

LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT  
COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009

**DEPARTMENT/AGENCY QUESTIONNAIRE**  
**Department of Community Services Block Grants for  
Community Development and Homeless Prevention and Rapid Rehousing**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:
  - (a) A brief summary of the program/project, including goals;

***COMMUNITY DEVELOPMENT BLOCK GRANT RECOVERY ACT (CDBG-R): The CDBG-R program enables local governments to undertake a wide range of activities intended to create suitable living environments, provide decent affordable housing, and create economic opportunities, primarily for persons of low- and moderate-income.***

***HOMELESSNESS PREVENTION AND RAPID RE-HOUSING (HPRP): The HPRP program provides funds for housing stability services including financial assistance, case management and legal services related to housing.***

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis;

***CDBG-R / HPRP: Formula / Block grant.***

- (c) Whether matching funds are required, and, if so:

***CDBG-R / HPRP: Not Applicable (N/A)***

- Are they available;
- Have they been secured;

- If they have not been secured, why not; and
- Will the State be required to continue that match or provide increased/full funding in the future;

(d) If there are additional requirements to receive funds, what are they;

***CDBG-R / HPRP: N/A.***

(e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);

***CDBG-R: \$2,626,694 expended by September 30, 2012 (CFY 2012 – 2013).***

***HPRP: \$4,016,074 expended by July 10, 2012 (CFY 2012 – 2013).***

(f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;

***CDBG-R / HPRP: The City considers any formula allocation from HUD to be a funding priority.***

(g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;

***CDBG-R: the City continues to work with other funders and stakeholders of CDBG-R activities to facilitate activity progress and completion.***

***HPRP: the City shared all its procedures and materials with the State of Hawaii.***

(h) The criteria used to select activities for the program/project;

***CDBG-R: activities were selected from a list of ranked alternates from the City's regular CDBG program for fiscal year 2009. To determine suitability for CDBG-R funding, activities were also evaluated on the following criteria which were outlined in the Notice of Program Requirements for CDBG-R: 1) readiness to proceed within 3 months, 2) capacity to be completed within 3 years, 3) job creation / retention.***

***Alternates that did not meet the criteria were not awarded CDBG-R funding.***

***HPRP: activities were selected based on: 1) feasibility of project and the expected benefit to those experiencing homelessness or in danger of losing their homes; 2) the experience of the agency in providing homelessness prevention and/or re-housing and stabilization services; and 3) the experience of the agency managing government grants.***

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;

***CDBG-R: a public notice was published in the Honolulu Star-Bulletin on May 27, 2009 listing the proposed projects and award amounts and inviting public comment over a 7-day period. No comments were received during that time.***

***HPRP: a public notice was published in the Honolulu Star-Bulletin on May 5, 2009 listing the proposed projects and award amounts and inviting public comment over a 12-day period. No comments were received during that time.***

***The City Council also passed resolutions in support of these programs. The process allowed for public notice and hearing.***

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

***CDBG-R: the CBGR-R activities were selected from a list of CDBG FY09 alternates which had been previously ranked by a 7 member selection committee composed of members who represented a cross-section of the community. The Request for Proposal (RFP) for the FY09 CDBG program included the manner in which the proposals would be evaluated, scored and selected. The City also provided technical assistance via workshops and a telephone help line. The project selection process has been reviewed and approved by the U.S. Department of Housing and Urban Development (HUD).***

***HPRP: the Request for Qualifications detailed the funding priorities based on the HPRP Notice of Program Requirements. A 3-member selection committee composed of City employees evaluated and scored the proposals.***

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

***CDBG-R / HPRP: the City ensures program compliance by keeping abreast of the rules and regulations concerning the CDBG-R and HPRP programs. City staff has taken advantage of technical assistance offered by HUD including webinars and telephone conferences. Before issuing agreements with the non-profit agencies, budgets were reviewed for reasonableness and eligibility. In addition, all payment requests are reviewed for completeness and eligibility by two City agencies.***

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed; and

***CDBG-R:***

- (a) % of awarded funds obtained: 100%***  
***(b) % of awarded funds expended: 3%***  
***(c) Part of the program completed: all activities are still in progress.***

***HPRP:***

- (a) % of awarded funds obtained: 100%***  
***(b) % of awarded funds expended: 23%***  
***(c) Part of the program completed: all activities are still in progress.***

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

***CDBG-R: The City anticipates the economic impact from this program to include:***

- Improved emergency shelters through the renovation of a group home at Central Oahu Youth Services Association.***
- Improved transitional shelters through the renovation of Ohana Ola O Kahamana (Alternative Structures International) and Gregory House (Gregory House Programs)***
- Improved community health through the expansion of the Kokua Kalihi Valley Community Health Center.***

- **Improved access to legal assistance through the funding of Hawaii Family Law Clinic (dba Ala Kuola) – assistance to victims of domestic violence and Legal Aid Society of Hawaii – home preservation. (4 jobs created / retained)**

**HPRP – Anticipated economic impact: Stabilization of the housing situation of persons most affected by the economic downturn. 13 jobs created / retained over two years**

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

**Due to staffing issues, the Federal Grants Unit did not apply for any other ARRA funds.**

3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements;
- (b) The effect of those barriers/constraints; and
- (c) If and how they were mitigated.

**CDBG-R / HPRP: None. While the CDBG-R program has experienced difficulties expending funds, the delays are primarily due to factors related to individual construction activities and not programmatic challenges.**

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**DEPARTMENT/AGENCY QUESTIONNAIRE  
Department of Community Services Congregate Nutrition**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:
  - (a) A brief summary of the program/project, including goals;

The goal of the project was to improve the health and reduce isolation of persons 60 years and older through the provision of low cost, nutritious meals and the opportunity to socialize at community-based group dining sites. Monies for this project were used to fund 16,431 meals served to 754 persons. The number of meals served was in addition to meals provided through other funding sources.

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis;

Funds were awarded through a contract with the State's Executive Office on Aging.

- (c) Whether matching funds are required, and, if so:

No matching funds were required.

- i. Are they available;
    - ii. Have they been secured;
    - iii. If they have not been secured, why not; and
    - iv. Will the State be required to continue that match or provide increased/full funding in the future;

- (d) If there are additional requirements to receive funds, what are they;

No additional requirements.

- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);

Amount: \$209,006 to be expended between July 1, 2009 and September 30, 2010.

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;

The priority was determined by the State's Executive Office on Aging (EOA) based on Federal priorities that target nutritional programs to socially isolated, low-income and frail homebound elders.

- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;

N/A.

- (h) The criteria used to select activities for the program/project;

Activities were determined by EOA in its contract with the City based on the Federal priorities regarding nutritional support. There are two options for providing nutritional support: congregate dining sites and home-delivered meals. The City was awarded an ARRA contract for each of these services.

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;

These funds were added as an amendment to an existing contract the city had with the state and the service provider. The initial grant went to the City Council for review and approval providing an opportunity for public input.

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

The contract was awarded in compliance with city and state laws.

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

(1) Contract stated that funds were to be used to provide additional meals beyond those already funded. (2) Service provider submitted monthly reports on meals provided. (3) Meals for this program were invoiced separately from meals funded by other sources. City staff also conducted several on-site visits to monitor service provision and fiscal practices.

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed; and

All meals contracted for have been provided. As of June 15, 2010, 75% of awarded funds has been obtained; the final 25% will be drawn-down shortly after July 1, 2010. The service provider has received 56% of contracted funds; the 44% balance will be paid shortly after the final draw-down is made on July 1, 2010.

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

1.85 jobs were created or retained, \$209,006 was used to purchase 16,431 additional meals for 754 primarily low-income seniors. Benefits of the congregate dining program were extended to approximately 225 new seniors, giving them access to programs and educational activities designed to improve their health and well-being.

- 2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

N/A

- 3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements;



Release of initial funds was delayed at the Federal level. Final payment of invoices was delayed by the City & County of Honolulu due to issues concerning the language of the contract amendment.

