

## Application Submittal Checklist

*The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.*

- 1) Hawaii Compliance Express Certificate (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
  - a) Budget request by source of funds ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



AUTHORIZED SIGNATURE

REINA MIYAMOTO, EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

1/19/24

DATE



*Most new housing development project includes affordable or reserve units which are sold at below-market prices with a deed restriction that allows the designated government agency to have the first option to buy the property during a designated timeframe at a price based on a formula (versus the open market). Government agencies are tasked with responding to homeowners who want to sell their property before the deed restriction expires. This includes calculating the repurchase price and buying the property. If the owner is instead required to sell the property to an income qualified buyer, the government needs to verify the next buyer of the property as income & program eligible and continue the deed restriction for the remaining affordability period. If the agency is unable to fulfill this role, the homeowner may be allowed to sell the home on the open market and that affordable unit is lost and unavailable for another low-moderate income buyer. With additional funds, HHLT's Home Stability Purchase Program is positioned to repurchase the home in lieu of the government and implement its deed restriction to extend the home affordability period through subsequent resales.*



STATE OF HAWAII  
STATE PROCUREMENT OFFICE

**CERTIFICATE OF VENDOR COMPLIANCE**

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

**Vendor Name:** HHOC HOUSING AND LAND TRUST

**Issue Date:** 01/18/2024

**Status:** **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#:

XX-XXX7169

UI#:

No record

DCCA FILE#:

256130

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

**Status Legend:**

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**HHOCDECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

HHOC Housing and Land Trust

(Typed Name of Individual or Organization)

  
\_\_\_\_\_  
(Signature)

1/19/24  
\_\_\_\_\_  
(Date)

Reina Miyamoto  
\_\_\_\_\_  
(Typed Name)

Executive Director  
\_\_\_\_\_  
(Title)

## Application for Grants

**If any item is not applicable to the request, the applicant should enter “not applicable”.**

### **I. Certification – Please attach immediately after cover page**

#### **1. Hawaii Compliance Express Certificate (If the Applicant is an Organization)**

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

#### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with [Section 42F-103, Hawaii Revised Statutes](#).

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

*This grant will be used by HHOC Housing and Land Trust for the public purpose of preserving the supply of affordable homes for purchase by low- and moderate-income families.*

### **II. Background and Summary**

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

#### **1. A brief description of the applicant's background;**

*The applicant, HHOC Housing Land Trust (HHLT) is affiliated with the Hawaii HomeOwnership Center (HHOC), a non-profit established in 2003 with the support of the Hawaii State Legislature (SCR 96). HHOC was formed by a partnership of businesses, non-profit, community, and government leaders to prepare first time homebuyers for sustainable homeownership. HHOC has successfully served 6,260 mostly low and moderate income households with homebuyer education classes, coaching, and post-purchase services and helped 2,957 households to successfully purchase their first home.*

*HHOC is affiliated with NeighborWorks America, a congressionally chartered non-profit organization focused on affordable housing and community development (including*

*homeownership promotion and preservation). HHOC is the only NeighborWorks affiliate providing homeownership promotion services in Hawaii. HHOC is also a U.S. Department of Housing and Urban Development (HUD) Approved Housing Counseling Agency.*

*The mission of HHOC's affiliate -- the HHOC Housing and Land Trust (HHLT) -- is to positively impact Hawaii's affordable housing inventory where there is an acute shortage. HHLT was incorporated in 2016 and has been acquiring residential properties and keeping them affordable through a variety of deed restrictions on re-sales to income-qualified home buyers. Upon conclusion of the re-sale, the new home buyers' financing pays back HHLT's revolving equity fund and line of credit.*

*HHLT's Home Stability Purchase Program was launched in late 2019. Since then, HHLT has successfully sold 8 fully renovated homes at below-market prices to individuals and families with an average Area Median Income (AMI) of 79%. (Households at 80% of AMI or lower are considered low-income, according to federal standards). A ninth home is currently listed for sale. A deed restriction preserves the affordability of the home through subsequent resales. HHLT is committed to providing renovated homes because the typical low-income buyer has limited funds to address maintenance issues, and sustainable ownership is the goal of the HHLT program. Homeowners would not have been able to purchase a renovated property like those provided by HHLT at a similar price on the open market.*

*During the 2023 calendar year, home prices were still high relative to typical wages at \$1,050,000 and \$508,500 respectively for a single-family home and condominium respectively (December 2023 Residential Resale Statistics for Oahu, Honolulu Board of REALTORS). While there was a drop in the median sales price compared to 2022, there was also a drop in the inventory available for sale as seen by December 2023's statistics for single-family homes and condominiums of -26.3% and -28% respectively. Interest rate hikes negatively impacted the amount a buyer could qualify for, which also impacted the price homes could be sold for so prospective home sellers decided to keep their properties. Hawaii typically has a constrained housing market and the inventory affordable to low-moderate income buyers was even lower in 2023.*

