

U.S Department of Housing and Urban Development
Public Housing and HCV NEWSLETTER

Honolulu Field Office
500 Ala Moana Blvd, Suite 300, Honolulu, Hawai`i 96813
www.hud.gov

FEATURE SPOTLIGHT

The Guam Housing and Urban Renewal Authority (GHURA) and the Northern Marianas Housing Corporation (NMHC) anchor the western-most point of HUD's Regions. The Honolulu Hub Office of Public Housing is pleased to feature spotlight two intrepid PHAs.



The **Guam Housing and Urban Renewal Authority (GHURA)** opened its' doors 40 years ago with a lofty mission in mind – to establish a redevelopment program for the revitalization of deteriorating neighborhoods, and to provide “... safe, decent and sanitary housing” for Guam’s people who need it most ...

The Section 8 Program is the largest division within GHURA. The division has five programs: **the Mainstream Housing Opportunities for Persons with Disabilities, HUD-VA Supportive Housing, the Family Unification, the Family Self Sufficiency, and the Homeownership Program.**

Led by Norma San Nicolas, this division further provides the administering of the Project-Based Vouchers program for the GUMA Trankilidat Elderly Housing and the Housing Choice Voucher (HCV) program. Norma and her dedicated staff of 32 are further committed to providing the best services possible to families under their program.

An example of best services is the **Mainstream Program**; a support program essential for individuals with challenges who choose to live independently, with dignity. On November 27, 2007, GHURA entered into a Memorandum of Agreement (MOA) with the Department of Mental Health and Substance Abuse/Department of Integrated Services for Individuals with Disabilities, Guam Development Disabilities Council, Guma Mami, Inc., and Catholic Social Services. In fiscal year 2008 GHURA received 120 referred applications from partnering agencies.

GHURA’s **Family Self-Sufficiency Program (FSS)** mission of “Helping Families Help Themselves” is evident in their support services to 137 families. The program assist participants to identify career goal, recognize barriers that prevent achievement of their goal, develop a plan of action to complete particular objectives, obtain support services related to their plan and, provide participants assessment and case management services, and encouragement and moral support. As of March 2009, participants have amassed a cumulative escrow account balance of \$270,312.00. Since 1997, the FSS program graduated 51 families on the road to self-sufficiency. Go FSS!

Since November 2009, GHURA has provided eight homeless veterans with vouchers. GHURA’s **HCV HUD-VASH** program works closely with the Department of Veterans Affairs Community-Based Outpatient Clinic-Guam Office in referrals of homeless veterans and their families. GHURA recently received 20 vouchers for their HCV HUD-VASH Program.

The Section 8 **Homeownership Program** currently has 42 families on the waitlist. The Section 8 FSS Coordinators provide assessment and case management for their participants’ financial statuses to ensure that each participating family is ready to become first time homeowners.

Through the American Recovery and Reinvestment Act of 2009 (ARRA) GHURA was award \$1,984,169 for improvements to their 750 **public housing** units. “It’s more money than we anticipated,” said Raymond F.Y. Blas, Acting Executive Director for GHURA, “it is a very good thing. The funds will provide a great boost to the economy and to our developments...” “All we did is move items for future years forward.” (The award) “...will allow GHURA to address more houses in each property development ...,” said Blas. “The funds could not come at a better time for our contractors.”

“Sometimes people question why we do not get things corrected sooner, and usually it is a funding issue,” said Modernization Coordinator Philly San Nicolas. “This (award) helps to take care of things and create jobs in the construction area.”

GHURA is working with the Guam Environmental Protection Agency/Energy Office to obtain weatherization funding for public housing units. This funding will be used to retrofit the units with energy-efficient lighting, replacing old refrigerators with energy star models, etc.

Scroll to the Public Housing News Section for details on GHURA’s Capital Improvement and the ARRA

The Northern Marianas Housing Corporation (NMHC) Program and Housing Division (PHD)



NMHC PHD staff members at work!
1st row, left to right:
Mark Manglona, Rota Field Office Rep
Contract Worker
Herman Lieto, Preservation Tech II
Melinda Babauta, Housing Specialist II
2nd row, left to right:
Mitch Aaron, HQS Inspector
Nanette Sablan, Housing Specialist
Sisi Alvarez, Housing Specialist
Not Pictured:
Joe San Nicholas, Housing Preservation Tech II
Frances Diaz, Tinian Field Office Rep

The Commonwealth of the Northern Mariana Islands (CNMI), through the **Northern Marianas Housing Corporation (NMHC)** provides housing assistance to very low to low-to-moderate income families with federally subsidized rental payments through the **Section 8 Housing Choice Voucher (HCV) Program**. As the Public Housing Authority (PHA) for the Commonwealth, NMHC also administers the **Section 8 (New Construction) Multifamily Program**, a federal assisted program that also provides housing assistance to very low and low-income families. HUD is the Federal Grantor for both programs.

