



# BASE Honolulu Housing FAQ

(Frequently Asked Questions)

4/19/2013

## General

- 1. What Is PPV Housing?** PPV is an acronym for Public Private Venture. In 1996, Congress established the Military Housing Privatization Initiative (MHPI), which is often referred to as PPV. Designed to attract private sector financing, expertise and innovation, this venture provides housing faster and more efficiently than the traditional military construction processes. Military Services now have the authority to enter into agreements with private developers to own, maintain and operate family housing. On Oahu Coast Guard members may choose to use their basic housing allowance (BAH), to live on the economy or in PPV privatized housing. On the outer islands PPV housing is unavailable and members live in govt. quarters (if available), or on the local economy.
- 2. Is PPV Housing Considered Government Housing?** No it is not. All Coast Guard families coming to Hawaii who make the choice to live in PPV housing are considered to be living on the economy. PPV housing areas have been privatized and are **NOT** considered Government Owned Housing. The Army, Navy, and Air Force each have PPV housing agreements. The Coast Guard has teamed with the Army PPV partner Island Palm Communities (IPC), our agreement with IPC provides Coast Guard members the same priority as Army members for IPC housing.
- 3. Are PPV and IPC Housing the Same Thing?** This can be confusing for newcomers in that PPV is a term used for privatized housing in general. Since all military branches here on Oahu have entered into housing agreements with private sector companies the term PPV could technically refer to Army, Navy, or Air Force Housing. IPC is an acronym for Island Palm Communities and is the specific PPV that the Army and Coast Guard have partnered with in their own privatized housing initiatives.
- 4. Is Government Owned Housing Available for CG Members? Is it Mandatory?** The Coast Guard maintains very little government owned housing in the state of Hawaii. We have 6 homes on Oahu for senior officers, 5 enlisted family homes on the Big Island, and 6 enlisted family homes on Kauai. Once these homes are occupied newly arriving families are released to find housing on the economy. However, under current Commandant policy our owned housing must maintain 100% occupancy so it is VERY important that you receive a release from Govt. Quarters prior to signing a lease on the economy.
- 5. How Do I Get Added to the PPV Housing Lists?** All PPV Housing Offices require you to physically come into their office upon arrival to have your name added onto their waitlists. You must bring a copy of your orders and your placement on their housing lists will be determined by your departure date from your previous unit.
- 6. Is There an Advantage to Choosing One PPV Housing Agency Over Another?** Yes! As mentioned in #2 above we are partners with the Army and IPC; as such we are treated as equals in standing with all other Army families of the same makeup. IPC should be your first choice for PPV housing assignment because you are at your highest priority placement (2) with them. You will receive a lower placement priority for the Air Force and Navy PPV Housing Offices (3). It is however still worthwhile to be on Navy and Air Force PPV housing lists, we currently have Coast Guard families residing in both Navy and Air Force PPV housing.
- 7. Can I Be On More Than One Waitlist?** Yes. You may request placement on Army, Navy, and Air Force PPV waitlists simultaneously. However the Army PPV Housing Office maintains two separate regions and you can be on only ONE of those, either the North or South Region. The North Region consists of housing communities at Schofield, Wheeler, and Helamanu, this region typically houses Schofield Army personnel and Coast Guard personnel assigned to Air Station Barber's Point, the CG Cryptologic Unit Hawaii and COMMSTA Honolulu. The South Region consists of housing communities at Fort Shafter, Aliamanu Military Reservation (AMR), Red Hill, and Tripler, this region typically houses Shafter/Tripler Army personnel and Coast Guard personnel assigned to Sand Island units or to District. Generally speaking the waitlists for the IPC North Region move considerably faster than the waitlists for the IPC South. It is your choice as to which Region you choose to apply, therefore it is important to determine in advance whether the convenience of living closer to your workplace outweighs any potential hardships associated with temporary housing arrangements while waiting for your preferred location to become available.
- 8. How long is the Wait Time for PPV Housing?** This is our most difficult question to answer. PPV Housing is fluid and changes continually. Waitlist times can go from less than 60 days to over a year wait. The best answer is to continue to follow up with the Housing Offices you are applying to. Your waitlist time starts on the date you checked out of your previous unit. There are **NO GUARRANTEES** that you will get into PPV Housing within a specific timeframe.