***HHLT requests a State Grant in Aid to help more Hawaii families have affordable homeownership opportunities to support having a viable workforce for our communities.***

*A State Grant in Aid would support HHLT's Home Stability Purchase Program. HHLT can then purchase homes under government deed restriction at below-market cost. If the government does not exercise its option to repurchase an affordable home under deed restriction, HHLT may be able to buy the property at the established below-market formula. HHLT would then renovate the home and resell it at a below market price. HHLT has been selected as the buy-back agent for HCDA and will be pursuing similar agreements with HHFDC and Honolulu County next.*

2. The goals and objectives related to the request;

*It's become a common saying that native Hawaiians and Hawaii residents are "pushed out" or "priced out" of paradise – those who were born and raised in Hawaii and would like to raise their families here feel forced to move to the continental United States to access lower cost housing and cost of living. **HHLT's overall goal is to create and preserve affordable homes so we can retain a workforce and provide opportunities for local families to remain in Hawaii.***

*HHLT is seeking a \$975,000 GIA to increase its capacity to create/preserve affordable homes and repurchase HHLT or government deed-restricted if the opportunity arises.*

*HHLT wants to purchase homes under government deed restriction which are priced below market – if the responsible government agency will waive its option to repurchase the property and will not require the owner to sell the property to another income-qualified buyer, HHLT wants to preserve as many of these homes as possible by purchasing the home instead of having it sold on the open market. After any necessary repairs, HHLT intends to resell these units within six months to new income-qualified home buyers with deed constraints which will ensure affordability for subsequent purchasers.*

*HHLT may also purchase other homes and subsidize the re-sale price to create an affordable home with the deed constraints noted. GIA funds will be used for expenses associated with purchasing, renovation, and carrying costs (e.g., insurance, accounting, acquisition, renovation, and resale expenses).*

*Project objectives:*

- *Secure additional partnerships to have HHLT serve as a buy-back agent for government agencies. HHFDC and the City and County of Honolulu are the agencies of highest priority for these agreements.*
- *Acquire a minimum of 32 properties during the grant period and sell them at below market prices with deed restrictions to protect the affordability of the home.*

3. The public purpose and need to be served;

*HHLT provides long-term affordable homeownership opportunities to low-moderate income families in a challenging housing market. This allows working families to attain home stability. HHLT can also unburden the State with some of its housing program responsibilities through its Home Stability Purchase Program. Currently, government agencies are tasked with responding to homeowners who want to sell their property before the deed restriction expires. This includes calculating the repurchase price and buying the property. If the owner is instead required to sell the property to an income qualified buyer, the government needs to verify the next buyer of the property as income & program eligible and continue the deed restriction for the remaining affordability*



*period. If the government agency is unable to fulfill this role, the homeowner may be allowed to sell the home on the open market and that affordable unit is lost and unavailable for another low-moderate income buyer. With additional funds, HHLT's Home Stability Purchase Program is positioned to repurchase the home in lieu of the government and implement its deed restriction to extend the affordability of the home through subsequent resales.*

*Homeownership is the cornerstone of a stable and prosperous economy. Per CFED (the Corporation For Economic Development), Hawaii has the fourth lowest rate of homeownership in the nation, ranking 47<sup>th</sup> (including the District of Columbia). 63.9% of U.S. housing units were owner-occupied, while only 58.3% were owner-occupied in Hawaii. Hawaii has an extremely low rate of homeownership because of high housing costs and low inventory. Wage increases also do not keep pace with the housing costs.*

*According to rentdata.org, Hawaii has the highest rent in the country out of 56 states and territories with an average rent of \$2,010 for a 2-bedroom unit. According to CFED, 56.7% of Hawaii renters spend more than 30% of their income for housing expenses and are at risk of homelessness if they suffer a financial set-back. Homeownership provides stable housing as well as payments to create a platform for success. Families who own their own homes don't have to relocate as often as renters, and suffer the disruptions that come with transferring their children to a different school, finding new social networks, and paying moving costs.*

*Research by Aloha United Way has determined that 44% of Hawaii's population is in the ALICE category - Asset Limited, Income Constrained, Employed. ALICE are working families who have a difficult time making ends meet. Affordable housing opportunities are needed to have healthy communities and retain a necessary workforce. HHLT's programs can be part of that solution.*

*The legislative rule changes and approvals for a qualified non-profit organization to partner with State government to buy-back their deed restricted properties has occurred. HHLT has already been selected as the buy-back agent for HCDA.*