NMHC's Program and Housing Division (PHD) oversees all operations and compliance activities for both the HCV and Multifamily Programs. This division presently administers 363 HCVs and is the lead division in charge of the Multifamily Program (132 housing units) for all the three islands that make up the CNMI jurisdiction: Saipan, Tinian, and Rota.

The PHD is composed of nine employees; seven of whom are stationed on the island of Saipan and two field office representatives assigned to the islands of Rota and Tinian, respectively. The staffs are charged with a myriad of responsibilities ranging from application intake and performing special and annual HQS inspections to meeting with clients on a daily basis as well as running annual and interim re-certifications. An HQS inspector and two HCV Housing Specialists administer a total of 333 housing choice vouchers and a Housing Specialist II is assigned to supervise two Saipan housing projects that fall under the agency's Multifamily Program.

The Field Office Representatives assume the roles of administering the HCV and Multifamily and other HUD-sponsored programs (i.e. **CDBG, HOME, CPD**, etc.) for the islands of Tinian and Rota. In addition, the program and housing division has two Housing Preservation Technicians who hold critical roles in ensuring that the housing units under the Multifamily Program are in strict conformance with NMHC and HUD mandates. The Housing Preservation Officers also assist the PHD manager in overseeing and monitoring the progress of all REAC activities.

The PHD continues to successfully manage the housing programs despite its limited resources, thanks to the division's dedicated and committed personnel who are always up to the task and are always eager to develop themselves professionally. Within two years, the division has produced three certified HCV-HQS Inspectors and a couple of certified HCV Housing Specialists.

Future Goals for building staff capacity and increasing tenant opportunities

- 1) **Certifications.** The PHD manager, the Housing Specialist II, and the Rota and Tinian Field Office Representatives will be attending Nan McKay's future trainings to gain HCV Specialist Certifications in the near future.
- 2) **Additional Housing Programs.** NMHC is planning and working towards having both the Section 8 FSS and Homeownership Option Programs implemented in the CNMI and is equally hopeful and optimistic that both programs will be up and running as soon as the CNMI's economy rebounds.

PIC AND OTHER SYSTEMS NEWS

For an overview of how PHAs must use **PIC** to apply to HUD in order to remove public housing property (buildings, units, and vacant land) from their inventories, go to this website:

<http://www.hud.gov/offices/pih/systems/pic/sac/>

ENTERPRISE INCOME VERIFICATION (EIV) SYSTEM

<http://www.hud.gov/offices/pih/programs/ph/rhiip/uivsystem.cfm>

[EIV User Manual for PIH users](#) **UPDATED**

[EIV System Security Administration Manual](#) **UPDATED**

What NEW in EIV: A Summary

- 1. Certification Page:** Document your review of the EIV information with the tenant and the tenant's agreement or dispute of EIV information.
 - **Optional** PHA/Tenant Certification page available under income information **By Head of Household** function
 - Acceptable file documentation of PHA EIV use for those PHAs that opt to **not** include EIV income report in the tenant file folder
 - Printer-friendly version page available
 - Includes perjury statement
 - Signature lines for four adults

Guidance: PHAs may wish to have each adult sign a separate page to signify agreement or dispute of EIV information.

- 2. Deceased Tenants Report:** Includes number and percentage of single member deceased households

Guidance: PHAs should review this report each month to ensure that they are aware of deceased individuals and follow-up with these households. PHAs should contact HOH, next of kin or emergency contact person to confirm death. Upon confirmation of death, update family composition. If single member deceased household, complete and transmit an EOP 50058 into PIC and for HCV program – **discontinue HAP payment!**

- 3. Existing Tenant Search Results:** Now includes the last 4 digits of the SSN that you searched and a printer-friendly version of the results is available.

Guidance: Search HUD's PIC and TRACS database to determine if an applicant may already be participating in a HUD rental assistance programs. PHAs may wish to maintain in the applicant file, confirmation of the search results.