**9. Where Will I Stay While I am Waiting for Housing?** This is a common question. The Coast Guard can approve up to 60 days of TLA once you have arrived, this is done in ten day increments as needed. Your best advice is to book a TLA approved hotel well in advance and follow standard TLA procedures. There are many excellent hotel options in Hawaii for use while you conduct your search for housing. The Base Honolulu Transportation Office or your sponsor can provide additional information on TLA and local hotel options. TLA will not be extended beyond 60 days except under extremely exceptional circumstances (per ch. 9 of JFTR U9160).

**10. Do I Keep Receiving BAH When I Live in PPV Housing?** Technically yes but you are required to turn your BAH over in its entirety to your PPV Housing Agency via a regular monthly allotment that you must establish after signing your lease. The exception to this rule is our "member married to member" families (i.e. both spouses are active duty military), in these cases the senior member's BAH in its entirety is allotted to the housing office for rent. The junior member however will be allowed to keep their BAH at the w/o dependants rate. If you do not live in PPV Housing or Government Quarters you will keep your entire BAH and utilize it as you wish.

**11. What about Furniture?** You can request temporary loaner furniture (Aloha furniture), if you are assigned to PPV Housing. Loaner furniture is not available if you are living on the economy as the furniture belongs to the PPV agencies and not the Coast Guard. You also can borrow household items from the "Loan Closet" such as kitchen ware, linen items, baby items and other optional items such as a microwave, ironing board, blender etc. Loan Closet items are available for families living in PPV housing, government housing, or on the local economy.

## Local Economy Housing

**1. What Costs are Involved With Living on the Local Economy?** Similar to rental housing on the mainland it is standard to pay one months' rent plus a security deposit equivalent to another months' rent. If you are promoted while living on the local economy you do not have to notify anyone and any additional BAH is yours. Leases are usually 1 year terms and typically do not increase during a members assignment. Utilities or other services may or may not be included with your' rent, you should read your lease thoroughly before you sign it so you know what is and is not included in your monthly rent.

**2. What is the Best Way to Find a Home on the Local Economy?** We suggest you use the Automated Housing Referral Network [www.ahrn.com](http://www.ahrn.com) (AHRN) first, then other sources such as the local newspaper or the internet. USAA maintains a housing page that may prove useful as may the website [www.militarybyowner.com](http://www.militarybyowner.com). Please DO NOT put a deposit on a property that is unseen by you or someone you trust. This will help prevent you from falling prey to scams or other unscrupulous business practices.

**3. What is the Typical Square Footage for a Home in Hawaii?** For housing available on the economy the word small is typically the best description when making a comparison to mainland homes. As such it may be best to downsize prior to arriving in Hawaii. Two bedroom homes are usually 750-800 SF, a three bedroom home is typically 1200 SF, and four bedrooms are usually 1500 SF. PPV housing is usually larger than the housing found on the economy. To compare, floor-plans and square footage information for PPV housing can usually be found on the web-sites of the appropriate housing office.

### **4. Are There Any Items I Shouldn't Bring?**

**Gas Appliances-** If you have any gas appliances (i.e. stove, dryer, etc.), you may want to consider selling or storing these before you arrive. Gas appliance fixtures do not exist in PPV housing and are uncommon on the economy.

**Excess Furniture or other Large Items-** As mentioned square footage is often at a premium, especially on the economy. To help alleviate this non-temporary storage can be arranged at government expense of your excess household goods (HHGs), for the duration of your tour should you choose to utilize it. The amount of HHG weight placed in non-temp storage will count toward your maximum entitled allowable weight of HHGs (established by pay-grade), when transferring on-island and then again when you leave Hawaii.

**5. What about Furniture?** Aloha furniture is not available when living on the local economy. The Coast Guard does not own Aloha furniture; this furniture is owned and maintained by the PPV housing offices and is therefore provided to PPV tenants only. You DO however have access to use items from the Loan Closet; these items include kitchen ware, linen items, baby items and other optional items such as a microwave, ironing board, blender, etc. Loan Closet items are part of an actual military program and as such are available for use regardless of whether a member resides in PPV housing, government housing, or on the economy. If assigned to an island other than Oahu you may not have Loan Closet access, contact the Base Honolulu Housing Office (808-842-2073) for more information.

**6. What are the BAH Rates in Oahu?** Oahu BAH (Basic Allowance for Housing) rates went up significantly in 2013. A BAH calculator can be found in the following link, when calculating use zip code 96819: <http://www.defensetravel.dod.mil/site/bahCalc.cfm>.

To find your own specific BAH rate you must use the BAH calculator in the link above but on average the 2013 Oahu BAH rates increased 11.83% over 2012 BAH rates. Individually this represents:

- 14.28% increase for Junior Enlisted
- 8.23% increase for Senior Enlisted
- 10.22% increase for Company Grade Officers
- 14.09% increase for Field Grade Officers.

