



EMERGENCY SOLUTIONS GRANT SUBSTANTIAL AMENDMENT

**to the State of Hawaii's
CONSOLIDATED PLAN
ANNUAL ACTION PLAN FOR PROGRAM YEAR 2011-2012
(July 1, 2011 - June 30, 2012)**

May 2012

Hawaii Housing Finance and Development Corporation
677 Queen Street, Suite 300
Honolulu, Hawaii 96813



**EMERGENCY SOLUTIONS GRANT SUBSTANTIAL AMENDMENT
to the State of Hawaii’s Consolidated Plan Action Plan for Program Year 2011-2012**

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STATE OF HAWAII

DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT AND TOURISM
HAWAII HOUSING FINANCE AND DEVELOPMENT CORPORATION
677 QUEEN STREET, SUITE 300
Honolulu, Hawaii 96813
FAX: (808) 587-0600

IN REPLY REFER TO:

EMERGENCY SOLUTIONS GRANT SUBSTANTIAL AMENDMENT TO THE STATE OF HAWAII'S CONSOLIDATED PLAN ACTION PLAN FOR PROGRAM YEAR 2011-2012

I. Purpose

This Draft Substantial Amendment is an amendment to the State of Hawaii's Annual Action Plan (AAP) for Program Year 2011-2012 (PY2011) to specify that a Second Allocation of PY2011 Emergency Solutions Grant (ESG2) funds totaling \$131,998, authorized by the Full-Year Continuing Appropriations Act of 2011 (Public Law 112-10, Division B), will be committed for rapid re-housing activities for individuals and families living on the streets or in emergency shelters in the Counties of Hawaii, Kauai and Maui.

II. Background and Summary of Amendments

Pursuant to the Homeless Emergency and Rapid Transition to Housing (HEARTH) Act of 2009 (Public Law 111-22), the new Emergency Solutions Grant (ESG) program is focused on homelessness prevention and on targeting homeless individuals and families who are living on the streets or in shelters into permanent housing. To achieve this goal, the following new ESG activities have been incorporated into the State's Consolidated Plan for Program Years 2010-2014 (5-Yr CP):

- Provide financial assistance for homelessness prevention and rapid re-housing;
- Provide housing relocation and stabilization services (case management, outreach, housing search and placement, legal services, mediation, etc.) for homelessness prevention and rapid re-housing; and
- Provide funding to administer and operate the Homeless Management Information System (HMIS).

The State of Hawaii received a first allocation of PY2011 ESG funds in the amount of \$234,663 and is eligible to receive PY2011 ESG2 funds totaling \$131,998. The Homeless Programs Office of the Department of Human Services – Benefits, Employment and Support Services Division (DHS-BESSD), in collaboration with the counties' Continuum of Care (CoC) and Bridging the Gap (BTG) (the Continuum that represents the neighbor islands in totality), has elected to focus the entire amount of ESG2 on: 1) rapid re-housing activities that will assist homeless individuals and families

living on the streets and in emergency shelters to quickly regain stability in permanent housing, 2) administration, and 3) administration and operations of the Homeless Management Information System (HMIS). This effort will maximize the use of limited ESG2 funds to reduce the number of individuals and families living on the streets or in emergency shelters. No PY2011 ESG2 funds will be expended on homelessness prevention activities, emergency shelter and street outreach activities, or used to serve persons “at risk of homelessness.”

DHS-BESSD issued a Request for Information (RFI) for its ESG2 funds, seeking organizations with operations in all three neighbor island counties that could provide rapid re-housing activities, including financial assistance (such as tenant-based rental assistance) and housing relocation and stabilization services. Rapid re-housing activities will help people transition out of the homeless assistance system as quickly as possible, reduce the numbers of persons who are living in emergency shelters and on the streets, and ensure that emergency shelter resources are used to serve individuals and families with the most urgent housing needs.

Based on its evaluation of proposals received, DHS-BESSD awarded its ESG2 funds to Catholic Charities Hawaii to conduct rapid re-housing activities in the Counties of Hawaii, Kauai and Maui.

III. SF424

The SF424 is attached as **Appendix A**.

IV. Consultation

DHS-BESSD administers the ESG program, and consulted with each neighbor island county’s CoC (including Kauai Community Alliance, Maui Homeless Alliance, and Community Alliance Partners), as well as BTG. DHS-BESSD also consulted with the UH Center on the Family, and a host of other nonprofit organizations serving the homeless, to determine that its ESG2 funds would be focused on and committed to rapid re-housing activities, for the operation and administration HMIS, and administrative activities. In strategic planning conversations, DHS-BESSD and BTG determined that since the first allocation of FY2011 funding was dedicated to emergency shelter operations, the second allocation would be designated solely to rapid re-housing activities. This decision was made partly to align funding patterns with Federal priorities to be less reliant on emergency and temporary shelters and more focused on permanent housing to address homelessness.

In accordance with 24 CFR §576.400 and as a result of the collaborative efforts of DHS-BESSD, the CoC’s and BTG, written standards are being drafted for providing ESG assistance, as required by HEARTH, to: 1) determine how to allocate ESG funds each program year; 2) establish performance standards for projects and activities assisted by ESG funds; and 3) develop funding, policies and procedures for the administration and operation of the HMIS.

V. Citizen Participation

A Notice of Public Comment (“Notice”) was published on March 27, 2012 in the Honolulu Star-Bulletin, the Hawaii Tribune-Herald, West Hawaii Today, The Garden Island, and The Maui News. Publication affidavits of the Notice are attached in **Appendix B**. The Notice invited interested parties to comment on the draft substantial amendment to the State of Hawaii’s Consolidated Plan Action Plan for Program Year 2011-2012. The thirty-day comment period began on March 28, 2012 and ended on April 26, 2012. No comments were received during the public comment period.

VI. Match

To satisfy the anticipated matching funds requirement, DHS-BESSD will provide funds to agencies in the Counties of Hawaii, Kauai and Maui by contracting for services under the State Homeless Shelter Stipend, State Homeless Outreach Program, and the State Homeless Grant and Loan Program. The chart below describes the anticipated match amounts and uses of those funds.

State Program	Anticipated Match	Proposed Uses
Homeless Shelter Stipend	\$3,430,000	Shelter and Supportive Services
Homeless Outreach	\$1,123,600	Service to the unsheltered homeless including case management and the provision of medical care, food, living supplies, and referrals.
Homeless Grant & Loan	\$300,000	Rental Housing Deposit and Utility Payment Assistance

In the current fiscal year, the State is also providing \$200,000 in state matching funds for Shelter Plus Care programs throughout the State.

VII. Proposed Activities and Overall Budget

As required by 24 CFR §576.100(b), DHS-BESSD is notifying HUD of the amount of **FY2010** grant funds committed for homeless assistance activities:

Declaration of FY2010 Grant Fund Commitments

Activity Type	Obligated Amount
Homeless Assistance	\$227,069
Homelessness Prevention	-0-
Administrative Activities	\$5,821
TOTAL FY2010 Award	\$232,890

24 CFR §576.100(b) limits the use of ESG2 funds for street outreach and emergency shelter activities to an amount that does not exceed the greater of: 1) 60% of its fiscal year grant; or 2) the amount of FY2010 grant funds committed for homeless assistance activities.

