

COUNTY OF KAUA'I

## ANNUAL ACTION PLAN 2016

Second Program Year

FOR PROGRAM YEAR JULY 1, 2016 THROUGH JUNE 30, 2017

Revised April 2017

Prepared By:  
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Annual Action Plan  
2016

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## **Executive Summary**

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

#### **1. Introduction**

The County of Kaua'i (County) is required to submit a five-year Consolidated Plan (CP) to the U.S. Department of Housing and Urban Development (HUD) to receive federal Community Development Block Grant (CDBG) program funds. The purpose of the Consolidated Plan is to ensure that jurisdictions receiving federal assistance develop a plan on how to invest federal funds to address the needs of low- and moderate-income families.

The Annual Action Plan 2016 is a one-year snapshot of the Consolidated Plan and an application for the use of CDBG funds to the U. S. Department of Housing and Urban Development. The Action Plan identifies the linkage between federal resources and specific objectives identified in the County's Consolidated Plan. The Action Plan also identifies programs and resources that are leveraging other funds with CDBG funds during the program year to address the County's strategic goals.

The overall goal of the CDBG Program is to develop viable communities, principally for low- and moderate-income persons, by providing decent housing, a suitable living environment, and expanding economic opportunities. On Kaua'i, the CDBG Program is administered by the Kaua'i County Housing Agency.

Starting in PY2016, the County will be a designated state HTF subgrantee for HUD's new National Housing Trust Fund (HTF), to provide affordable rental housing units serving households with incomes at or below 30% of the area median income.

#### **2. Summarize the objectives and outcomes identified in the Plan**

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

The Consolidated Plan addresses three principle areas of need: Housing and Special Needs Housing, Homeless, and Community Development needs.

An activity will have one of three low-mod objectives:

Suitable Living Environment – activities are designed to benefit communities, families or individuals by addressing their living environment.

Decent Housing – activities are designed to cover housing programs to meet individual family or community needs.

Creating Economic Opportunities – applies to the types of activities related to economic development, commercial revitalization, or job creation.

Once an objective is selected for an activity, an outcome will be selected from three categories:

Availability/Accessibility – this outcome category applies to activities that make services, infrastructure, public facilities, housing or shelter available or accessible to low- and moderate-income people, including those with disabilities.

Affordability – this outcome category applies to activities that provide affordability to low- and moderate-income people through creating, improving, or maintaining affordable housing, basic infrastructure, or services for transportation.

Sustainability – this outcome category applies to projects that are aimed at improving communities and neighborhoods by making them livable or viable for low- and moderate-income persons.

The County of Kauaʻi will focus its HTF activities on the production, preservation of affordable rental housing and use funds to increase and preserve the supply of decent, safe, and sanitary affordable rental housing, primarily for extremely low-income (30% AMI) households.

### **3. Evaluation of past performance**

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

The County of Kauaʻi Housing Agency has effectively administered the CDBG grant for more than three decades and has been successful in implementing activities that meet the four priority concerns by the U.S. Department of Housing and Urban Development: housing and special needs housing, homelessness, community development, and fair housing.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The County's Citizen Participation Plan (CPP) is included in the five-year Consolidated Plan 2015-2020 and can be accessed at [www.kauai.gov](http://www.kauai.gov), under Government, Agencies, Housing Agency, Housing & Community Development and CDBG. The County's CPP describes the policies and procedures for citizen participation in the administration of the CDBG program. The plan seeks to involve citizen participation, especially among persons in lower income groups.

The Consolidated Plan and Assessment of Fair Housing (AFH) is required by the U.S. Department of Housing and Urban Development for jurisdictions to continue to receive federal housing and community development funding. The County of Kaua'i receives Community Development Block Grant funding annually. The Consolidated Plan examines the housing and community development needs of the County, sets priorities for CDBG funds, establishes an Annual Action Plan for meeting current and future needs, and identifies the County's performance in meeting its annual goals through the Consolidated Annual Performance Evaluation Report (CAPER). The County supports the AFH that will replace the Analysis of Impediments to Fair Housing (AI) to assist the County in identifying fair housing issues and related contributing factors to achieve comprehensive community development goals and affirmatively further fair housing. The Consolidated Plan and AFH are also required to have a strategy for resident participation in the planning process. Once the AFH is accepted, the County will make appropriate amendments to its Consolidated Plan to incorporate strategies and proposed actions consistent with the fair housing goals, issues, and other elements identified in the AFH.

In developing the Annual Action Plan, a series of public hearings were held to solicit input on community development, affordable housing and homeless needs. Public hearing notices were published in The Garden Island Newspaper. Public workshops were conducted at various locations on the island not only to receive input but also to provide information on CDBG grant eligibility and the application process. Another venue to disseminate information and solicit input is the County's website. Input provided through surveys, consultations and collaboration was included in the development of the plan and the County's goals. In October and November 2015, Hawaii Housing Finance Development Corporation (HHFDC) conducted public hearings statewide, in part to introduce the public to the National Housing Trust Fund program. Members of the public were provided with HTF program information and HHFDC's intent to administer the HTF funds for the State of Hawai'i. On March 17, 2016, HHFDC published a statewide Notice of Public Comment seeking input on their draft Substantial Amendment to the 5-year Consolidated Plan, which set forth HHFDC's allocation plan for the distribution of HTF funds. On February 3, 2017, the County published a Notice of Public Comment seeking input of the draft Substantial Amendment to its 5-year CP.

## **5. Summary of public comments**

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

No comments were received.

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

Not applicable.

**7. Summary**

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	KAUAI COUNTY	Housing Agency

Table 1 – Responsible Agencies

### Narrative (optional)

The County of Kaua'i Housing Agency is a grantee for the CDBG program and receives CDBG allocations directly from HUD. The County of Kaua'i is a state recipient for the HOME program and receives HOME allocations as a pass-through from the State of Hawai'i, Department of Business, Economic Development and Tourism, Hawai'i Housing Finance and Development Corporation (HHFDC). Goals, projects and allocations can be found in the State's Consolidated Plan, Annual Action Plan, Second Year, 2016 at <http://dbedt/hawaii/gov/hhfdc/resources/reports/>. Starting in PY2016, the County will be a designated state HTF subgrantee, to develop and preserve affordable rental housing serving extremely low-income (30% AMI) households.

ESG and HOPWA programs are administered by the State of Hawai'i through the Department of Human Services, DBEDT, Homeless Programs Office.

Note: While we strive to honor traditional Hawaiian values and the Hawaiian language, limitations of current technology and the current reporting program did not allow us to use the diacritic mark, kahako. Exclusion of the diacritic mark is not a result of carelessness or disrespect. When possible, the okina, has been utilized.

### Consolidated Plan Public Contact Information

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

Kaua'i County Housing Agency (KCHA) has administrative responsibility for the CDBG program and the implementation of the five-year Consolidated Plan, Annual Action Plan, and Consolidated Annual Performance and Evaluation Report. KCHA works with a variety of public agencies and non-profit organizations to ensure that benefits from the CDBG program are delivered to the community.

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

To enhance coordination between public and assisted housing providers, the Housing Director participates in monthly meetings with other directors from U.S. Department of Agriculture (USDA), Hawai'i Housing, Finance, & Development Corporation (HHFDC), Hawai'i Public Housing Authority (HPHA), U.S. Department of Housing and Urban Development (HUD), U.S. Department of Hawaiian Home Lands (DHHL), Office of Hawaiian Affairs (OHA), Native American Housing Assistance and Self Determination Act (NAHASDA), City & County of Honolulu, Maui and Hawai'i County Housing divisions. The Housing Director also attends weekly meetings with department heads from Kaua'i County to coordinate with planning, economic development, aging, public safety, recreation, public works, and other County officials. Other housing staff members participate in meetings and serve on various committees involving: fair housing; Section 8 eviction hearings; Workforce Investment Board; and CDBG & HOME programs. CDBG staff partners and collaborates with various state health agencies and community organizations, such as: State of Hawai'i Adult Mental Health, Vocational Rehabilitation, and Developmental Disabilities; Easter Seals of Hawai'i, EPIC Ohana, Young Life Capernum, Malama Pono Health Services, Hoola Lahui, and more. Consultations occur on a year-round basis with diverse providers that service the low- and moderate-income populations on Kaua'i.

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

The State of Hawai'i Department of Human Services (DHS) and Homeless Programs Office (HPO) contractually requires all homeless provider agencies funded by state and/or federal resources to participate in their respective County's Continuum of Care (CoC) for collaboration and input into community planning efforts. These agencies provide outreach, emergency/transitional shelters, permanent supportive housing, rapid re-housing, homeless prevention, Housing First Program, and other support services. These programs serve the following populations: chronic substance abuse; persons with HIV/AIDS; victims of domestic violence; and unaccompanied youth.



Bridging the Gap (BTG) is a geographically-based group of relevant stakeholder representatives that carry out planning responsibilities of the CoC programs and the goal to end homelessness. BTG is the union of three (3) rural county chapters:

- 1) Kaua'i Community Alliance (Kaua'i Chapter of BTG)
- 2) Community Alliance Partners (Hawai'i Island Chapter of BTG)
- 3) Maui Homeless Alliance (Maui Chapter of BTG)

Members of the local chapters collectively convene at least twice annually for general membership meetings. Because of the non-contiguous nature of each island, the meetings are conducted via electronic means (webinar, video teleconference, teleconference, or other generally available technologies).

The SOH HPO convenes the statewide Continuum of Care meeting every other month. Members of the group include the chairperson of each local chapter and a respective county government representative. The statewide planning body collaborates on priorities, strategic planning and resources. The group also takes an expanded role of advising the state on funding priorities and legislative initiatives.

In accordance with the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act, BTG works to use multiple resources to prevent homelessness or quickly rehouse homeless individuals and families while minimizing trauma and dislocation. BTG mandates collaboration among providers, promotes access to homeless assistance programs, encourages effective utilization of mainstream programs especially for special populations, and strives to optimize self-sufficiency among individuals and families experiencing homelessness or are at-risk of being homeless.

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

BTG, in collaboration with DHS/HPO and the ESG program administrator, initially opted to divide the ESG award in near equal amounts between the shelter operations and homelessness prevention/rapid re-housing (HPRP) components. However, BTG elected to allocate the most recent ESG grant by apportioning forty percent (40%) to emergency shelter operations and sixty percent (60%) to homelessness prevention and rapid re-housing activities. This allocation formula reflects BTG's greater emphasis on rapid re-housing and helping people to quickly regain stability in permanent housing after experiencing a housing crisis and homelessness. Homelessness prevention and rapid re-housing activities include financial assistance for rent, security deposits, utilities, and housing relocation and stabilization services. BTG elected to allocate HPRP funds to one agency each in Maui, Kaua'i and Hawai'i counties.

In recent years, neighbor island representatives have become much more engaged in planning, advocacy, and data committee activities in conjunction with Partners In Care (PIC), the O'ahu Continuum of Care. Currently, BTG and PIC are collaborating to purchase and implement a new Homeless Management Information System (HMIS) solution to comply with HUD's data standards. Additionally, BTG has adopted a formal HMIS Security and Privacy Plan and a Policies and Procedures Manual which include security policies that detail how data is secured in HMIS; data sharing policies that detail with whom data is shared and for what purposes; and user access to HMIS. A formal data quality plan has also been adopted to define what constitutes a record for each program type; and determines timeliness, completeness and accuracy standards.

