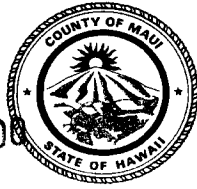


ALAN M. ARAKAWA  
MAYOR

JOSEPH PONTANILLA  
PROGRAM MANAGER

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2018 MAR 13 PM 2:00



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2018 MAR 13 AM 9:21

200 South High Street  
Wailuku, Maui, Hawaii USA 96793-2155  
Telephone (808) 270-7213  
Fax (808) 270-7159  
E-mail: cdbg@mauicounty.gov

OFFICE OF THE COUNTY COUNCIL  
OFFICE OF THE MAYOR  
COUNTY OF MAUI  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

March 13, 2018

Honorable Alan M. Arakawa  
Mayor, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

For Transmittal to:

Honorable Mike White, Chair  
and Council Members  
Maui County Council  
200 South High Street  
Wailuku, Hawaii 96793

RECEIVED  
2018 MAR 13 AM 11:03  
OFFICE OF THE  
COUNTY CLERK

*Alan Arakawa* 3/13/18

Dear Chair White:

**SUBJECT: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR THE PROGRAM YEAR 2018/FISCAL YEAR 2019 – Project Executive Summary**

I am transmitting the Recommended 2018 CDBG Project Executive Summary for Program Year 2018/Fiscal Year 2019.

If you have any questions, please do not hesitate to contact me at Ext. 7213.

Sincerely,

*Joseph Pontanilla*  
JOSEPH PONTANILLA  
CDBG Program Manager

Enclosures

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** COM, Department of Environmental Mgmt. / Molokai

**Funding Requested:** \$25,000

**Funding Recommended:** \$25,000 (Rank #1 – Fully Funded)

**Project:** Landfill Trailer Mounted Diesel Tank

Funding is requested for the purchase of a Trailer Mounted Diesel Tank for the Molokai Landfill. This will insure operations at the landfill is not interrupted due to lack of fuel. Diesel powered equipment at the landfill is critical to operations to meet environmental compliance for both the State and Federal governments.

**Estimated (Annual) Number of Beneficiaries:** 1,574

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public facilities and Improvements.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(1)(i)(A) Area Benefit – Presumed Benefit where 51 percent of the primary beneficiaries are principally low and moderate income persons.

**Community Development Goal:** The Project satisfies Goal PF-6: Acquire, construct or rehabilitate county service facilities, including landfills, to benefit low- and moderate income persons.

**Priority Community Development Need:** This project satisfies Landfill Operation Needs on Molokai (High).

**Budget (as provided by Applicant):**

Anticipated Funding	Funds	Major Project Expenses	Estimated Expenses
CDBG	\$25,000	Replacement	\$25,000
<b>Total Funds:</b>	<b>\$25,000</b>	<b>Total Expenses:</b>	<b>\$25,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** COM, Department of Environmental Mgmt./Hana

**Funding Requested:** \$530,000

**Funding Recommended:** \$530,000 (Rank #2 – Fully Funded)

**Project:** Landfill Bulldozer

Funding is requested for the procurement of a D6 bulldozer to improve community and accessibility as well as reducing health and safety risks at the County Landfill in Hana. The bulldozer will insure uninterrupted service at the landfill as well as maintain the required environmental conditions to properly process trash according to applicable County, State and Federal rules and regulations. The current track loader is unreliable and costly to maintain.

**Estimated (Annual) Number of Beneficiaries:** 508

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public Facilities and improvements.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(1)(i)(A) Area Benefit – Presumed Benefit where 51 percent of the primary beneficiaries are principally low- and moderate income persons.

**Community Development Goal:** The project satisfies Goal PF-6: Acquire, construct or rehabilitate county service facilities, including landfills, to benefit low-and moderate income persons.

**Priority Community Development Need:** This project satisfies Landfill Operations Needs in Hana (High).

**Budget (as provided by Applicant):**

<b>Anticipated Funding</b>	<b>Funds</b>	<b>Major Project Expenses</b>	<b>Estimated Expenses</b>
CDBG	\$530,000	Replacement	\$530,000
<b>Total Funds:</b>	<b>\$530,000</b>	<b>Total Expenses:</b>	<b>\$530,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** COM, Department of Environmental Mgmt. / Molokai

**Funding Requested:** \$400,000

**Funding Recommended:** \$400,000 (Rank #3 – Fully Funded)

**Project:** Landfill Wheel Loader

Funding is requested for the purchase of a wheel loader for the Molokai Landfill. The existing wheel loader is over 10 years old and no longer reliable for continuous operation at the landfill. Replacing the wheel loader will insure service is not interrupted as well as improve the efficiency of handling cover material, waste and recyclables at the landfill. Failure to comply with State and Federal regulations will lead to fines or landfill closure.