*The next step is for additional agencies to post a request for qualifications (RFQ) to verify their partner options to buy-back their deed restricted properties when they will not be doing this themselves. Based on being selected as the buy-back agent by HCDA and conversations with other agencies, HHLT is confident it will be qualified to respond and be selected in the RFQ process. When the agreements with government agencies are established to allow HHLT to repurchase their deed restricted affordable homes, some of the burden of repurchasing and re-selling units to income qualified buyers will shift from the State of Hawaii to HHLT. HHLT requires homeownership education and counseling for home buyers from a HUD-approved housing counseling agency so that families have the knowledge and skills to sustain homeownership and avoid foreclosure. Homeownership sustainability has impacts beyond the individual homeowner and extends into the community. Foreclosure negatively affects the surrounding*

*neighborhood as well. HHLT's programs to make homeownership affordable directly and positively impact the State's financial resources. HHLT releases state resources – taxpayer revenue - that the state would have used to repurchase homes can be used to fund other state initiatives.*

4. Describe the target population to be served; and

*The target population is low to moderate income prospective first-time home buyers (up to 120% of the Area Median Income).*

*HHLT benefits the community at large because it maintains home affordability for multiple buyers when HHLT purchases homes with government buy-back restrictions or through its Home Stability Purchase Program. With Hawaii's high priced housing market, preserving affordability is critical to home stability for working families. Our economy and communities depend on a thriving workforce and affordable housing options are needed to ensure this.*

5. Describe the geographic coverage.

*The Home Stability Purchase Program will be focused on Oahu as the program is still in its initial development stages. HHLT has plans for expansion to other Counties in future years after the program is established.*

### **III. Service Summary and Outcomes**

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

*HHLT will continue to review purchase opportunities of deed-restricted properties through HCDA.*

*HHLT will also seek to secure additional MOUs or working agreements with government agencies to assume repurchase responsibilities of affordable units under a buy-back restriction or shared equity agreement and re-sell the home to income-qualified families with continued affordable restrictions. As there have been a number of new developments with affordable or reserved units sold recently, the purchase opportunities of deed-restricted affordable homes that require little renovation work and less cash investment before re-sale will become available in the future.*

*Under agreement time constraints, HHLT must conduct a property review and analysis for re-sale within a 30-60 day period. Upon a decision to acquire a unit, HHLT must arrange to consummate financing with a down payment from its equity capital fund and*

*line of credit. Any needed repair or renovation work must be contracted and implemented as soon as possible in order to show the unit to prospective buyers, enter in a contract and then close the re-sale. The expected cycle time is six months from acquisition to re-sale closing.*

*To ensure a proper and accurate review of prospective units, HHLT has assembled an experienced team of volunteer professionals (see Attachment “A”) from various real estate-related fields. Each unit must be carefully vetted to ensure that our home buyers receive full value on their purchase and to prevent unexpected post-closing repairs or claims.*

*The homebuyer education course and one-on-one counseling may be provided by affiliate, HHOC or another HUD-approved homeownership counseling agency. The intent of this requirement is to prevent mortgage delinquency.*

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

Objectives and Major Tasks	MONTH											
	1	2	3	4	5	6	7	8	9	10	11	12
Continue to inspect and assess properties made available for purchase through HCDA as their buy-back agent. Determine if properties are viable options for the HHLT program.	X	X	X	X	X	X	X	X	X	X	X	X
Pursue becoming a buy-back agent for other government agencies (if not already secured at the start of the grant period)	X	X	X	X								
Leverage matching funds.			X			X						
Draw of State GIA funds. Due to the time sensitivity of fund availability for a purchase transaction HHLT must have access to GIA funds soon after a purchase contract is executed. Other HHLT funds are limited and a reimbursement arrangement is not feasible.	X	X	X	X	X	X	X	X	X	X	X	X

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

*HHLT’s program’s success will be measured through two methods: a. HHLT’s cycle time from acquisition to re-sale consummation; b. HHLT’s net revenue per acquisition.*

*The cycle time will impact how soon another family comes to enjoy the benefits of homeownership and, it will reflect the quality of the analysis and renovation implementation process. The timeframe from acquisition to closing on the re-sale of the*

*property will also impact HHLT financially as financing costs will be incurred until the sale of the property.*

*As a new operation, HHLT will be sensitive to the net revenue margin and ability to generate a fair return in good time. This ensures that the equity capital fund will be replenished in time for the next purchase opportunity.*

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

*Accomplishment of the outcomes and objectives outlined in #II.2. is a measure of the effectiveness of this project's progress. The ultimate measure of effectiveness is that at least 32 units will be purchased, renovated, and listed for sale during the grant period. If there is net revenue after the sale of a unit, monies will be added to the revolving equity funds to sustain this project and allow the HHLT to make more homes available for purchase at below market prices.*