(b) The effect of those barriers/constraints; and

Service provider was required to expend its own funds to provide the meals required by its contract with the City.

(c) If and how they were mitigated.

Federal funds were released. Agency administrators expedited resolution of contracting issues.

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**DEPARTMENT/AGENCY QUESTIONNAIRE  
Department of Community Services Meal Delivery Service**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:
  - (a) A brief summary of the program/project, including goals;

The goal of the project was to promote the health and well-being and reduce isolation of persons 60 years and older whose ability to perform normal daily tasks is restricted to such a degree that independent living is threatened. Monies for this project were used to fund 11,680 meals served to 409 persons. The number of meals served was in addition to meals provided through other funding sources.

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis;

Funds were awarded through a contract with the State's Executive Office on Aging.

- (c) Whether matching funds are required, and, if so:

No matching funds were required.

- i. Are they available;
      - ii. Have they been secured;
      - iii. If they have not been secured, why not; and
      - iv. Will the State be required to continue that match or provide increased/full funding in the future;

- (d) If there are additional requirements to receive funds, what are they;

No additional requirements.

- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);

Amount: \$102,895 to be expended between July 1, 2009 and September 30, 2010.

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;

The priority was determined by the State's Executive Office on Aging (EOA) based on Federal priorities that target nutritional programs to socially isolated, low-income and homebound frail elders. The program addressed those priorities by providing home-delivered meals to homebound seniors.

- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;

N/A.

- (h) The criteria used to select activities for the program/project;

Activities were determined by EOA in its contract with the City based on the Federal priorities regarding nutritional support. There are two options for providing nutritional support: congregate dining sites and home-delivered meals. The City was awarded an ARRA contract for each of these services.

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;

These funds were added as an amendment to an existing contract the city had with the state and the service provider. The initial grant went to the City Council for review and approval providing an opportunity for public input.

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded

based on merit and in a prompt, fair, and reasonable manner;

The contract was awarded in compliance with all city and state laws.

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

(1) Contract stated that funds were to be used to provide additional meals beyond those already funded. (2) Service providers submitted monthly reports on meals provided. (3) Meals for this program were invoiced separately from meals funded by other sources. City staff also conducted several on-site visits to monitor service provision and fiscal practices.

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed; and

All meals contracted for have been provided. As of June 15, 2010, 75% of awarded funds has been obtained; the final 25% will be drawn-down shortly after July 1, 2010. The service provider has received 56% of contracted funds; the 44% balance will be paid shortly after the final draw-down is made on July 1, 2010.

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

2.61 jobs were created or retained, \$102,895 was used to purchase 11,680 additional meals for 409 frail, primarily low-income seniors. Benefits of the home delivered meals program were extended to approximately 180 new home-bound seniors, delivering meals to their homes, and in the process enabling the agencies to monitor their health and safety, provide the warmth of human contact in the aspect of a friendly volunteer bringing a meal to their house, and thereby improving their health and well-being.

- 2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

N/A

- 3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements;

Release of initial funds was delayed at the Federal level. Final payment of invoices was delayed by the City & County of Honolulu due to issues concerning the language of the contract amendment.

- (b) The effect of those barriers/constraints; and

Service provider was required to expend its own funds to provide the meals required by its contract with the City.

- (c) If and how they were mitigated.

Federal funds were released. Agency administrators expedited resolution of contracting issues.

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**DEPARTMENT/AGENCY QUESTIONNAIRE  
Department of Community Services Workforce Investment Act**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:

- (a) A brief summary of the program/project, including goals;

The Department of Community Services through its WorkHawaii/Oahu WorkLinks Division and the Office of Special Projects implements the Workforce Investment Act Adult, Dislocated Worker (DW), and Youth Programs. The Department received ARRA funds to supplement these existing programs. These programs provide services and training activities to increase the employment, retention and earnings of participants, and to increase the occupational skill attainment by participants, thereby improving the quality of the workforce, reducing welfare dependency and enhancing the productivity and competitiveness of the Nation's economy. Furthermore, the Youth Program implements workforce investment activities that provide youth seeking assistance in achieving academic and employment success on-going mentoring opportunities, supportive services, incentives for recognition and achievements, leadership development training and work readiness and work experience training.

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis;

These ARRA formula funds are provided through the State Department of Labor and Industrial Relations.

(c) Whether matching funds are required, and, if so:

N/A

i. Are they available;

ii. Have they been secured;

iii. If they have not been secured, why not; and

iv. Will the State be required to continue that match or provide increased/full funding in the future;

(d) If there are additional requirements to receive funds, what are they;

N/A

(e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);

The period of performance for these grants is April 15, 2009 to December 31, 2010. Original grant amounts are:

Youth: \$1,483,080.00

DW: \$1,444,279.00

Adult: \$ 490,859.00

(f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;

The Workforce Investment Act of 1998 (Public Law 105-220) defines the federal regulations and requirements and criteria to implement the abovementioned programs. These ARRA funds are used to supplement, not supplant the WIA Title I funds received from the State DLIR. The funds are utilized to supplement the existing services provided through the City and County of Honolulu's Oahu WorkLinks centers.

The Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;

The City Department of Community Services collaborates with the following departments to administer the grant and implement program services and activities: (1) Federal – DOL; (2) State – DLIR, DOE, and DVR; and (3) City – BFS and COR.

- (g) The criteria used to select activities for the program/project;

Same response as (f)

- (h) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;

The State DLIR which provides this funding does not require public notice and comment to be sought. However, The City Council passed a resolution in support of this grant providing the opportunity for public input.

- (i) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

Same response as (f)

- (j) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

Same response as (f)

- (k) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed; and

All funds have been encumbered through agreements with the State DLIR. Currently, the abovementioned programs are providing services and activities for WIA-eligible



individuals ages 16+. \$1,658,058.65 of the \$3,418,218.00 encumbered has been expended.

- (l) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

Jobs created as follows: (1) Youth = 1.34; (2) DW = 4.429 and (3) Adult = 3.02. A total of 357 temporary positions were created and retained from June 15, 2009 to September 30, 2009 through the implementation of the 2009 Summer Youth Work Experience Program. These programs aims to assist 1050 disadvantaged youth and adults and dislocated workers attain a high school diploma or equivalent, secure and retain jobs, obtain occupational skills, enter post-secondary training including college, advanced occupational skills training and apprenticeship training programs and attain an industry-recognized credential.

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

N/A

3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements;

N/A

- (b) The effect of those barriers/constraints; and

- (c) If and how they were mitigated.

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**DEPARTMENT/AGENCY QUESTIONNAIRE  
Department of Community Services YouthBuild Grant**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:

- (a) A brief summary of the program/project, including goals;

The YouthBuild Honolulu Program provides job training and educational opportunities for at-risk youth, ages 16-24 while constructing or rehabilitating affordable housing for low-income or homeless families in their own neighborhoods. The program includes significant support systems such as mentoring, placement in post-secondary education and employment, personal counseling services, civic engagement and participation in community service.

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis;

YouthBuild Honolulu is funded through a competitive discretionary grant from the United States Department of Labor.

- (c) Whether matching funds are required, and, if so:

Yes, "non-federal" matching funds are required.

- i. Are they available;

Yes, through the state and non-profit agencies that partner with the YouthBuild Honolulu Program to implement services and activities for program participants.

ii. Have they been secured;

Yes, these funds are secured as part of the condition of the grant application.

iii. If they have not been secured, why not; and

iv. Will the State be required to continue that match or provide increased/full funding in the future;

All program partners commit matching funds throughout the grant's period of performance.

(d) If there are additional requirements to receive funds, what are they; n/a

(e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);

The total grant award is \$1,100,000 with an initial increment of \$699,600 and the period of performance is July 1, 2009 to June 30, 2012.

