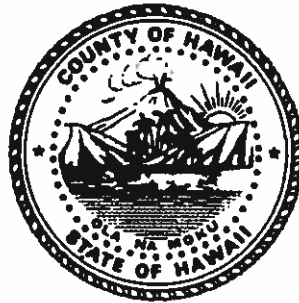


PHA 5-Year Plan for FY 2020-2024



County of Hawai'i

Office of Housing and Community Development

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5-Year PHA Plan (for All PHAs)

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

OMB No. 2577-0226
Expires: 02/29/2016

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.																																
A.1	PHA Name: <u>Hawai'i County Housing Agency</u> PHA Code: <u>H1002</u> PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2020</u> PHA Plan Submission Type: ☒ 5-Year Plan Submission ☐ Revised 5-Year Plan Submission Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. The Hawai'i County Housing Agency Plan will be available for viewing at the following office locations during normal business hours: Hilo: 1990 Kinoole Street, Suite 102 Hilo, Hawai'i 96720 Kona: 75-5044 Ane Keohokalole Highway Building, B. 2nd Floor Kailua-Kona, Hawai'i 96740 ☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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B.	5-Year Plan. Required for <u>all</u> PHAs completing this form.
B.1	Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. The mission of the Hawai'i County, Office of Housing and Community Development (OHCD) is responsible for the planning, administration and operation of all of the County of Hawai'i's housing programs such as the Section 8 rental assistance for qualified families. Its overall goal is to provide for the development of viable communities in Hawai'i County by providing decent housing, suitable living environments and expanding economic opportunities. The reports below provide important data about the communities and families on Hawai'i island that are in need of housing assistance and affordable housing. Hawai'i County Consolidated Plan, 2020-2024 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 and 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 CP provides background, direction, and a plan for how the State intends to administer HUD's Home Investment Partnership Program (HOME), National Housing Trust Fund (HTF), Emergency Solutions Grant Program (ESG), and Housing Opportunities for Person with AIDS (HOPWA) to assist in meeting the housing needs of Hawai'i citizens. The goals and objectives are addressed in the County of Hawai'i's 2020-2024 Consolidated Plan, which can be viewed at: https://www.hawaiicounty.gov/departments/office-of-housing Hawai'i Housing Planning Study, 2019 The Hawai'i Housing Planning Study (HHPS) is a series which began in 1992 and is a comprehensive assessment of the housing market in Hawai'i. The purpose of the HHPS 2019 report is to provide contemporary data on the housing situation in Hawai'i to support planning activities in Hawai'i County. This report reflects data collected from January through August 2019. Included in this study are housing demand, housing supply, housing prices, affordable housing, and needed housing units. The HHPS 2019 incorporates data from ten data collection and analysis sources: 1) Housing inventory, 2) Housing Demand survey, 3) Housing Projections, 4) Housing Price Study, 5) Producers Survey, 6) Housing for Special Needs Groups Study, 7) Homeless Study, 8) Tourism Study, 9) Native Hawaiians, 10) Secondary Data. This report is comprehensive collection of current data on Hawai'i's housing markets and also provides a general forecast of future housing market. The HHPS 2019 study can be viewed here: http://records.hawaiicounty.gov/WebLink/DocView.aspx?dbid=1&id=102744&page=1&cr=1 Affordable Rental Housing Report and Ten-Year Plan, July 2018 This report was submitted and prepared by the Special Action Team appointed by the Hawai'i State Legislature. Approximately 10,688 acres of state, county, and private lands have been established as a priority lands for rental housing through 2026. This report identifies land across each county that is suitable for affordable rental housing. This report sets housing production goal for each county, recommends implementation actions, and identifies the parties responsible for sustained progress. The components of the study can be viewed at: http://files.hawaii.gov/dbedt/op/spb/AffordableRentalHousingReport_10YearPlan.pdf Single Audit of Federal Financial Assistance Programs- please refer to Appendix A.

B.2

Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low-income, and extremely low- income families for the next five years.