DHS-BESSD complies with 24 CFR §576.100(b) because none of its ESG2 will be used for street outreach and emergency shelter activities. In collaboration with the counties' CoC's and BTG, DHS-BESSD has determined that all of its ESG2 funds will be used for rapid re-housing, HMIS, and administrative activities.

a. Proposed Activities (See Appendix C, CPMP Tool for Projects, for details)

The State of Hawaii's first allocation of ESG funds was committed to providers of emergency shelters for operations and transitioning homeless persons to permanent housing. The State is eligible to receive a second allocation of ESG funds totaling \$131,998. While ESG2 funds may be used for homelessness prevention or rapid re-housing activities, DHS-BESSD, in collaboration with the counties' CoC's and BTG, has elected to commit its ESG2 funds solely to rapid re-housing activities to achieve the objective of reducing the number of homeless individuals and families living on the streets or in emergency shelters. Rapid re-housing activities include financial assistance (such as short-term or medium term rental assistance, moving costs, utility payments and deposits) and housing relocation and stabilization services (such as case management, housing search and placement, legal services, mediation, and credit repair). Additionally, ESG2 funds will be used for DHS-BESSD's administration of the program, and funding, policies, and procedures for HMIS operation and administration.

ESG2 funds will be targeted for individuals and families who are living on the streets or in homeless shelters to assist them to quickly regain stability in permanent housing, and end homelessness. DHS-BESSD will work closely with Catholic Charities Hawaii which will provide this assistance in all three neighbor island counties, to achieve rapid re-housing to approximately 30 individuals or families currently living on the streets or in emergency shelters. DHS-BESSD will use its ESG2 funds as follows:

Activity	Amount
Rapid re-housing through financial assistance (such as short- or medium term rental assistance and utility deposits) and housing relocation and stabilization services	\$119,498
HMIS	\$2,500
DHS-BESSD Administration*	\$10,000
TOTAL:	\$131,998

*Although DHS-BESSD may retain \$21,633 for its administrative activities, it has elected to instead retain \$10,000 from its ESG2.

This substantial amendment incorporates the new ESG activities into the PY2011 Annual Action Plan. Section IV.B. of the PY2011 Annual Action Plan entitled, Strategic Plan Goals-Logic Models, Homeless and Other Special Populations, will also reflect the new activities as follows:

OBJ#	Problem/ Need	Inputs	Activities	Output Year	5-Year Output	Annual Output Goals	Community Indicators	HUD Objective	HUD Outcome
HP-4a	The homeless need assistance to quickly attain permanent hsg. and hsg. stability	ESG	Provide financial assistance to achieve rapid re-housing.	2010	-0-	-0-	120 persons living on the street or in shelters will receive financial assistance to achieve housing stability.	Decent, affordable housing	Availability and Accessibility
				2011	30	30			
				2012	30				
				2013	30				
				2014	30				
HP-4b	The homeless need assistance to quickly attain permanent hsg. and hsg. stability	ESG	Provide hsg g relocation and stabilization services (case mgt., hsg search & placement, legal svcs, mediation, etc.) to achieve rapid re-housing	2010	-0-	-0-	120 persons living on the street or in shelters will achieve hsg stability thru housing relocation & stabilization services.	Decent, affordable housing	Availability and Accessibility
				2011	30	30			
				2012	30				
				2013	30				
				2014	30				
HP-4e	Improve effectiveness of HMIS.	ESG	Provide funding for the administration and operations of HMIS	2010	-0-	-0-	All persons receiving ESG will be included in the HMIS database.	Administration	Administration
				2011	30	30			
				2012	60				
				2013	60				
				2014	60				

b. Discussion of Funding Priorities (If available, use locally-relevant data to support the funding priorities, and explain how the funding priorities will support the national priorities established in Opening Doors: Federal Strategic Plan to Prevent and End Homelessness). Identify any obstacles to addressing underserved needs in the community.

DHS-BESSD consulted with its public and private partners serving the homeless, to determine that its ESG2 funds would be focused on and committed to rapid re-housing activities, operations and administration HMIS, and administrative activities. DHS-BESSD elected to designate its ESG2 funds solely to rapid re-housing activities, to align funding patterns with Federal priorities to place less reliance on emergency and temporary shelters and more focus on permanent housing to address homelessness.

The biggest obstacles to addressing underserved needs in the community continue to be the lack of funding and the lack of affordable housing to successfully transition homeless persons into permanent housing. Another challenge the State faces is the geographic separation between counties, requiring duplicative efforts in all three neighbor island counties, necessitating a division of limited funds.

c. Detailed Budget.

Please see **Appendix D** for the detailed ESG2 budget of \$131,998.

VIII. Written Standards for Provision of ESG Assistance

In accordance with 24 CFR §576.400 and as a result of the collaborative efforts of DHS-BESSD, the CoC's and BTG, written standards are being drafted for providing ESG assistance, and the final standards will be included in a future Action Plan. The draft plan is attached as **Appendix E**.

In addition, DHS-BESSD will collaborate with the CoC's and ESG subrecipients to provide a strategic, community-wide system to prevent and end homelessness by coordinating efforts with other programs for homeless individuals and families (i.e., Shelter Plus Care, Supportive Housing Program, Section 8 Moderate Rehabilitation for SRO for Homeless Individuals, HUD-Veterans Affairs Supportive Housing, etc.) and mainstream resources for the homeless or those at risk of homelessness (i.e., public housing programs, tenant-based or project-based rental assistance, Supportive Housing for Persons with Disabilities, HOME, TANF, etc.).

IX. Process for Making Sub-Awards

DHS-BESSD, in collaboration with the CoC's and BTG, will annually issue an RFI pursuant to the State of Hawaii's Procurement Code to solicit applications/proposals from parties interested in receiving ESG2 funding for eligible approved activities. Each RFI will be posted to the State's procurement website and provided to each County's Continuum of Care chairperson and County representative to publicize. Interested parties will submit applications, to be reviewed by an evaluation committee consisting of one DHS-BESSD staff member and one qualified member from each of the three counties selected by the respective CoC Chair and County representative. The evaluation committee will submit its recommendation(s) to the Director of the Department of Human Services for award.

X. Homeless Participation Requirement

Under 24 CFR §576.405, Homeless Participation, the State's DHS-BESSD is exempt from providing for the participation of homeless individuals or formerly homeless individuals on its decision-making body. However, Bridging the Gap usually includes a homeless person(s) or formerly homeless in its membership to help gain insights toward ending homelessness in the State.

XI. Performance Standards

In collaboration with the CoC's, DHS is developing performance standards for evaluating the outcomes of activities assisted by ESG funds. The performance standards will be incorporated into DHS-BESSD's annual review conducted on the recipients. The draft standards are attached as **Appendix F**.

XII. Certifications

The certifications of the Director of Human Services are attached as **Appendix G**.