(f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;

The United States Department of Labor Notice of Availability of funds and Solicitation for Grant Applications (SGA/DFA PY 08-07) for YouthBuild Grants announced the availability of \$47 million in grant funds for YouthBuild grants. This SGA identified that grant funds will be used to provide disadvantaged youth with the education and employment skills necessary to achieve economic self-sufficiency in occupations in high demand and postsecondary education and training opportunities. Furthermore, the SGA identified the services and activities to be rendered, the application rating criteria, awarding process and grant/agreement requirements.

(g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;

The City Department of Community services collaborates with the following departments to administer the grant and implement program services and activities: (1) Federal – DOL; (2) State – Hawaii Public Housing Authority and Windward Community College; and (3) City – BFS, COR, and DOT.

- (h) The criteria used to select activities for the program/project;

Same response as (f)

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;

USDOL which provides 100% funding for YouthBuild Honolulu does not require public notice and comment to be sought. However, the City Council passed a resolution in support of this grant application allowing for public input.

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

Same response as (f)

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

Same response as (f)

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed; and

YouthBuild Honolulu is an on-going program and currently implements services and activities for 21 disadvantaged young people, ages 16 to 24. \$149,000 of the \$699,600 encumbered has been expended.

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

1.5 jobs created. YouthBuild Honolulu aims to assist 74 non-high school graduates with securing job skills and placing them in entry-level jobs that lead to careers, apprenticeship training programs connected to the building and trades industry or college. YouthBuild helps disadvantaged young keep from involvement in the justice system, begin to earn a wage that leads to self-sufficiency, and develop into positive citizens of our State of Hawaii.

- 2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

N/A

- 3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements;

N/A

- (b) The effect of those barriers/constraints; and
- (c) If and how they were mitigated.

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**HONOLULU POLICE DEPARTMENT QUESTIONNAIRE  
Byrne Memorial Justice Assistance Grant Formula Allocation to the City**

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**1. GRANT: FY09 Recovery Act Byrne Memorial Justice Assistance Grant # 2009 –SB-B9-1306**

For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:

(a) A brief summary of the program/project, including goals.

The Honolulu Police Department (HPD) programs in this grant include:

- Community Policing Resource Center (CPRC), \$491,400.  
GOAL: To increase the abilities and support staffing for community policing projects in all eight police districts. To fund **2.0 FTE** support personnel and train and certify community policing trainers for a centralized CPRC.
- Online Training Program, \$553,861.  
GOAL: To continue a previously funded Justice Assistance Grant (JAG) project to increase the number of online topics for police officers to have 24/7 access to both mandatory and elective training topics.
- CRD Psychiatric Nurse Project, \$380,196.  
GOAL: To continue a pilot program previously funded by the Department of Health to provide a full-time psychiatric nurse at the Central Receiving Division for the Emergency Psychological Services and Jail Diversion Program. This is designed to enhance officer and arrestee safety and to result in cost savings.
- Scientific Personnel Staffing, \$134,362.

GOAL: To fund **1.0 FTE** evidence custodian position in the HPD Forensic Lab for three years.

- Speed Message Trailers, \$131,932.

GOAL: To procure speed trailers and message board trailers for traffic controls and safety in Districts 2 and 8. To be used for traffic safety and road closures in Ewa/Kapolei and Mililani communities.

- Project IMPACT: “The Buck Stops Here”, \$172,077.

GOAL: To increase the effectiveness of the Narcotics/Vice Division's Gambling Detail to focus on cockfights and illegal game rooms, increase arrests and seizures, conduct training on organized crime trends, and other related gambling/tactical/investigative issues.

- Surveillance Equipment, \$205,000.

GOAL: To increase the Criminal Intelligence Unit's surveillance capacity by upgrading to digital technology to enhance investigations.

- Subaward to the Department of the Prosecuting Attorney, \$1,036,840.

GOAL: To retain **2.5 FTE** Deputy Prosecuting Attorneys to staff the Community Prosecution and Drug Court Prosecution programs. NOTE: Project scope has been modified. The original proposal was to hire 2.0 FTE (one paralegal and one clerical), 1.0 FTE bilingual community prosecutor, and to retain 2.5 FTE Deputy Prosecuting Attorneys.

- Administrative costs, \$345,074.

GOAL: To fund **2.0 FTE** positions: (1) Planner IV, grant manager, and (1) Accountant III for ARRA accounting and reporting purposes.

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis.

Funds were awarded by the Bureau of Justice Assistance, Office of Justice Programs, U. S Department of Justice, as a part of the JAG formula grant to local law enforcement (HPD/POA) of the City and County of Honolulu.

- (c) Whether matching funds are required, and, if so.

Matching funds are not required for the JAG ARRA grant.

- (d) If there are additional requirements to receive funds.

All "Special Conditions" must be met to continue receiving grant funds. Refer to attached list of "Special Conditions."

- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g., SFY 2009-2010 or FFY 2009-2010).

The amount of JAG ARRA funds awarded to the City and County of Honolulu local law enforcement includes: \$2,413,902 allocated to the Honolulu Police Department and \$1,036,840 allocated to the Department of the Prosecuting Attorney. The funds must be expended in SFY 2013 (exact end date for the JAG ARRA grant is 02/28/2013).

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them?

Law Enforcement projects funded by this grant are priority programs designated by the Chief of Police. Per the application, JAG funds may be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, information systems for criminal justice, and criminal justice-related research and evaluation activities that will improve or enhance:

- Law Enforcement programs.
- Prosecution and court programs.
- Prevention and education programs.
- Corrections and community corrections programs.
- Drug treatment and enforcement programs.
- Planning, evaluation, and technology improvement programs.
- Crime victim and witness programs (other than compensation).



- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies.

The Honolulu Police Department collaborates with community and drug court prosecution efforts to strengthen criminal justice system response to crimes in the City and County of Honolulu.

- (h) The criteria used to select activities for the program/project.

Projects for this funding were selected from 26 proposals from all elements of the Honolulu Police Department. Final selections were made by a Chief's Review Panel process to fund new hires and also positions and projects that would not exist without grant funds.

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why.

Public review and comment is required by the federal agency. This application was posted for public review and discussed by way of City Council Resolution 09-170 CD1. A public hearing notice of the award was published in the Star Bulletin on June 16, 2009.

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner.

This was a formula grant applied for by the HPD, the official recipient of Local Solicitation JAG grants. The Department of the Prosecuting Attorney is provided with 33 percent of the total JAG grant, the only other public safety department in the city, for criminal justice purposes.

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse.

The HPD and the Department of the Prosecuting Attorney collaborate on projects to ensure that no duplication or waste occurs. Fiscal reports are the responsibility of the City and County Department of Budget and Fiscal Services and the

HPD's Finance Division to ensure that funds are managed properly based on sound accounting principles and practices.

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed.

As of the last quarterly federal report, the projects have all been initiated. Approximately \$752,034 or 22 percent of the funds have been encumbered or expended to date. All projects are ongoing throughout the term of the grant funding period.

- (m) Actual or anticipated economic impact to the state of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project .

The economic impact of this grant project is an additional \$3,450,742 for City and County of Honolulu law enforcement personnel and operations not funded by other means. Expenditures for salary support are as follows: (6.99 FTE) New hires include: (1) Community Relations Specialist, (1) Senior Clerk-Typist at the HPD Community Policing Resource Center; (1.49 FTE) Administrative positions for grant administration at the HPD Finance Division: (1) Planner IV, (1) Accountant II.

Jobs Retained are as follows: (3.5 FTE) include: (1) Evidence Custodian at the HPD Forensic lab; (2.5 FTE) at the Prosecutor's Office: (2) Community Prosecuting Attorneys; (0.5) Drug Court Prosecuting Attorney.

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

N/A. Federal grant funding has always been sought to support public safety initiatives such as this project.

3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements.

None at this time.

(b) The effect of those barriers/constraints; and

(c) If and how they were mitigated.