- A. Expand the supply of assisted housing on Hawai'i island
 - 1. Apply for additional Section 8 program vouchers should they become available
 - 2. Adopt strategies and options that maintain the maximum program size of the Housing Choice Voucher (HCV) Program
 - 3. Explore ways to expand service delivery to all housing markets on Hawai'i island
- B. Improve the quality and efficiency of assisted housing
 - 1. Obtain, improve, and maintain a score equaling a "high performer" status on the Section Eight Management Assessment Program (SEMAP). The OHCD achieved a "Standard" (78%) rating for certification period July 1, 2018-June 30, 2019.
 - 2. Maximize the utilization of available vouchers
 - 3. Explore new and existing ways to fund, coordinate and link supportive services to housing
 - 4. Review and update the OHCD administrative plan as needed
- C. Increase Housing Choices
 - 1. Continue to administer and promote the Homeownership Option Program (HOP)
 - 2. Develop and promote working partnerships with landlords around Hawai'i island to encourage participation with the Housing Choice Voucher (HCV) Program
 - 3. Research and explore for additional funding sources for landlord incentive programs
- D. Promote Self-Sufficiency
 - 1. Increase the number of families enrolled in the Family Self-Sufficiency (FSS) Program by promoting program participation at annual re-exams and by displaying visual displays in interviewing cubicles
 - 2. Increase and promote awareness of the American Job Center to new and current participants
- E. Seek partnerships that will further the goal of affordable housing opportunities
 - 1. Continue to maintain partnerships with community, Federal, and State agencies
 - 2. Participate in the Community Alliance Program (CAP) regularly, in an effort to end homelessness
- F. Ensure equal opportunity and affirmatively further fair housing
 - 1. Ensure access and suitable living conditions for families utilizing federally assisted housing regardless of race, color, religion, national origin, sex, familial status, sexual orientation, gender identity, marital status, disability, and HIV infection.
 - 2. Continue to improve the dissemination of Fair Housing information to new and existing participants
 - 3. Schedule and encourage annual fair housing trainings and/or webinars for staff
- G. Improve housing delivery system
 - 1. Continue to provide online fillable forms, waitlist information, applications to various voucher and project based voucher programs, and landlord and tenant informational documents pertaining to subsidized housing.
 - 2. Support the professional growth of the OHCD staff by providing adequate training opportunities
 - 3. Provide the utility allowance annually

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

A. Expand the supply of assisted housing

1. Apply for additional Section 8 Program vouchers should they become available.

The OHCD continued to look for additional funding opportunities made available by the U.S. Department of Housing and Urban Development (HUD). The County of Hawai'i was awarded nine (9) units from the 2017 Mainstream Program funds from HUD. The OHCD continued to process applications from this category of non-elderly, disabled population. On December 17, 2019, the County of Hawai'i received notification from HUD that it was awarded ten (10) FY19 HUD-VASH vouchers. The County continues to work with Veterans Affairs to develop and implement processes to lease these unit vouchers. Since 2015, the OHCD has received a total of 60 new VASH vouchers.

2. Adopt strategies and options that maintain the maximum program size of the Housing Choice Voucher (HCV) Program

The OHCD continued to maintain lease-up percentages at or above 98% of HAP budget to maintain budget levels and continued the monitoring of funding by utilizing HUD's Two-Year Tool along with the PHA software system to forecast leasing and spending outcomes. The OHCD also employed data collected from a 2019 rent study to monitor payment standards in relation to the rent burden of the participants.

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

The OHCD utilized approximately 77 percent of its Project Base Voucher (PBV) set asides. The OHCD estimates that in 2019-2020, based on availability of funding, it may Project-Base additional vouchers set aside for homeless, veterans, provision of supportive services to persons with a disability or elderly, and a poverty rate of 20 percent or less. The OHCD collaborated with community agencies and service providers to maximize resources and provide available services. The OHCD will also continue to explore innovative solutions and practices to ensure an ongoing supply of affordable housing.

B. Improve the quality of assisted housing

1. Strive and obtain a "High Performer", Section Eight Management Assessment Program Score.

The OHCD achieved a "Standard" (78%) rating for the certification period July 1, 2018- June 30, 2019. The OHCD implemented a SEMAP Action Plan in which the use of the agency's software Quality Control Review system is incorporated to monitor rental transactions. Staff goal setting and evaluations are ongoing.

2. Maximize utilization of available vouchers

For the funding period January 1, 2019 through December 31, 2019, the OHCD cumulatively expended 99% of its available vouchers, providing monthly housing assistance to over 2000 program participants.

3. Explore new and existing ways to fund, coordinate and link supportive services to housing.

The OHCD continued to collaborate with community partners and linked program participants to the services available and projects that promote self-sufficiency.

C. Increase Housing Choices

1. Continue the Homeownership Option (HOP) Program

The OHCD continued to promote the HOP to all eligible program applicants and participants.

The OHCD continued to connect program participants with local Self-Help Programs and the Habitat for Humanity Housing Program organization.

2. Develop strategies for providing training and outreach to landlords

The OHCD participated in the County's annual Fair Housing Workshops, Landlords Summits, Inter-Faith Coalition Events and other similar type of events to promote the benefits of participating with the Housing Choice Voucher program. The OHCD explored additional role of existing staff to serve as an owner/agent liaison to outreach and recruit.

D. Promote Self-Sufficiency

1. Increase the number of families enrolled in the Family Self-Sufficiency (FSS).

The OHCD continued its monthly informational meetings in East and West Hawai'i which provided eligible individuals to learn about the benefits of the FSS and HOP Programs. Enrollment activities included efforts to educate the OHCD staff to increase promotion and referrals during appointments and at orientation presentations.