XIII. Emergency Shelter and Street Outreach Activities

For PY2011, DHS-BESS plans to focus its ESG2 funds solely on rapid re-housing activities targeted to individuals and families living on the streets or in emergency shelters. DHS-BESSD does not plan to use PY2011 ESG2 for emergency shelter or street outreach activities; however, if DHS-BESSD decides to expend any of its PY2011 funds for emergency shelter or street outreach activities, it will develop written standards for those uses and prioritization of those funds.

XIV. Risk Factor Under 24 CFR §576.2(1)(iii)(G) for “At Risk of Homelessness”

DHS-BESS plans to focus its PY2011 ESG2 funds solely on rapid re-housing activities targeted to individuals and families living on the streets or in emergency shelters, and will not target individuals and families who are “at risk of homelessness.”

Starting with PY2012, DHS-BESSD plans to use a portion of its ESG funds for homelessness prevention activities for individuals and families “*at risk of homelessness*” as defined in 24 CFR §576.2. DHS-BESSD does not plan to use, nor allow its ESG subrecipients to use, the risk factor described in 24 CFR §576.2(1)(iii)(G), “*otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness.*” DHS-BESSD’s PY2012 subrecipient(s) will identify and serve persons deemed to be “at risk of homelessness” as described in the six other conditions defined in 24 CFR §576.2.

DHS-BESSD plans to coordinate with the three CoCs over the coming year to analyze data and identify additional “at risk of homelessness” housing characteristics whose inclusion in the list of at-risk conditions would prevent more persons from falling into homelessness.

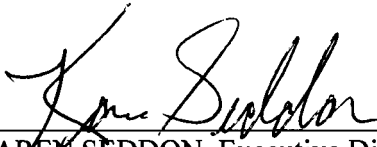
XV. Funding, Policy and Procedure Standards for HMIS

The group is developing a written funding, policy and procedure for the operation and administration of the Homeless Management Information System (HMIS). The draft plan is included as **Appendix H**.

The HMIS is a critical component of the success of Bridging the Gap (BTG). Member agencies have supported this service through the use of competitive funding received from HUD and through the State of Hawaii. For many years, BTG was the sole funding source for HMIS services statewide. Recently, Partners in Care, Oahu’s Continuum of Care, was awarded funding for HMIS services. Toward the larger goal of improving HMIS for all users (those on Oahu and those on the neighbor islands), BTG members have participated in joint meetings with PIC’s data committee to discuss proposed changes in HMIS forms, etc. Over the last few months, larger policy and funding strategy discussions have occurred between PIC and the DHS-BESSD Administrator and the representative from the City and County of Honolulu. A funding plan that involves both BTG and PIC will continue to be necessary as both CoC’s begin implementation of the HEARTH provisions.

Hawaii’s Interagency Council on Homelessness continues to work on a draft plan for the State of Hawaii (due in June 2012). Data is one of the significant components to many strategies associated with the State’s goals. For example, data from HMIS will play a big role in developing a fiscal and service mapping project that would strategically target interventions in communities where it is most needed. In conjunction with analysis of the data by the University of Hawaii’s Center on the Family, the Interagency Council will further refine measurable objectives that will show a decrease in homelessness for the State.

This Substantial Amendment to the State of Hawaii Consolidated Plan Action Plan for Program Year 2011-2012 was adopted by the HHFDC Board of Directors on May 10, 2012.



KAREN SEDDON, Executive Director

Date: MAY 10 2012

- Appendix A - SF424
- Appendix B – Citizen Participation
- Appendix C - CPMP Tool - Projects
- Appendix D - Detailed Budget for ESG2
- Appendix E - Draft Plan for Provision of ESG Assistance
- Appendix F - Draft Performance Standards for ESG
- Appendix G- Certifications
- Appendix H - Draft HMIS Funding, Policy & Procedures

APPENDIX A

SF 424



SF 424

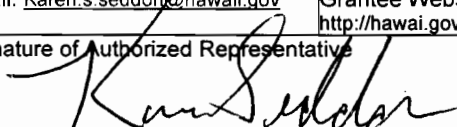
The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted	May 14, 2012	Applicant Identifier	HI State Program 159999	Type of Submission	
Date Received by state		State Identifier		Application	Pre-application
Date Received by HUD		Federal Identifier		<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
				<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information					
Jurisdiction: State of Hawaii, Hawaii Housing Finance and Development Corporation			UOG Code		
Street Address Line 1: 677 Queen Street, Suite 300			Organizational DUNS: 80-441-2661		
Street Address Line 2			Organizational Unit: State of Hawaii		
City: Honolulu		Hawaii	Department: Department of Business, Economic Development & Tourism		
ZIP: 96813		Country U.S.A.	Division: Hawaii Housing Finance and Development Corporation		
Employer Identification Number (EIN):			County		
14-1967871			Program Year Start Date (MM/DD)		
Applicant Type: State Government			Specify Other Type if necessary:		
Local Government:			Specify Other Type		
			U.S. Department of Housing and Urban Development		
Program Funding					
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding					
Community Development Block Grant: N/A			14.218 Entitlement Grant		
CDBG Project Titles			Description of Areas Affected by CDBG Project(s)		
\$CDBG Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
\$Additional Federal Funds Leveraged			\$Additional State Funds Leveraged		
\$Locally Leveraged Funds			\$Grantee Funds Leveraged		
\$Anticipated Program Income			Other (Describe)		
Total Funds Leveraged for CDBG-based Project(s)					
<hr/>					
Home Investment Partnerships Program: N/A			14.239 HOME		
HOME Project Titles			Description of Areas Affected by HOME Project(s)		
\$HOME Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
\$Additional Federal Funds Leveraged			\$Additional State Funds Leveraged		

\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)			
Housing Opportunities for People with AIDS: N/A		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Solutions Grants Program:		14.231 ESG	
ESG Project Titles Catholic Charities Hawaii		Description of Areas Affected by ESG Project(s) Counties of Hawaii, Kauai and Maui	
\$ESG Grant Amount \$131,998	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged \$4,853,600	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s) \$4,853,600.			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts 1&2	Project Districts 2		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
First Name: Karen	Middle Initial	Last Name: Seddon
Title: Executive Director	Phone: 587-0641	Fax: 587-0600
eMail: Karen.s.seddon@hawaii.gov	Grantee Website: http://hawaii.gov/dbedt/hhfdc	Other Contact
Signature of Authorized Representative 		Date Signed May 10, 2012

APPENDIX B

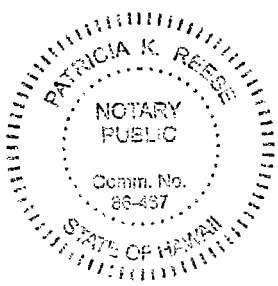
Citizen Participation

AFFIDAVIT OF PUBLICATION

IN THE MATTER OF
Public Notice

STATE OF HAWAII }
} SS.
City and County of Honolulu }

Doc. Date: MAR 27 2012 # Pages: 1
Notary Name: Patricia K. Reese First Judicial Circuit
Doc. Description: Affidavit of Publication
Notary Signature: [Signature] Date: MAR 27 2012



Rose Rosales being duly sworn, deposes and says that she is a clerk, duly authorized to execute this affidavit of Oahu Publications, Inc. publisher of The Honolulu Star-Advertiser and MidWeek, that said newspapers are newspapers of general circulation in the State of Hawaii, and that the attached notice is true notice as was published in the aforementioned newspapers as follows:

Honolulu Star-Advertiser 1 times on: 03/27/2012

Midweek Wed. 0 times on:

_____ times on:

And that affiant is not a party to or in any way interested in the above entitled matter.