- 4. Income Discrepancy Report:** Tenant address is available under income information **By Head of Household** function (from list of summary reports)

Guidance: For those PHAs that wish to use mail merge letters to schedule appointments for discrepant families, you may download the income discrepancy report information into Excel and notify a number of families to come into the office to discuss this serious matter.

Questions related to EIV should be emailed to PIH.RHIIP.TA@HUD.GOV with a copy to your local HUD office.

PUBLIC HOUSING NEWS

CAPITAL IMPROVEMENT AND THE ARRA

In recognition of the need to provide rapid relief to many who are affected by the current economic crisis facing the country, the Department of Housing and Urban Development announced the awarding of \$2.985 billion in Capital Funds to PHAs participating in the public housing program throughout the nation. This funding is expected to substantially modernize tens of thousands of public housing units. The Department has moved with unprecedented speed to make Capital Funding available to PHAs within 30 days of enactment of the Recovery Act legislation.

Local PHAs are to give priority to projects that are ready to begin construction rapidly. PHAs are also to prioritize construction that will increase energy efficiency and to make large-scale improvements to public housing developments, including critical safety repairs.

Local uses of Recovery Act Capital Funding by Formula:

To the Hawaii Public Housing Authority (HPHA)

For Site Improvements: **\$2,607,265.80**

ADA sidewalks to the accessible units, ADA sidewalks and accessible parking stall/signage, upgrade parking lighting, upgrade of ADA accessible unit(s)

For Physical/Dwelling Improvements: **\$13,638,177.20**

Repairs of gutters, downspouts, exterior painting, slurry seal and restripe parking lots, re-roofing and roof repairs, specific flooring repairs, replacement of ramp ways and stairs to unit entries, interior and exterior renovation of residential and community buildings, repair of retaining walls, electrical system repairs

Total ARRA Amount: \$16,245,443.00 (this amount does not include future ARRA awards by competitive process)

Project Name	ARRA Funding	Construction Period	Completion Date
David Malo Circle, Maui	\$ 600,000.00	7 months	May 1, 2010
Hale Hauoli, Honokaa	\$2,800,000.00	10 months	July 1, 2010
Hale Hookipa/Nani Olu, Kona	\$3,000,000.00	10 months	TBD
Kaimalino and Kealakehe, Kona	\$1,000,000.00	8 months	March 2010
Kalihi Valley Homes, Honolulu	\$5,545,443.00	12 months	June 30, 2010
Makani Kai Hale I & II, Maui	\$2,200,000.00	10 months	May 2, 2010
Mayor Wright Homes, Honolulu	\$ 100,000.00	3 months	January 15, 2010
Various Locations: Type "C" units (construction)	\$1,000,000.00	6 months	TBD

To the Guam Housing and Urban Renewal Authority (GHURA)

For Site Improvements: **\$84,165.00**

Install energy efficient lighting, upgrade 504 accessibility, and eliminate soil erosion around the units

For Physical/Dwelling Improvements: **\$1,900,002.00**

Exterior painting, water blasting, roof coating, heat reduction, replacing kitchen cabinets/counter tops

Total ARRA Amount: \$1,984,167.00

Asset Management Project (AMP)	ARRA Funding	Status
AMP 1: Sinajana, Agana Heights, Mongmong, Asan	\$821,599.00	Bid opening May, 2009
AMP 2: Talofofo, Yona	\$194,396.00	Bid opening May, 2009
AMP 3: Merizo, Umatac, Agat	\$115,009.00	Bid opening May, 2009
AMP 4: Toto, Dededo,	\$768,996.00	Bid opening May, 2009
PHA Wide Improvements	\$ 84,167.00	

Contact William (Bill) Sabalburo at William.Sabalburo@hud.gov (808 522-8175 ext 238) with questions related to Capital Improvement and the ARRA.

HUD INFORMATION RELATED TO THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (RECOVERY ACT)



<http://www.hud.gov/recovery/>

<http://www.hud.gov/recovery/transparency-accountability.cfm>

[Overview of the Recovery Act](#)

[HUD Implementation of the Recovery Act](#)

ASSET MANAGEMENT

(Excerpted from Asset Management e-news)

HUD is sponsoring ten regional asset management conferences. The conferences will focus on the operations of projects under asset management, as this is the core of the transition. Instructors will use a case-study approach to encourage discussions and provide hands-on problem solving experience. The topics include:

- Central Office Cost Center
- Fee-For-Service
- Assigning Balance Sheets
- Allocating and Prorating Staff
- Project-Based Budgeting
- Energy Conservation
- Project-Based Procurement
- Site Based-Waiting Lists
- Physical Needs Assessments and Asset Planning
- Proposed PHAS and Troubleshooting Performance

Case studies will be based upon a hypothetical PHA and projects using budget, balance sheet, performance, physical, financial, management and other data to work through case studies designed to provide realistic examples of asset management transition challenges.