## **IV. Financial**


### **Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
  - a. Budget request by source of funds ([Link](#))
  - b. Personnel salaries and wages ([Link](#))
  - c. Equipment and motor vehicles ([Link](#))
  - d. Capital project details ([Link](#))
  - e. Government contracts, grants, and grants in aid ([Link](#))

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: HHOC Housing and Land Trust

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance	6,500			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Bookkeeping	3,500			
10. Renovation, Carrying, & Sale Expenses	965,000			
11. Program Coordination (consultant)				75,000
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>975,000</b>			<b>75,000</b>
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>975,000</b>			<b>75,000</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	975,000	Reina Miyamoto	808-523-8116	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested			1/19/24	
(d) Total Private/Other Funds Requested	75,000	Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	<b>1,050,000</b>	Reina Miyamoto, Executive Director		
		Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: HHOC Housing and Land Trust

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
N/A				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: HHOC Housing and Land Trust

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: HHOC Housing and Land Trust

<b>FUNDING AMOUNT REQUESTED - N/A</b>						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						



**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: HHOC Housing and Land Trust

Contracts Total: -

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	N/A				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30		10			Application for Grants

- The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
180,000	225,000	285,000	285,000	975,000

- The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

*Alexander & Baldwin Company Foundation  
Weinberg Foundation  
Cooke Foundation  
Atherton Foundation*

- The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

*N/A*

- The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2025 for program funding.

*HHLT was approved for a State Grant in Aid in 2018 for its Home Stability Purchase Program and received a grant extension. The award was fully expended by June 2021.*

- The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

\$233,468

## **V. Experience and Capability**

### **1. Necessary Skills and Experience**

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

*See Attachment A for a list of affiliated staff and volunteers who devote their time to ensure HHLT will successfully create a revolving equity capital fund and an inventory of affordable homes in the State of Hawaii. A State Grant-in-Aid that was extended through June 2021 funded the start of the HHLT program and supported acquisition and resale of 8 homes under the leadership of the people listed in Attachment A. One (1) property was repurchased in 2023 and has been listed for sale. This group of volunteers created and continues to implement the Home Stability Purchase Program including updating the deed restriction to be relevant in the current market environment.*

*HHLT has intentionally withheld hiring any dedicated staff until it has fully established its line of business and has sufficient program volume to support the position.*

## **2. Facilities**

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

*HHLT does not yet have any dedicated staff and is being operated by staff and volunteers of the Hawaii HomeOwnership Center (HHOC). HHOC is located in the HawaiiUSA Federal Credit Union building at 1259 Aala Street, #201, Honolulu, HI 96817. The building is ADA compliant with accessible parking, elevators, and bathrooms. All program activity occurs outside of the office aside from administrative functions like bill payment. The current facilities are adequate for the proposed activities.*

## **VI. Personnel: Project Organization and Staffing**

### **1. Proposed Staffing, Staff Qualifications, Supervision and Training**

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

*See Attachment A for list of HHLT affiliated staff and volunteers who are currently implementing the program or will be joining the team. As this is an established program, the volunteer and staff team have a proven track record of addressing the program and administrative tasks. As the Real Estate Acquisition and Resale Committee has added a member, the overall capacity of the program has increased and supports accommodation of simultaneous transactions.*

*If a Grant in Aid is awarded, HHLT will consider hiring a consultant to assist with coordinating the program on a part-time basis.*

### **2. Organization Chart**

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

*See Attachment B.*

### **3. Compensation**

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

*At present, HHLT has no paid staff members. HHOC staff members and HHLT volunteers are successfully doing the work for this project. HHLT has been building its volunteer team overseeing the purchase, renovation, and resale of units to be able to address more units in a year.*

## **VII. Other**

### **1. Litigation**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

*None.*

### **2. Licensure or Accreditation**

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

*Qualifications of the property review committee are provided in Attachment A.*

### **3. Private Educational Institutions**

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.