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1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of OJP grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the OJP Financial Guide, Chapter 19.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

mail:

Office of the Inspector General  
U.S. Department of Justice  
Investigations Division  
950 Pennsylvania Avenue, N.W.  
Room 4706  
Washington, DC 20530

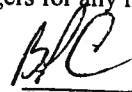
e-mail: [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov)

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at [www.usdoj.gov/oig](http://www.usdoj.gov/oig).

6. **RECOVERY ACT – Conflict with Other Standard Terms and Conditions**  
The recipient understands and agrees that all other terms and conditions contained in this award, or in applicable OJP grant policy statements or guidance, apply unless they conflict or are superseded by the terms and conditions included here that specifically implement the American Recovery and Reinvestment Act of 2009, Public Law 111-5 (“ARRA” or “Recovery Act”) requirements. Recipients are responsible for contacting their grant managers for any needed clarifications.

  
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7. The grantee agrees to assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these grant funds, either directly by the grantee or by a subgrantee. Accordingly, the grantee agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the grant, the grantee agrees to contact BJA.

The grantee understands that this special condition applies to its following new activities whether or not they are being specifically funded with these grant funds. That is, as long as the activity is being conducted by the grantee, a subgrantee, or any third party and the activity needs to be undertaken in order to use these grant funds, this special condition must first be met. The activities covered by this special condition are:

- a. New construction;
- b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The grantee understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The grantee further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at [website], for programs relating to methamphetamine laboratory operations.

Application of This Special Condition to Grantee's Existing Programs or Activities: For any of the grantee's or its subgrantees' existing programs or activities that will be funded by these grant funds, the grantee, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

8. To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdiction, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the grantee can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.
9. The grantee agrees to comply with all reporting, data collection and evaluation requirements, as prescribed by law and detailed by the BJA in program guidance for the Justice Assistance Grant (JAG) Program. Compliance with these requirements will be monitored by BJA.
10. The recipient agrees that any information technology system funded or supported by OJP funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 42 U.S.C. 3789g(c)-(d). Recipient may not satisfy such a fine with federal funds.

  
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11. The grantee agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment. See [http://www.ojp.gov/about/ocr/equal\\_fbo.htm](http://www.ojp.gov/about/ocr/equal_fbo.htm).
12. The recipient agrees to ensure that the State Information Technology Point of Contact receives written notification regarding any information technology project funded by this grant during the obligation and expenditure period. This is to facilitate communication among local and state governmental entities regarding various information technology projects being conducted with these grant funds. In addition, the recipient agrees to maintain an administrative file documenting the meeting of this requirement. For a list of State Information Technology Points of Contact, go to <http://www.it.ojp.gov/default.aspx?area=policyAndPractice&page=1046>.
13. The recipient agrees that funds received under this award will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement activities.
14. **RECOVERY ACT - JAG - Trust Fund**  
The recipient is required to establish a trust fund account. (The trust fund may or may not be an interest-bearing account.) The fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of either the Edward Byrne Memorial Justice Assistance Grant Program (JAG) or Recovery JAG Program. The recipient also agrees to obligate and expend the grant funds in the trust fund (including any interest earned) during the period of the grant. Grant funds (including any interest earned) not expended by the end of the grant period must be returned to the Bureau of Justice Assistance no later than 90 days after the end of the grant period, along with the final submission of the Financial Status Report (SF-269).
15. **RECOVERY ACT – Access to Records, Interviews**  
The recipient understands and agrees that DOJ (including OJP and the Office of the Inspector General (OIG)), and its representatives, and the Government Accountability Office (GAO), shall have access to and the right to examine all records (including, but not limited to, books, papers, and documents) related to this Recovery Act award, including such records of any subrecipient, contractor, or subcontractor.  
  
The recipient also understands and agrees that DOJ and the GAO are authorized to interview any officer or employee of the recipient (or of any subrecipient, contractor, or subcontractor) regarding transactions related to this Recovery Act award.
16. **RECOVERY ACT – One-time funding**  
The recipient understands and agrees that awards under the Recovery Act will be one-time awards and accordingly that its proposed project activities and deliverables are to be accomplished without additional DOJ funding.

  
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17. **RECOVERY ACT – Separate Tracking and Reporting of Recovery Act Funds and Outcomes**  
The recipient agrees to track, account for, and report on all funds from this Recovery Act award (including specific outcomes and benefits attributable to Recovery Act funds) separately from all other funds, including DOJ award funds from non-Recovery Act awards awarded for the same or similar purposes or programs. (Recovery Act funds may be used in conjunction with other funding as necessary to complete projects, but tracking and reporting of Recovery Act funds must be separate.)  
  
Accordingly, the accounting systems of the recipient and all subrecipients must ensure that funds from this Recovery Act award are not commingled with funds from any other source.  
  
The recipient further agrees that all personnel (including subrecipient personnel) whose activities are to be charged to the award will maintain timesheets to document hours worked for activities related to this award and non-award-related activities.
18. **RECOVERY ACT – Subawards – Monitoring**  
The recipient agrees to monitor subawards under this Recovery Act award in accordance with all applicable statutes, regulations, OMB circulars, and guidelines, including the OJP Financial Guide, and to include the applicable conditions of this award in any subaward. The recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of Recovery Act funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.
19. **RECOVERY ACT – Subawards – DUNS and CCR for Reporting**  
The recipient agrees to work with its first-tier subrecipients (if any) to ensure that, no later than the due date of the recipient's first quarterly report after a subaward is made, the subrecipient has a valid DUNS profile and has an active registration with the Central Contractor Registration (CCR) database.
20. **RECOVERY ACT - Quarterly Financial Reports**  
The recipient agrees to submit quarterly financial status reports to OJP. At present, these reports are to be submitted on-line (at <https://grants.ojp.usdoj.gov>) using Standard Form SF 269A, not later than 45 days after the end of each calendar quarter. The recipient understands that after October 15, 2009, OJP will discontinue its use of the SF 269A, and will require award recipients to submit quarterly financial status reports within 30 days after the end of each calendar quarter, using the government-wide Standard Form 425 Federal Financial Report form (available for viewing at [www.whitehouse.gov/omb/grants/standard\\_forms/ffr.pdf](http://www.whitehouse.gov/omb/grants/standard_forms/ffr.pdf)). Beginning with the report for the fourth calendar quarter of 2009 (and continuing thereafter), the recipient agrees that it will submit quarterly financial status reports to OJP on-line (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form, not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the grant period.