The regional conferences will be useful for PHA employees who want to understand the broader context of asset management's requirements and the implications for implementation at the project level. These conferences are intended to address in-depth accounting or financial reporting transactions but are concerned more with the administrative and management decisions associated with the transition to asset management.

Three of ten conferences are already scheduled for Washington D.C, Atlanta, GA, and St. Louis, MO. Pending scheduling, other locations include Boston, Chicago, Dallas, Las Vegas, Newark, San Francisco, and Seattle.

For information on conference venue, go to:

<http://www.hud.gov/offices/pih/programs/ph/am/phamc.cfm>

SECTION 8 VOUCHER NEWS

HOMEOWNERSHIP REPORT

From CY 03 through to date CY09 there were 31 closings amongst 7 Hawai`i PHAs:

PHA	CY03/08	CY09	Totals
Hawai`i Public Housing Authority (HPHA)	3	1	4
Guam Housing and Urban Renewal Authority (GHURA)	0	0	0
Northern Marianas Housing Corporation (NMHC)	0	0	0
City & County of Honolulu	20	0	20
Hawai`i County	2	0	2
Maui County	0	0	0
Kaua`i County	7	0	7

Contact your assigned HUD reviewer with questions related to Homeownership.

free free free free **COMMUNITY FAIRS** *free free free free*

OAHU: HOME BUYER & HOME OWNER FAIR
SATURDAY, JUNE 20, 2009
9:00 AM – 1:00PM
KAPOLEI HALE
1000 ULU`OHIA STREET

"ONE STOP FOR FIRST-TIME HOMEBUYERS"

SPEAK TO LENDERS AND HOUSING RELATED AGENCIES (NONPROFIT AND GOVERNMENT)
AVAILABLE WORKSHOPS ON: CREDIT COUNSELING, QUALIFYING FOR MORTGAGE, AND HOMEBUYER RESOURCES.

KAUA`I: HOUSING FAIR
FRIDAY, JUNE 19, 2009, 5:30 PM – 8:00 PM
SATURDAY, JUNE 20, 2009, 9:00 AM – 2:00 PM
COUNTY OF KAUA`I, PIIKOI BUILDING
4444 RICE STREET, LIHUE

"TURNING HOPE INTO HOMES"

FAIR SCHEDULE AND WORKSHOPS

Friday, June 19: 5:30 pm – 8:00 pm	Saturday, June 20: 9:00 am – 2:00pm
5:30 – 8:00 pm Browse exhibit area	9:00 – 2:00 pm Browse exhibit area
5:30 – 6:30 pm Workshop: First-time Homebuyer Program	9:00 – 10:00 am Workshop: Do I Walk or Not?
6:45 – 7:45 pm Workshop: Do I Walk or Not? Foreclosure Avoidance, Loan Modification and Short Sales	Foreclosure Avoidance, Loan Modification and Short Sales
	10:15 – 11:15 am Workshop: Rental Property Management
	11:30 – 12:30 pm Workshop: First-time Homebuyer Program
	12:45 – 1:45 pm Workshop: County Housing Programs

CUSTOMER SERVICE

ON THE FRONTLINE



*Kimo M. Rosario, Manager
 Program and Housing Division
 Northern Marianas Housing Corporation*

An Effective Leader and Manager Wears Different Hats: Kimo M. Rosario

Prior to his hire as Program and Housing Division (PHD) manager, NMHC's Section 8 Program and Housing Division experienced a high employee turnover rate. Over 12 years of prior managerial experience, equipped Kimo Rosario with the expertise for managing the Division. Since his hire in February 26, 2007, he has had to perform a number of Section 8 tasks, ranging from various types of HQS inspections to application intake and annual re-certifications. The PHD Manager focused on training the new hires while managing his own on-the-job/self-training. As needed, Rosario has carried and continues to carry some of the workload assigned to other Section 8 personnel e.g. HQS inspector, Housing Specialist etc... "To say that Section 8 personnel 'multitask' is indeed an understatement," Rosario declares.