**Estimated (Annual) Number of Beneficiaries:** 1,574

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public Facilities and Improvements.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(1)(i)(A) Area Benefit – Presumed Benefit where 51 percent of the primary beneficiaries are principally low-and moderate income person.

**Community Development Goal:** The project satisfy Goal PF-6: Acquire, construct or rehabilitate county service facilities, including landfills, to benefit low- and moderate income persons.

**Priority Community Development Need:** This project satisfies Landfill Operation Needs on Molokai (High).

**Budget (as provided by Applicant):**

Anticipated Funding	Funds	Major Project Expenses	Estimated Expenses
CDBG	\$400,000	Replacement	\$400,000
<b>Total Funds:</b>	<b>\$400,000</b>	<b>Total Expenses:</b>	<b>\$400,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** ARC of Maui County  
**Funding Requested:** \$270,000  
**Funding Recommended:** \$270,000 (Rank #4 – Fully Funded)

**Project:** Safety Improvements Project

Funding is requested for the retrofitting and updating the fire safety system at three Intermediate Care Facility homes and install backup battery systems to provide emergency electricity to six ICF homes. The fire safety systems must be updated and retrofitted to comply with the current Federal requirements.

**Estimated (Annual) Number of Beneficiaries:** 50

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public Facilities and Improvements.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(2)(i)(A) Limited Clientele – Presumed Benefits as the primary beneficiaries of the residential group homes are developmental and intellectually disabled adults and generally presumed to be principally low- and moderate income persons.

**Community Development Goal:** This project satisfies Goal PF-5: Rehabilitate the fire suppression system at six group homes to benefit low- and moderate income persons.

**Priority Community Development Need:** This project satisfies facilities for Persons with Disability needs (High).

**Budget (as provided by Applicant):**

<b>Anticipated Funding</b>	<b>Funds</b>	<b>Major Project Expenses</b>	<b>Estimated Expenses</b>
CDBG	\$270,000	Replacement	\$270,000
<b>Total Funds:</b>	<b>\$270,000</b>	<b>Total Expenses:</b>	<b>\$270,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** Hale Makua Health Services  
**Funding Requested:** \$212,000  
**Funding Recommended:** \$212,000 (Rank #5 – Fully Funded)

**Project:** Hale Makua Kahului Fire Alarm System

Funding is requested for the replacement of the fire alarm system at Hale Makua Kahului. The existing alarm system is twenty years old and unreliable to meet State and Federal regulations for nursing home and adult day care health center.

**Estimated (Annual) Number of Beneficiaries:** 231

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public Facilities and Improvements.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(2)(i)(A) Limited Clientele – Presumed Benefits as the primary beneficiaries of the nursing home and adult day care health care center are generally presumed to be principally low-and moderate income persons.

**Community Development Goal:** This project satisfies Goal PF-2: Rehabilitate health facilities to benefit predominantly low- and moderate income persons.

**Priority Community Development Need:** This project satisfies Health Facilities for the elderly and disabled individuals (High).

**Budget (as provided by Applicant):**

Anticipated Funding	Funds	Major Project Expenses	Estimated Expenses
CDBG	\$212,000	Replacement	\$212,000
<b>Total Funds:</b>	<b>\$212,000</b>	<b>Total Expenses:</b>	<b>\$212,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** Hale Makua Health Services  
**Funding Requested:** \$47,000  
**Funding Recommended:** \$5,479 (Rank #6 – Partial funding \$5,479 & 1<sup>st</sup> Alternate \$41,52)

**Project:** Hale Makua Wailuku Fire Alarm System

Funding is requested for the replacement of the fire alarm system at Hale Makua Wailuku. The existing alarm system is twenty years old and unreliable to meet Life Safety codes put forth by the National Fire Protection Agency, which requires that occupant notification shall be accomplished automatically via visual and audible alarm signals.