[Signature]
Rose Rosales

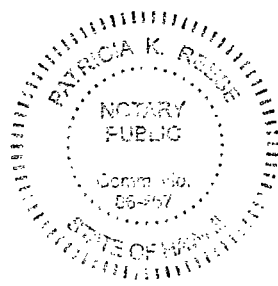
Subscribed to and sworn before me this 27th day

of March A.D. 2012

[Signature]
Patricia K. Reese, Notary Public of the First Judicial Circuit, State of Hawaii

My commission expires: Oct 07 2014

Ad # 0000399995



NOTICE OF PUBLIC COMMENT
on Draft Substantial Amendments to the State of Hawaii's Consolidated Plan for Program Years 2010 through 2014 and Annual Action Plan for Program Year 2011; and the Draft Annual Action Plan for Program Year 2012

Pursuant to 24 CFR Part 91, the Hawaii Housing Finance and Development Corporation (HHFDC), Department of Business, Economic Development and Tourism, State of Hawaii, gives notice of the aforementioned documents for review and comment.

Draft Substantial Amendment to the 5-Year Consolidated Plan (CP) for Program Years 2010 - 2014

To improve the State's timeliness in expending federal HOME Investment Partnerships (HOME) program funds, HHFDC plans to implement an annual rotation of its HOME allocation between the counties of Hawaii, Kauai and Maui. The rotation will allow each county to receive more funds annually than in the past, shortening the time needed for a county's project to proceed, and ultimately accelerating the State's disbursement of HOME funds. The rotation will start in Program Year (PY) 2012 with the County of Hawaii, followed by the County of Kauai in PY2013, and the County of Maui in PY2014.

To encourage the counties to invest more of their HOME funds into activities that generate program income, HHFDC plans to allow the counties to use up to 10 percent of HOME program income received to help cover administrative costs associated with increased activities funded with program income. Investing HOME funds into these activities will also help to sustain the HOME program over the long term.

Finally, the draft Substantial Amendment to the 5-Year CP includes new Emergency Solutions Grant (ESG) objectives for homelessness prevention and rapid re-housing directed to individuals and families who are currently living on the streets or in homeless shelters in the Counties of Hawaii, Kauai and Maui.

Draft Substantial Amendment to the Annual Action Plan (AAP) for Program Year 2011

The draft Substantial Amendment to the AAP for PY2011 includes a second allocation of PY2011 ESG funds of \$131,998 to be spent on rapid re-housing activities in the Counties of Hawaii, Kauai and Maui. The draft also includes requirements for receiving the second allocation of PY2011 ESG funds and requirements for future consolidated planning submissions.

Draft Annual Action Plan for Program Year 2012

The draft AAP for PY2012 consists of 1) a strategic plan for the provision of affordable and special needs housing, and prevention of homelessness; and 2) an action plan including available resources and description of the State's method for disbursing funds to local governments and non-profit organizations to carry out activities to address the priority of needs. The AAP for PY 2012 describes activities that will be funded by the HOME, ESG and HOPWA programs.

The three documents, as well as other consolidated planning reports, are available for public review at HHFDC's website at http://hawaii.gov/dbedt/hhfdc and at regional libraries. Interested persons may call Medy Esmena at 587-0634; Neighbor Island residents may call toll free at the following numbers, to be mailed copies:

From Kauai: 274-3141, ext. 70634 From Hawaii: 974-4000, ext. 70634
From Maui: 984-2400, ext. 70634 From Molokai/Lanai: 1-800-468-4644, ext. 70634

Copies are also available at the following offices from 7:45 a.m. to 4:30 p.m.:

- County of Hawaii, Office of Housing and Community Development
50 Wailuku Drive, Hilo, Hawaii
County of Maui, Department of Housing and Human Concerns
35 Lunaliilo Street, Suite 102, Wailuku, Maui
County of Kauai, Kauai County Housing Agency
4444 Rice Street, Suite 330, Lihue, Kauai
State of Hawaii, HHFDC, 677 Queen Street, Suite 300, Honolulu, Oahu
Department of Human Services, Benefits, Employment and Support Services Division, Homeless Programs, 820 Milliani Street, Suite 606, Honolulu, Oahu

Interested persons are invited to provide written comments on any or all documents to HHFDC at the aforementioned address by April 26, 2012 at 4:00 p.m. Written comments may also be submitted via fax to (808) 587-0600 or emailed to hhfdc.consolidatedplan@hawaii.gov by 4:00 p.m. on April 26, 2012. All written comments will be considered in preparing the final documents.

If access or communication assistance and/or services (e.g., large print or taped materials) are required, please contact HHFDC's Personnel Office at 587-0610, by written request, or by email to steven.s.sung@hawaii.gov by March 30, 2012. Prompt requests help to ensure the availability of appropriate accommodations. Persons on the neighbor islands may call the following toll free numbers:
From Kauai, 274-3141, ext. 70610 From Hawaii, 974-4000, ext. 70610
From Maui, 984-2400, ext. 70610 From Molokai & Lanai, 1-800-468-4644, ext. 70610

HHFDC does not discriminate against any person because of race, color, religion, sex, including gender identity or expression, sexual orientation, disability, familial status, ancestry, age, marital status, or HIV infection.

Karen Seddon, Executive Director
Hawaii Housing Finance and Development Corporation
(SA399995 3/27/12)



NOTICE OF PUBLIC COMMENT

on Draft Substantial Amendments to the State of Hawaii's Consolidated Plan for Program Years 2010 through 2014 and Annual Action Plan for Program Year 2011; and the Draft Annual Action Plan for Program Year 2012

Pursuant to 24 CFR Part 91, the Hawaii Housing Finance and Development Corporation (HHFDC), Department of Business, Economic Development and Tourism, State of Hawaii, gives notice of the aforementioned documents for review and comment.

Draft Substantial Amendment to the 5-Year Consolidated Plan (CP) for Program Years 2010 – 2014

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Karen Seddon, Executive Director
Hawaii Housing Finance and Development Corporation

(43645r1 Hawaii Tribune-Herald: March 27, 2012)



AFFIDAVIT OF PUBLICATION

State of Hawaii)

) SS:

County of Hawaii)

LEILANI K. R. HIGAKI

, being first

duly sworn, deposes and says:

1. That she is the BUSINESS MANAGER of HAWAII TRIBUNE-HERALD

, a newspaper published in the City of HILO, State of Hawaii.