In addition to BAH Hawaii residents also receive a sizable COLA (Cost of Living Allowance). Individual COLA rates can be determined at the following link: <http://www.defensetravel.dod.mil/site/colaCalc.cfm>. Oahu residents should use locality code HI009, you can find the locality code for other Hawaiian Islands using the locality pull-down box.

## Island Palm Communities (IPC)

- 1. What is Island Palm Communities (IPC)?** IPC is a Public Private Venture (PPV), residential community providing homes, community amenities, property management and maintenance services to Oahu Army and Coast Guard families. IPC is a partnership between the U.S. Army, the Coast Guard, and developer Actus Lend Lease. This partnership is building more than just homes; it is building communities that will help strengthen the relationships among Service Members in Hawaii. IPC maintains residential communities at Schofield Barracks, Wheeler Army Air Field, Helamanu, Fort Shafter, Tripler Army Medical Center, Aliamanu Military Reservation (AMR), and Red Hill.
- 2. What Priority Am I With Army/IPC Housing?** The Coast Guard has a contract with IPC that provides us the same housing priority (2), as Army personnel. While other military service members may apply for IPC housing they receive a lower housing priority (3). The exception to this is if you are assigned to a position which is considered priority (1) Key and Essential (K&E). The Coast Guard currently has 25 K&E slots in IPC housing. These are pre-designated for specific senior command billets. If you are transferring into a high level command position ask your sponsor to see if your position is listed on the K&E list. Coast Guard and Army members on waitlists for the Air Force and the Navy PPV housing are priority 3 and 4 (as are Air Force and Navy members when added to the IPC waitlist).
- 3. How Do I Begin the Process of Applying For a Home at IPC?** You may submit an application online <http://www.islandpalmcommunities.com/Become-a-Resident/Apply-for-a-Home/Home-Application/default.aspx> or print, complete, and fax to (808-275-3279). This form is used as a **management tool only** and informs IPC of your upcoming arrival. Your actual waitlist start date will be the date you depart your last unit. Once on-island you must check in with IPC Housing to receive your wait list number. Housing will not be made available unless the service member has at least 12 months remaining during his tour in order to comply with the required lease commitment.
- 4. What Documents Are Required?** You will need an original copy of orders and any applicable amendments. To qualify for family housing your dependants must be included on your orders. You may be added to the IPC waitlist if you arrive on-island in advance of your family but you must provide proof (via a copy of your families' flight itinerary), that your family actually intends to accompany you at a later date and reside in PPV housing.
- 5. What if I Have an Exceptional Family Member and Require a Specific Kind of Home?** Service members who need wheel-chair accessible housing due to a family member being enrolled in the Exceptional Family Member Program (EFMP) program must notify, and provide supporting documents to Island Palm Communities at the time they in-process for housing. Island Palm Communities will submit the medical documents to the Medical Board at Tripler Army Medical Center for review and recommendation. All families requiring specific accommodations for medical reasons must go through this process. IPC will do its best to offer the type of home recommended by the Medical Board. IPC will make the notification to the service member once determined whether there are or are not acceptable accommodations available. The medical review process takes approximately 10 business days.
- 6. What is Your BAH Going Towards at IPC?** BAH is used to support property and maintenance management services of homes and communities, some of which include 24-hour home maintenance services,

## BASE Honolulu Housing Office Frequently Asked Questions (FAQ)

exterior yard maintenance, maintenance of equipment and landscaping in common areas (playgrounds, community centers), utilities (water, electric, sewer), and family programs and activities.

**7. Once I Arrive in Hawaii, What Do I Need to Begin In-Processing?** Bring a copy of your orders or amended orders, your flight itinerary showing arrival dates of any dependents (if they did not initially travel with you), and your most recent Leave & Earnings Statement (LES). It is recommended you do this as your first opportunity but no later than within the first seven days of arrival.

### **8. What Other Eligibility Provisions Apply?**

**Assignment Provisions-** Married service members and service members married to other service members (if accompanied), are authorized assignment to family housing. Unmarried service members with approved dependants are also authorized family housing if those family members reside with them full-time.

**Eligibility-** Once the member's departure date from their previous unit is entered into IPC's system the member is placed on the applicable waiting list by rank, number of bedrooms needed and location (north or south). When placed on the waiting list the Service Member will sign a form that commits him/her to notify IPC of any changes in personal information such as phone numbers or off-post address. Service members are required to provide a copy of their LES and Orders upon assignment to the waiting list.