  
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21. **RECOVERY ACT – Recovery Act Transactions Listed in Schedule of Expenditures of Federal Awards and Recipient Responsibilities for Informing Subrecipients**
- (a) The recipient agrees to maintain records that identify adequately the source and application of Recovery Act funds, to maximize the transparency and accountability of funds authorized under the Recovery Act as required by the Act and in accordance with 2 CFR 215.21, “Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-profit Organizations” and OMB A-102 Common Rules provisions (relating to Grants and Cooperative Agreements with State and Local Governments).
- (b) The recipient agrees to separately identify the expenditures for Federal awards under the Recovery Act on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection Form (SF-SAC) required by OMB Circular A-133. This condition only applies if the recipient is covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133, “Audits of States, Local Governments, and Non-Profit Organizations.” This shall be accomplished by identifying expenditures for Federal awards made under the Recovery Act separately on the SEFA, and as separate rows under Item 9 of Part III on the SF-SAC by CFDA number, and inclusion of the prefix “ARRA-” in identifying the name of the Federal program on the SEFA and as the first characters in Item 9d of Part III on the SF-SAC.
- (c) The recipient agrees to separately identify to each subrecipient the Federal award number, CFDA number, and amount of Recovery Act funds, and to document this identification both at the time of subaward and at the time of disbursement of funds. When a recipient awards Recovery Act funds for an existing program, the information furnished to subrecipients shall distinguish the subawards of incremental Recovery Act funds from regular subawards under the existing program.
- (d) The recipient agrees to require its subrecipients to specifically identify Recovery Act funding on their SEFA information, similar to the requirements for the recipient SEFA described above. This information is needed to allow the recipient to properly monitor subrecipient expenditure of Recovery Act funds as well as facilitate oversight by the Federal awarding agencies, the DOJ OIG, and the GAO.
22. **RECOVERY ACT – Reporting and Registration Requirements under Section 1512 of the Recovery Act.**
- (a) This award requires the recipient to complete projects or activities which are funded under the Recovery Act and to report on use of Recovery Act funds provided through this award. Information from these reports will be made available to the public.
- (b) The reports are due no later than ten calendar days after each calendar quarter in which the recipient receives the assistance award funded in whole or in part by the Recovery Act.
- (c) Recipients and their first-tier recipients must maintain current registrations in the Central Contractor Registration ([www.ccr.gov](http://www.ccr.gov)) at all times during which they have active federal awards funded with Recovery Act funds. A Dun and Bradstreet Data Universal Numbering System (DUNS) Number ([www.dnb.com](http://www.dnb.com)) is one of the requirements for registration in the Central Contractor Registration.
- (d) The recipient shall report the information described in section 1512(c) of the Recovery Act using the reporting instructions and data elements that will be provided online at [www.FederalReporting.gov](http://www.FederalReporting.gov) and ensure that any information that is pre-filled is corrected or updated as needed.

  
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23. RECOVERY ACT – Provisions of Section 1512(c)

The recipient understands that section 1512(c) of the Recovery Act provides as follows:

Recipient Reports- Not later than 10 days after the end of each calendar quarter, each recipient that received recovery funds from a Federal agency shall submit a report to that agency that contains--

- (1) the total amount of recovery funds received from that agency;
- (2) the amount of recovery funds received that were expended or obligated to projects or activities; and
- (3) a detailed list of all projects or activities for which recovery funds were expended or obligated, including--
  - (A) the name of the project or activity;
  - (B) a description of the project or activity;
  - (C) an evaluation of the completion status of the project or activity;
  - (D) an estimate of the number of jobs created and the number of jobs retained by the project or activity; and
  - (E) for infrastructure investments made by state and local governments, the purpose, total cost, and rationale of the agency for funding the infrastructure investment with funds made available under this Act, and name of the person to contact at the agency if there are concerns with the infrastructure investment.
- (4) Detailed information on any subcontracts or subgrants awarded by the recipient to include the data elements required to comply with the Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282), allowing aggregate reporting on awards below \$25,000 or to individuals, as prescribed by the Director of the Office of Management and Budget.

24. RECOVERY ACT – Protecting State and Local Government and Contractor Whistleblowers (Recovery Act, section 1553)

The recipient recognizes that the Recovery Act provides certain protections against reprisals for employees of non-Federal employers who disclose information reasonably believed to be evidence of gross management, gross waste, substantial and specific danger to public health or safety, abuse of authority, or violations of law related to contracts or grants using Recovery Act funds. For additional information, refer to section 1553 of the Recovery Act. The text of Recovery Act is available at [www.ojp.usdoj.gov/recovery](http://www.ojp.usdoj.gov/recovery).

25. RECOVERY ACT – Limit on Funds (Recovery Act, section 1604)

The recipient agrees that none of the funds under this award may be used by any State or local government, or any private entity, for construction costs or any other support of any casino or other gambling establishment, aquarium, zoo, golf course, or swimming pool.

26. RECOVERY ACT – Infrastructure Investment (Recovery Act, sections 1511 and 1602)

The recipient agrees that it may not use any funds made available under this Recovery Act award for infrastructure investment absent submission of a satisfactory certification under section 1511 of the Recovery Act. Should the recipient decide to use funds for infrastructure investment subsequent to award, the recipient must submit appropriate certifications under section 1511 of the Recovery Act and receive prior approval from OJP. In seeking such approval, the recipient shall give preference to activities that can be started and completed expeditiously, and shall use award funds in a manner that maximizes job creation and economic benefits. The text of the Recovery Act (including sections 1511 and 1602) is available at [www.ojp.usdoj.gov/recovery](http://www.ojp.usdoj.gov/recovery).

  
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27. **RECOVERY ACT – Buy American Notification (Recovery Act, section 1605)**

The recipient understands that this award is subject to the provisions of section 1605 of the Recovery Act (“Buy American”). No award funds may be used for iron, steel, or manufactured goods for a project for the construction, alteration, maintenance, or repair of a public building or public work, unless the recipient provides advance written notification to the OJP program office, and a Grant Adjustment Notice is issued that modifies this special condition to add government-wide standard conditions (anticipated to be published in subpart B of 2 C.F.R. part 176) that further implement the specific requirements or exceptions of section 1605.

Section 1605 of the Recovery Act prohibits use of any Recovery Act funds for a project for the construction, alteration, maintenance, or repair of a public building or public work unless all of the iron, steel, and manufactured goods used in the project are produced in the United States, subject to certain exceptions, including United States obligations under international agreements.

For purposes of this special condition, the following definitions apply:

“Public building” and “public work” means a public building of, and a public work of, a governmental entity (the United States; the District of Columbia; commonwealths, territories, and minor outlying islands of the United States; State and local governments; and multi-State, regional, or interstate entities which have governmental functions). These buildings and works may include, without limitation, bridges, dams, plants, highways, parkways, streets, subways, tunnels, sewers, mains, power lines, pumping stations, heavy generators, railways, airports, terminals, docks, piers, wharves, ways, lighthouses, buoys, jetties, breakwaters, levees, and canals, and the construction, alteration, maintenance, or repair of such buildings and works.

“Manufactured good” means a good brought to the construction site for incorporation into the building or work that has been--

- (1) Processed into a specific form and shape; or
- (2) Combined with other raw material to create a material that has different properties than the properties of the individual raw materials.

“Steel” means an alloy that includes at least 50 percent iron, between .02 and 2 percent carbon, and may include other elements.

For purposes of OJP grants, projects involving construction, alteration, maintenance, or repair of jails, detention facilities, prisons, public crime victims’ shelters, police facilities, or other similar projects will likely trigger this provision.

NOTE: The recipient is encouraged to contact the OJP program manager – in advance – with any questions concerning this condition, including its applicability to particular circumstances.

  
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28. **RECOVERY ACT – Wage Rate Requirements under Section 1606 of the Recovery Act**  
(a) Section 1606 of the Recovery Act requires that all laborers and mechanics employed by contractors and subcontractors on projects funded directly by or assisted in whole or in part by and through the Federal Government pursuant to the Recovery Act shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code.

Pursuant to Reorganization Plan No. 14 and the Copeland Act, 40 U.S.C. 3145, the Department of Labor has issued regulations at 29 CFR Parts 1, 3, and 5 to implement the Davis-Bacon and related Acts. Regulations in 29 CFR 5.5 instruct agencies concerning application of the standard Davis-Bacon contract clauses set forth in that section. The standard Davis-Bacon contract clauses found in 29 CFR 5.5(a) are to be incorporated in any covered contracts made under this award that are in excess of \$2,000 for construction, alteration or repair (including painting and decorating).

(b) For additional guidance on the wage rate requirements of section 1606, contact your awarding agency. Recipients of grants, cooperative agreements and loans should direct their initial inquiries concerning the application of Davis-Bacon requirements to a particular federally assisted project to the Federal agency funding the project. The Secretary of Labor retains final coverage authority under Reorganization Plan Number 14.