*Not applicable.*

### **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, but
- (b) Not received by the applicant thereafter.

*The primary purpose of this application is gain funds to allow HHLT to repurchase homes under HHLT deed restriction or government deed restriction. HHLT has already been selected as the buy-back agent for HCDA and will establish partnerships with other government agencies to purchase their deed restricted units. Partnerships with government will allow HHLT to purchase homes at below-market value. This presents an opportunity for HHLT to earn a margin on resales and support program sustainability - the purchase price of government deed restricted properties will be calculated from a formula based on the initial purchase price (allowing HHLT to purchase a home at a below-market price and possibly earn a margin when reselling at a below-market price). As interest rates go down again, HHLT will likely receive more opportunities to purchase homes that are under 10 years old and require little investment of renovation costs. Therefore, HHLT expects it will have sufficient funds through the resale to recover renovation and carrying costs as well as a small margin to reinvest in the revolving fund to build program revenue.*

## Attachment A HHOC Housing and Land Trust (HHLT)

### HHLT STAFFING AND GOVERNANCE

Reina Miyamoto is the Executive Director for 3 affiliated non-profit organizations: HHOC, HHLT, and HHOC Mortgage (mortgage broker and funder of down payment & closing cost assistance loans). Ms. Miyamoto has 28 years in non-profit management including 18 years with HHOC. The HHLT program started operating under her leadership with volunteers experienced in development, real estate, lending, and government. Her contacts in the lending and the real estate community has helped advance the programs delivered by the three affiliates. The three Boards for all organizations have significant expertise for each mission area and provides statewide representation.

HHLT 2024 Board of Directors:

The HHLT Board Officers include HHOC Directors to ensure consistent oversight. Directors are volunteers with experience with County Housing Agencies, lending, real estate, property management, and housing development. Detailed descriptions of the board members’ experience is provided below the list of directors.

OFFICER & DIRECTOR LIST			Employment	City	State
President	Keith	Kato	HI Island Comm. Development Corp	Papaikou	HI
Vice President	Debra	Luning	Gentry Homes Hawaii	Hon	HI
Treasurer	Karl	Yoneshige	Retired - HawaiiUSA Federal Credit Union	Hon	HI
Secretary	Jun	Yang	State Dept of Transportation	Hon	HI
Director	Gary	Mackler	Retired - Kauai County	Lihue	HI
Director	Jason	Martinson	Hawaii State Federal Credit Union	Pearl City	HI
Director	Jack	Legal	Legal Realty	Kapolei	HI
Director	Earl	Mente	Earl S. Mentel Realtors	Hon	HI

Hawaii Island Community Development Corporation is a non-profit developer and Gentry Homes Hawaii is a for-profit developer - Keith Kato is the Executive Director and Debra Luning is the Director of Governmental Affairs and Community Relations at their respective organizations. Ms. Luning also has experience working for government housing agencies. Hawaii State and HawaiiUSA Federal Credit Unions provides residential financing. Jun Yang and Gary Mackler have experience working in the Honolulu and Kauai County’s Housing Agencies respectively. Jack Legal is a REALTOR that represents buyers and sellers. He also works directly with Fannie Mae to sell their housing inventory and is the former President of the Honolulu Board of REALTORS and Hawaii Association of REALTORS.

Earl Mente is a REALTOR focused on property management and experienced in home renovation related to his business.

HHLT Committee for Real Estate Acquisitions and Resale:

This Committee is responsible for review of properties that will be considered for purchase, projecting renovation costs, and recommending opportunities to the Board of Directors. Representation of HHLT as the buyer and seller, coordination and oversight of renovation work, and recommendation on purchase offer acceptance during resale is also done by this committee. The Executive Director works with this committee to implement the HHLT program and addresses coordination of financing.

Jack	Legal	Self-employed: Real Estate Broker/Attorney
Earl	Mente	Self-employed: Real Estate Broker
Michael	Lum	Self-employed: Real Estate Broker / Attorney / Background in Development
Jenny	Brady	Self-Employed: Real Estate Broker

The experience of Jack Legal and Earl Mente are provided above under the Board of Directors list. Michael Lum of ML Pacific Inc. purchases, renovates, and resells properties as his current business, utilizing his background with small to large developers. Jenny Brady is a full-time Real Estate Broker with 28+ years of experience. She has served as the 2019 Honolulu Board of REALTORS President, and on the Boards of the National Association of REALTORS (3 years) and Hawaii Association of REALTORS (2 years). She has also served on many other committees related to the real estate industry.

Attachment B  
HHOC Housing and Land Trust (HHLT)

ORGANIZATIONAL CHART





Attachment C  
HHOC Housing and Land Trust (HHLT)  
Letters of Support

- HHLT Homeowner:
  - Pono Suganuma
- Developers:
  - Gentry Homes
  - Howard Hughes
- Mortgage Professionals:
  - Mortgage Bankers Association of Hawaii
  - Bobby Chow, B&B Mortgage
- REALTORS:
  - Michael Lum, ML Pacific Inc.
  - Jenny Brady, Hokua Hawaii Realty LLC

January 18, 2024

Aloha Chairs Dela Cruz, Yamashita, and Members of the Senate Ways and Means and House Finance Committees,

I'm writing to humbly request the Hawai'i State Legislature approve HHOC Housing and Land Trust's (HHLT) application for State Grant in Aid. These funds will help the program acquire, renovate, and address the carrying costs of additional units the program wants to purchase in the future (and keep these units affordable through subsequent resales).