**Estimated (Annual) Number of Beneficiaries:** 103

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public Facilities and Improvements.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(2)(i)(A) Limited Clientele – Presumed Benefits as the primary beneficiaries of the nursing home and adult day care health care center are generally presumed to be principally low-and moderate income persons.

**Community Development Goal:** This project satisfies Goal PF-2: Rehabilitate health facilities to benefit predominantly low- and moderate income persons.

**Priority Community Development Need:** This project satisfies Health Facilities for the elderly and disabled individuals (High).

**Budget (as provided by Applicant):**

<b>Anticipated Funding</b>	<b>Funds</b>	<b>Major Project Expenses</b>	<b>Estimated Expenses</b>
CDBG	\$47,000	Replacement	\$47,000
<b>Total Funds:</b>	<b>\$47,000</b>	<b>Total Expenses:</b>	<b>\$47,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** Hale Makua Health Services  
**Funding Requested:** \$107,000  
**Funding Recommended:** \$107,000 Rank #7 – Alternate \$107,000)

**Project:** Hale Makua Wailuku Rehabilitation

Funding is requested for the installation of a grease trap as required by the State DOH to insure waste matter is properly dispose of and the replacement of the kitchen cabinets which are badly damaged due to termites.

**Estimated (Annual) Number of Beneficiaries:** 102

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public Facilities and Improvements.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(2)(i)(A) Limited Clientele – Presumed Benefits as the primary beneficiaries are the elderly and disabled individuals presumed to be principally low- and moderate income persons.

**Community Development Goal:** This project satisfies Goal PF-2: Acquire, construct or rehabilitate health facilities to benefit predominantly low- and moderate income persons.

**Priority Community Development Need:** This project satisfies Health Facilities for elderly and disabled individuals (High).

**Budget (as provided by Applicant):**

Anticipated Funding	Funds	Major Project Expenses	Estimated Expenses
CDBG	\$107,000	Install/Replacement	\$107,000
<b>Total Funds:</b>	<b>\$107,000</b>	<b>Total Expenses:</b>	<b>\$107,000</b>



**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** Hana Health  
**Funding Requested:** \$800,000  
**Funding Recommended:** \$800,000 (Rank #8 – Alternate \$800,000)

**Project:** Hana Health Rehabilitation and Support Center

Funding is requested for the design and construction of the rehabilitation and support center to accommodate a multitude of needs including behavioral and mental services, physical therapy and cardiac rehabilitation, outreach and enabling services, complimentary medicine, tele-medicine and short term medical respite services for those patients transitioning from tertiary care back to their homes in Hana, or in need of elderly respite care.

**Estimated (Annual) Number of Beneficiaries:** 542

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public Facilities and Improvement

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(1)(i)(A) AREA BENEFIT – Presumed Benefit where 51 percent of the primary beneficiaries are principally low- and moderate income persons.

**Community Development Goal:** The project satisfies Goal PF-2: Acquire, construction or rehabilitate health facilities to benefit predominantly low- and moderate income persons.

**Priority Community Development Need:** This project satisfies Health Facilities for the Hana Community which is an Area Benefit where 51 percent are low- and moderate income persons (High)

**Budget (as provided by Applicant):**

<b>Anticipated Funding</b>	<b>Funds</b>	<b>Major Project Expenses</b>	<b>Estimated Expenses</b>
CDBG	\$800,000	Construction/Design	\$800,000
<b>Total Funds:</b>	<b>\$800,000</b>	<b>Total Expenses:</b>	<b>\$800,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** Hale Makua Health Services  
**Funding Requested:** \$180,000  
**Funding Recommended:** \$180,000 (Rank #9 – Alternate \$180,000)

**Project:** Hale Makua Kahului Rehabilitation

Funding is requested for the replacement of doors to the rehab center, replacement of over bed light fixtures with safer and energy efficient fixtures, and install additional wall protection to eliminate damaging of walls/repainting due to movements of beds and wheelchairs. Facility was cited by the Federal and State Agencies for chipped paint in the rooms. Also, the air conditioning system for the activities center and main dining room will be replaced.

**Estimated (Annual) Number of Beneficiaries:** 219

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public Facilities and Improvements.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(2)(i)(A) Limited Clientele – Presumed Benefits as the primary beneficiaries are elderly and disabled individuals presumed to be low- and moderate income persons.