2. That the " NOTICE OF PUBLIC COMMENT on Draft Substantial Amendments...etc.,

_____ "

of which a clipping from the newspaper as published is attached hereto, was published in said newspaper on the following date(s) _____

March 27, 2012, (etc.).

43645r1

Leilani K R Higaki

Subscribed and sworn to before me

this 30th day of March, 2012.

Sharon H. P. Ogata

SHARON H. P. OGATA
Notary Public, Third Circuit, State of Hawaii

My commission expires October 1, 2012

NOTICE OF PUBLIC COMMENT
on Draft Substantial Amendments to the State of Hawaii's
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Karen Seddon, Executive Director
Hawaii Housing Finance and Development Corporation

(No. 57087-West Hawaii Today: March 27, 2012)



AFFIDAVIT OF PUBLICATION

State of Hawaii)
) SS:
County of Hawaii)

M. R. Chavez, being first duly sworn, deposes and says:

1. That she is the Classified Accountant of WEST HAWAII TODAY, a newspaper published in the City of Kailua Kona, State of Hawaii.

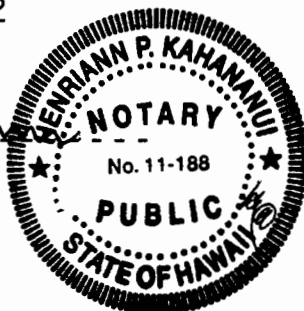
2. That "NOTICE OF PUBLIC COMMENT on Draft Substantial Amendments to the State of Hawaii's Consolidated Plan" of which a clipping from the newspaper is attached hereto, was published in said newspaper on the following date(s) March 27, 2012 (etc.)

M. R. Chavez

Subscribed and sworn to before me
This 27th day of March, 2012

Henriann P. Kahananui

Notary Public, Third Circuit,
State of Hawaii



Henriann P. Kahananui

My Commission expires: June 6, 2015

Page(s): 1

THE GARDEN ISLAND

MEDY ESMENA
DBEDI/HHFDC PLANNING OFFICE
677 QUEEN STREET SUITE 300
HONOLULU HI 96813

REFERENCE: 118686
741977 DRAFT ANNUAL ACTION
PLAN FOR 2012

Kaylen Manoi, being duly sworn, deposes and says, that she is an employee of "The Garden Island," a newspaper published in Lihue, County of Kauai, State of Hawaii; that the NOTICE in the above entitled matter of which the annexed is a true and correct copy, was published 1 time(s) in "The Garden Island" aforesaid and that this affiant is not a party to or in any way interested in the above entitled matter.

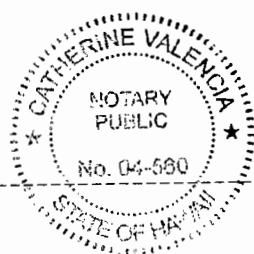
Kaylen Manoi
Subscribed and sworn to me this 2nd day of April, 2012.

Catherine Valencia
CATHERINE VALENCIA
Notary Public, Fifth Judicial Circuit
State of Hawaii
My Commission Expires: 10-3-2012

Document Description: Affidavit of Publication
No. of pages: 1 Document Date: 4-2-12

PUBLISHED ON: 03/27/2012

FILED ON: 03/27/12



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Karen Seddon, Executive Director
Hawaii Housing Finance and Development Corporation



(March 27, 2012)

AFFIDAVIT OF PUBLICATION

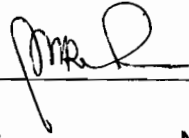
STATE OF HAWAII, }
County of Maui. } ss.

Rhonda M. Kurohara being duly sworn
deposes and says, that she is in Advertising Sales of
the Maui Publishing Co., Ltd., publishers of THE MAUI NEWS, a
newspaper published in Wailuku, County of Maui, State of Hawaii;
that the ordered publication as to _____

Notice of Public Comment

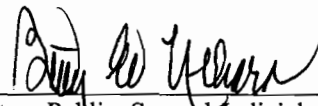
of which the annexed is a true and correct printed notice, was
published 1 times in THE MAUI NEWS, aforesaid, commencing
on the 27th day of March, 2012, and ending
on the 27th day of March, 2012, (both days
inclusive), to-wit: on _____
March 27, 2012

and that affiant is not a party to or in any way interested in the above
entitled matter.



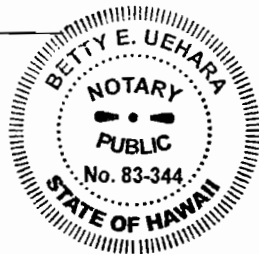
This 1 page Notice of Public Comment, dated
March 27, 2012,

was subscribed and sworn to before me this 28th day of
March, 2012, in the Second Circuit of the State of Hawaii,
by Rhonda M. Kurohara



Notary Public, Second Judicial
Circuit, State of Hawaii

BETTY E. UEHARA
My Commission expires 09-26-15



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Karen Seddon, Executive Director
Hawaii Housing Finance and Development Corporation



(MN: Mar. 27, 2012)

APPENDIX C

CPMP Tool – Projects

Project Name: ESG DHS-BESSD Admin											
Description:	IDIS Project #: UOG Code: HI15999 Hawaii State Program										
General program administration, project coordination, monitoring, evaluation, and recordkeeping and reporting. General program administration is carried out by the staff assigned to the ESG Program.											
Location:	Priority Need Category										
State of Hawaii - Department of Human Services - Benefits, Employment and Support Services	<table border="1"> <tr> <td>Select one:</td> <td>Planning/Administration ▼</td> </tr> </table>	Select one:	Planning/Administration ▼								
Select one:	Planning/Administration ▼										
Expected Completion Date:	Explanation:										
6/13/2012	Performance Measurement Model Obj. #HP-6										
<table border="1"> <tr> <td>Objective Category</td> </tr> <tr> <td><input type="radio"/> Decent Housing</td> </tr> <tr> <td><input type="radio"/> Suitable Living Environment</td> </tr> <tr> <td><input type="radio"/> Economic Opportunity</td> </tr> </table>	Objective Category	<input type="radio"/> Decent Housing	<input type="radio"/> Suitable Living Environment	<input type="radio"/> Economic Opportunity	Funds will support the provision of effective program administration, and DHS-BESSD will meet timeliness requirements in accordance with regulations.						
Objective Category											
<input type="radio"/> Decent Housing											
<input type="radio"/> Suitable Living Environment											
<input type="radio"/> Economic Opportunity											
	Specific Objectives										
<table border="1"> <tr> <td>Outcome Categories</td> </tr> <tr> <td><input type="checkbox"/> Availability/Accessibility</td> </tr> <tr> <td><input type="checkbox"/> Affordability</td> </tr> <tr> <td><input type="checkbox"/> Sustainability</td> </tr> </table>	Outcome Categories	<input type="checkbox"/> Availability/Accessibility	<input type="checkbox"/> Affordability	<input type="checkbox"/> Sustainability	<table border="1"> <tr> <td>1,</td> <td>▼</td> </tr> <tr> <td>2,</td> <td>▼</td> </tr> <tr> <td>3,</td> <td>▼</td> </tr> </table>	1,	▼	2,	▼	3,	▼
Outcome Categories											
<input type="checkbox"/> Availability/Accessibility											
<input type="checkbox"/> Affordability											
<input type="checkbox"/> Sustainability											
1,	▼										
2,	▼										
3,	▼										
Project-level Accomplishments	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed					
		Underway				Underway					
		Complete				Complete					
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed					
		Underway				Underway					
		Complete				Complete					
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed					
		Underway				Underway					
		Complete				Complete					
Proposed Outcome		Performance Measure		Actual Outcome							
Program timeliness in committing/expending funds		Program timeliness in committing/expending funds									
21A General Program Administration 570.206 ▼				Matrix Codes ▼							
Matrix Codes ▼				Matrix Codes ▼							
Matrix Codes ▼				Matrix Codes ▼							
Program Year 1	ESG ▼	Proposed Amt.	\$ 5,821.00		Fund Source: ▼	Proposed Amt.					
		Actual Amount	\$ -			Actual Amount					
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.					
		Actual Amount				Actual Amount					
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units					
		Actual Units				Actual Units					
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units					
		Actual Units				Actual Units					