In a housing market often characterized by the media as "priced out of paradise," HHLT helped me realize my dream of becoming a homeowner at 24 years old. Born and raised in O'ahu, I always knew I wanted to build my life here, and as a native Hawaiian, it was extremely important to me to stay home to be close to my 'ohana and culture. After returning home from college, I began my career and started building my savings with this goal in mind.

My homeownership journey began with classes from the Hawai'i Homeownership Center for a discounted rate of \$10 (instead of \$60) thanks to a REALTOR® referral and the generosity of the Honolulu Board of REALTORS®. The coaching and lessons I learned from HHOC qualified me for an HHLT property. It also taught me about the home buying process, financing and lending options, and other invaluable lessons about how I could make my dreams of owning a home in Hawai'i a reality.

Armed with this knowledge, I entered the market at the height of the housing frenzy amid the COVID-19 pandemic, where cash offers and offers way over the asking price were commonplace. As a young first-time homebuyer with limited finances, I was not on a level playing field with other prospective buyers. My budget was \$300,000, and I had \$30,000 in savings for a down payment.

In my search, I saw HHLT offered a one-bedroom, one-bathroom, and one-parking unit in Ewa Beach for \$299,500 (way under its appraised value of \$330,000). HHLT fully renovated the unit and outfitted it with brand-new appliances, and the property met all items on my must-have list. If it wasn't for HHLT purchasing and renovating this unit and reserving it for first-time homebuyers under 120% of the Area Median Income, I never would have been able to afford or compete for this dream property.

This April will mark three years since I moved into my home, thanks to HHLT. Being a homeowner has brought me independence and pride, taught me financial responsibility, and helped me generate equity. Most importantly, as a homeowner, I'm able to lead a thriving lifestyle in a home that brings me peace and comfort and a place where I can make amazing memories.

My homeownership journey has inspired my friends around me, several of whom have taken HHOC's classes and become homeowners themselves in their mid-twenties. Others expressed interest and hope that HHLT will provide more properties on the market like mine that they could purchase. All of us are local kids who want to live and thrive here, not on the continent. Programs like HHLT directly combat Hawai'i's outmigration and help kama'āina stay home and remain connected to their roots.

Ultimately, HHLT gives our community hope that homeownership is possible and a real path and process to make it a reality. More importantly, HHLT addresses the housing crisis by adding affordable housing inventory—for purchase—to the market for kama‘āina in the missing middle.

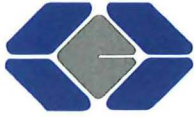
I strongly encourage the Hawai‘i State Legislature to consider supporting HHLT’s request for State Grant in Aid because this program truly changed my life and can change the lives of countless others—if allocated additional funds—by providing safe, affordable housing.

Mahalo nui loa,

A handwritten signature in black ink that reads "Pono Sukanuma". The signature is written in a cursive, flowing style.

Pono Sukanuma

THE GENTRY COMPANIES



January 17, 2024

The Honorable Donovan Dela Cruz, Chair, and Members  
Senate Committee on Ways and Means  
The Honorable Kyle Yamashita, Chair, and Members  
House Committee on Finance  
Hawaii State Capitol  
415 South Beretania Street  
Honolulu, HI 96813

SUBJECT: The Need to Preserve Affordable Housing Units in our State / Support of HHOC  
Housing and Land Trust Grant-in-Aid Request

Dear Chairs Dela Cruz, Yamashita, and Members of the Senate Ways and Means and House Finance  
Committees:

My name is Debbie Luning, Community Relations Director for Gentry Homes, testifying in **strong support** of the Grant-In-Aid request submitted by the HHOC Housing and Land Trust (HHLT). HHLT's GIA request would help to preserve much-needed affordable housing units in our State.

HHLT was created for the purpose of preserving the shrinking inventory of affordable homes in Hawaii. While the development of homes affordable to local families is vital, equally vital is the preservation of existing affordable stock. Government programs administered by the Hawaii Community Development Authority, the Hawaii Housing Finance and Development Corporation, and the City play a key role in the development of new affordable housing inventory.

If awarded a grant-in-aid, HHLT will focus its efforts on acquiring below-market homes developed with assistance from those government entities and which are offered for resale within a designated buy-back restriction period. If the government entity waives its right to repurchase a unit, HHLT could step in and repurchase the unit, thus preventing it from being sold on the open market. It would remain in the pool of affordable homes.

In addition to repurchasing government-assisted housing units, HHLT may also acquire homes listed on the open market and subsidize the resale cost to create an affordable unit. This could provide a more economical use of government funding than building brand-new homes in today's market.