**Community Development Goal:** This project satisfies Goal PF-2: Rehabilitate health facilities to benefit predominantly low- and moderate income persons.

**Priority Community Development Need:** This project satisfies Health Facilities for elderly and disabled individuals (High)

**Budget (as provided by Applicant):**

<b>Anticipated Funding</b>	<b>Funds</b>	<b>Major Project Expenses</b>	<b>Estimated Expenses</b>
CDBG	\$180,000	Replacement	\$180,000
<b>Total Funds:</b>	<b>\$180,000</b>	<b>Total Expenses:</b>	<b>\$180,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** Hale Mahaolu  
**Funding Requested:** \$300,000  
**Funding Recommended:** \$300,000 (Rank #10 – Alternate \$300,000)

**Project:** Hale Mahaolu Lahaina Surf Preservation

Funding is requested for rehabilitation and the removal of asbestos within the 112 apartment units.

**Estimated (Annual) Number of Beneficiaries:** 408

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(a) Eligible Rehabilitation and Preservation Activities.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(3) Low- and moderate housing as the primary beneficiaries of the Lahaina Surf are generally presumed to be principally low- and moderate income persons.

**Community Development Goal:** The Project satisfies Goal HR-6: Rehabilitate affordable rental housing.

**Priority Community Development Need:** The Project satisfies Priority Housing Needs for Renters – All Other (HIGH)

**Budget (as provided by Applicant):**

<b>Anticipated Funding</b>	<b>Funds</b>	<b>Major Project Expenses</b>	<b>Estimated Expenses</b>
CDBG	\$300,000	Rehabilitation/Removal	\$300,000
<b>Total Funds:</b>	<b>\$300,000</b>	<b>Total Expenses:</b>	<b>\$300,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** Ka Hale A Ke Ola Homeless Resource Centers, Inc.

**Funding Requested:** \$885,000

**Funding Recommended:** \$885,000 (Rank #11 – Alternate \$885,000)

**Project:** KHAKO Renewal Project Phase 2.2 and Phase 3

Funding is requested for the rehabilitation of two residential buildings, Building 5 and Building 6. The KHAKO Renewal Project is a multi-phase plan developed by Cooper and Cooper Real Estate Solutions to accomplish necessary updates, replacements and improvements to ensure long term operational viability and protect the health and safety of residents and staff.

**Estimated (Annual) Number of Beneficiaries:** 1,205

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public Facilities and Improvements.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(2)(i)(A) Limited Clientele Activities – Presumed Benefits as the primary beneficiaries of the Ka Hale A Ke Ola Homeless Resource Centers, Inc. are generally presumed to be principally low and moderate income persons.

**Community Development Goal:** The Project satisfies Goal PF-1: Acquire, construct or rehabilitate buildings to serve homeless persons and families.

**Priority Community Development Need:** This project satisfies Public Facility needs – Homeless Facility (High).

**Budget (as provided by Applicant):**

<b>Anticipated Funding</b>	<b>Funds</b>	<b>Major Project Expenses</b>	<b>Estimated Expenses</b>
CDBG	\$885,000	Rehabilitation	\$885,000
<b>Total Funds:</b>	<b>\$885,000</b>	<b>Total Expenses:</b>	<b>\$885,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** Boys and Girls Clubs of Maui, Inc.  
**Funding Requested:** \$1,000,000  
**Funding Recommended:** \$1,000,000 (Rank #12 – Alternate \$1,000,000)

**Project:** Paukukalo Clubhouse Construction Project

Funding is requested for the planning and construction of a new Clubhouse facility for the BGCM Paukukaloa club, located within the Hawaiian Homelands Neighborhood. Currently the club shares the Hawaiian Homes Community Center which lack space and limited hours for activities for the 298 club members and staff. BGCM is a licensee for the location of the new facility and have agreements with Paukukalo Hawaiian Homesteaders Association and the Department of Hawaiian Homelands.

**Estimated (Annual) Number of Beneficiaries:** 278

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public Facilities and Improvements.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(2)(i) Limited Clientele Activities as the primary beneficiaries of the Boys and Girls Club of Maui are required to submit information on family size and income so that it is evident that at least 51 percent of the clientele are persons whose family income does not exceed the low and moderate income limit.