Moreover, data-driven performance standards are being updated and refined. These enhancements will allow the CoCs to utilize outcome measures to determine funding levels for applicants. HPO is in the process of developing a means to transform state funding determinations to more concisely reflect performance standards and performance based funding as HUD. While these systemic changes will take time to fully implement, the mechanisms to achieve and maintain progress have been executed.

To further promote collaboration among the CoC bodies, a portion of each Bridging the Gap meeting is set aside for the PIC chair and City and County of Honolulu representative to share information. This allows for discourse on legislative, advocacy, policy and data issues being addressed statewide. Additionally, many more neighbor island participants have requested placement on the PIC mailing list so that they can keep their agencies and their counties up-to-date, especially on state government issues during the legislative session. These efforts are building toward a greater sense of community across the state for homeless service providers, and thus, a more cohesive approach to our statewide infrastructure.

BTG also receives help from HUD with technical assistance with HMIS, performance measures, evaluation criteria, CoC operations, and guidance in creating policies and procedures.

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

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	KAUAI HOUSING DEVELOPMENT CORP
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.

2	<b>Agency/Group/Organization</b>	HOOLA LAHUI HAWAII
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
3	<b>Agency/Group/Organization</b>	MALAMA PONO KAUAI HEALTH SERVICES
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Needs - Veterans Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
4	<b>Agency/Group/Organization</b>	DEPARTMENT OF HAWAIIAN HOME LANDS
	<b>Agency/Group/Organization Type</b>	Housing Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.

5	<b>Agency/Group/Organization</b>	ST. CATHERINE SCHOOL
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
6	<b>Agency/Group/Organization</b>	CONTRACTORS ASSOCIATION OF KAUAI
	<b>Agency/Group/Organization Type</b>	Housing Business Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.

7	<b>Agency/Group/Organization</b>	KUPU A'E, KAUAI TEAM CHALLENGE INC.
	<b>Agency/Group/Organization Type</b>	Services-Children Business and Civic Leaders Services-Neighborhood Residents, Substance Abuse
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
8	<b>Agency/Group/Organization</b>	WORKFORCE DEVELOPMENT DIVISION
	<b>Agency/Group/Organization Type</b>	Services-Employment Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
9	<b>Agency/Group/Organization</b>	COUNTY OF KAUAI OFFICE OF ECONOMIC DEVELOPMENT
	<b>Agency/Group/Organization Type</b>	Other government - County Business and Civic Leaders

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Needs - Veterans Non-Homeless Special Needs Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
10	<b>Agency/Group/Organization</b>	KIDS SCHOOL
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.



11	<b>Agency/Group/Organization</b>	DHS-DIVISION OF VOCATIONAL REHABILITATION
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
12	<b>Agency/Group/Organization</b>	BOYS AND GIRLS CLUB OF HAWAII
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.

13	<b>Agency/Group/Organization</b>	DOH-KAUAI COMMUNITY MENTAL HEALTH CENTER
	<b>Agency/Group/Organization Type</b>	Services-Health Publicly Funded Institution/System of Care Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
14	<b>Agency/Group/Organization</b>	MUTUAL HOUSING ASSOCIATION OF HAWAII
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
15	<b>Agency/Group/Organization</b>	DEPARTMENT OF VETERANS AFFAIRS
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with Disabilities Services-homeless Services-Health Services-Employment Other government - Federal
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Veterans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
16	<b>Agency/Group/Organization</b>	WAIMEA HIGH SCHOOL
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Other government - State

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
17	<b>Agency/Group/Organization</b>	KAUAI BOARD OF REALTORS
	<b>Agency/Group/Organization Type</b>	Housing Planning organization Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
18	<b>Agency/Group/Organization</b>	AMERICAN CANCER SOCIETY
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
19	<b>Agency/Group/Organization</b>	KAUAI COMMUNITY COLLEGE
	<b>Agency/Group/Organization Type</b>	Services-Education Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
20	<b>Agency/Group/Organization</b>	CHILD AND FAMILY SERVICE
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
21	<b>Agency/Group/Organization</b>	Kauai Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Families with children Homelessness Needs - Veterans Non-Homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
22	<b>Agency/Group/Organization</b>	KILAUEA ELEMENTARY SCHOOL
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Other government - State

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as an educational institution. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.
23	<b>Agency/Group/Organization</b>	HANAPEPE UNITED CHURCH OF CHRIST
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.

24	<b>Agency/Group/Organization</b>	COUNTY OF KAUAI DEPARTMENT OF LIQUOR
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in online 2015-2020 COK Housing Agency Consolidated Plan Needs Survey to provide input as a non-profit housing developer. COK Housing Agency will foster on-going consultation and when necessary, seek input with the agency/group/organization when opportunities arise for projects in applicable fields and to ensure benefits from the CDBG Program are delivered to the community.

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

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Refer to State of Hawaii Consolidated Plan	The goals of Kauai County is to partner, coordinate and collaborate with the State's plan to end homelessness through joint funding with the HOME partnerships program and to fund local non-profit organizations who provide essential services to the homeless population.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**



The following plans, reports, and assessments were consulted, reviewed, considered, and when applicable, incorporated in the Consolidated Plan:

- 1) The Kaua'i General Plan 2000 by County of Kaua'i Planning Department
- 2) Kaua'i Economic Development Plan, 2010-2015, Kaua'i's Comprehensive Economic Development Strategy (CEDS) Report by County of Kaua'i Office of Economic Development
- 3) 4-Year Area Plan on Aging 2011-2015 by County of Kaua'i Agency on Elderly Affairs
- 4) Kaua'i Community Drug Response Plan 2008-2013 by County of Kaua'i Office of the Mayor
- 5) Kaua'i's Community Health Needs Assessment 2013 and Kaua'i Community Health Improvement Plan 2014, Our Keiki, Our Kupuna, Our 'Ohana by Hawai'i Department of Health and various partnering agencies including County of Kaua'i
- 6) Kaua'i Youth Report 2012 by Hawai'i State Department of Education, Kaua'i District Complex Area and Kaua'i Planning & Action Alliance
- 7) Measuring What Matters for Kaua'i-Community Indicators Report 2012 by Kaua'i Planning & Action Alliance
- 8) Hawaiian Community Assets, Final Report Narrative July 2014
- 9) Holo Holo 2020, Growing Kaua'i Responsibly by Mayor Bernard P. Carvalho, Jr.
- 10) Kaua'i Parks & Recreation Master Plan 2013 by County of Kaua'i Department of Parks & Recreation
- 11) Kaua'i Rental Housing Study 2014
- 12) Hawai'i Housing Planning Study 2011
- 13) Childhood Lead Poisoning Prevention Guidelines, State of Hawai'i, Department of Health, Maternal and Child Health Branch

14) Center on the Family, University of Hawai'i, College of Tropical Agriculture and Human Resources

15) Neighbor Island Point-in-Time Count Analysis

16) State of Hawaii Point-in-Time Count 2015

17) Lead Based Paint Pamphlet

18) Kaua'i Multimodal Land Transportation Plan; Planning for a Sustainable Transportation System in Kaua'i County through 2035, County of Kaua'i.

## **AP-12 Participation – 91.105, 91.200(c)**

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

In developing the Annual Action Plan, a series of public hearings were held to solicit input on community development, affordable housing and homeless needs. Public hearing notices were published in The Garden Island Newspaper. Public workshops were conducted at various locations on the island not only to receive input, but also to provide information on CDBG grant eligibility and the application process. Another venue to disseminate information and solicit input is the County's website. Input provided through surveys, consultations and collaboration was included in the development of the plan and the County's goals.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
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1	Public Meeting	Non-targeted/broad community	<p>The workshops were held on two separate days--one day class and one evening class to accommodate varying schedules. The workshop was designed for organizations who have little or no experience with the CDBG grant program and for those who wanted to submit applications for CDBG funding. Attendees learned what kinds of projects and activities are eligible for CDBG federal funding, learned basic requirements of the program, and how to design projects involving infrastructure, community facilities.</p>	No comments were received.	Not applicable.	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Newspaper Ad	Non-targeted/broad community	Legal notices were published in the Garden Island Newspaper to announce locations and times for meetings, hearings, workshops; request participation to review and comment on the draft Annual Action Plan; and location to obtain hard copies of the draft plan.	No comments were received.	Not applicable.	
3	Public Meeting	Non-targeted/broad community	A total of three meetings were conducted in the planning and development of the Annual Action Plan.	No comments were received.	Not applicable.	
4	Public Meeting	Non-targeted/broad community	A total of four hearings were conducted in the development and review of the draft Annual Action Plan.	No comments were received.	Not applicable.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Internet Outreach	Non-targeted/broad community	Information on the CDBG grant opportunity, application with instructions, and deadlines was posted on the Housing Agency's website.	No comments were received.	Not applicable.	<a href="http://www.kauai.gov">www.kauai.gov</a>

**Table 4 – Citizen Participation Outreach**



## Expected Resources

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

#### Introduction

The amount available in "Prior Year Resources" reflect the current combined balances from PY 2015 Housing Agency's revolving loan fund activities, Homebuyer Loan Program and Home Purchase Program. The County will make a request to HUD to reprogram or carry over prior year resources to each designated PY 2016 activity. Additionally, all other home sales, ground lease fees and loan repayments generated from County Housing programs will be receipted to the designated activities' revolving fund. Starting in PY2016, the County will be a designated state HTF subgrantee for HUD's new National Housing Trust Fund (HTF), to develop and preserve affordable rental housing serving extremely low-income (30% AMI) households. For PY 2016, the County received the HOME allocation, so it will receive the PY 2016 HTF allocation totaling \$1,425,000 in accordance with the rotation of HOME funds.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	696,697	0	2,563,907	3,260,604	0	"Prior Year Resources" reflect the combined amount available from revolving loan fund balances.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Housing Trust Fund	public - federal	Admin and Planning Housing Other	1,425,000	0	0	1,425,000	0	HTF funds will be used on the production, preservation of affordable rental housing units serving households with incomes at or below 30% of the area median income (AMI).

**Table 5 - Expected Resources – Priority Table**

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

Many community non-profit organizations leverage CDBG funds with other private and non-federal public sources. The leveraging of resources and anticipated amounts are identified with the description of CDBG activities that will take place during the program year. Other sources of funds that are potentially available to support the objectives of an annual Action Plan may include: Low-Income Housing Tax Credits, Section 8 Housing Choice Vouchers, Economic Development Initiative, U.S. Department of Agriculture Rural Development programs, private foundations, state CIP funds, and county funds.

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

To meet the housing needs of Kaua’i County, there are various public housing for elderly and families developed with funding or support from federal, state or county resources. The following is a list of county-owned or leased land or property that could meet housing needs identified in the plan:

- 1) Kalepa Village I, II, III, IV - existing; 180 affordable rental units.