Please help to preserve Hawaii's shrinking inventory of affordable homes by supporting HHLT's Grant-in-Aid Request.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Luning'.

Debra M. A. Luning  
Director of Governmental Affairs and  
Community Relations, Gentry Homes, Ltd.  
HHLT Board Member

Howard Hughes

Doug Johnstone  
President, Hawaii  
Howard Hughes  
1240 Ala Moana Blvd, Suite 200  
Honolulu, HI 96814

January 18, 2024

The Honorable Donovan Dela Cruz, Chair, and  
Members of Senate Committee on Ways and Means  
The Honorable Kyle Yamashita, Chair, and  
Members of House Committee on Finance  
Hawaii State Capitol  
415 South Beretania Street  
Honolulu, HI 96813

Re: Preservation of Affordable Housing & Support of HHOC Housing and Land Trust Grant-in-Aid Request

Aloha,

I am writing this letter in support of the HHOC Housing and Land Trust (HHLT) Grant in Aid (GIA) application. I recognize the crucial role that affordable housing plays in shaping the well-being of our working families and local community. Preservation of these housing units is paramount to ensuring we have the necessary infrastructure to support a workforce on which we depend. I am pleased to acknowledge the efforts of Howard Hughes in developing a significant volume of homes tailored toward “gap group” workforce housing. Its commitment to addressing this housing challenge aligns with the broader goal of fostering an inclusive and diverse community.

In light of the above, I want to express my endorsement of HHLT's endeavors in preserving the affordability of the built homes. The commitment to maintaining the accessibility of these units ensures that our community remains vibrant and inclusive. By supporting HHLT's application for the Grant in Aid, we are investing in the sustainability of our community and the welfare of its residents.

I believe that the success of HHLT's application will contribute significantly to the broader goal of providing stable and affordable housing options for our community members. I appreciate your consideration of this letter as a testament to the positive impact their work has on the lives of many.

Sincerely,



Doug Johnstone





*Mortgage Bankers Association of Hawaii*  
*P.O. Box 4129, Honolulu, Hawaii 96812*

January 18, 2024

The Honorable Donovan Dela Cruz, Chair, and Members  
Senate Committee on Ways and Means  
Via email to:

The Honorable Kyle Yamashita, Chair, and Members  
House Committee on Finance

Hawaii State Capitol  
415 South Beretania Street  
Honolulu, HI 96813

Re: Support for Grant-In-Aid request by HHOC Housing and Land Trust

I am Victor Brock, representing the Mortgage Bankers Association of Hawaii ("MBAH"). The MBAH is a voluntary organization of individuals involved in the real estate lending industry in Hawaii. Our membership consists of employees of banks, savings institutions, credit unions, mortgage bankers, mortgage brokers, financial institutions, and companies whose business depends upon the ongoing health of the financial services industry of Hawaii. The members of the MBAH originate and service, or support the origination and servicing, of the vast majority of residential and commercial real estate mortgage loans in Hawaii.

We are writing to express support for the request by HHOC Housing and Land Trust to receive Grant-In-Aid funds. In certain cases, the HHFDC, HCDC, or City and County of Honolulu do not have the resources, or are otherwise unwilling, to re-purchase properties that were originally sold as affordable units with deed restrictions under a first right of refusal and to re-sell these properties as affordable units. In these situations, these properties are re-sold at market pricing instead of being retained as affordable housing stock for potential homebuyers with low to moderate income. The HHOC Housing and Land Trust needs funding to cover the holding and administrative costs to step in and fulfill the role of HHFDC, HCDC, or C&C by re-purchasing and re-selling these properties as affordable units, thus retaining the affordability status for the next buyer.

When re-purchase opportunities are not available, the HHOC Housing and Land Trust stands ready to use any grant funds to purchase properties at market price and then re-sell them at less-than-market pricing to low- to moderate-income homebuyers, thus increasing the stock of affordable housing.

Please give their request for funds full consideration based on their intent and mission to promote affordable home ownership and consideration of our support. Thank you much.

Respectfully,

A handwritten signature in cursive script, appearing to read "Victor Brock".

Victor Brock  
Legislative Committee  
Mortgage Bankers Association of Hawaii  
Phone: 808-447-3478  
Email: [victorb@hsfcu.com](mailto:victorb@hsfcu.com)

January 18, 2024

Chairs Dela Cruz, Yamashita, and Members of the Senate Ways and Means and House Finance Committees:

My name is Bobby Chow, I am a Mortgage Broker and one of the founding Partners at B&B Mortgage Solutions. I've been working to get hopeful homebuyers pre-qualified to buy homes in Hawaii for 20 years. While I love working with first-time homebuyers who are eager to establish roots in Hawaii through homeownership, it's also been heartbreaking to meet and see so many hard-working residents of Hawaii who are challenged to qualify for enough financing to purchase a home that would suit their needs. Although some of these aspiring buyers were able to overcome their challenges, so many others either gave up on their dream of buying a home or relocated to lower-cost housing markets.