**Community Development Goal:** The Project satisfies Goal PF-5: Acquire, construct or rehabilitate facilities including child care, domestic violence, food distribution and other social service facilities that benefit predominately low and moderate income persons.

**Priority Community Development Need:** The Project satisfies Public Facility Needs for Youth Centers (High).

**Budget (as provided by Applicant):**

<b>Anticipated Funding</b>	<b>Funds</b>	<b>Major Project Expenses</b>	<b>Estimated Expenses</b>
CDBG	\$1,000,000	Planning, Design and Construction	\$1,000,000

<b>Total Funds:</b>	<b>\$1,000,000</b>	<b>Total Expenses:</b>	<b>\$1,000,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** Kaupo Community Association, Inc.  
**Funding Requested:** \$475,000  
**Funding Recommended:** \$475,000 (Ranked #13 – Alternate \$475,000)

**Project:** Infrastructure Related to Old Kaupo School Restoration

Funding is requested for the restoration of the Old Kaupo School as a community center and provide shelter during road closures due to over flow of rivers. The restoration will include the installation of a photovoltaic power system to generate, store, control and distribute electrical power throughout the property.

**Estimated (Annual) Number of Beneficiaries:** 150

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(c) Public Facilities and Improvements.

**National Objective:** The project will meet the national objective of 24 CFR 570.208(a)(1) Area Benefit Activities.

**Community Development Goal:** The Project satisfies PF-5: Acquire, construct or rehabilitate social service facilities that benefit predominately low and moderate income persons.

**Priority Community Development Need:** The Project satisfies Neighborhood Facilities (High).

**Budget (as provided by Applicant):**

<b>Anticipated Funding</b>	<b>Funds</b>	<b>Major Project Expenses</b>	<b>Estimated Expenses</b>
CDBG	\$475,000	Rehabilitation	\$475,000
<b>Total Funds:</b>	<b>\$475,000</b>	<b>Total Expenses:</b>	<b>\$475,000</b>

**Recommended 2018 CDBG Project**  
**Executive Summary**

Based on information provided by the Applicant

**Applicant:** Hawaiian Community Assets, Inc.  
**Funding Requested:** \$59,184  
**Funding Recommended:** \$59,184 (Rank #14 – Alternate \$59,184)

**Project:** **Increasing the Financial Capacity of Homeless Families to Secure Permanent Housing**

Funding is requested to establish a new service, financial literacy and credit counselling on Maui to support the County’s strategy to end homelessness and achieve collective impact through partnerships with homeless service providers and the Coordinated Entry System.

**Estimated (Annual) Number of Beneficiaries:** 100

**Eligible Activity:** The project meets the requirements of 24 CFR 570.201(e) Public Services – New Public Service

**National Objective:** The project will meet the national objective of 24 CFR 570.208(4)(i) Job Creation or Retention Activities.

**Community Development Goal:** **The Project satisfies PS-1: Support child care, substance abuse, employment/training, homeless, domestic violence, homeowner assistance, recycling, and other health and social services for low and moderate income persons.**

**Priority Community Development Need:** **The Project satisfies Homeless Services (High).**

**Budget (as provided by Applicant):**

<b>Anticipated Funding</b>	<b>Funds</b>	<b>Major Project Expenses</b>	<b>Estimated Expenses</b>
CDBG	\$59,184	Salary and related payroll expenses	\$59,184
<b>Total Funds:</b>	<b>\$59,184</b>	<b>Total Expenses:</b>	<b>\$59,184</b>