Program Year 2	ESG	▼	Proposed Amt.	\$5,866.00	Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	ESG	▼	Proposed Amt.	\$10,000.00	Fund Source:	▼	Proposed Amt.	
	ESG2		Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
Program Year 3	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
Program Year 4	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
Program Year 5	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	

Project Name: ESG Homeless Management Information System											
Description:	IDIS Project #: UOG Code: HI15999 Hawaii State Program										
Funding is needed for the administration and operation of the Homeless Management Information System. ESG funds will support HMIS to ensure accurate and current data on the homeless population in the State of Hawaii.											
Location:	Priority Need Category										
State of Hawaii - Department of Human Services - Benefits, Employment and Support Services	<table border="1"> <tr> <td>Select one:</td> <td>Planning/Administration ▼</td> </tr> </table>	Select one:	Planning/Administration ▼								
Select one:	Planning/Administration ▼										
Expected Completion Date:	Explanation:										
6/13/2012	Performance Measurement Model Obj. #HP-4e										
<table border="1"> <tr> <td>Objective Category</td> </tr> <tr> <td><input type="radio"/> Decent Housing</td> </tr> <tr> <td><input type="radio"/> Suitable Living Environment</td> </tr> <tr> <td><input type="radio"/> Economic Opportunity</td> </tr> </table>	Objective Category	<input type="radio"/> Decent Housing	<input type="radio"/> Suitable Living Environment	<input type="radio"/> Economic Opportunity	Funds will support the provision of effective administration and operations for the Homeless Management Information System.						
Objective Category											
<input type="radio"/> Decent Housing											
<input type="radio"/> Suitable Living Environment											
<input type="radio"/> Economic Opportunity											
	Specific Objectives										
<table border="1"> <tr> <td>Outcome Categories</td> </tr> <tr> <td><input type="checkbox"/> Availability/Accessibility</td> </tr> <tr> <td><input type="checkbox"/> Affordability</td> </tr> <tr> <td><input type="checkbox"/> Sustainability</td> </tr> </table>	Outcome Categories	<input type="checkbox"/> Availability/Accessibility	<input type="checkbox"/> Affordability	<input type="checkbox"/> Sustainability	<table border="1"> <tr> <td>1,</td> <td>▼</td> </tr> <tr> <td>2,</td> <td>▼</td> </tr> <tr> <td>3,</td> <td>▼</td> </tr> </table>	1,	▼	2,	▼	3,	▼
Outcome Categories											
<input type="checkbox"/> Availability/Accessibility											
<input type="checkbox"/> Affordability											
<input type="checkbox"/> Sustainability											
1,	▼										
2,	▼										
3,	▼										
Project-level Accomplishments	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed					
		Underway				Underway					
		Complete				Complete					
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed					
		Underway				Underway					
		Complete				Complete					
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed					
		Underway				Underway					
		Complete				Complete					
Proposed Outcome		Performance Measure		Actual Outcome							
Program efficiency through HMIS		Program efficiency through HMIS									
21A General Program Administration 570.206 ▼				Matrix Codes ▼							
Matrix Codes ▼				Matrix Codes ▼							
Matrix Codes ▼				Matrix Codes ▼							
Program Year 1	ESG ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.					
		Actual Amount				Actual Amount					
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.					
		Actual Amount				Actual Amount					
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units					
		Actual Units				Actual Units					
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units					
		Actual Units				Actual Units					

Program Year 2	ESG	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	ESG	▼	Proposed Amt.	\$2,500.00	Fund Source:	▼	Proposed Amt.	
	ESG2		Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
Program Year 3	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
Program Year 4	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
Program Year 5	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	

Project Name: ESG - Catholic Charities Hawaii															
Description:	IDIS Project #: UOG Code: HI15999 Hawaii State Program														
The homeless need financial assistance to quickly attain permanent housing and housing stability. Funds will be targeted for individuals and families living on the streets or in emergency shelters, to help them achieve stability in permanent housing.															
Location:	Priority Need Category														
Counties of Hawaii, Kauai and Maui.	<table border="1"> <tr> <td>Select one:</td> <td>Homeless/HIV/AIDS ▼</td> </tr> <tr> <td colspan="2">Explanation:</td> </tr> <tr> <td colspan="2">Performance Measurement Model Obj. #HP-4a. Provide financial assistance, such as tenant-based rental assistance, to reduce the number of homeless individuals and families living on the streets and in emergency shelters.</td> </tr> <tr> <td colspan="2">Specific Objectives</td> </tr> <tr> <td>1,</td> <td>Increase the number of homeless persons moving into permanent housing ▼</td> </tr> <tr> <td>2,</td> <td>▼</td> </tr> <tr> <td>3,</td> <td>▼</td> </tr> </table>	Select one:	Homeless/HIV/AIDS ▼	Explanation:		Performance Measurement Model Obj. #HP-4a. Provide financial assistance, such as tenant-based rental assistance, to reduce the number of homeless individuals and families living on the streets and in emergency shelters.		Specific Objectives		1,	Increase the number of homeless persons moving into permanent housing ▼	2,	▼	3,	▼
Select one:	Homeless/HIV/AIDS ▼														
Explanation:															
Performance Measurement Model Obj. #HP-4a. Provide financial assistance, such as tenant-based rental assistance, to reduce the number of homeless individuals and families living on the streets and in emergency shelters.															
Specific Objectives															
1,	Increase the number of homeless persons moving into permanent housing ▼														
2,	▼														
3,	▼														
Expected Completion Date:	6/13/2012														
Objective Category	<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity														
Outcome Categories	<input type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input type="checkbox"/> Sustainability														
Project-level Accomplishments	01 People ▼	Proposed	30	Accompl. Type: ▼	Proposed										
		Underway			Underway										
		Complete			Complete										
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed										
		Underway			Underway										
		Complete			Complete										
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed										
		Underway			Underway										
		Complete			Complete										
Proposed Outcome		Performance Measure		Actual Outcome											
30 individuals/families achieve stability in permanent housing.		30 individuals/families achieve stability in permanent housing.													
31G Short term rent mortgage utility payments ▼		Matrix Codes ▼													
31F Tenant based rental assistance ▼		Matrix Codes ▼													
Matrix Codes ▼		Matrix Codes ▼													
Program Year 1	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.										
		Actual Amount			Actual Amount										
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.										
		Actual Amount			Actual Amount										
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units										
		Actual Units			Actual Units										
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units										
		Actual Units			Actual Units										