- 2) Pa'anau Village I & II - existing; 110 affordable rental units.
- 3) Kaniko'o (Rice Camp Senior Housing), Phase I - new development; 60-unit affordable rental complex for seniors 62 years or older; tenant occupancy in Phase I began in March 2015; and plans for Phase II occupancy is slated for PY 2016.
- 4) Lima Ola - 75 acres for workforce housing development; could potentially develop 550 affordable homes of various units types to include single-family detached units, duplexes and small-lot units intended for aging in place; master plan has been completed.
- 5) Ko'ae - 11 acres for workforce housing development with 150 units of residential density; land recently acquired.

## **Discussion**

"Prior Year Resources" reflect the combined amount available from revolving loan fund balances. Funds from RLF balances will be utilized in the Home Buyer Loan Program and Home Purchase Program. Despite efforts to increase activity for the Rehabilitation Loan RLF Program, the County decided not to continue this program. The RLF balance from the Rehab Loan Program and repayments from existing loans will be distributed to one or both of the remaining loan programs. Funds available from cancelled projects or completed projects, or by the receipt of program income, may be reprogrammed to any approved CDBG or HOME Action Plan project in accordance with the requirements of the County's Citizen Participation Plan and approval from U.S. Department of Housing & Urban Development, Honolulu Field Office.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	PS-1	2015	2020	Non-Housing Community Development	Island of Kauai	Community Development Needs - Public Services Homeless Needs - Emergency Shelter & Transitional	CDBG: \$104,505	Public service activities other than Low/Moderate Income Housing Benefit: 133 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 20 Beds
2	HO-3	2015	2020	Affordable Housing	Island of Kauai	Housing and Special Needs Housing - Homeowner Housing and Special Needs Housing - Rental Housing	CDBG: \$15,000	Direct Financial Assistance to Homebuyers: 10 Households Assisted
3	PS-2	2015	2020	Non-Housing Community Development	Island of Kauai	Community Development Needs - Economic Development	CDBG: \$92,500	Businesses assisted: 14 Businesses Assisted
4	PF-1	2015	2020	Non-Housing Community Development	Island of Kauai	Community Development Needs - Public Facilities	CDBG: \$207,803	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1306 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	PF-2	2015	2020	Non-Housing Community Development	Island of Kauai	Community Development Needs - Infrastructure	CDBG: \$186,050	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 42 Households Assisted
6	FH-1	2015	2020	Non-Housing Community Development	Island of Kauai	Community Development Needs - Fair Housing Needs	CDBG: \$2,000	Other: 60 Other
7	A-1	2015	2020	Administration	Island of Kauai	Community Development Needs - Planning and Admin	CDBG: \$139,339 Housing Trust Fund: \$75,000	Other: 2 Other
8	HO-1	2015	2020	Affordable Housing	Island of Kauai	Housing and Special Needs Housing - Homeowner	CDBG: \$2,563,907	Homeowner Housing Added: 1 Household Housing Unit Direct Financial Assistance to Homebuyers: 1 Households Assisted
9	HR-1	2015	2020	Affordable Housing	Island of Kauai	Housing and Special Needs Housing - Rental Housing	Housing Trust Fund: \$1,350,000	Rental units constructed: 5 Household Housing Unit

**Table 6 – Goals Summary**

**Goal Descriptions**

1	<b>Goal Name</b>	PS-1
	<b>Goal Description</b>	Funds will be used for three (3) public service programs: 1) Provide case management and substance abuse classes to become self-sufficient and eliminate the threat of chronic homelessness; 2) Pay for operating costs and essential furnishings in order to increase overnight capacity of the emergency shelter; and 3) Provide job training and job coaching services within a retail training site to special needs youth, students with disabilities, and individuals who receive welfare benefits to acquire employment skills and basic work ethics.
2	<b>Goal Name</b>	HO-3
	<b>Goal Description</b>	Will provide funds to a HUD-certified organization that will conduct pre-purchase homebuyer education and counseling to low and moderate income persons or household. This activity is linked to the county's homebuyer programs where participants who successfully complete homebuyer education will be eligible to be placed on the Kauai Resident Homebuyer List as potential first-time homebuyers of the county; or privately developed housing units; or the county's mortgage finance programs.
3	<b>Goal Name</b>	PS-2
	<b>Goal Description</b>	Provide technical assistance and support services including personal financial and enterprise literacy, site visits to information sources and business shadowing and coaching for individuals who want to start a business, existing owners who want to expand a microenterprise business or microenterprise owners who are at-risk of losing their business.
4	<b>Goal Name</b>	PF-1
	<b>Goal Description</b>	Funds will be used to remove architectural barriers and install ADA accessible curbs, sidewalks and pathways to Hofgaard Park; rehabilitation of various County parks and neighborhood centers; and rehabilitation of Kalaheo Fire Station.
5	<b>Goal Name</b>	PF-2
	<b>Goal Description</b>	This project's outcome is: accessibility Funds will be used to construct an ADA accessible sidewalk along Mahea Road between Kaumuali'i Highway and Kaua'i Habitat for Humanity, 'Ele'ele Iluna Subdivision to close the gap to 'Ele'ele Elementary School and the neighborhood park.

6	<b>Goal Name</b>	FH-1
	<b>Goal Description</b>	To conduct outreach, educate, coordinate, and train the public--Section 8 participants, landlords, tenants, and property management staff in order to increase knowledge and awareness of federal and state fair housing laws.
7	<b>Goal Name</b>	A-1
	<b>Goal Description</b>	Will provide program management (CDBG and HTF) functions to include: administration, coordination, monitoring program activities for progress and compliance, prepare reports, develop agreements with subrecipients, conduct evaluation, training and oversight.
8	<b>Goal Name</b>	HO-1
	<b>Goal Description</b>	The County will use "Prior Year Resources" from the Housing Agency's revolving loan fund activities, Homebuyer Loan Program and Home Purchase Program. All home sales, ground lease fees and loan repayments generated from the County Housing programs will be receipted to the designated activities' revolving fund.
9	<b>Goal Name</b>	HR-1
	<b>Goal Description</b>	HTF funds will be used to finance new construction of affordable rental units.

**Table 7 – Goal Descriptions**

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

It is estimated that the jurisdiction will provide approximately 166 rental units for low-income and moderate-income families and 107 for-sale units for low- and moderate-income families.

## AP-35 Projects – 91.220(d)

### Introduction

For the program year 2016, the County of Kauaʻi proposes to fund three (3) public service projects, one housing project, one economic development project, and six (6) public facility projects for a total of eleven (11) activities. Additionally, KCHA will continue to administer the Home Buyer Loan and Home Purchase revolving loan fund programs. HTF funds will be used for new construction of a multi-family rental unit project.

#	Project Name
1	Case Management Self-Sufficiency & Substance Abuse Relapse Prevention Program
2	Homeless Emergency and Transitional Shelter
3	Hana Kalima (Working Hands) Project
4	Homeownership Education and Counseling Project
5	Economic Development by Workforce Development
6	Photovoltaic System & Air Conditioning Units for Family Violence Shelter
7	Mahea Road Sidewalk
8	KCHA Homebuyer Loan Program RLF
9	KCHA Home Purchase Program RLF
10	General Administration
11	Anahola Clubhouse Rehabilitation
12	Anahola Village Park Rehabilitation
13	Kalawai Park Rehabilitation
14	HTF: Koʻae Workforce Housing Development
15	HTF: Administration
16	Kalaheo Fire Station Rehabilitation

**Table 8 – Project Information**

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

The County does not use a formula for allocating CDBG funds. CDBG funds are allocated through a competitive application which scores and ranks applications for eligibility, project readiness, experience and qualifications, and priorities. Final outcomes for project selection and funding levels are subject to the approval of the mayor and fund appropriation of the County Council. As a result of using this process, the allocation of CDBG funding varies from year to year. Funding cuts pose obstacles to addressing underserved needs. Annual requests for public service funding far exceeds the 15 percent cap. Organizations are forced to decrease the intended amount of participants to serve.



## Projects

### AP-38 Projects Summary

#### Project Summary Information

Table 9 – Project Summary

<b>1</b>	<b>Project Name</b>	Case Management Self-Sufficiency & Substance Abuse Relapse Prevention Program
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	PS-1
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Case Management Self-Sufficiency & Substance Abuse Relapse Program (\$30,000), Women in Need will use funds to provide case management and conduct classes to strengthen families, build self-esteem and strong work ethics, become self-sufficient and eliminate the threat of chronic homelessness. The activity is eligible under 24 CFR 570.201(e), matrix code 05. Additionally, this activity meets the CDBG national objective under 24 CFR 570.208(a)(2), Limited Clientele or LMC. Women In Need will obtain data to determine total annual income and family or household size in order to verify that the percentage of low- and moderate- income beneficiaries are at least 51%. This activity is an existing service with quantifiable increase in level of service. Other Leveraged Funds: \$107,300
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	33 low- and moderate-income persons.
	<b>Location Description</b>	3136 Elua St. Lihu'e, HI 96766

	<b>Planned Activities</b>	Case Management Self-Sufficiency & Substance Abuse Relapse Prevention Program - Women In Need - provide case management and classes to strengthen families, build self-esteem and strong work ethics, become self-sufficient and eliminate the threat of chronic homelessness.
2	<b>Project Name</b>	Homeless Emergency and Transitional Shelter
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	PS-1
	<b>Needs Addressed</b>	Homeless Needs - Emergency Shelter & Transitional
	<b>Funding</b>	CDBG: \$55,812
	<b>Description</b>	Homeless Emergency and Transitional Shelter (\$31,812), Kauai County Housing Agency in partnership with Kauai Economic Opportunity, Inc. will use funds to pay for operating costs and essential furnishings in order to increase overnight capacity at the shelter. The activity is eligible under 24 CFR 570.201(e), matrix code 03T. Additionally, this activity meets the CDBG national objective under 24 CFR 570.208(a)(2)(A), presumed LMC, homeless persons. KCHA will work with Kauai Economic Opportunity, Inc. to verify that participants meet the eligibility requirements and will provide verification of homelessness under the presumed benefit. Other Leveraged Funds: \$207,416An additional \$24,000 was reprogrammed from unexpended grant funds for operating costs to extend services for 6 more months.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 low- and moderate-income individuals, presumed benefit-homeless.
	<b>Location Description</b>	2804 Wehe Road, Lihu'e, HI 96766
	<b>Planned Activities</b>	Homeless Emergency and Transitional Shelter - Kauai County Housing Agency / Kauai Economic Opportunity, Inc. - pay for operating costs and essential furnishings in order to increase overnight capacity at the shelter.