29. **RECOVERY ACT – NEPA and Related Laws**  
The recipient understands that all OJP awards are subject to the National Environmental Policy Act (NEPA, 42 U.S.C. section 4321 et seq.) and other related Federal laws (including the National Historic Preservation Act), if applicable. The recipient agrees to assist OJP in carrying out its responsibilities under NEPA and related laws, if the recipient plans to use Recovery Act funds (directly or through subaward or contract) to undertake any activity that triggers these requirements, such as renovation or construction. (See 28 C.F.R. Part 61, App. D.) The recipient also agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this award.
30. **RECOVERY ACT – Misuse of award funds**  
The recipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.
31. **RECOVERY ACT – Additional Requirements and Guidance**  
The recipient agrees to comply with any modifications or additional requirements that may be imposed by law and future OJP (including government-wide) guidance and clarifications of Recovery Act requirements.
32. **RECOVERY ACT - JAG - Delinquent section 1512(c) reports**  
The recipient acknowledges that it has certified that it will comply with all reporting requirements under section 1512(c) of the Recovery Act. (An online reporting mechanism is anticipated to be available for award recipient use by October 10, 2009.) Further to this certification, a failure to comply with the section 1512(c) reporting requirements may, in addition to other penalties, subject the recipient to the following:  
(1) After failure to report section 1512(c) data for two consecutive reporting periods, the recipient may be— (a) precluded from drawing down funds under any OJP award, and/or (b) deemed ineligible for future discretionary OJP awards, until such time as the recipient becomes current in its section 1512(c) reporting obligations; and  
(2) After failure to report section 1512(c) data for three consecutive reporting periods, the recipient, upon written demand of the Director of BJA, shall return to OJP any unexpended award funds (including any unexpended interest earned on award funds) within 15 calendar days of the date of the demand notice. Thereafter, the recipient's award shall be converted to a cost-reimbursable grant until such time as the recipient becomes current in its section 1512(c) reporting obligations, and remains current for not less than two additional consecutive reporting periods.

  
Initial

**LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT  
COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009**

**HONOLULU POLICE DEPARTMENT QUESTIONNAIRE  
Byrne Memorial Justice Assistance Grant through the State Attorney  
General**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

**1. GRANT: FY09 Recovery Act Byrne Memorial Justice Assistance Grant (State Department of the Attorney General) Project #: 09 – SU-19**

For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:

- (a) A brief summary of the program/project, including goals.

“School Emergency Response Plan” is to educate schools and first responders in recognizing, surviving, and responding to deadly situations in schools.

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis.

Approximately \$10 million was available for Hawaii under this grant program. The funding was distributed by formula – 60 percent to the State and 40 percent to local jurisdictions. Funds were awarded as a formula/block grant to the Department of the Attorney General by the Bureau of Justice Assistance, Office of Justice Programs, U. S Department of Justice, as a part of the FY2009-ARRA JAG formula grant.

- (c) Whether matching funds are required, and, if so.

Matching funds are not required for the JAG ARRA grant.

- (d) If there are additional requirements to receive funds.

A contract was signed between the Department of the Attorney General and the Honolulu Police Department to administer these funds.

- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g., SFY 2009-2010 or FFY 2009-2010).

The amount of JAG ARRA funds awarded was \$250,500. The funds must be expended in SFY 2013 (exact end date for this grant is 08/31/2012).

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them?

Applications from state and county government agencies were solicited for projects to be considered for funding. Proposals must fall under one of five (5) authorized JAG purpose areas that will improve or enhance:

- Law Enforcement programs.
- Prosecution and court programs.
- Corrections and community corrections programs.
- Drug treatment and enforcement programs.
- Planning, evaluation, and technology improvement programs.

- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies.

The Department of the Attorney General is the State Administering Agency (SAA) which collaborates with local and state law enforcement, courts, prosecution, and public safety efforts to strengthen criminal justice system.

- (h) The criteria used to select activities for the program/project.

Projects for this funding were selected from 26 proposals from all elements of the Honolulu Police Department. Final selections were made by a Chief's Review Panel process to

fund new hires and also positions and projects that would not exist without grant funds.

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why.

Public review and comment was not required of the SAA from the federal granting agency.

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner.

Unknown – see Department of the Attorney General

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse.

The HPD internal review process ensures that no duplication or waste occurs. Fiscal oversight and program management are the responsibility of the Finance Division to ensure that funds are managed properly based on sound accounting principles and in compliance with all federal regulations.

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed.

As of the last quarterly federal report the project was initiated. Approximately 10 percent of the funds have been encumbered or expended to date.

- (m) Actual or anticipated economic impact to the state of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

The economic impact of this grant project is an additional \$250,500 for City and County of Honolulu law enforcement personnel and operations not funded by other means.

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

N/A. Federal grant funding has always been sought to support collaborative partnerships and public safety initiatives such as this project.

3. Please describe:

(a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements.

None at this time.

(b) The effect of those barriers/constraints; and

(c) If and how they were mitigated.

**LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT  
COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009**

**HONOLULU POLICE DEPARTMENT QUESTIONNAIRE  
Byrne Memorial Justice Assistance Grant through the State Attorney  
General**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

**1. GRANT: FY09 Recovery Act Byrne Memorial Justice Assistance Grant (State Department of the Attorney General) Project #: 09 – SU-21**

For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:

- (a) A brief summary of the program/project, including goals.

“Forensic Examination of Digital Evidence in Criminal Investigations” will provide the Honolulu Police Department (HPD) with the necessary resources to conduct forensic examinations of wireless communication devices, and other repositories of digital evidence, which will lead to arrests and convictions.

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis.

Approximately \$10 million was available for Hawaii under this grant program. The funding was distributed by formula – 60 percent to the State and 40 percent to local jurisdictions. Funds were awarded as a formula/block grant to the Department of the Attorney General by the Bureau of Justice Assistance, Office of Justice Programs, U. S Department of Justice, as a part of the FY2009-ARRA JAG formula grant.

- (c) Whether matching funds are required, and, if so.

Matching funds are not required for the JAG ARRA grant.



- (d) If there are additional requirements to receive funds.

A contract was signed between the Department of the State Attorney General and the Honolulu Police Department to administer these funds.

- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g., SFY 2009-2010 or FFY 2009-2010).

The amount of JAG ARRA funds awarded was \$280,398. The funds must be expended in SFY 2013 (exact end date for this grant is 08/31/2012).

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them?

Applications from state and county government agencies were solicited for projects to be considered for funding. Proposals must fall under one of five (5) authorized JAG purpose areas that will improve or enhance:

- Law Enforcement programs.
- Prosecution and court programs.
- Corrections and community corrections programs.
- Drug treatment and enforcement programs.
- Planning, evaluation, and technology improvement programs.

- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies.

The Department of the Attorney General is the State Administering Agency (SAA) which collaborates with local and state law enforcement, courts, prosecution, and public safety efforts to strengthen criminal justice system.

- (h) The criteria used to select activities for the program/project.

Projects for this funding were selected from 26 proposals from all elements of the Honolulu Police Department. Final

selections were made by a Chief's Review Panel process to fund new hires and also positions and projects that would not exist without grant funds.

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why.

Public review and comment was not required of the SAA from the federal granting agency.

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner.

Unknown – see Department of the Attorney General

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse.

The HPD internal review process ensures that no duplication or waste occurs. Fiscal oversight and program management are the responsibility of the Finance Division to ensure that funds are managed properly based on sound accounting principles and in compliance with all federal regulations.

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed.

As of the last quarterly federal report the project has not been initiated due to difficulty in recruiting and hiring the required position. Approximately 0 percent of the funds have been encumbered or expended to date.

- (m) Actual or anticipated economic impact to the state of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

The economic impact of this grant project is an additional \$280,398 for City and County of Honolulu law enforcement personnel and operations not funded by other means. One new FTE position has been created and approved to provide hand-held electronic device forensics for criminal investigations. There were no funds available in the current budget and city hiring freeze to create/fund a position for this purpose.

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

N/A. Federal grant funding has always been sought to support collaborative partnerships and public safety initiatives such as this project.

3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements.

None at this time.

- (b) The effect of those barriers/constraints; and
- (c) If and how they were mitigated.

**LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT  
COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009**

**HONOLULU POLICE DEPARTMENT QUESTIONNAIRE  
Community Oriented Policing Services**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

**1. GRANT: COPS Hiring and Retention Program (CHRP) Grant  
# 2009- RJWX-0040**

For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:

(a) A brief summary of the program/project, including goals

The COPS Hiring Recovery and Retention Program provides funding directly to the Honolulu Police Department to hire 150 career law enforcement officers in an effort to create and preserve jobs and to increase their community policing capacity and crime-prevention efforts. The federal funding agency awarded funding for 21 positions.

(b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis.

Funds were awarded on a competitive basis by the Office of Community Oriented Policing Services (COPS), Office of Justice Programs, U.S. Department of Justice, through the American Recovery and Reinvestment Act (ARRA) to the Honolulu Police Department (HPD) of the City and County of Honolulu.

(c) Whether matching funds are required, and, if so

Federal funding for the base salary and fringe benefits of each awarded position is provided for 36 months. Local matching funds are required for a subsequent 12-month retention period.

- (d) If there are additional requirements to receive funds.

All "Special Conditions" must be met to continue receiving grant funds. Refer to attached list of "Special Conditions."

- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g., SFY 2009-2010 or FFY 2009-2010);

The amount of federal funds awarded is: \$5,197,353 in FFY 2009-2012. All funds must be expended in accordance with the grant terms and conditions. No cost time extensions will be allowed in order to expend the award and match.

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them?

The criteria is the Honolulu Police Department's continued commitment to the Community Oriented Policing Services strategy.

The COPS Hiring Recovery and Retention Program provides funding directly to the Honolulu Police Department to hire additional career law enforcement officers in an effort to create and preserve jobs and to increase their community policing capacity and crime-prevention efforts.

- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies.

The application required the authorization by both local law enforcement and the local government executive prior to submitting the application. In addition, the Chief of Police testified before the Honolulu City Council's Budget Committee to include funding in future City and County of Honolulu budgets and secured a commitment to fund Year 4 of this program.

- (h) The criteria used to select activities for the program/project.

The criteria to select activities for this program are incorporated in the award conditions and the Community Oriented Policing Services (COPS) program strategies comprised of three key components:

- Community Partnerships
- Organizational Transformation
- Problem Solving

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why.

Public review and comment were conducted in open public meetings of the City Council's Budget Committee and the full City Council meeting in September 2009.

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner.

N/A. This grant is for personnel costs only.

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse.

The Honolulu Police Department employs a full-time Planner V (Grant Coordinator) and an Accountant III under the supervision of the Chief Fiscal Officer and Assistant Fiscal Officer. Their responsibilities are to manage this program, to ensure that funds are used for authorized purposes, and to ensure prudent and effective fiscal and program practices.

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed.

As of the last quarterly federal report, all positions were filled and new hire officers are attending the HPD Training Academy.

- (m) Actual or anticipated economic impact to the state of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

The economic impact of this grant project is \$5,197,353 to fund 36 months of base salary and fringe benefits for an additional 21 full-time police officers for the City and County of Honolulu's law enforcement personnel and operations not funded by other means.

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

N/A. Federal grant funding has always been sought to support public safety initiatives such as this project.

3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements.

None at this time

- (b) The effect of those barriers/constraints; and

- (c) If and how they were mitigated.

U. S. Department of Justice  
*Office of Community Oriented Policing Services*  
**COPS Hiring Recovery Program Grant Terms and Conditions**

By signing the Award Document to accept this COPS Hiring Recovery Program (CHRP) grant, the grantee agrees to abide by the following grant terms and conditions:

1. The grantee agrees to comply with the terms and conditions in this COPS Hiring Recovery Program Grant Owner's Manual; COPS statute (42 U.S.C. §. 3796dd, et seq.); 28 C.F.R. Part 66 or 28 C.F.R. Part 70 as applicable (governing administrative requirements for grants and cooperative agreements); 2 C.F.R. Part 225 (OMB Circular A-87), 2 C.F.R. Part 220 (OMB Circular A-21), 2 C.F.R. Part 230 (OMB Circular A-122) and 48 C.F.R. Part 31.000 et seq. (FAR 31.2) as applicable (governing cost principles); OMB Circular A-133 (governing audits); American Recovery and Reinvestment Act (Recovery Act) of 2009, P.L.111-5; representations made in the COPS Hiring Recovery Program grant application; and all other applicable program requirements, laws, orders, regulations, or circulars.
2. The grantee agrees to comply with the Assurances and Certifications forms that were submitted as part of its COPS Hiring Recovery Program application.
3. The funding under this project is for the payment of approved full-time entry-level sworn officer salaries and fringe benefits over three years (for a total of 36 months of funding) for new or rehired additional, career law enforcement officer positions, hired on or after the award start date. The Financial Clearance Memorandum included in your award packet specifies the costs that the grantee is allowed to fund with your CHRP award. It will also describe any costs which have been disallowed after review of your proposed budget. The grantee may not use CHRP funds for anything not identified as allowable in the Financial Clearance Memorandum.
4. CHRP grant funds may not be used to replace state or local funds (or, for tribal grantees, Bureau of Indian Affairs funds) that would, in the absence of federal aid, be made available for hiring and/or rehiring full-time career law enforcement officer positions.
5. At the time of grant application, the grantee committed to retaining all CHRP officer positions awarded with state and/or local funds for a minimum of 12 months at the conclusion of 36 months of federal funding for each position, over and above the number of locally-funded positions that would have existed in the absence of the grant. You cannot satisfy the retention requirement by using CHRP positions to fill vacancies from attrition.
6. The grantee may request an extension of the grant award period to receive additional time to implement the grant program. Such extensions *do not* provide additional funding. Only those grantees that can provide a reasonable justification for delays will be granted no-cost extensions. Reasonable justifications may include delays in hiring COPS-funded positions, officer turnover, or other circumstances that interrupt the 36-month grant funding period. An extension allows the grantee to compensate for such delays by providing additional time to complete the full 36 months of funding for each position awarded. Extension requests must be received prior to the end date of the award, as extension requests received after an award has expired will be approved only under very limited circumstances.
7. During the CHRP grant award period, it may become necessary for an agency to modify its CHRP grant award due to changes in an agency's fiscal or law enforcement situation. For instance, modification requests should be submitted to the COPS Office when an agency determines that it will need to shift officer positions awarded in one hiring category into a different hiring category or reduce the total number of positions awarded. Grant modifications under CHRP are evaluated on a case-by-case basis. All modification requests must be approved, in writing, by the COPS Office prior to their implementation. In addition, please be aware that the COPS Office will not approve any modification request that results in an increase of federal funds.
8. The COPS Office may conduct monitoring or sponsor national evaluations of the COPS Hiring Recovery Program. The grantee agrees to cooperate with the monitors and evaluators.
9. To assist the COPS Office in the monitoring of your award, the grantee agrees to submit quarterly programmatic progress reports and quarterly financial reports in addition to any reports required by the Recovery Act. The grantee also agrees to submit all requested reports in a timely manner.
10. The COPS Office performs various functions to ensure compliance with all grant requirements, to assess the implementation of community policing in awarded jurisdictions, and to provide technical assistance to grantees. Grant monitoring activities are routine during the grant period and may occur up to three years following the official closure of the grant award. These functions, and others, often require the production of grant-related documentation and other materials. As a COPS CHRP grantee, you agree to cooperate with any such requests for information.
11. The grantee agrees to comply with the federal regulations pertaining to the development and implementation of an Equal Employment Opportunity Plan (28 C.F.R. Part 42 subpart E). For assistance, grantees should consult the Office of Justice Programs, Office for Civil Rights website at [www.ojp.usdoj.gov/about/ocr/eeop.htm](http://www.ojp.usdoj.gov/about/ocr/eeop.htm).
12. The grantee agrees to complete and keep on file, as appropriate, a Bureau of Citizenship and Immigration Services Employment Eligibility Verification Form (I-9). This form is to be used by recipients of federal funds to verify that persons are eligible to work in the United States.
13. All newly hired, additional officers (or an equal number of redeployed veteran officers) funded under CHRP must engage in community policing activities. Community policing activities to be initiated or enhanced by the grantee were identified and described in your CHRP grant application, with reference to each of the following elements of community policing: a) community



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*Office of Community Oriented Policing Services*  
**COPS Hiring Recovery Program Grant Terms and Conditions**

partnerships and support; b) related governmental and community initiatives that complement the grantee's proposed use of CHRP funding; and c) how the grantee will use the funds to reorient its mission or enhance its commitment to community policing.