**9. What Costs are Associated With Moving into IPC Housing?** Rent is paid by an allotment in the full amount of your BAH, this allotment would start at the beginning of your first full month in housing. Until your allotment goes into effect you will be required to pay a pro-rated amount upfront for the remainder of the current month, i.e. with a move in date on the 10<sup>th</sup>, you would be required to pay 20 days upfront monies to cover the rest of your first month. If you are advanced or promoted while living in PPV housing, it is your responsibility to inform housing and increase your allotment to your newly applicable BAH rate. Failure to make this notification will be considered fraud, your housing office will take the necessary steps to recoup the unpaid difference once discovered and you could have UCMJ charges filed against you. If you have been frocked you are entitled to apply for a home at the level of your new pay-grade but until actually advanced will pay rent based upon your current BAH rate.

**10. What Pet Fees are Required When I Sign a Lease with IPC?** Any applicable pet fees are due upon move-in. A non-refundable \$75 fee per pet is assessed and a maximum of two pets are allowed. Many exotic pets are not permitted into PPV housing, if unsure please contact the IPC housing office and ask them about their policy.

**11. Are there Any Restrictions on Specific Types of Dog Breeds or Other Pets?** Yes, to help ensure the safety of all IPC families, there are restrictions on the types of dog breeds allowed in IPC communities. Please contact IPC or other PPV housing which you may be considering and inquire about their Pet Policies and specifically ask the number and types of pets allowed, applicable pet fees and other important information. There are also some limitations on exotic pets. Before shipping an exotic pet please ensure it is permitted by PPV or State policy as some species are restricted, for example Hawaii does not allow snakes to be transported to the island.

**12. Do We Pay Utilities in Army/IPC Housing?** Possibly, the current process is that your electric bill is compared to similar sized homes (3 bedroom, 4 bedroom, etc.), in your neighborhood each month. Your bill is then compared to the average bill. If your bill exceeds the average bill you would owe IPC the difference, if your bill was less you would receive a credit. In order to avoid processing numerous small checks each month IPC has established a \$50 threshold for charges or refunds. For example, if in June you exceeded the monthly average by \$10 you would not be billed at that time as that does not exceed the \$50 threshold. If in July you were \$70 lower than average you would then trigger the \$50 threshold and receive a rebate for \$60 (\$70 rebate minus the \$10 overage charge from the previous month). You will be mailed monthly statements listing current and previous balances. Currently only electricity bills are considered for a cost or rebate, water expenses are included in your rent. You are responsible to pay for your own cable, phone, and internet.

**13. Why Have I Moved Down the List Instead of Up?** Our most common complaint regarding housing wait-lists are that members sometimes move down their list rather than up. This is usually explained by the fact your ranking on the wait-list is directly tied to the date you departed your last unit rather than the date you actually arrived on-island. You may receive an initial ranking on the list only to later be bumped further down by a member(s) who was placed on the list after you but who had departed from their previous unit at earlier date.

**Example:** Member "A" departs previous unit on 29 June 12, but takes leave in route and does not report on island until 1 Aug 12. Member "B" departs their previous unit 30 June 12 and reports on island 1 July 12. Member "B" was #30 when added to the wait-list on 1 July 12, but was later bumped down to #31 on the list once Member "A" arrived on 1 Aug 12. The reason for this was that Member "A" had departed their previous unit one day earlier.

**14. Can You Explain the IPC Waitlists?** The short answer is that your waitlist status is determined by the date you departed your unit, the service member's pay-grade, and the number of bedrooms required.

The longer answer is that there are actually multiple lists based upon the service member's pay-grade and the number of bedrooms authorized. The names of the lists are as follows:

JNCO= E6 and below, SNCO= E7-E9, CG= O1-O3 &W1-W3, FG=O4-O5 & W4-W5, and SG=O6 & above.

These five lists are further broken down into sub-lists according to the number of bedrooms a family is authorized.

**Example:** An E-6 with a spouse and two children would likely be placed on the JNCO3 list; JNCO represents the member's pay-grade and the 3 represents the number of bedrooms authorized. This family's numeric placement on the JNCO3 list would then be determined by the date the service member departed their previous unit.

Your waitlist number is the number assigned to you on your appropriate list. There may be times when you may have a lower number than another member but the other member may get into IPC housing quicker based upon an earlier depart date or having a different bedroom requirement and being on another list entirely.