<b>3</b>	<b>Project Name</b>	Hana Kalima (Working Hands) Project
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	PS-1
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$18,693
	<b>Description</b>	Hana Kalima (Working Hnads) Project (\$18,693), Ho'omana will use funds to provide job training and job coaching services within a retail training site to special needs youth, students with disabilities, and individuals who receive welfare benefits to acquire employment skills and basic work ethics. The activity is eligible under 24 CFR 570.201(e), matrix code 05H. Additionally, this activity meets the CDBG national objective under 24 CFR 570.208(a)(2). Ho'omana will obtain data to determine total annual income and family or household size in order to verify that the percentage of low- and moderate-income beneficiaries are at least 51%. This is a new project. Other Leveraged Funds: \$198,630
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 low- and moderate-income persons.
	<b>Location Description</b>	4531 Kuamoo Road, Kapaa, HI 96746
	<b>Planned Activities</b>	Hana Kalima (Working Hands) Project - Ho'omana - will use funds to provide job training and job coaching services within a retail training site to special needs youth, students with disabilities, and individuals who receive welfare benefits to acquire employment skills and basic work ethics.
<b>4</b>	<b>Project Name</b>	Homeownership Education and Counseling Project
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	HO-3
	<b>Needs Addressed</b>	Housing and Special Needs Housing - Homeowner

<b>Funding</b>	CDBG: \$15,000
<b>Description</b>	Homeownership Education & Counseling (\$15,000), Hawaiian Community Assets, Inc. will use funds to provide HUD-certified pre-purchase homebuyer education and counseling. This activity is linked to the County's homebuyer programs where participants who successfully complete homebuyer education and counseling will be eligible to be placed on the Kaua'i Resident Homebuyer List as potential first-time homebuyers of the County's or privately developed housing units, or any of the County's mortgage finance programs. The activity is eligible under 24 CFR 570.201(n), matrix code 13. Additionally, this activity meets the CDBG national objective under 24 CFR 570.208(a)(3) housing activities or LMH. Hawaiian Community Assets will obtain data to determine total family or household size and income in order to verify that income is at or below 80% of HUD's Income Limits for Kaua'i County..Other Leveraged Funds: \$18,875
<b>Target Date</b>	6/30/2017
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	21 low- and moderate-income persons or 10 low- and moderate-income households.
<b>Location Description</b>	4523 Ioane Road, Anahola, HI 96703.
<b>Planned Activities</b>	Homeownership Education & Counseling (\$15,000), Hawaiian Community Assets, Inc. will use funds to provide HUD-certified pre-purchase homebuyer education and counseling. This activity is linked to the County's homebuyer programs where participants who successfully complete homebuyer education and counseling will be eligible to be placed on the Kaua'i Resident Homebuyer List as potential first-time homebuyers of the County's or privately developed housing units, or any of the County's mortgage finance programs. The activity is eligible under 24 CFR 570.201(n), matrix code 13. Additionally, this activity meets the CDBG national objective under 24 CFR 570.208(a)(3) housing activities or LMH. Hawaiian Community Assets will obtain data to determine total family or household size and income in order to verify that income is at or below 80% of HUD's Income Limits for Kaua'i County..Other Leveraged Funds: \$18,875
<b>Project Name</b>	Economic Development by Workforce Development

<b>5</b>	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	PS-2
	<b>Needs Addressed</b>	Community Development Needs - Economic Development
	<b>Funding</b>	CDBG: \$92,500
	<b>Description</b>	Economic Development by Workforce Development (\$92,500), Homestead Community Development Corporation will use funds to provide technical assistance and support services including personal financial and enterprise literacy, site visits to information sources and business shadowing and coaching for individuals who want to start a business, existing owners who want to expand a microenterprise business or microenterprise owners who are at risk of losing their business. The activity is eligible under 24 CFR 570.201(o)(1)(ii), matrix code 18C. Additionally, the activity meets the CDBG national objective under 24 CFR 270.208(a)(2)(iii), low/mod limited clientele, microenterprise or LMCMC. HCDC will obtain data to determine total annual income and family or household size in order to verify that the percentage of low- and moderate-income beneficiaries are at least 51%. This is a new project. Other Leveraged Funds: \$20,000
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	14 businesses assisted
	<b>Location Description</b>	4523 Ioane Road, Anahola, HI 96703

	<b>Planned Activities</b>	Economic Development by Workforce Development (\$92,500), Homestead Community Development Corporation will use funds to provide technical assistance and support services including personal financial and enterprise literacy, site visits to information sources and business shadowing and coaching for individuals who want to start a business, existing owners who want to expand a microenterprise business or microenterprise owners who are at risk of losing their business. The activity is eligible under 24 CFR 570.201(o)(1)(ii), matrix code 18C. Additionally, the activity meets the CDBG national objective under 24 CFR 270.208(a)(2)(iii), low/mod limited clientele, microenterprise or LMCMC. HCDC will obtain data to determine total annual income and family or household size in order to verify that the percentage of low- and moderate-income beneficiaries are at least 51%. This is a new project. Other Leveraged Funds: \$20,000
6	<b>Project Name</b>	Photovoltaic System & Air Conditioning Units for Family Violence Shelter
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	PF-1
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$159,303
	<b>Description</b>	Photovoltaic System & Air Conditioning Units for Family Violence Shelter (159,303), YWCA of Kaua'i will use funds for rehabilitation to repair faulty wiring and install AC units and mount PV system in order to implement energy conservation measures for the Family Violence Shelter. The activity is eligible under 570.201(c), 03Q. Additionally, this activity meets the CDBG national objective under 24 CFR 570.208(a)(2)(A), Limited Clientele or LMC, presumed benefit. The victim service provider agency will obtain information and authorize domestic violence certification.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	170 individuals or 98 households, LMC--limited clientele, presumed benefit (domestic violence)
	<b>Location Description</b>	Undisclosed

	<b>Planned Activities</b>	Photovoltaic System & Air Conditioning Units for Family Violence Shelter - YWCA of Kaua'i - rehabilitation to repair faulty wiring and install AC units and mount PV system in order to implement energy conservation measures for the Family Violence Shelter.
7	<b>Project Name</b>	Mahea Road Sidewalk
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	PF-2
	<b>Needs Addressed</b>	Community Development Needs - Infrastructure
	<b>Funding</b>	CDBG: \$186,050
	<b>Description</b>	Mahea Road Sidewalk (186,050), County of Kauai, Department of Public Works will use funds to remove architectural barriers and install ADA accessible curbs, sidewalks and pathways along Mahea Road between Kaumuali'i Highway and Kaua'i Habitat for Humanity, 'Ele'ele Iluna Subdivision to close the gap to 'Ele'ele Elementary School and the neighborhood park. The activity is eligible under 24 CFR 570.201(c), matrix 03L. Additionally, this activity meets CDBG national objective under 24 CFR 570.208 (a)(1) low- to moderate- area benefit or LMA.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2390 low to moderate area benefit, LMA
	<b>Location Description</b>	Mahea Road to Kaumualii Highway, Eleele, HI 96705
<b>Planned Activities</b>	Mahea Road Sidewalk - County of Kaua'i, Department of Public Works - will use funds to remove architectural barriers and install ADA accessible curbs, sidewalks and pathways along Mahea Road between Kaumuali'i Highway and Kaua'i Habitat for Humanity, 'Ele'ele Iluna Subdivision to close the gap to 'Ele'ele Elementary School and the neighborhood park.	
8	<b>Project Name</b>	KCHA Homebuyer Loan Program RLF
	<b>Target Area</b>	Island of Kauai

	<b>Goals Supported</b>	HO-1
	<b>Needs Addressed</b>	Housing and Special Needs Housing - Homeowner
	<b>Funding</b>	CDBG: \$1,281,954
	<b>Description</b>	Kaua'i County Housing Agency Homebuyer Loan Program (\$1,281,954) will use dedicated revolving funds to continue its mortgage financing for low-cost primary or gap loans for first-time homebuyers. The activity is eligible under 24 CFR 570.201(n), matrix code 13. Additionally, this activity meets the CDBG national objective under 24 CFR 570.208(a)(3), low- to moderate-income households or LMH. KCHA will obtain data to determine total family or household size and annual income in order to verify that income is at or below 80% of HUD's Income Limits for Kaua'i County.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3 low- to moderate-income households, first-time homebuyer, LMH
	<b>Location Description</b>	4444 Rice Street, Suite 330, Lihue, HI 96766
	<b>Planned Activities</b>	Homebuyer Loan Program - Kaua'i County Housing Agency - will use dedicated revolving funds to continue its mortgage financing for low-cost primary or gap loans for first-time homebuyers.
9	<b>Project Name</b>	KCHA Home Purchase Program RLF
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	HO-1
	<b>Needs Addressed</b>	Housing and Special Needs Housing - Homeowner
	<b>Funding</b>	CDBG: \$1,281,953



	<b>Description</b>	Kauai County Housing Agency Home Purchase Program (\$1,281,953) will use dedicated revolving funds to continue its program that purchases affordably priced homes on Kauai and to resell to eligible, first-time, low- to moderate-income families by way of the County's 90-year Ground Lease Program. the activity is eligible under 24 CFR 570.201(n), matrix code 13. Additionally, this activity meets the CDBG national objective under 24 CFR 570.208(a)(3), low- to moderate-income households or LMH. KCHA will obtain data to determine total family or household size and annual income in order to verify that income is at or below 80% of HUD's Income Limits for Kaua'i County.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3 low- to moderate-income households, LMH
	<b>Location Description</b>	4444 Rice Street, Suite 330, Lihue, HI 96766
	<b>Planned Activities</b>	Kauai County Housing Agency - Home Purchase Program RLF - will use dedicated revolving funds to continue its program that purchases affordably priced homes on Kauai and to resell to eligible, first-time, low- to moderate-income families by way of the County's 90-year Ground Lease Program.
<b>10</b>	<b>Project Name</b>	General Administration
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	FH-1 A-1
	<b>Needs Addressed</b>	Community Development Needs - Fair Housing Needs Community Development Needs - Planning and Admin
	<b>Funding</b>	CDBG: \$139,339 Housing Trust Fund: \$75,000

	<b>Description</b>	Kauai County Housing Agency will use funds (\$139,339) to provide program management that includes: administration, coordination, training, project implementation, compliance monitoring, evaluation, record-keeping and reporting. This activity is eligible under 24 CFR 570.206, matrix 21A. Funds will also be used to conduct outreach, educate, coordinate and train the public: Section 8 participants, landlords, tenants, and property management staff in order to increase knowledge and awareness of federal and state fair housing laws. This activity is eligible under 24 CFR 570.206(c), matrix code 21D. There is no national objective code for fair housing activities. Kauai County Housing Agency will use HTF funds (\$75,000) to provide program management and administration.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	4444 Rice Street, Suite 330, Lihu'e, HI 96766
	<b>Planned Activities</b>	General Administration - Kauai County Housing Agency - will use funds to provide program management that includes: administration, coordination, training, project implementation, compliance monitoring, evaluation, record-keeping, reporting, and fair housing activities and will use HTF funds (\$75,000) to provide program management and administration.
<b>11</b>	<b>Project Name</b>	Anahola Clubhouse Rehabilitation
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	PF-1
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$625,000

