renter Housing by Household Type	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
Non-Elderly 1-person households	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Small Families (2-4 persons)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Large Families (5+persons)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elderly (1 or 2 person households)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other renters (e.g. unrented 2+ person households)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rental Housing Needs by Income Level

Unable to Judge Relative Needs

Renter Housing by Annual Household Income	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
Extremely low income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Very low income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Low income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Moderate income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Middle income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Upper income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Homeowner Housing Needs by Household Type

Unable to Judge Relative Needs

Homeowner Housing By Type	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
First-time Homebuyers (all)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elderly Homeowners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Families (2+ related persons)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-Elderly (1-person household)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other homeowners (unrelated 2+ person households)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Homeowner Housing Needs by Income Level

Unable to Judge Relative Needs

Homeowner Housing By Annual Household Income	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
Extremely low income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Very low income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Low income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Moderate income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Middle income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Upper income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Special Needs Housing (Non-Homeless)

Unable to Judge Relative Needs

Special Needs Housing By Sub-Population Type	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
Elderly (all)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frail Elderly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Developmentally Disable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physically Disable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chronic Substance Abuse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seriously Mentally Ill	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dually Diagnosed (Substance Abuse & Mentally Ill)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Veterans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persons with HIV/AIDS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth (<18 yrs. Old)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victims of Domestic Violence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2017 Action Plan

Homeless Needs by Population and Sub-Population

Unable to Judge Relative Needs

Homeless Population and Sub-Population Type	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
(1) General Population					
Individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Families with Children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Specific Sub-Populations					
Elderly (all)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frail Elderly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Developmentally Disabled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physically Disabled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chronic Substance Abuse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seriously Mentally Ill	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dually Diagnosed (Substance Abuse & Mentally Ill)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Veterans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persons with HIV/AIDS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth (<18 yrs. Old)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victims of Domestic Violence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Unmet Needs of the Homeless by Type of Need

Unable to Judge Relative Needs

Type of Unmet Homeless Needs	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
(1) Shelter & Housing					
Emergency Shelter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transitional Housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Permanent Housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Supportive Services					
Job Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Case Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Childcare	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substance Abuse Treatment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mental Health Care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Housing Search & Placement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Life Skills Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2017 Action Plan

Community Development Needs: Economic Development

<input type="checkbox"/> Unable to Judge Relative Needs	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
Economic Development					
Commercial/Industrial Acquisition Rehabilitation/New Construction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Direct Financial Assistance (Business Loans)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brownfield's Remediation (Clean up of Contaminated Sites)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Micro-Enterprise Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business Technical Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Community Development Needs: Public Facilities

<input type="checkbox"/> Unable to Judge Relative Needs	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
Public Facilities					
Neighborhood Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks/Recreational Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parking Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth Centers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child Care Centers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Senior Centers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Historic Preservation (Non-Residential Buildings)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Community Development Needs: Infrastructure

<input type="checkbox"/> Unable to Judge Relative Needs	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
Infrastructure					
Water/Sewer Improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Solid Waste Disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flood Drain Improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Infrastructure for Econ. Development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Street Improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sidewalk Improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Removal of Architectural Barriers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2017 Action Plan

Community Development Needs: Public Services

Unable to Judge Relative Needs

Public Services	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
Handicapped Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substance Abuse Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mental Health Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crime Awareness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child Care Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Senior Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Community Development Needs: Neighborhood Planning

Unable to Judge Relative Needs

Neighborhood Planning	Highest Relative Need	Above Average Need	Average Relative Need	Below Average Need	Lowest Relative Need
Neighborhood Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fair Housing Activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CHDO/(Community Development Corporation) Operating Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Return Survey to:
Office of Housing & Community Development
50 Wailuku Drive
Hilo, Hawai'i 96720

Or email to:

ohcdcdbg@co.hawaii.hi.us

Appendix C: Monitoring Plan

2017 Action Plan

Annual Action Plan
2017

69

This section describes the standards and procedures by which the County uses to monitor activities carried out in furtherance of its CP. The intent is to ensure the long-term compliance with requirements of the programs involved, including the comprehensive planning requirements.

Upon approval of the CDBG and HOME program funds, the County of Hawai'i meets with each recipient. During this meeting, the County explains the contents of the agreement and all of the requirements for the specific project. The County has developed various checklists (bid, construction, labor standards, acquisition, etc.) that are distributed to each recipient.

The checklist indicates the process and the documentation requirements. The checklist also requires that the County approve agreements, documents, notices, etc. prior to its use or execution. This ensures that the documents meet the federal requirements of the program. Recipients are required to submit all executed and completed documents to the County for its files. Recipients are also subject to audits and monitoring visits by auditors and HUD. This is an ongoing process. The County works with the recipient through every step of the project. Training and technical assistance is done immediately if errors or non-compliance are found.