2. Identify and facilitate supportive services

The OHCD continued to identify and secure commitments from additional organizations and programs addressing participants' needs and barriers to self-sufficiency and increased network opportunities to collaborate on new strategies and form new partnerships.

E. Seek partnerships that will further the goal of affordable housing opportunities

1. Partner with other Local, State, and Federal Agencies

The OHCD has fostered open communication with other housing agencies within the State of Hawai'i to share best practices with similar challenges.

2. Provide leadership, support and enhance partnership with Local, State, and Federal agencies to address affordable housing and supportive services issues

The OHCD participated in the various community wide events that address the goal of ending homelessness, promoting access to programs, optimizing self-sufficiency, and furthering fair housing. In previous years the OHCD has participated in Landlord Summits and Homeless awareness events.

F. Ensure equal opportunity and affirmatively further fair housing

1. Continue to improve the distribution of Fair Housing information

To commemorate Fair Housing Month in April of each year, the OHCD along with U.S. Department of Housing and Urban Development (HUD), Hawaii Civil Right Commission (HCRC), and Legal Aid Society of Hawaii (LASH) held 2 free Fair Housing seminars which was open to the public. A dedicated Fair Housing website was launched on the County of Hawai'i website in June of 2019 to disseminate useful Fair Housing information and links to the general public. The Fair Housing Coordinator also was able to provide training to all Section 8 staff in September 2019 and plans to provide training on a regular basis to all the staff of the OHCD. The OHCD will continue to employ the various resources and training materials made available by HUD to staff and program participants to provide informational packets and access to information.

G. Improve housing delivery system

1. Evaluate the current administration of the HCV Program.

The OHCD continued to look at strategies to increase operational efficiency, audit staff roles and job descriptions to ensure that work loads are balanced and completed effectively.

2. Provide on-going staff training

The OHCD continued to provide individual and group training on various housing topics to housing staff including HUD's library of resources, the PHA's Administrative Plan, and third-party training and reference materials.

3. Provide utility allowance schedule annually

The calendar year 2020 utility allowance schedule was updated in October 2019. The utility schedule for single family and multifamily units for all bedroom sizes were unaffected. The OHCD will complete the revision process on an annual basis as required by HUD.

4. Maintain and develop effective reporting systems to improve operation efficiency

The OHCD continued to utilize MRI Software, LLC's Housing Pro software program along with various HUD required systems to administer and manage the Housing Choice Voucher (HCV) program.

B.4	Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. The OHCD provides support and resources by disseminating information about VAWA and making referrals to resource agencies. The OHCD periodically meets with resource agencies to obtain updated information on services in the community that are available to victims of domestic violence, sexual assault, and/or stalking. The OHCD supports the goals and objectives of VAWA. The OHCD continues to provide information by notifying applicants, participant families, and landlords about VAWA. Landlords are also provided information about VAWA in written form that is distributed in landlord booklets and rental packets. The OHCD will continue to seek out resources that can benefit and educate both participants and staff about VAWA.
B.5	Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. In accordance with 24 CFR §903.7(r)(2) which requires public housing authorities to identify the basic criteria the agency will use to determine a substantial deviation from its 5-Year Plan and significant amendments or modification to the 5-Year Plan and Annual Plan, the following definitions are used: <u>Substantial Deviation:</u> • A substantial change in the direction pertaining to the goals and objectives outlined in the 5-year plan. • Any change to the Office of Housing and Community Development's (OHCD) mission statement <u>Significant Amendment/Modification:</u> • Changes which would significantly affect eligibility, organization of waiting lists, admissions policies, tenant rent policies, and any additions of new programs.
B.6	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) provide comments to the 5-Year PHA Plan? Y N ☒ ☐ RAB meeting occurred on February 25, 2020, Tuesday. (b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. Please refer to Resident Advisory Board (RAB) Comments/Narrative in Appendix D
B.7	Certification by State or Local Officials. Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan. Appendix E - Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan Appendix C- Civil Rights Certification, and Certifications of Compliance with PHA Plans and Related Regulations Appendix B- PHA Certifications of Compliance with PHA Plans and Related Regulations

Instructions for Preparation of Form HUD-50075-5Y

5-Year PHA Plan for All PHAs

A. PHA Information 24 CFR §903.23(4)(c)

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

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. 5-Year Plan.

B.1 **Mission.** State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. (24 CFR §903.6(a)(1))

B.2 **Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. (24 CFR §903.6(b)(1)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.

B.3 **Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5- Year Plan. (24 CFR §903.6(b)(2))

B.4 **Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR §903.6(a)(3))

B.5 **Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

B.6 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB provide comments?

(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.17(a), 24 CFR §903.19)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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