Another factor which may move other members ahead of you on a list is that they may have just returned from a tour in a hazardous duty zone (PATFORSWA tours are included for Coast Guard members). These members do not receive a higher priority, BUT the date used as departing their previous unit is the unit they left PRIOR to reporting to their hazardous duty tour. This usually results in members returning from hazardous duty tours moving near or to the top of their respective housing list. Typically this policy does not provide Army members returning from Afghanistan preferred placement on housing waitlists as those members are usually considered deployed and receive their PCS orders upon return to and departure from their previous unit. The exception to this are any incoming service members enrolled in the Wounded Warrior program, these members receive a priority (1) placement on PPV housing lists.

**15. What are These Rumors I am Hearing About IPC South Housing Being Unavailable in 2013?**

As with most rumors there is some truth to these rumors but also some misinformation. Construction is beginning in Fall 2013 to replace the old Tripler Housing with the same new modern housing as is found throughout the rest of IPC South. Unfortunately the old Tripler houses are still occupied and those tenants must be moved into other housing units prior to demolition efforts. To accomplish this IPC is placing current Tripler residents at the top of their respective housing lists. How much this affects your ability to secure IPC South Housing during the 2013 transfer season will depend upon which housing list your family would qualify for.

In February the families awaiting move from Tripler included 4 Company Grade Officer (O1-O3) families, 6 Senior Enlisted (E7-E9) families, 6 Junior Enlisted (E6 and below) 4 bedroom families, 2 Junior Enlisted 5 bedroom families and 84 Junior Enlisted 3 bedroom families. As of mid-April the pending Tripler moves are down to 3 Company Grade Officer families and 16 Junior Enlisted 3 bedroom families. However, although the Junior Enlisted 3 bedroom list will soon begin moving again IPC will still be working through the backlog that the Tripler relocations caused, incoming members qualifying for Junior Enlisted 3 bedroom housing should anticipate 90+ day wait-times this summer for IPC South housing. Alternative housing options these members may wish to consider are local economy housing (Oahu received significant 2013 BAH increases), Navy or Air Force PPV housing, or IPC North housing.

**16. Are There Advantages to PPV/IPC Housing Over Government Quarters?** Similar to living on the economy IPC and other PPV agencies recognize same sex marriages and allow these members and their families equal access for home application as is provided to traditional families. Residents may also petition IPC housing for permission to house a nanny or exchange student although approval is not guaranteed and when granted would be on a case by case basis.

**17. Are There Any Proven Strategies for Acquiring IPC Housing Sooner?** No. Assignment to IPC housing is based solely upon the policies explained throughout this document. However, there are several methods which can often help you and your family better manage the wait:

- Leave your dependants behind initially when you report to your new unit. While obviously not ideal this will allow you to search for housing while allowing your family to remain comfortable in their current residence vice having the entire family live out of a small hotel room for an indeterminate amount of time. For those members assigned to an afloat unit this may prove even more effective as these members have the option of residing onboard their unit while awaiting assignment to PPV housing.
- Prior to a member's TLA benefits expiring they are encouraged to contact IPC and request a listing of local month-to-month furnished rental properties. While this again is not an ideal circumstance it will allow more room for your family than would a standard hotel room. Once they arrive your HHGs may remain in storage on-island at government expense while you continue to wait for IPC or other PPV housing to become available.

## BASE Honolulu Housing Office Frequently Asked Questions (FAQ)

- Carefully manage your BAH and TLA benefits. TLA will not be extended beyond 60 days except under extremely exceptional circumstances (per ch. 9 of JFTR U9160). While receiving TLA members are simultaneously receiving BAH, BAS (if assigned to an ashore unit), and COLA. Each and every member is advised by the Transportation Office (and should be reminded by their Command), to save some of this money for future use in the event they have not yet secured permanent housing by the time the maximum 60 days of TLA is expended.
- Consider housing on the local economy. Rent and electricity can be expensive in Hawaii but BAH rates here are generous by mainland standards and our members also receive a sizable monthly COLA stipend. In many cases our members often find adequate affordable housing for their families on the local economy. <http://www.defensetravel.dod.mil/site/bahCalc.cfm>

### Additional Information

For more information regarding IPC Housing, please contact the IPC Leasing Office at: [IPC-Leasing@ipchawaii.com](mailto:IPC-Leasing@ipchawaii.com) or at 877-487-4323.

If after reading this FAQ you still have unanswered questions or feel you are not receiving an adequate answer from the IPC Housing Office please contact the Base Honolulu Housing Office (808-842-2073), or your Command Senior Enlisted Leader.