For projects involved with facility rehabilitation or construction, the County conducts site visits to verify work progress, to conduct labor interviews, and verify project progress payments.

In addition, the agreement executed between the County and recipient requires the recipient to submit monthly status reports to the County.

This ongoing monitoring process is preferred to the usual monitoring and audit of projects during the middle or at the completion of the project. This system enables the County to work with the recipients through every step of the project implementation. The process ensures compliance prior to executing any actions, instead of reviewing files after the fact.

For the HOME Investment Partnership Program, the County is responsible for monitoring the County of Hawai'i HOME Projects. The County provides technical assistance and monitoring during project development and implementation, as well as during the appropriate period of affordability. The County maintains documentation of its project monitoring for review by the State during their monitoring of the County's HOME Program.

Appendix D: Citizen Participation Plan

2017 Action Plan

Annual Action Plan
2017

71

CITIZEN PARTICIPATION PLAN
A Plan for Citizen Input and Involvement in the
Community Development Block Grant
HOME Investment Partnership Programs
of the
U.S. Department of Housing and Urban Development

County of Hawai'i
Office of Housing and Community Development
50 Wailuku Drive
Hilo, Hawai'i 96720
Telephone: (808) 961-8379

Approved: January 13, 1995
Amended: May 6, 1998
Amended: December 15, 2009
Amended: May 15, 2015

2017 Action Plan

Annual Action Plan
2017

72

TABLE OF CONTENTS

- I. INTRODUCTION
- II. ENCOURAGEMENT OF CITIZEN PARTICIPATION
 - A. Public Notices
 - B. Public Hearings/Meetings
 - C. Public Comment Period
- III. TECHNICAL ASSISTANCE
- IV. PUBLIC ACCESS TO INFORMATION
- V. COMPLAINTS OR GRIEVANCE
- VI. SCHEDULE
- VII. CRITERIA FOR AMENDMENT TO CONSOLIDATED PLAN EXHIBITS
 - EXHIBIT 1 – CONSOLIDATED/ACTION PLAN AND CDBG/HOME APPLICATION SCHEDULE

I. INTRODUCTION

The U.S. Department of Housing and Urban Development (HUD) administers the Community Development Block Grant (CDBG) Program, established by Congress through the Housing and Community Development Act of 1974, as amended. The purpose of the CDBG Program is to provide decent housing, a suitable living environment, and expand economic opportunities, principally for persons of low and moderate income. The County has received CDBG funds from 1976 to the present.

In order for the County to receive its annual CDBG grant and in an effort to coordinate and condense the planning and application aspects of the CDBG Program, HUD has replaced the past CDBG application process with the submission of the Consolidated Plan. The County's Consolidated Plan also serves as an information resource for the State of Hawai'i's Consolidated Plan submission and application for funding under HUD's HOME Investment Partnerships (HOME) Program.

The Consolidated Plan is a single plan which will describe the County's needs, priorities, funding plans, proposed projects and certify compliance with CDBG Program requirements. The Consolidated Plan covers a five (5) year period. In addition, the County's Consolidated Plan also includes the County's HOME Projects for information purposes.

In addition, Section 104 (a) of the Housing and Community Development Act of 1974, as amended, requires that the County certify and now adopt as part of the Consolidated Plan process a detailed citizen participation plan which shall contain the following:

1. Provides for and encourages citizens participation in the development of the Consolidated Plan, any substantial amendments to the Plan and past performances report of CDBG activities, with particular emphasis on participation by persons of low and moderate income, residents of slum and blighted areas, low and moderate income neighborhoods, minorities and non-English Speaking persons and persons with disabilities in which CDBG funds are proposed to be used;
2. Encourages the consultation with public housing authorities with emphasis for participation of residents of public and assist housing developments in developing and implementing the Consolidated Plan as well as to obtain views on housing and community development needs and non-housing development needs;
3. Provides citizens, units of local government and other interested parties on the amount of funds available, range of eligible activities, plans to minimize displacement and the amount of CDBG funds that will benefit low and moderate income persons;

4. Provides citizens with reasonable and timely access to public meetings, information, and availability of the Consolidated Plan, substantial amendments and performance records relating to the grantee's proposed use of funds and actual use of the funds;
5. Provides for technical assistance to groups, representative of persons of low and moderate income that requests such assistance in developing proposals and questions related to housing and community development needs, proposed activities, and program performance;
6. Provides public notices for public hearings to obtain citizens' views and to respond to proposals and questions at all stages of the CDBG process, including at least the development of needs, priorities, goals and the review of proposed activities, and the review of program performance, which hearings shall be held after adequate notice and times and locations convenient to potential or actual beneficiaries and with accommodations for the disabled;
7. Provides for a timely written answer to written complaints and grievances, within fifteen (15) working days, where practicable;
8. Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.
 - a. Provide for person with special needs may request reasonable accommodations to participate in hearings (e.g., large print, taped materials, sign language, interpreter, or translator for non-English speaking participants, at least seven (7) days prior to the public hearings).