	<b>Description</b>	The County Department of Parks and Recreation (\$625,000) will use (CDBG PI or RLF) funds (\$625,000) to rehabilitate the Clubhouse to improve the use and accessibility for resident families of the low- to moderate-income area and extend the life of the neighborhood facility. The activity is eligible under 24 CFR 570.201(c), matrix code 03E. Additionally, this activity meets the national objective under 24 CFR 570.208 (a)(1), low- to moderate-income area benefit or LMA.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	990 LM population, low- to moderate-income area, LMA
	<b>Location Description</b>	Kawelo Sreet, Anahola, HI 96703
	<b>Planned Activities</b>	The County Department of Parks and Recreation will use (CDBG PI or RLF) funds to rehabilitate the the basketball court, baseball field, playground and parking lot at the Anahola Clubhouse to improve the use and accessibility for resident families of the low- to moderate-income area and extend the life of the neighborhood facility.
<b>12</b>	<b>Project Name</b>	Anahola Village Park Rehabilitation
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	PF-1
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	The County Department of Parks and Recreation (\$150,000) will use (CDBG PI or RLF) funds (\$150,000) to rehabilitate the community park to improve the use for resident families of the low- to moderate-income area and extend the life of the park facility. The activity is eligible under 24 CFR 570.201(c), matrix code 03F. Additionally, this activity meet s the national objective under 24 CFR 570.208 (a)(1), low- to moderate-income area benefit or LMA.
	<b>Target Date</b>	6/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	990 LM population, low- to moderate-income area, LMA
	<b>Location Description</b>	Poha Road, Anahola, HI 96703
	<b>Planned Activities</b>	The County Department of Parks and Recreation will use (CDBG PI or RLF) funds to rehabilitate the playground and pavillion roof at the village park to improve the use for resident families of the low- to moderate-income area and extend the life of the park facility.
13	<b>Project Name</b>	Kalawai Park Rehabilitation
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	PF-1
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	The County Department of Parks and Recreation (\$150,000) will use (CDBG PI or RLF) funds (\$150,000) to rehabilitate the community park to improve the use for resident families of the low- to moderate-income area and extend the life of the park facility. The activity is eligible under 24 CFR 570.201(c), matrix code 03F. Additionally, this activity meets the national objective under 24 CFR 570.208 (a)(1), low- to moderate-income area benefit or LMA.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1045 LM population, low- to moderate-income area, LMA
	<b>Location Description</b>	Puuwai Road, Kalaheo, HI 96741
	<b>Planned Activities</b>	The County Department of Parks and Recreation will use (CDBG PI or RLF) funds to rehabilitate the community park to improve the use for resident families of the low- to moderate-income area and extend the life of the park facility.

<b>14</b>	<b>Project Name</b>	HTF: Ko`ae Workforce Housing Development
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	HR-1
	<b>Needs Addressed</b>	Housing and Special Needs Housing - Rental Housing
	<b>Funding</b>	Housing Trust Fund: \$1,350,000
	<b>Description</b>	Kauai County Housing Agency - HTF - Koaee Workforce Housing Development (\$1,350,000) will use HTF funds for the development of a 134 unit rental project consisting of 1, 2, and 3 bedroom units in four-plex and six-plex buildings on an 11 acre parcel of County-owned land.
	<b>Target Date</b>	5/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	134 extremely-, very-, and low-income households, of which 5 will be HTF assisted units.
	<b>Location Description</b>	(4) 26-004-019, Koloa, Kauai, HI
	<b>Planned Activities</b>	HTF funds will be used for the development of the 134 unit affordable rental housing project which will provide 1, 2, and 3 bedroom units for households below 30% AMI, of which 5 will be HTF assisted.
<b>15</b>	<b>Project Name</b>	HTF: Administration
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	A-1
	<b>Needs Addressed</b>	Community Development Needs - Planning and Admin
	<b>Funding</b>	Housing Trust Fund: \$75,000
	<b>Description</b>	Kauai County Housing Agency (\$75,000) will use HTF funds to provide program management.
	<b>Target Date</b>	5/31/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
16	<b>Project Name</b>	Kalaheo Fire Station Rehabilitation
	<b>Target Area</b>	Island of Kauai
	<b>Goals Supported</b>	PF-1
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$389,000
	<b>Description</b>	Kauai Fire Department will use (CDBG PI or RLF) funds to rehabilitate the fire station to extend the life of the facility that serves resident families of the low- to moderate-income area. The activity is eligible under 24 CFR 570.201(c), matrix code 03O. Additionally, this activity meets the national objective under 24 CFR 570.208 (a)(1), low- to moderate-income area benefit or LMA.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3440 LM population, low- to moderate-income area, LMA
	<b>Location Description</b>	2 Kaumualii Hwy, Kalaheo, HI 96741
	<b>Planned Activities</b>	Kauai Fire Department will use funds to rehabilitate the fire station to extend the life of the facility that serves resident families of the low- to moderate-income area.



## **AP-50 Geographic Distribution – 91.220(f)**

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

The County plans to utilize CDBG funds that provide direct benefits to various locations and area-wide benefits for geographic areas of the island designated as low/mod areas. Using the American Community Survey (ACS) on FY2015 LMSID by State - All block groups based on 2006-2010 dataset, the County will qualify low/mod areas where 51% have income at or below 80% of Kauai Median Household Income.

HTF program funds will be used for the Island of Kauai.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Island of Kauai	100

**Table 10 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The County does not use a formula for allocating CDBG funds. CDBG funds are allocated through a competitive application which scores and ranks applications for eligibility, project readiness, experience and qualifications, and priorities. Final outcomes for project selection and funding levels are subject to the approval of the mayor and fund appropriation of the County Council. As a result of using this process, the allocation of CDBG funding varies from year to year. There is a statewide need for more affordable rental housing. Starting in PY2106, the County will be a designated HTF subgrantee to develop and preserve affordable rental housing serving extremely low-income (30% AMI) households.

### **Discussion**



## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	2
Special-Needs	0
Total	2

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	5
Rehab of Existing Units	0
Acquisition of Existing Units	2
Total	7

**Table 12 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

The numbers listed above excludes provisions for emergency shelter, transitional shelter or social service programs. However, two organizations that will carry out public service projects will also meet the goal of "transitional housing beds added" through their furlough homes, transitional/group homes.

The emergency shelter will provide twenty (20) additional beds to homeless individuals/household.

Through homebuyer education and counseling, twenty-five (25) individuals will receive direct homeownership assistance and could have opportunities and be eligible to buy leasehold properties from the County or receive low-cost, long-term mortgage financing from the County.

Kaua'i County will continue to administer programs that are sustainable through revolving funds: Homebuyer Loan Program and Home Purchase Program.

134 new affordable rental units will be constructed using HTF and HOME funds, of which 5 will be HTF funded. Koae, the workforce housing rental project is slated for completion in July 2019.



## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

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

Refer to the State of Hawai'i Annual Action Plan.

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

KCHA will continue its efforts to outreach and provide information on current housing programs that: 1) offer low-cost, low-interest loans to eligible first-time homebuyers; 2) provide homebuyer education and counseling classes; and 3) provide opportunities for first-time buyers to purchase their own home via the County's leasehold program. KCHA will provide brochures and posters and meet with interested public housing residents and staff.

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

Not applicable.

### **Discussion**

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

### **Introduction**

Kaua'i Community Alliance, a local chapter of the Continuum of Care, works in collaboration with the County of Kaua'i and the State's Homeless Programs Office to provide services and assess the needs of our homeless community to ensure that they receive the proper level of care. Kaua'i Economic Opportunity, Inc. (KEO) operates the island's only overnight emergency shelter. With assistance from the County, KEO will be able to increase the amount of beds from nineteen (19) beds to thirty-nine (39) beds per night. This expansion will begin May 1, 2016.

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

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

The Statewide annual Point-in-Time Count is held at the end of January. During this count, workers are visually able to locate individuals and offer immediate or future assistance. KEO operates the island's only homeless outreach van which travels island wide on a daily schedule to provide care kits, and services to the island's homeless population. In May 2016, KEO anticipates receiving Grant-in-Aid funds to operate a daytime assessment center located in the emergency shelter. In collaboration with Kaua'i Community Alliance, agencies will participate in the assessment center programs. The center will provide a place where homeless individuals can receive assistance to determine the level of services needed and have agencies immediately available to start the intake process.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The County of Kaua'i in collaboration with KEO, provided funds to expand the island's only overnight emergency shelter. Currently, the shelter's capacity is a total of nineteen (19) individuals nightly. CDBG funding will allow the purchase of ten (10) double bunkbeds to increase the capacity to thirty-nine (39) individuals nightly. Funds were also provided to purchase twenty (20) lockers for overnight individuals to safely store their belongings.

#### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to**

**permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Support services are adequately in place to provide guidance and resources for individuals and families transitioning from shelter or transitional housing to permanent housing, or independent living for homeless individuals and their families. Agencies assist with completing applications, rental deposit assistance and financial assistance when available. Agencies also provide job skills training to prepare them for employment, transportation to interviews and bus passes (when available) to help sustain employment.

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

The State Homeless Programs Division works diligently to seek and provide funds to assist with prevention of homelessness. The Housing First model is currently in its beginning phases on O'ahu, with future plans to implement throughout the neighboring counties. The Housing First model provides housing as a first step, without preconditions. Once off the street, services are provided and recovery begins. The model is created to assist individuals or families with support and/or social services to sustain and thrive in their new living environment and thus becoming productive members of their communities. KCHA will continue to work with with the CoC, Homeless Programs Office, and other institutions or systems of care to make funding available for eligible activities to help meet the needs of the specific populations they serve.

The County will invest PY 2016 HTF funds for the development of rental units to increase and preserve the supply of decent, safe, and sanitary affordable housing for primarily extremely low-income (30% AMI) households.

## **Discussion**

HOPWA funds are administered through the State Homeless Programs Division. Goals are listed in the State of Hawaii Consolidated Plan, Annual Action Plan, second program year, July 1, 2016 - June 30,

2017.

One year goals for the number of households to be provided housing through the use of HOPWA for:

- Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
- Tenant-based rental assistance
- Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
- Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds

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

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

### **Introduction**

In the context of building homes that are affordable, many government regulations are in place to ensure health and safety and to protect natural resources. However, government regulations can work against developing affordable housing. The most common types of regulation that affect housing are building codes, environmental regulations, zoning, land use, impact fees and exactions, fiscal policy and administrative practices. The negative effects from regulation are delays and additional costs to develop. In developing affordable housing, this can directly impact project feasibility.

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

**Tax Policy** -- No actions or reform steps proposed.

**Land Use Controls** -- The Housing Agency will support efforts that streamline the planning, zoning and permitting process through the administration of the County's 201-H policy and processing of development exemptions for eligible applicants that develop at least 51% of the total project units as affordable housing.

**Affordable Housing Task Force** – The Housing Agency will continue to assist private developers through it's the Affordable Housing Task Force. The Task Force consists of representative from county line review agencies and provides a private developer the opportunity to dialogue and receive feedback to help streamline project review time.

**Expedited Permitting** – The Housing Agency, under authority of the Mayor, will continue to recommend expedited permitting for affordable housing projects. Projects so designated will be given preferential permitting by review agencies.

**Fee and Charges** -- The Housing Agency will continue to administer requests for waivers of fees and charges allowed for affordable housing pursuant to Kaua'i County Code for building permits, sewer

connection fees, environmental impact assessment fees, etc.