Program Year 2	ESG	▼	Proposed Amt.	\$119,498.00	Fund Source:	▼	Proposed Amt.	
	ESG2		Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
							Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
Program Year 3	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
Program Year 4	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
Program Year 5	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	

Project Name: ESG - Catholic Charities Hawaii										
Description:	IDIS Project #: UOG Code: HI15999 Hawaii State Program									
The homeless need assistance to quickly attain stability in permanent housing. Housing relocation and stabilization services (such as case management, housing search and placement, legal services, mediation, etc.) will be provided to help them achieve that stability.										
Location:	Priority Need Category									
Counties of Hawaii, Kauai and Maui	<table border="1"> <tr> <td>Select one:</td> <td>Homeless/HIV/AIDS ▼</td> </tr> </table>	Select one:	Homeless/HIV/AIDS ▼							
Select one:	Homeless/HIV/AIDS ▼									
Expected Completion Date:	Explanation:									
6/13/2012	Performance Measurement Model Obj. #HP-4b Catholic Charities Hawaii will provide housing relocation and stabilization services, in conjunction with financial assistance such as TBRA, to help the homeless achieve stability in permanent housing. Efforts will be targeted to homeless individuals and families living on the streets or in emergency shelters.									
Objective Category	Specific Objectives									
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<table border="1"> <tr> <td>1</td> <td>Increase the number of homeless persons moving into permanent housing</td> <td>▼</td> </tr> <tr> <td>2</td> <td>End chronic homelessness</td> <td>▼</td> </tr> <tr> <td>3</td> <td></td> <td>▼</td> </tr> </table>	1	Increase the number of homeless persons moving into permanent housing	▼	2	End chronic homelessness	▼	3		▼
1	Increase the number of homeless persons moving into permanent housing	▼								
2	End chronic homelessness	▼								
3		▼								
Outcome Categories										
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability										
Project-level Accomplishments	01 People ▼	Proposed	30		Accompl. Type: ▼	Proposed				
		Underway				Underway				
		Complete				Complete				
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed				
		Underway				Underway				
		Complete				Complete				
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed				
		Underway				Underway				
		Complete				Complete				
Proposed Outcome		Performance Measure		Actual Outcome						
30 individuals/families achieve stability in permanent housing.		30 individuals/families achieve stability in permanent housing.								
31E Supportive service ▼		Matrix Codes ▼								
31I Housing information services ▼		Matrix Codes ▼								
Matrix Codes ▼		Matrix Codes ▼								
Program Year 1	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.				
		Actual Amount				Actual Amount				
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.				
		Actual Amount				Actual Amount				
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units				
		Actual Units				Actual Units				
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units				
		Actual Units				Actual Units				

Program Year 2	ESG	▼	Proposed Amt.	In Kind		Fund Source:	▼	Proposed Amt.		
	ESG2		Actual Amount						Actual Amount	
	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units		
								Actual Units		
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units		
			Actual Units					Actual Units		
Program Year 3	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units		
			Actual Units					Actual Units		
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units		
			Actual Units					Actual Units		
Program Year 4	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units		
			Actual Units					Actual Units		
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units		
			Actual Units					Actual Units		
Program Year 5	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units		
			Actual Units					Actual Units		
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units		
			Actual Units					Actual Units		

APPENDIX D

Detailed Budget for ESG2

FY 2011 Detailed Budget Table - ESG2

First Allocation	\$234,663.00	FY 2011			
Second Allocation	\$131,998.00	Emergency Shelter Grants/Emergency Solutions Grants			
Grant Amount	\$366,661.00	Program Allocations			
Total Administration	\$15,866.00				
		First Allocation		Second Allocation	Total Fiscal Year 2011
Eligible Activities		Activity Amount	Reprogramm ed Amount	Activity Amount	Activity Amount
Emergency Shelter Grants Program	Homeless Assistance	\$228,797.00	\$0.00		\$228,797.00
	<i>Rehab/Conversion</i>	\$0.00	\$0.00		\$0.00
	<i>Operations</i>	\$228,797.00	\$0.00		\$228,797.00
	<i>Essential Services</i>	\$0.00	\$0.00		\$0.00
	Homelessness Prevention	\$0.00	\$0.00		\$0.00
	Administration	\$5,866.00	\$0.00		\$5,866.00
Emergency Shelter Grants Subtotal		\$234,663.00	\$0.00		\$234,663.00
Emergency Solutions Grants Program	Emergency Shelter*				
	<i>Renovation*</i>				
	<i>Operation*</i>				
	<i>Essential Service*</i>				
	<i>URA Assistance*</i>				
	Street Outreach - Essential Services*				
	HMIS			\$2,500.00	\$2,500.00
	Rapid Re-housing			\$119,498.00	\$119,498.00
	<i>Housing Relocation and Stabilization Services</i>			In Kind	In Kind
	<i>Tenant-Based Rental Assistance</i>			\$119,498.00	\$119,498.00
	<i>Project-Based Rental Assistance</i>			\$0.00	\$0.00
	Homelessness Prevention			\$0.00	\$0.00
	<i>Housing Relocation and Stabilization Services</i>			\$0.00	\$0.00
	<i>Tenant-Based Rental Assistance</i>			\$0.00	\$0.00
	<i>Project-Based Rental Assistance</i>			\$0.00	\$0.00
	Administration			\$10,000.00	\$10,000.00
Emergency Solutions Grants Subtotal				\$131,998.00	\$131,998.00
TOTAL GRANT AMOUNT: \$234,663 + \$131,998 =					\$366,661.00

APPENDIX E

Draft Plan for Provision of ESG Assistance

DRAFT PLAN FOR PROVISION OF ESG ASSISTANCE

In accordance with 24 CFR §576.400 and as a result of the collaborative efforts of DHS-BESSD, the CoC's and BTG, written standards are being drafted for providing ESG assistance, and the final standards will be included in a future Action Plan. As required by HEARTH, the standards will include:

- 1) policies and procedures for evaluating individuals' and families' eligibility for assistance under ESG;
- 2) policies and procedures for coordination among emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers;
- 3) policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance;
- 4) standards for determining the share of rent and utilities costs that each program participant must pay, if any, while receiving homelessness prevention or rapid re-housing assistance;
- 5) standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time; and
- 6) standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide a program participant limits on the homelessness prevention or rapid re-housing assistance that each program participant may receive, the amount of assistance, number of months the program participants may receive assistance, or the number of times the program participants may receive assistance.