This Citizen Participation Plan describes how the County will comply with the above requirements to keep the public informed of CDBG/HOME programs, projects, and activities and provide the opportunity for public input. All citizens, including the elderly, minorities, persons with disabilities, persons of low and moderate income, and members of the business community, civic groups, community associations, public agencies, and ethnic-cultural groups, are encouraged to give input to the CDBG/HOME Programs.

II. ENCOURAGEMENT OF CITIZEN PARTICIPATION

Citizens will be encouraged to be involved in all stages of the Consolidated Plan Process. Citizens may submit their views and priorities by calling, faxing, and writing or speaking directly to staff of the Office of Housing and Community Development at: 1) public hearings, 2) public meetings, 3) during public comment periods, and/or 4) at any time during the year. Citizens will be informed of such opportunities for input through public notices.

2017 Action Plan

A. Public Notices

Public notices will appear in newspaper(s) of general circulation and the County website to:

- 1) Announce the location & purpose of the public hearings, amount of federal assistance, range of activities that may be undertaken with CDBG/HOME funds, including the estimated amount that will benefit persons of low- and moderate income and availability of CDBG/HOME proposals to the public;
- 2) Announce the participation in the development of the Consolidated Plan and any substantial amendments to the Consolidated Plan;
- 3) Announce the availability of the Citizen Participation Plan for public review and comment;
- 4) Announce the availability of the draft Consolidated Plan for public review and comment;
- 5) Announce the meeting of the County Housing Agency;
- 6) Announce the meeting of the Hawai`i County Council;
- 7) Announce the availability of the final Consolidated Plan; and
- 8) Announce the availability of the Consolidated Annual Performance Evaluation Report.

Public hearing notices will also state that the OHCD will provide bilingual opportunities to persons or groups who speak and/or read a primary language other than English upon request by the person or group. In addition, the OHCD will provide services of an interpreter for the hearing impaired, large print and taped materials upon request by the person or group.

The public hearings will be held at a location that is accessible to persons with disabilities and at a time and location convenient to potential and actual beneficiaries. The public hearings may be conducted via video conferencing.

Citizen or groups are requested to call at least a week prior to the hearing so arrangements can be made.

B. Public Hearings/Meetings

Public hearing(s) will be held to hear citizens' housing and community development needs, comments on the progress of past CDBG/HOME projects, Consolidated Plan and Citizen Participation Plan, and to explain the Consolidated Plan Process.

A public meeting will be held by the Hawai'i County Housing Agency (HCHA)/Finance Committee (FC) for the purpose of approving projects submitted on the Consolidated Plan for which the Office of Housing and Community Development is recommending CDBG/HOME funding through its annual Action Plan. Following the action of the HCHA/FC, a public meeting of the Hawai'i County Council will be held to authorize the Mayor to sign and submit the County's Consolidated Plan and/or its Action Plan to the U.S. Department of Housing and Urban Development (HUD). These public meetings shall be held in Hilo at the Hawai'i County Council room, unless otherwise announced.

A public notice will be published and meeting agendas will be posted at the Hawai'i County Council room at least seven (7) days prior to the public meetings. These public meetings are open to the public. Interested persons will have an opportunity to submit data, views or arguments in writing as well as provide oral testimony on the proposed CDBG/HOME activities.

Any comments or views expressed at the public meeting will be considered for relevance and incorporated or attached into the Consolidated Plan, and/or Consolidated Annual Performance Evaluation Report (CAPER).

C. Public Comment Period

In addition to the opportunity to present comments at public hearings and public meetings, citizens will have the opportunity to comment on: 1) the draft Citizen Participation Plan, Consolidated Plan and/or Action Plan prior to its submittal to the HCHA/FC and County Council, and 2) the proposed CAPER Reports prior to its submittal to HUD. Public comment periods shall not be less than 30 days for the draft Consolidated Plan and any substantial amendment to the Consolidated Plan; not less than one week for the final Consolidated Plan, Citizen Participation Plan; and 15 days for CAPER Reports.

III. TECHNICAL ASSISTANCE

Technical assistance will be provided by the staff of the Office of Housing and Community Development (OHCD) to any groups of persons requesting assistance in developing CDBG/HOME project proposals. OHCD staff will also be available to answer questions and to provide assistance during the public hearings and/or meetings.

2017 Action Plan

IV. PUBLIC ACCESS TO INFORMATION

In order to provide opportunities for citizens, public agencies and other interested parties to participate in the Consolidated Plan Process, the County will publish public notices to notify all interested parties on the various stages of the Consolidated Plan. In addition, a summary of the proposed Consolidated Plan will also be published and available for comment. CDBG/HOME proposal forms and Federal guidelines covering eligible activities will be available at the public hearings and at the following locations Monday through Friday, 7:45 a.m. to 4:30 p.m., except holidays.