**SUBMISSION SCHEDULE**  
**ANNUAL ACTION PLAN - PROGRAM YEAR 2018**  
(DATES ARE SUBJECT TO CHANGE)

- |    |   |                          |
|----|---|--------------------------|
| 1  | Submit Technical Workshop Schedule to The Maui News (for Publish date September 03, 2017)   | September, 2017          |
| 2  | Public Hearings (same as Technical Workshop Days):<br>Piggy Back Mayor's Budget Hearings (Central, Hana, Lanai, Molokai)  | September, 2017          |
| 2a | CDBG Staff - Technical Workshops: Individual application meetings (same as Public Hearing Days):<br>Hana: 09/07/2017 @ Council Services Office 4:30-5:30 pm<br>Molokai: 09/25/2017 @ Mitchell Pauole 3-4 pm<br>Central: 09/21/2017 @ 9 <sup>th</sup> Floor Mayors Conference Room 9am - 11 am<br>Lanai: 09/28/201 @ Lanai Police Station 2:30-3:30 pm | September, 2017          |
| 3  | Transmit to County Council: Memo to announce start of application process; PY 2018  | October, 2017            |
| 4  | Proposal Application: Online File Prepared (work with MIS to compose PDF located in "S" Drive)  | October, 2017            |
| 5  | CDBG Staff – Publish Public Notice in The Maui News ( <b>2x</b> ): <b>1<sup>st</sup> notice must be a minimum of 15 days from open application start date</b>   | October, 2017            |
| 6  | Prepare CDBG Budget: PY 2018  | October & November, 2017 |
| 7  | Finalize Evaluation & Selection Panel (ESP): Individuals chosen, notified, confirmed  | November, 2017           |
| 8  | Open Application Period: <b>Minimum of 30 days required</b>   | November, 2017           |
| 9  | Evaluation & Selection Panel (ESP) Briefing: Discuss role & responsibilities  | December, 2017           |
| 10 | Joe: Update to Council (Joe meets with Council and Finance Chair)   | December, 2017           |
| 11 | CDBG Staff – Proposal Screening: "Threshold Factors"(contact HUD for technical assistance)  | December, 2017           |
| 12 | Evaluation & Selection Panel –Applicant Proposed Projects: Priority Factors Rating &<br>Notes: Add affordable component to PY 2018 AAP.   | December, 2017           |

**SUBMISSION SCHEDULE**  
**ANNUAL ACTION PLAN - PROGRAM YEAR 2018**  
(DATES ARE SUBJECT TO CHANGE)

Ranking

13	Joe: Update to Council (Joe meets with entire Council)	December, 2017
14	CDBG Staff –Post-ESP Evaluation: prepare grantee ranking & rating sheets	December, 2017
15	Meet with Evaluation & Selection Panel: Discuss final selection grantees	December, 2017
16	CDBG Staff – Finalize & Prepare PY 2018 Projects: Panel Rec. for Mayor’s Approval	December, 2017
17	CDBG Staff – Start <b>Draft of 2018 CDBG Resolution</b> : Send for Corporation Counsel for Review	December, 2017
18	CDBG Staff – <b>Transmit Resolution</b> to Budget & Finance (B&F) Committee	January, 2018
19	CDBG Staff – <b>Prepare Draft of 2018 County Annual Action Plan (AAP)</b>	February, 2018
20	Budget & Finance Committee – <b>Review 2018 Resolution</b> : B&F send rec. to full Council	February-March, 2018
21	County Council – Latest Date to Approve 2018 CDBG Resolution	February-March 2018
22	CDBG Staff – Notify Selected Grantees in Writing: “Project Notification” (template in “S” Drive)	February-March 2018
23	CDBG Staff – <b>Mail Draft of 2018 Annual Action Plan</b> to Libraries	March, 2018
24	CDBG Staff – <b>Publish Draft of 2018 Annual Action Plan</b> Online	March, 2018
25	CDBG Staff – <b>Publish Public Notice (Maui News)</b> : Disclosure of projects, Draft of 2018 Annual Action Plan	March-April, 2018
26	<b>Mayor’s Review – Draft of 2018 Annual Action Plan</b>	April-May, 2018

Notes: Add affordable component to PY 2018 AAP.

**SUBMISSION SCHEDULE**  
**ANNUAL ACTION PLAN - PROGRAM YEAR 2018**  
(DATES ARE SUBJECT TO CHANGE)

- |    |  |                 |
|----|--|-----------------|
| 27 | <b>Public Comment Period – Draft of 2018 Annual Action Plan:</b> Minimum 30 days required        | April-May, 2018 |
| 28 | <b>Public Hearing: Draft of 2018 Annual Action Plan</b> & Proposed Projects                      | April, 2018     |
| 29 | <b>Mayor’s Signature: Final 2018 Annual Action Plan</b>  | April, 2018     |
| 30 | CDBG Staff – <b>Submit Final 2018 Annual Action Plan</b> to HUD for Review & Approval (due 5/15) | May, 2018       |

Notes: Add affordable component to PY 2018 AAP.