APPENDIX F

Draft Performance Standards for the Emergency Solutions Grant Program

Draft Performance Standards for ESG

As required by HEARTH and in accordance with 24 CFR §576.400, DHS-BESSD, the CoC's and BTG are collaborating to draft performance standards for projects and activities assisted by ESG funds.

The preliminary draft of written standards and processes include county CoC's collection of performance reports directly from providers in their communities and sharing this data with Bridging the Gap. Also included are the processes for the Homeless Programs Office to provide BTG with copies of written monitoring reports conducted on member agencies throughout the year, and year-end contract closing reports that summarize performance measures attained. By providing BTG with "report cards" for member agencies, more informed decisions can be made about agencies' efficiencies and abilities to appropriately utilize funding. Funding decisions can thus be made based on performance of member agencies, and a greater degree of accountability can be enforced by BTG.

In the recent past, BTG has exerted more assertiveness regarding the allocation of funds. For example, last year the CoC took action when it learned that a member agency was consistently under-spending and lapsing funds for Shelter Plus Care. Discussions took place with the agency and BTG held firm in its decision that the funding should be re-allocated to another provider. This decision was not easily made, but has resulted in the Continuum achieving better results overall for the community.

APPENDIX G

Certifications

STATE CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the State certifies that:

Affirmatively Further Fair Housing -- The State will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the state, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under

subparagraph 4(b), with respect to any employee who is so convicted –

- (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

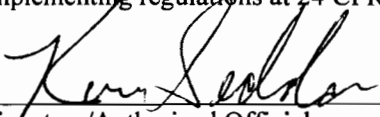
Anti-Lobbying -- To the best of the State's knowledge and belief:

- 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- 3. It will require that the language of paragraphs 1 and 2 of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of State -- The submission of the consolidated plan is authorized under State law and the State possesses the legal authority to carry out the programs under the consolidated plan for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official
Karen Seddon, Executive Director
Hawaii Housing Finance and Development Corporation
Title

MAY 10 2012

Date

subparagraph 4(b), with respect to any employee who is so convicted –

- (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the State's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraphs 1 and 2 of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of State -- The submission of the consolidated plan is authorized under State law and the State possesses the legal authority to carry out the programs under the consolidated plan for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official

5/7/12

Date

Patricia McManaman, Director

Title

Specific CDBG Certifications

The State certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR §91.115 and each unit of general local government that receives assistance from the State is or will be following a detailed citizen participation plan that satisfies the requirements of 24 CFR §570.486.

Consultation with Local Governments -- It has or will comply with the following:

1. It has consulted with affected units of local government in the nonentitlement area of the State in determining the method of distribution of funding;
2. It engages in or will engage in planning for community development activities;
3. It provides or will provide technical assistance to units of local government in connection with community development programs; and
4. It will not refuse to distribute funds to any unit of general local government on the basis of the particular eligible activity selected by the unit of general local government to meet its community development needs, except that a State is not prevented from establishing priorities in distributing funding on the basis of the activities selected.

Local Needs Identification -- It will require each unit of general local government to be funded to identify its community development and housing needs, including the needs of low-income and moderate-income families, and the activities to be undertaken to meet these needs.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objectives of Title I of the Housing and Community Development Act of 1974, as amended. (See 24 CFR 570.2 and 24 CFR part 570)

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 199_ , ___, and ___. (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

3. Special Assessments. The state will require units of general local government that receive CDBG funds to certify to the following:

It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It will require units of general local government that receive CDBG funds to certify that they have adopted and are enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Compliance with Laws -- It will comply with applicable laws.

N/A
Signature/Authorized Official Date

Title

Specific HOME Certifications

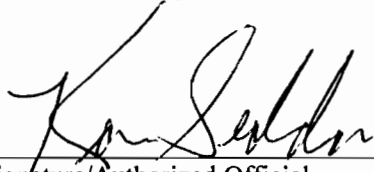
The State certifies that:

Tenant Based Rental Assistance -- If it intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the State's consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through §92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Appropriate Financial Assistance -- Before committing any funds to a project, the State or its recipients will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;



Signature/Authorized Official
Karen Seddon, Executive Director
Hawaii Housing Finance and Development Corporation
Title

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ESG Certifications

Each State that seeks funding under the Emergency Solutions Grants Program must provide the following certifications:

Matching Funds – The State will obtain any matching amounts required under 24 CFR 576.201 in a manner so that its subrecipients that are least capable of providing matching amounts receive the benefit of the exception under 24 CFR 576.201(a)(2).

Discharge Policy – The State will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Confidentiality – The State will develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

The State will ensure that its subrecipients comply with the following criteria:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the building will be maintained as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the building will be maintained as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the building will be maintained as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – If ESG funds are used for shelter operations or essential services related to street outreach or emergency shelter, the subrecipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the applicant serves the same type of persons (e.g., families with children, unaccompanied youth, veterans, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The subrecipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for such individuals.

Homeless Persons Involvement -- To the maximum extent practicable, the subrecipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted ESG.

Consolidated Plan -- All activities the subrecipient undertakes with assistance under ESG are consistent with the State's current HUD-approved consolidated plan.



Signature/Authorized Official

5/7/12

Date

Patricia McManaman, Director

Title

HOPWA Certifications

The State HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under the program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of any building or structure purchased, leased, rehabilitated, renovated, or converted with HOPWA assistance,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.



Signature/Authorized Official

5/7/12

Date

Patricia McManaman, Director
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here;

This information with regard to the drug-free workplace required by 24 CFR part 21.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C.812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

APPENDIX H
Funding, Policy and Procedure Standards
for the Homeless Management Information System

DRAFT FUNDING, POLICY AND PROCEDURE STANDARDS
FOR THE
HOMELESS MANAGEMENT INFORMATION SYSTEM
(HMIS)

FUNDING, POLICY AND PROCEDURE STANDARDS:

1. Bridging the Gap acknowledges that the State's current HMIS provider has done a very good job in maintaining the system, keeping HMIS responsive to provider needs, and has maintained a high level of timeliness with changes/requirements made by HUD. The vigilance of the current provider has made the job of grantee agencies much easier.
2. BTG continues to maintain a commitment to the timely collection and analysis of data via the HMIS. Although grantee contracts funded with the State ESG and other federal and state funds require HMIS participation, BTG is considering a separate "contract" or agreement with grantee agencies to further reinforce the importance of HMIS input and the veracity of the information.
3. BTG will continue to allocate financial resources to pay contracted experts who currently manage HMIS for the State. By collaborating with PIC, it is expected that BTG will be able to pay for ongoing maintenance of HMIS, necessary up-grades, and technical assistance both from the software developer and a local consultant.
4. BTG will continue to recommend allocation of funding for HMIS through the Supportive Housing Program and through ESG appropriations. The current allocation for 2011 is \$2,500 but can be as high as 5 to 7 percent of the total amount granted to BTG in subsequent funding cycles.
5. BTG will also advocate for additional state funds for HMIS if deemed necessary.