Office of Housing and
Community Development
(Hilo Armory)
50 Wailuku Drive
Hilo, Hawai'i 96720-2456
Phone: 961-8379

Office of Housing and
Community Development
(West Hawaii Civic Center)
74-5044 Ane Keohokalole Hwy
Kailua-Kona, Hawai'i 96740
Phone: 323-4305

The draft/proposed and final Consolidated Plan as well as the Action Plans will also be available on the County of Hawaii Web Site for review.

V. COMPLAINTS OR GRIEVANCE

Citizens may submit complaints or grievances regarding the Consolidated Plan process by writing to the Office of Housing and Community Development. The Office will make every reasonable attempt to provide a written response to any written complaint or grievance within 15 working days of its receipt.

All comments and/or opinions received will be considered for relevance when preparing the final Consolidated/Action Plan, any amendments to the Plan, or performance reports. A summary of comments will be attached to the final Consolidated/Action Plan, amendments to the Plan, or performance reports.

VI. SCHEDULE

Exhibit 1 is a sample schedule for the Consolidated Plan which reflects the foregoing provisions.

VII. CRITERIA FOR AMENDMENT TO CONSOLIDATED PLAN

The County will determine the necessity to amend its approved Consolidated/Action Plan whenever it is presented with the following decisions:

1. Makes a change in its allocation priorities or changes its method of distribution of funds;
2. Carries out a new activity not previously described in the approved Action Plan; or

2017 Action Plan

3. Changes the purpose, scope, location, or beneficiaries of an activity.

The County will determine whether a change or amendment is substantial in nature as it relates to changes in purpose, scope, location, or beneficiaries of an activity. The County's basis for a substantial change will hinder on whether the activity continues to assist the original beneficiaries.

Should the County determine that an amendment is substantial in nature, then a public notice will be published for thirty (30) days to receive comments on the substantial amendment before the amendment is implemented. Subsequently, if an amendment is not substantial in nature then a public notice will be published for a two (2) week comment period to inform citizens of the County's amendment(s) to the plan.

In situations where there is a surplus of CDBG/HOME funds which will be transferred to existing approved projects to offset project deficits, the County will not publish a public notice to announce these transfer of funds.

In cases of emergencies and/or in situations as declared by the Mayor, or in his absence his authorized representative, to be of particular urgency because existing conditions pose a serious and immediate hazard or threat to the health and welfare of the public which is a direct result from flooding, tidal wave (tsunami), earthquake, or other natural causes, the County will utilize its unencumbered CDBG funds for eligible CDBG/HOME activities as determined by the OHCD, to alleviate these threatening conditions. Due to the immediate urgency of these situations, the County will at a later date publish a public notice to inform its citizens of the actual expenditure of these CDBG funds.

In all case scenarios above, the County will submit a description of its amendment(s) to HUD on its proposed changes.

EXHIBIT 1

"SAMPLE"

CONSOLIDATED/ACTION PLAN AND
CDBG/HOME APPLICATION SCHEDULE

<u>DATE</u>	<u>TASK</u>
(Month, Day, Year)	Public hearing to hear the Housing & Community Development needs and explain the application procedures, and Consolidated/Action Plan process.
(Month, Day, Year)	Hilo: County Council Room, (Time, a.m./p.m.) Pahala Community Center, (Time, a.m./p.m.) Honoka'a: Honoka'a Gym, (Time, a.m./p.m.) Pahoa: Neighborhood Center, (Time, a.m./p.m.)
(Month, Day, Year)	CDBG/HOME Project proposals due to the OHCD
(Month, Day, Year)	OHCD to review, rank, and select CDBG/HOME Projects for the County's Consolidated/Action Plan to HUD.
(Month, Day, Year)	OHCD to draft the County's proposed Consolidated/Action Plan
(Month, Day, Year)	Public notice appears in newspapers, announcing the availability of the proposed Consolidated/Action Plan for public review and comment
(Month, Day, Year)	Comment period for the County's proposed Consolidated/Action Plan (30 days required).
(Month, Day, Year)	Deadline to submit documents for Hawai'i County Housing Agency (HCHA)/ Finance Committee (FC) meeting
(Month, Day, Year)	HCHA/FC meeting to approve projects
(Month, Day, Year)	Deadline to submit documents for Hawai'i County Council meeting
(Month, Day, Year)	Council meeting to authorize Mayor to sign and submit the County's Consolidated/Action Plan to HUD
(Month, Day, Year)	Obtain Mayor's signature
(Month, Day, Year)	Public Notice appears in newspapers summarizing the final Consolidated/Action Plan
(Month, Day, Year)	Consolidated/Action Plan due

2017 Action Plan