As an optimist, Rosario views challenges as opportunities. He also subscribes to the principle: "The first rule of leadership is it's always your fault." Cognizant that he was not hired to lay blame on others, Rosario continues to solicit the advice, opinions, and ideas of both the agency's corporate director and his 2 Section 8 programs staffs. Combining these shared thoughts and ideas, contributing his perceptions, and implementing to develop, plan, and formulate program activities and practical solutions contributes largely to the successes of the programs. "Managing the Section 8 programs is an involved process that truly values teamwork and the input of all the stakeholders," Rosario adds.

In attributing the successes of the programs Rosario concedes, "The successful administration of Section 8 programs requires the consistent support of the agency's Board of Directors, upper-management, the guidance and active involvement of HUD officials, and of course, the commitment of all of the Section 8 Programs staff members."

*Is there someone **on the frontline** of your PHA applying a proactive approach when providing service(s) to internal and external clients/customers? We are honored to recognize these men and women **On the Frontline**. Send a photo and particulars to Marie.Miguel-Cortez@HUD.gov*

HUDCLIPS

The HUDCLIPS website provides direct access to HUD forms, notices, handbooks, regulations and other information about the HUD programs. HUDclips is located here:

<http://www.hud.gov/offices/adm/hudclips>

NEW 2009 NOTICES

PIH 2009-13 (HA)	Issued: May 6, 2009 Expires: May 31, 2010	This Notice implements the Housing Choice Voucher (HCV) program funding provisions resulting from enactment of the "Omnibus Appropriations Act, 2009" (Public Law 111-8), referred to hereinafter as "the 2009 Act," enacted on March 11, 2009. The 2009 Act establishes the allocation methodology for calculating housing assistance payments (HAP) renewal funds, new incremental vouchers and administrative fees.
PIH 2009-12 (HA)	Issued: March 18, 2009 Expires: March 31, 2010	This notice provide processing information for PHAs regarding the allocation of the \$3 billion in formula funds; a Notice of Funding Availability (NOF) for the award for the \$1 billion competitive grant funds will be issued separately. FY2009 grant funds will be provided through a separate process.

PIH 2009-11 (HA)	Issued: March 16, 2009 Expires: March 31, 2010	TAs noted in section J of the Implementation of the HUD-Veterans Affairs Supportive Housing (HUD-VASH) Program (Operating Requirements) published in the Federal Register on May 6, 2008, the Department will consider, on a case-by-case basis, requests from a public housing agency (PHA) to project-base HUD-VASH vouchers in accordance with 24 CFR part 983. The purpose of this Notice is to provide guidance to those PHAs that were awarded HUD-VASH vouchers that are interested in project-basing a portion of these vouchers.[...]
PIH 2009-10 (HA)	Issued: March 5, 2009 Expires: March 31, 2010	This notice updates annual instructions to public housing agencies (PHAs) and field offices for appeals pursuant to 24 CFR part 990, the Public Housing Operating Fund Program, Subpart G, for calendar year (CY) 2009.
PIH 2009-9 (HA)	Issued: March 5, 2009 Expires: March 31, 2010	This Notice updates guidance encouraging ENERGY STAR as the standard for Public Housing Agencies (PHAs). Purchase of ENERGY STAR -labeled products, adoption of the whole-house approach <i>Home Performance with ENERGY STAR</i> , which emphasis a holistic approach to building performance and construction of ENERGY STAR qualified residential structures (HOPE VI), by PHAs support the goals of the President's National Energy Policy by reducing the burden of public housing energy costs while increasing comfort and reducing health risks to public housing residents.
PIH 2009-8 (HA)	Issued: Feb. 24, 2009 Expires: Feb. 28, 2010	This notice informs DVP administering public housing agencies (PHAs) that the DVP has been extended beyond the previously projected end date of February 28, 2009, for all pre-disaster public housing, project-based and pre-disaster homeless and special needs housing families currently receiving DVP assistance.

WEBCASTS

AN IMPORTANT PART OF HUD TRAINING

If you have missed a scheduled live broadcast or want to review a previously aired one, webcasts are usually archived within 24 hours after being aired. Recent and archived webcasts are located here:

<http://www.hud.gov/webcasts>

This newsletter and previous issues are accessible on the HUD website at:

<http://www.hud.gov/local/hi/working/ph/honolulunews.cfm>

LET US KNOW WHAT YOU THINK!

The Honolulu Hub Office of Public Housing invites your comments and suggestions on how we can make these quarterly newsletters beneficial to you. Property Managers, Public Housing Staff and Partners are welcome to request our newsletters. Send your comments, suggestions and/or direct your request for these newsletters to Marie.Miguel-Cortez@HUD.gov