**Growth Limits** -- Continue to support the development of comprehensive planning for the island's communities consistent with the general plan update. Endorse planning principles that integrate reasonable growth principles.

**Policies that Affect the Return on Residential Investment** -- The County will impose deed restrictions on the transfer of dwelling units according to the minimum requirements of Ordinance No. 860. This deed restriction requires owner occupancy of the units. If the owner wishes to sell their unit within a buyback period, the unit must be first offered to the County at a price determined by a prescribed formula.

## **Discussion**



## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

Promoting activities within the County brings awareness and education to the public on relevant issues on fair housing. Under the PY 2016 Action Plan, the County will continue to take actions to address obstacles to meet underserved needs, foster and maintain housing, and remove barriers to affordable housing.

### **Actions planned to address obstacles to meeting underserved needs**

To address obstacles, the County will undertake the following actions:

- Leverage federal resources (e.g. Low Income Housing Tax Credits) to increase the supply of rental housing for underserved lower income populations.
- Invest federal resources to maintain the supply of rental housing for the underserved lower income populations.
- Invest federal resources (e.g. HOME) to produce low cost rental units for transitional programs for a segment of the island's population preparing for a transition to permanent housing.
- Utilize the County's Fast Track Permitting for Workforce Housing Projects that speed the process in order to accelerate development for new affordable housing.
- Support applications that seek funding by non-profit organizations from other federal sources that are consistent with Consolidated Plan objectives and priorities.

### **Actions planned to foster and maintain affordable housing**

- Provide CDBG loan assistance through Home Buyer Loan Program to provide low-cost mortgage loans to low- and moderate-income households.
- Provide CDBG funds to purchase and/or rehabilitate homes to resell to low-and moderate-income households.
- Operate and maintain County's inventory of 160 affordable rental units primarily for low-income households at affordable and stable rents.

### **Actions planned to reduce lead-based paint hazards**

The county will continue to address lead-based paint to:

- Comply with federal guidelines under 24 CFR 35 for testing and abating lead-based paint hazards in projects receiving federal assistance;
- Require owner participants in the Section 8 Rental Assistance Program to certify that they will

advise the County and tenant-family of any lead-based paint on surface of homes used to participate in the program;

- Provide each tenant participant in the Section 8 Rental Assistance Program, Home Buyer Loan Program and Home Purchase Program with a copy of the EPA Bulletin, "Protect Your Family From Lead in Your Home"; and
- Abate lead-based paint on structures undergoing major renovation with financing through government programs, such as HOME and CDBG, and provide technical assistance in the abatement design and construction process.

### **Actions planned to reduce the number of poverty-level families**

The County will continue to operate a Family Self-Sufficiency (FSS) Program that assists Section 8 Housing Choice Voucher clients develop skills, abilities, and self-confidence needed to find and maintain jobs which pay adequate wages to minimize a need for public assistance.

The County will support services designed towards achieving self-sufficiency:

- Provide funds to non-profit organizations with social services that will strengthen families;
- Make funds available to organizations that provide protective services for children and adults; and
- Provide funds to organizations for job training and placement services to help individuals become financially self-sufficient.

### **Actions planned to develop institutional structure**

The County will utilize the new policy Fast Track Permitting for Workforce Housing Projects that will speed the permitting process on projects with at least 51% affordable housing units.

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

The County will continue to provide public meetings in which citizens, agencies and interested parties are encouraged to give input and participate in identifying community needs and strategies. The County will continue to foster relationships with private organizations, businesses, and developers to build partnerships that can initiate and support economic and community development. Additionally, the County will continue to maintain, foster, and find new public agencies and non-profit organizations to ensure that benefits from the CDBG program are delivered to the community.

### **Discussion**

## Program Specific Requirements

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

#### Introduction

The County does not expect to receive CDBG program income during the Annual Action Plan 2016. All home sales, ground lease fees and loan repayments generated from County Housing programs will be receipted to the designated activities' revolving fund.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

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

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

#### Other CDBG Requirements

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

## Discussion

## Attachments

COUNTY COUNCIL  
COUNTY OF KAUAI

**Resolution** No. 2016-30

**RESOLUTION AUTHORIZING THE FILING OF THE KAUAI COUNTY 2016 ACTION PLAN (COMMUNITY DEVELOPMENT BLOCK GRANT) WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, UNITED STATES OF AMERICA, FOR A GRANT UNDER TITLE I OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974 AND 1987 (PUBLIC LAWS 93-383 AND 100-242), AS AMENDED**

WHEREAS, the County of Kauai is required to complete and file an annual Action Plan to the 5-Year Consolidated Plan pursuant to 24 CFR §91.200 describing how federal resources are being invested in achieving priorities for affordable housing, homelessness, and non-housing community development; and

WHEREAS, the Assistant Secretary for Community Planning and Development is authorized to award Community Development Block Grants (hereinafter "CDBG") with the primary objectives of developing viable communities including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low- and moderate-income; and

WHEREAS, it is required by the United States Department of Housing and Urban Development (hereinafter "HUD") that, in connection with the filing of an application for assistance under the 1974 Housing and Community Development Act, as amended, the applicant shall submit certifications assuring conformance to related rules, regulations and law; now, therefore,

**BE IT RESOLVED BY THE COUNCIL OF THE COUNTY OF KAUAI, STATE OF HAWAII, THAT:**

1. Mayor Bernard P. Carvalho, Jr., or his designated representative, is authorized to execute and submit the 2016 Action Plan for the County's 5-Year Consolidated Plan (2015-2020) to HUD that incorporates the County's CDBG application to finance HUD-approved projects for the PY 2016 CDBG Program.

2. The County Engineer, County Attorney, Planning Director, Director of Economic Development, Director of Human Resources, Manager and Chief Engineer for the Department of Water, Director of Finance, and Housing Director are authorized to execute and file with such application, assurances or any document required by HUD in connection with the application or projects.

3. The Housing Agency is authorized to receive and expend SIX HUNDRED NINETY SIX THOUSAND, SIX HUNDRED NINETY SEVEN AND NO/100 DOLLARS (\$696,697.00) of the County of Kauai's 2016 CDBG allocation for the following projects:

**PUBLIC SERVICES**

- a. **Case Management / Relapse Prevention** \$24,000.00  
(Love the Journey)  
Provide a wide range of case management services, planning, education, monitoring, advocacy, employment readiness and training, including job placement.
- b. **Case Management Self-Sufficiency & Substance Abuse Relapse Prevention Program** \$30,000.00  
(Women In Need)  
Provide participants with case management, substance abuse classes and other resources needed to strengthen families, build self-esteem and strong work ethics, become self-sufficient and eliminate the threat of chronic homelessness.
- c. **Homeless Emergency and Transitional Shelter** \$31,812.00  
(County Housing Agency)  
Pay for operating costs and essential furnishings in order to increase overnight facility capacity and services for an additional 20 individuals.
- d. **Hana Kalima (Working Hands) Project** \$18,893.00  
(Ho'omana)  
Provide training and job coaching services within a retail training site to special needs youth, students with disabilities, and individuals who receive welfare benefits to acquire employment skills and basic work ethics.

**HOUSING**

- e. **Homeownership Education and Counseling Project** \$15,000.00  
(Hawaiian Community Assets)  
Provide HUD-certified pre-purchase homebuyer education and counseling to low- and moderate-income persons or households.

**ECONOMIC DEVELOPMENT**

- f. **Economic Development by Workforce Development** \$92,500.00  
(Hawaiian Community Development Corporation)  
Provide technical assistance and support services including personal financial and enterprise literacy, site visits to information sources and business shadowing and coaching for individuals who want to start a business, existing owners who want to expand a microenterprise business or microenterprise owners who are at-risk of losing their business.

PUBLIC FACILITIES

- g. **Photovoltaic System & Air Conditioning Units for Family Violence Shelter** (YWCA of Kaua'i) \$159,309.00  
Upgrade electrical to install AC units and mount a PV system in order to implement energy conservation measures for the Family Violence Shelter.
- h. **Maheua Road Sidewalk** (County Department of Public Works) \$100,000.00  
Construct an ADA accessible sidewalk along Maheua Road between Kaunuaali'i Highway and Kaua'i Habitat for Humanity, 'Ele'ele Iluaa Subdivision to close the gap to 'Ele'ele School and the neighborhood park.

ADMINISTRATION

- i. **Administration** (County Housing Agency) \$139,339.00  
General program administration, project implementation and oversight, compliance monitoring, evaluation, record-keeping and reporting.

**TOTAL FUNDING** \$ 610,647.00

4. There is \$86,050.00 of uncommitted PY 2016 CDBG funds and the County will seek additional projects from governmental agencies, or public organizations, if necessary, and upon selection of the projects, will proceed through the substantial amendment process to afford citizens the opportunity of a 30-day comment period as required by the County's Citizen Participation Plan to amend the 2016 Action Plan to HUD.

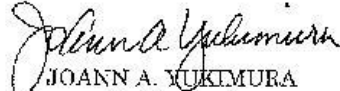
5. Should any CDBG funds become available from cancelled or completed projects, or by receipt of program income, such funds may be reprogrammed to any open CDBG Action Plan project in accordance with the requirements of the County's Citizen Participation Plan.

6. To assist in the County's efforts to comply with the CDBG timeliness regulations, the County may exercise the option to incur pre-award costs pursuant to 24 CFR 570.200(h), of up to \$300,000.00 prior to receiving PY 2016 CDBG funds from HUD. Any funds used for pre-award costs shall be reimbursed upon receipt of PY 2016 CDBG funds. The following project is eligible for pre-award: Homeless Emergency and Transitional Shelter.



BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized and directed to transmit a true copy of this Resolution to the County of Kauai Housing Agency for the U. S. Department of Housing and Urban Development.

Introduced by:

  
 JOANN A. YUKIMURA  
 (By Request)

V:\RESOLUTIONS\2014-2016 TERM\COK 2016 (01)03 AMK\_cy.docx

	Att	Opp	Excused	Present
Chock	X			
Donner	X			
Kagawa	X			
Kaneshiro	X			
Kuali'i				X
Kayozo	X			
Pulcinna	X			
<b>Total</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>1</b>

**Certificate Of Adoption**

We hereby certify that Resolution No. 2016-30 was adopted by the Council of the County of Kauai, State of Hawaii, Ulu'e, Kaua'i, Hawaii, on March 23, 2016.