***I'm submitting this letter in support of the Grant in Aid application for the HHOC Housing and Land Trust (HHLT).*** With such a large sector of our population being considered low or moderate income, while still providing a significant contribution to our workforce, preservation of affordable homeownership opportunities available through HHLT is vital. In order to sustain a thriving workforce, economy, and communities in Hawaii, we need to have housing options that are affordable to the majority of our population.

HHLT's intent on expanding their partnerships with government to preserve the affordable units in our community is particularly important. While we need more housing inventory for our local population, we also need to preserve the homes that were priced for our working individuals and families.

HHLT can be part of the solution to preserve affordably priced homes in our community as well as the workforce that needs those homes.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bobby Chow', written in a cursive style.

---

Bobby Chow



## ML PACIFIC INC.

January 18, 2024

The Honorable Donovan Dela Cruz, Chair, and Members Senate Committee on Ways and Means

The Honorable Kyle Yamashita , Chair, and Members House Committee on Finance

Hawaii State Capitol

415 South Beretania Street

Honolulu, HI 96813

SUBJECT: Support of HHOC Housing and Land Trust Grant-in-Aid Request

Dear Chairs Dela Cruz, Yamashita, and Members of the Senate Ways and Means and House Finance Committees:

My name is Michael Lum, President of ML Pacific Inc., testifying in strong support of the Grant-In-Aid (“GIA”) request submitted by the HHOC Housing and Land Trust (HHLT). HHLT's GIA request would help to preserve much-needed affordable housing units in Hawaii.

HHLT was created for the purpose of preserving the shrinking inventory of affordable homes in Hawaii. Government programs administered by the Hawaii Community Development Authority, the Hawaii Housing Finance and Development Corporation, and the City play a key role in the development of new affordable housing inventory. If the government entity waives its right to repurchase a unit, HHLT could step in and repurchase the unit, thus preventing it from being sold on the open market. It would remain in the pool of affordable homes.

In addition to repurchasing government-assisted housing units, HHLT may also acquire homes listed on the open market and subsidize the resale cost to create an affordable unit. This could provide a more economical use of government funding than building brand-new homes in today's market.

Please help to preserve Hawaii's shrinking inventory of affordable homes by supporting HHLT's GIA.

Sincerely,

ML Pacific Inc.



Michael Y.W. Lum  
Its President

January 18, 2024

The Honorable Donovan Dela Cruz, Chair & Members  
of the Senate Committee on Ways & Means  
The Honorable Kyle Yamashita, Chair, & Members  
of the House Committee on Finance  
Hawaii State Capitol  
415 South Beretania Street  
Honolulu, Hawaii 96813



HOKUA HAWAII`I  
REALTY LLC

RE: HHOC Housing & Land Trust Grant-in-Aid Request to Preserve & Provide Affordable Housing Units

Dear Committee Chairs & Members:

I am writing in **strong support** of the Grant-in-Aid (GIA) request submitted by Hawaii HomeOwnership Center (HHOC) and Land Trust (HHLT). I raised my family here in Hawaii and have practiced as a Realtor for 30 years. I see up close the struggles our kamaaina endure to obtain and keep safe, suitable, and stable housing. It was my mission as 2019 President of the Honolulu Board of Realtors to truly make an impact with partners in government, non-profit organizations, & the private sector to solve the affordability issue here in Hawaii. And in those endeavors, I've become actively involved in helping HHOC because their mission, commitment & capabilities make them an exceptional partner. We all understand how daunting these efforts are, but I believe they can be chipped away from many angles.

My involvement with the Hawaii HomeOwnership Center has been to further concrete ways to help people in our community to achieve security through affordable housing. This is being done by the HHOC HHLT by offering our kamaaina cheaper financing, access to affordable housing at below market prices, & the preservation of affordable housing into the future.

This undertaking is monumental and requires that HHOC subsidizes the resale cost to our buyers to make these properties affordable. With rising prices and increasing interest rates, the need for resources like the GIA makes all the difference to the buyers of these affordable homes who are highly resource restricted. The GIA also gives HHOC the ability to continue in its mission in a sustainable, impactful way.

Best Regards,

A handwritten signature in black ink, appearing to read 'Jenny L Brady', written in a cursive style.

Jenny L Brady, R  
Principal Broker & Owner

Direct: 808.258.5125

Email: [JennyBrady@HokuaHawaii.com](mailto:JennyBrady@HokuaHawaii.com)