  
 \_\_\_\_\_  
 County Clerk  
 Dated March 24, 2016

  
 \_\_\_\_\_  
 Chairman & Presiding Officer

COUNTY COUNCIL

COUNTY OF KAUAI

**Resolution** No. 2016-29

**RESOLUTION AUTHORIZING THE FILING OF THE KAUAI COUNTY 2016 ACTION PLAN (HOME INVESTMENT PARTNERSHIPS PROGRAM) WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, UNITED STATES OF AMERICA, FOR A GRANT UNDER TITLE II OF THE CRANSTON-GONZALEZ NATIONAL AFFORDABLE HOUSING ACT (PUBLIC LAW 101-625), AS AMENDED**

WHEREAS, the County of Kauai is required to complete and file an annual Action Plan to the 5-Year Consolidated Plan pursuant to 24 CFR §91.200 describing how federal resources are being invested in achieving priorities for affordable housing, homelessness, and non-housing community development; and

WHEREAS, the Assistant Secretary for Community Planning and Development is authorized to award HOME Investment Partnerships Program Grants (hereinafter "HOME") with the primary objective of expanding the supply of decent, safe, sanitary and affordable housing, principally for very-low and low-income persons; and

WHEREAS, it is required by the United States Department of Housing and Urban Development (hereinafter "HUD") that, in connection with the filing of an application for assistance under the Cranston-Gonzalez National Affordable Housing Act of 1990, as amended, the applicant submit certifications assuring conformance to related rules, regulations and law; now, therefore,

**BE IT RESOLVED BY THE COUNCIL OF THE COUNTY OF KAUAI, STATE OF HAWAII, THAT:**

1. Mayor Bernard P. Carvalho, Jr., or his designated representative, is authorized to execute and submit the 2016 Action Plan to the County's 5-Year Consolidated Plan covering years 2015-2020, to aid in the financing of HUD-approved housing projects for the HOME Program.

2. The Housing Director, County Engineer, County Attorney, Planning Director, Director of Economic Development, Director of Human Resources, Manager and Chief Engineer for the Department of Water, and Director of Finance, are authorized to execute and file with such application, assurances, or any document required by HUD or State of Hawaii in connection with the Action Plan.

3. The County Housing Agency is authorized to receive and expend an allocation of FOUR MILLION TWO HUNDRED FORTY-FOUR THOUSAND SEVEN HUNDRED EIGHTY-SEVEN AND NO DOLLARS (\$4,244,787.00) in Program Year 2016 HOME funds, prior program year funds, and anticipated program income funds, made available by HUD and Hawaii Housing Finance and Development Corporation for the following activities:

a.	<b>Koa'e Workforce Housing Development</b> (Mark Development, Inc.) Development financing to construct 136 units of affordable rental housing in Koloa, providing 1, 2, and 3-bedroom units for households below 80% of Kauai median income.	\$2,250,000.00
b.	<b>Ele'ele Uuna Phase II - Increment 'B'</b> (Kauai Habitat for Humanity - CHDO Activity) Development financing to construct site infrastructure to prepare subdivision lots for self-help homebuilding for 59 first-time homeowners ranging from 30% to 80% of Kauai median income.	\$1,635,787.00
c.	<b>Tenant-Based Rental Assistance</b> (County Housing Agency) Rent subsidy to assist households with rent, security deposits, and utility deposits when selecting a rental unit. Rent subsidy to assist 13 to 15 homeless families with minor children for up to 24 months.	\$ 309,000.00
d.	<b>Administration</b> (County Housing Agency)	\$ 150,000.00
<b>TOTAL FUNDING</b>		<b>\$4,244,787.00</b>

4. Should any HOME funds become available from cancelled or completed projects, or through the receipt of program income, such funds may be reprogrammed to any open HOME-assisted Action Plan project in accordance with the County's Citizen Participation Plan.

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized and directed to transmit a true copy of this Resolution to the County of Kauai Housing Agency for HUD and the Hawaii Housing Finance and Development Corporation.

Introduced by:

*Joanna Yukimura*  
**JOANNA YUKIMURA**  
 (By Request)

\\RESOLUTIONS\2014-2016\TERMBOOK 2016 Action Plan AMR\_by.docx

	Agree	Opp	Excused	Refused
Chock	X			
Hooser	X			
Kagawa	X			
Kameshiro	X			
Kuati'i	X			
Rapozo	X			
Pubinura	X			
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Certificate Of Adoption**

We hereby certify that Resolution No. 2016-29 was adopted by the Council of the County of Kauai, State of Hawaii, Lihue, Kauai, Hawaii, on March 23, 2016.

*[Signature]*  
 County Clerk  
 Date: March 24, 2016

*[Signature]*  
 Chairman & Presiding Officer



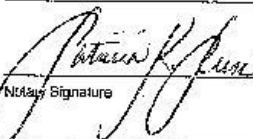



BUDGET		FISCAL YEAR 2016	
FUNCTION	DESCRIPTION	FY 2015	FY 2016
100	GENERAL FUND	100	100
101	ADMINISTRATIVE SERVICES	101	101
102	COMPUTER SERVICES	102	102
103	LEGAL COUNSEL	103	103
104	PLANNING AND EVALUATION	104	104
105	GENERAL SERVICES	105	105
106	INFORMATION TECHNOLOGY	106	106
107	TRAINING AND DEVELOPMENT	107	107
108	COMMUNITY DEVELOPMENT	108	108
109	PLANNING AND EVALUATION	109	109
110	GENERAL SERVICES	110	110
111	INFORMATION TECHNOLOGY	111	111
112	TRAINING AND DEVELOPMENT	112	112
113	COMMUNITY DEVELOPMENT	113	113
114	PLANNING AND EVALUATION	114	114
115	GENERAL SERVICES	115	115
116	INFORMATION TECHNOLOGY	116	116
117	TRAINING AND DEVELOPMENT	117	117
118	COMMUNITY DEVELOPMENT	118	118
119	PLANNING AND EVALUATION	119	119
120	GENERAL SERVICES	120	120
121	INFORMATION TECHNOLOGY	121	121
122	TRAINING AND DEVELOPMENT	122	122
123	COMMUNITY DEVELOPMENT	123	123
124	PLANNING AND EVALUATION	124	124
125	GENERAL SERVICES	125	125
126	INFORMATION TECHNOLOGY	126	126
127	TRAINING AND DEVELOPMENT	127	127
128	COMMUNITY DEVELOPMENT	128	128
129	PLANNING AND EVALUATION	129	129
130	GENERAL SERVICES	130	130
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133	COMMUNITY DEVELOPMENT	133	133
134	PLANNING AND EVALUATION	134	134
135	GENERAL SERVICES	135	135
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138	COMMUNITY DEVELOPMENT	138	138
139	PLANNING AND EVALUATION	139	139
140	GENERAL SERVICES	140	140
141	INFORMATION TECHNOLOGY	141	141
142	TRAINING AND DEVELOPMENT	142	142
143	COMMUNITY DEVELOPMENT	143	143
144	PLANNING AND EVALUATION	144	144
145	GENERAL SERVICES	145	145
146	INFORMATION TECHNOLOGY	146	146
147	TRAINING AND DEVELOPMENT	147	147
148	COMMUNITY DEVELOPMENT	148	148
149	PLANNING AND EVALUATION	149	149
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155	GENERAL SERVICES	155	155
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157	TRAINING AND DEVELOPMENT	157	157
158	COMMUNITY DEVELOPMENT	158	158
159	PLANNING AND EVALUATION	159	159
160	GENERAL SERVICES	160	160
161	INFORMATION TECHNOLOGY	161	161
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163	COMMUNITY DEVELOPMENT	163	163
164	PLANNING AND EVALUATION	164	164
165	GENERAL SERVICES	165	165
166	INFORMATION TECHNOLOGY	166	166
167	TRAINING AND DEVELOPMENT	167	167
168	COMMUNITY DEVELOPMENT	168	168
169	PLANNING AND EVALUATION	169	169
170	GENERAL SERVICES	170	170
171	INFORMATION TECHNOLOGY	171	171
172	TRAINING AND DEVELOPMENT	172	172
173	COMMUNITY DEVELOPMENT	173	173
174	PLANNING AND EVALUATION	174	174
175	GENERAL SERVICES	175	175
176	INFORMATION TECHNOLOGY	176	176
177	TRAINING AND DEVELOPMENT	177	177
178	COMMUNITY DEVELOPMENT	178	178
179	PLANNING AND EVALUATION	179	179
180	GENERAL SERVICES	180	180
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184	PLANNING AND EVALUATION	184	184
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188	COMMUNITY DEVELOPMENT	188	188
189	PLANNING AND EVALUATION	189	189
190	GENERAL SERVICES	190	190
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192	TRAINING AND DEVELOPMENT	192	192
193	COMMUNITY DEVELOPMENT	193	193
194	PLANNING AND EVALUATION	194	194
195	GENERAL SERVICES	195	195
196	INFORMATION TECHNOLOGY	196	196
197	TRAINING AND DEVELOPMENT	197	197
198	COMMUNITY DEVELOPMENT	198	198
199	PLANNING AND EVALUATION	199	199
200	GENERAL SERVICES	200	200

**AFFIDAVIT OF PUBLICATION**

**IN THE MATTER OF**  
Legal Notice

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

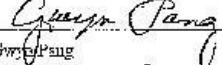
**Doc. Date:** FEB 13 2017 **# Pages:** 1  
**Notary Name:** Patricia K. Reese **First Judicial Circuit**  
**Doc. Description:** Affidavit of Publication  
 Publication  
  
 Notary Signature Date FEB 13 2017  


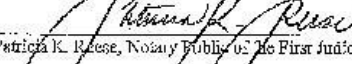
Cherry Peng being duly sworn, deposes and says that she is a clerk, duly authorized to execute this affidavit of Oahu Publications, Inc. publisher of The Honolulu Star-Advertiser, MidWeek, The Garden Island, West Hawaii Today, and Hawaii Tribune-Herald, that said newspapers are newspapers of general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

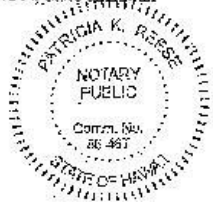
- Honolulu Star-Advertiser 0 times on:
- MidWeek 0 times on:
- The Garden Island 1 times on:  
02/13/2017
- Hawaii Tribune-Herald 0 times on:
- West Hawaii Today 0 times on:

Other Publications: 0 times on:

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

  
 Cherry Peng  
 Subscribed to and sworn before me this 10 day of February A.D. 2017

  
 Patricia K. Reese, Notary Public of the First Judicial Circuit, State of Hawaii  
 My commission expires Oct 07, 2018  
 A.S. # 0000958674



Kauai County Housing Agency  
 Legal Public Office for Public Comment  
 On A Draft Substantial Amendment to the County of Kauai's Consolidated Plan  
 Consolidated Plan for Program Years 2015-2020  
 and  
 Annual Action Plan for Program Year 2016

Pursuant to 24 CFR 83 the Kauai County Housing Agency (KCHA), gives notice: 1) of the proposed draft amendments to the County of Kauai's Consolidated Plan (CP) for Program Years 2015-2020, 2) the proposed draft amendment to the County of Kauai's Annual Action Plan (AAP) for Program Year July 1, 2016 - June 30, 2017 (AY 2016), 3) the draft National Housing Trust Fund (NHTF) Allocation Plan, and 4) draft Fair Housing Analysis of Impediments (AI). The Kauai County Housing Agency is making these documents available for review and comment.

The purpose of the CP and the AAP is to ensure that jurisdictions receiving federal assistance plan for the housing and related needs of low-and moderate-income families in a way that improves the availability and affordability of decent, safe, and sanitary housing in suitable living environments. To receive funding under certain U. S. Department of Housing and Urban Development (HUD) programs, the County must have a housing strategy that has been approved by HUD.

**Draft Substantial Amendments to 5-year CP**  
 Housing Trust Fund The Kauai County Housing Agency receives HUD's Community Development Block Grant (CDBG) program funds and prepared a 5-year CP to prepare for the proposed projects and programs supported with CDBG funds. The 5-year CP is available for review and may be accessed at the County of Kauai's website at <http://www.kauai.gov/Government/Departments-Agencies/Housing-Agency/Housing-Comments-Development/Community-Development-Block-Grant-Program-CDBG>. To provide additional affordable housing opportunities, KCHA proposes to amend the 5-year CP to include the National Housing Trust Fund (NHTF) program, as provided by 24 CFR, Part 83, program rules. The NHTF is a new affordable housing production program that will complement existing Federal, State and local efforts to increase and preserve the supply of decent, safe, and sanitary affordable housing for especially low-income and very low-income households, including homeless families. NHTF funds may be used for the production or preservation of affordable housing through acquisition, new construction and reconstruction.

**Fair Housing Analysis of Impediments - The AI for Fair Housing Choice** focuses on people with disabilities. An AI study was completed in conjunction with other State and County agencies as a requirement for receiving Federal funds for various housing programs. The County proposes to amend the CP to include the Impediments found and the actions to address impediments. The AI is available for review and may be accessed on the County of Kauai's website at <http://www.kauai.gov/Government/Departments-Agencies/Housing-Agency/Fair-Housing>.

**Draft Substantial Amendment to AAP (AY 2016)**  
 KCHA proposes to amend the AY 2016 AAP to include 1) new NHTF program to provide affordable rental housing units, and 2) identify available resources and description of the County's interest for disbursing funds to local organizations to carry out activities to address the priority needs.


**Housing Trust Fund Allocation Plan**  
 The County's NHTF allocation plan is incorporated into the proposed Substantial Amendment to the County of Kauai's CP for Program Years 2015-2020. The NHTF Allocation Plan is available for review and may be accessed on the County of Kauai's website at <http://www.kauai.gov/Government/Departments-Agencies/Housing-Agency/Housing-Comments-Development/Community-Development-Block-Grant-Program-CDBG>.

The proposed amendment to the County's draft CP for Program Years 2015-2020, the draft AAP for Program Year 2016, and Housing Trust Fund Allocation Plan are available for review at the Kauai County Housing Agency, 4444 Kue Street, Suite 250, Lihua, Hawaii 96746, from 8:00 a.m. to 4:00 p.m. or posted on our website at [www.kauai.gov](http://www.kauai.gov). Written comments to the proposed Substantial Amendment described can be submitted to the aforementioned address, faxed to 906-241-5118 or emailed to [sp@kauai.gov](mailto:sp@kauai.gov) by 4:00 p.m. on Monday, March 13, 2017. All written comments will be considered in preparing the final Substantial Amendment to the County's CP for Program Years 2015-2020 and AAP for Program Year 2016.

If access to communication assistance and/or services (and need for print or other auxiliary aid support), please contact Sterna Graham at 809-241-6427 or [stgraham@kauai.gov](mailto:stgraham@kauai.gov).

By order of the Mayor  
 County of Kauai  
 Memorial P. Carvalho, Jr.  
 Mayor

Public Date: Friday, February 10, 2017  
 (16)58674 2/10/17

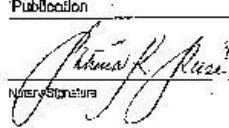


SP.NO.: \_\_\_\_\_ L.N. \_\_\_\_\_

AFIDAVIT OF PUBLICATION

IN THE MATTER OF  
LEGAL PUBLIC NOTICE

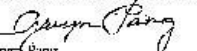
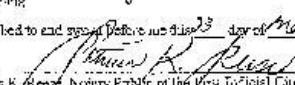
STATE OF HAWAII }  
 } SS.  
City and County of Honolulu }

Doc. Date: MAR 23 2017 # Pages: 1  
 Notary Name: Patricia K. Reese Not. Judicial Circuit  
 Des. Description: Affidavit of Publication  
 MAR 23 2017  
 Notary Public Seal: PATRICIA K. REESE, NOTARY PUBLIC, Comm. No. 58-187, STATE OF HAWAII

Given Facts being fully sworn, deposes and says that she is a clerk, duly authorized to execute this affidavit of Oahn Publications, Inc. publisher of the Honolulu Star-Advertiser, MidWeek, The Garden Island, West Hawaii Today, and Hawaii Tribune-Herald, that said newspapers are newspapers of general circulation in the State of Hawaii, and that the attached notice's first notice as was published in the aforementioned newspapers as follows:

Honolulu Star-Advertiser 0 times on:  
 MidWeek 0 times on:  
 The Garden Island 1 times on:  
 08/23/2017  
 Hawaii Tribune-Herald 0 times on:  
 West Hawaii Today 0 times on:  
 Other Publications: 0 times on:

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

  
 Gwyn Pang  
 Submitted to and sworn before me this 23 day of March A.D. 20 17  
  
 Patricia K. Reese, Notary Public of the First Judicial Circuit, State of Hawaii  
 My commission expires 06/07/2018  
 Ad #: 0000976497



HAWAII COUNTY NO. 2017-0001  
 FROM PUBLIC NOTICE

Notarized by: Patricia K. Reese  
 Date: 03/23/2017  
 Description: Affidavit of Publication  
 Notary Public Seal: PATRICIA K. REESE, NOTARY PUBLIC, Comm. No. 58-187, STATE OF HAWAII

SP. NO.: \_\_\_\_\_ L.N. \_\_\_\_\_



Grantee SF-424's and Certification(s)

OMB Number: 4040-0004  
Expiration Date: 6/31/2016

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* 3. Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: _____	4. Applicant Identifier: _____	
5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: _____	
State Use Only:		
6. Date Received by State: _____	7. State Application Identifier: _____	
8. APPLICANT INFORMATION:		
* a. Legal Name: <u>County of Kauai</u>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <u>95-6006538</u>	* c. Organizational DUNS: <u>13221645</u>	
d. Address:		
* Street 1: <u>444 Rice Street, Suite 330</u>	Street 2: _____	
* City: <u>Kaunoi</u>	County/Parish: _____	
* State: _____	HI: <u>Kaunoi</u>	
* Province: _____	Country: <u>USA: UNITED STATES</u>	
* Zip/Postal Code: <u>96756</u>	_____	
e. Organizational Unit:		
Department Name: <u>Kauai County Housing Agency</u>	Division Name: <u>Development Division</u>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: _____	* First Name: <u>Kerrilyn</u>	* Last Name: <u>Barros</u>
Middle Name: _____	Suffix: _____	
Title: <u>CDE Program Coordinator</u>		
Organizational Affiliation: _____		
* Telephone Number: <u>808-267-4438</u>	* Fax Number: <u>808-241-5118</u>	
* Email: <u>kbarros@kauai.gov</u>		

Application for Federal Assistance SF-424	
<b>* 9. Type of Applicant 1: Select Applicant Type:</b> <input type="text" value="R: County Government"/>	
Type of Applicant 2: Select Applicant Type: <input type="text"/>	
Type of Applicant 3: Select Applicant Type: <input type="text"/>	
* Other (specify): <input type="text"/>	
<b>* 10. Name of Federal Agency:</b> <input type="text" value="U.S. Department of Housing and Urban Development"/>	
<b>11. Catalog of Federal Domestic Assistance Number:</b> <input type="text" value="24.228"/> CFDA Title: <input type="text" value="Community Development Block Grant"/>	
<b>* 12. Funding Opportunity Number:</b> <input type="text" value="B-16-EM-16-0001"/> * Title: <input type="text" value="Community Development Block Grant HUD Administered Non-Entitled Counties in Hawaii Program"/>	
<b>13. Competition Identification Number:</b> <input type="text"/> Title: <input type="text"/>	
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
<b>* 15. Descriptive Title of Applicant's Project:</b> <input type="text" value="Ca Mgmt Kalahele Pkwy; Ca Mgmt SR/Kalahele Pkwy; Hula Young Shelter; Mana Kalamay; Ho Mui &amp; Goualings; Puna Hwy by Kilauea Dev; EV &amp; AC for sam viol shelter; Mahele Rd Sidewalk; HMLP &amp; RPP HMLP."/>	
Attach supporting documents as specified in agency instructions <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

1

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant:  \* b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:  \* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal:	<input type="text" value="696,697.00"/>
* b. Applicant:	<input type="text"/>
* c. State:	<input type="text"/>
* d. Local:	<input type="text"/>
* e. Other:	<input type="text"/>
* f. Program Income:	<input type="text"/>
* g. TOTAL:	<input type="text" value="696,697.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available in the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:


\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

## CERTIFICATIONS

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

**Affirmatively Furthering Fair Housing --** It will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, 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.

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

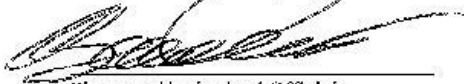
1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing 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.

**B. Anti-Lobbying -- To the best of the County'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 sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

- C. **Authority of County** -- The submission of the consolidated plan is authorized under County ordinance and the County 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.
- D. **Consistency with plan** -- The housing activities to be undertaken with CDBG and HOME funds are consistent with the strategic plan.
- E. **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

4/13/16  
\_\_\_\_\_  
Date

Mayor, County of Kauai  
\_\_\_\_\_  
Title

### **Specific CDBG Certifications**

The County certifies that:

**Citizen Participation** – It is in full compliance and following a detailed citizen participation plan that satisfied the requirements of 24 CFR 91.105.

**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 provide decent housing, expand economic opportunities primarily for persons of low and moderate income (24 CFR 570.2 and 24 CFR part 570).

**Following a Plan** – It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** – It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give the maximum feasible priority to activities that will 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 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 the program year of 2016, shall principally benefit 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 Assessment.** 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. The jurisdiction 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.

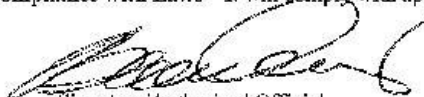
**Excessive Force** -- The County has adopted and is enforcing:

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 that 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 C.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.

**Lead-based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, K, and R;

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

  
Signature/Authorized Official

4/13/16  
Date

Mayor, County of Kauai  
Title



## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

#### A. Lobby 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 changes(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)

Love the Journey, 2970 Kele Street, Ste 110, Lihue, HI 96766  
Women In Need, 3136 Elna Street, Lihue, HI 96766  
Kauai Economic Opportunity, Inc., 2804 Wehe Street, Lihue, HI 96766  
Homestead Community Development Corporation, 4523 Ioane Road, Anahola, HI 96703  
County of Kauai, Dept. of Public Works, 4444 Rice Street, Ste 175, Lihue, HI 96766  
Kauai County Housing Agency, 4444 Rice Street, Ste 330, Lihue, HI 96766  
Hawaiian Community Assets, 4523 Ioane Road, Anahola, HI 96703  
Ho'omana, 4531 Kuamoo Road, Kapaa, HI 96746  
YWCA of Kauai, (shelter, undisclosed), Karai

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

The certification with regard to the drug-free workplace required by 24 CFR part 24, subpart F.

7. Definitions of terms in the Non-procurement 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)