14. Grantees that provide law enforcement services to another jurisdiction through a contract must ensure that officers funded under this CHRP grant do not service the other jurisdiction, but will only be involved in activities or perform services that exclusively benefit the grantee's own jurisdiction. Grantees cannot use CHRP funds to pay for a contract to receive law enforcement services from another agency.
15. False statements or claims made in connection with COPS grants may result in fines, imprisonment, or debarment from participating in federal grants or contracts, and/or any other remedy available by law.
16. The grantee understands that the COPS Hiring Recovery Program is funded through the American Recovery and Reinvestment Act (Recovery Act) of 2009 and agrees to comply with the extensive accountability and transparency requirements on the use of Recovery Act funds:

**(A) Recovery Act Transactions Listed in Schedule of Expenditures of Federal Awards and Recipient Responsibilities for Informing Subrecipients**

(1) To maximize the transparency and accountability of funds authorized under the American Recovery and Reinvestment Act of 2009 (Public Law 111-5) (Recovery Act) as required by Congress and in accordance with 28 C.F.R. 70 "Uniform Administrative Requirements for Grants and Agreements for Institutions of Higher Education, Hospitals and Other Non-Profit Organizations" and 28 C.F.R. 66 "Uniform Administrative Requirements for Grants and Agreements for State and Local Governments," the recipient agrees to maintain records that identify adequately the source and application of Recovery Act funds.

(2) For a recipient covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," the recipient agrees to separately identify the expenditures for federal awards under the Recovery Act on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection Form (SF-SAC) required by OMB Circular A-133. This shall be accomplished by identifying expenditures for federal awards made under the Recovery Act separately on the SEFA, and as separate rows under Item 9 of Part III on the SF-SAC by CFDA number, and inclusion of the prefix "ARRA-" in identifying the name of the federal program on the SEFA and as the first characters in Item 9d of Part III on the SF-SAC.

(3) The recipient agrees to separately identify to each sub-recipient (if any) and document at the time of sub-award and at the time of disbursement of funds, the federal award number, CFDA number, and amount of Recovery Act funds. When a recipient awards Recovery Act funds for an existing program, the information furnished to sub-recipients shall distinguish the sub-awards of incremental Recovery Act funds from regular sub-awards under the existing program.

(4) The recipient agrees to require their sub-recipients (if any) to include on their SEFA information to specifically identify Recovery Act funding similar to the requirements for the recipient SEFA described above. This information is needed to allow the recipient to properly monitor sub-recipient expenditure of Recovery Act funds as well as oversight by the Department of Justice, Office of the Inspector General and Government Accountability Office.

**(B) Recipient Reports and Central Contractor Registration**

(1) The recipient agrees to complete projects or activities which are funded under the Recovery Act and to report on use of Recovery Act funds provided through this award. Information from these reports will be made available to the public.

(2) The reports are due no later than ten calendar days after each calendar quarter in which the recipient receives the assistance award funded in whole or in part by the Recovery Act.

(3) The recipient and their first-tier recipients (if any) must maintain current registrations in the Central Contractor Registration ([www.ccr.gov](http://www.ccr.gov)) at all times during which they have active federal awards funded with Recovery Act funds. A Dun and Bradstreet Data Universal Numbering System (DUNS) Number ([www.dnb.com](http://www.dnb.com)) is one of the requirements for registration in the Central Contractor Registration.

(4) The recipient shall report the information described in section 1512(c) of the Recovery Act using the reporting instructions and data elements that will be provided online at [www.FederalReporting.gov](http://www.FederalReporting.gov) and ensure that any information that is pre-filled is corrected or updated as needed.

**(C) Data Elements of Recipient Reports**

In accordance with section 1512(c) of the Recovery Act, the recipient agrees that not later than 10 days after the end of each calendar quarter, each recipient that received Recovery Act funds from a federal agency shall submit a report to that agency that contains —

- (1) the total amount of recovery funds received from that agency;
- (2) the amount of recovery funds received that were expended or obligated to projects or activities; and
- (3) a detailed list of all projects or activities for which recovery funds were expended or obligated, including —
  - (a) the name of the project or activity;
  - (b) a description of the project or activity;

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- (c) an evaluation of the completion status of the project or activity;
- (d) an estimate of the number of jobs created and the number of jobs retained by the project or activity; and
- (e) for infrastructure investments made by state and local governments, the purpose, total cost, and rationale of the agency for funding the infrastructure investment with funds made available under this Act, and name of the person to contact at the agency if there are concerns with the infrastructure investment.

(4) Detailed information on subcontracts or subgrants (if any) awarded by the recipient to include the data elements required to comply with the Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282), allowing aggregate reporting on awards below \$25,000 or to individuals, as prescribed by the Director of the Office of Management and Budget.

These reports are in addition to other financial and programmatic reports required by the COPS Office.

**(D) Access to Records and Interviews**

The recipient agrees that the Department of Justice (DOJ) and its representatives (including COPS and the Office of the Inspector General (OIG)) and the Government Accountability Office (GAO) shall have access to and the right to examine all records (including, but not limited to, books, papers, and documents) related to this Recovery Act award. The recipient also agrees that DOJ and the GAO are authorized to interview any officer or employee of the recipient regarding transactions related to this Recovery Act award.

**(E) Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct**

The recipient agrees to promptly refer to the Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, contractor, sub-grantee, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving Recovery Act funds. The OIG may be contacted at [OIG.hotline@usdoj.gov](mailto:OIG.hotline@usdoj.gov), [www.usdoj.gov/oig/FOIA/hotline.htm](http://www.usdoj.gov/oig/FOIA/hotline.htm), and 800.869.4499.

**(F) Protecting State and Local Government and Contractor Whistleblowers**

The recipient agrees that the Recovery Act provides certain protections against reprisals for employees of non-federal employers (state and local governments or private contractors) who disclose information to federal officials reasonably believed to be evidence of gross management, gross waste, substantial and specific danger to public health or safety, abuse of authority, or violations of law related to contracts or grants using Recovery Act funds.

**(G) Separate Tracking and Reporting of Recovery Act Funds and Outcomes**

The recipient agrees to maintain accounting systems and records that adequately track, account for, and report on all funds from this Recovery Act award (including officers hired, salaries and fringe benefits paid, and the number of jobs created and jobs preserved) separately from all other funds (including other COPS and federal grants awarded for the same or similar purposes).

**(H) Additional Requirements and Guidance**

The recipient agrees to comply with any modifications or additional requirements that may be imposed by law and future COPS (including government-wide) guidance and clarifications of Recovery Act requirements.

**LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT  
COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009**

**DEPARTMENT/AGENCY QUESTIONNAIRE  
Department of Environmental Services Clean Water State Revolving Fund**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:
  - (a) A brief summary of the program/project, including goals; Waimalu Sewer Rehabilitation – rehabilitate sewers in the identified area.
  - (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis; Funds were awarded as a formula State Revolving Fund Loan through the Clean Water State Revolving Fund. Funds were provided with principal, interest and fee forgiveness.
  - (c) Whether matching funds are required, and, if so: N/A
    - i. Are they available;
    - ii. Have they been secured;
    - iii. If they have not been secured, why not; and
    - iv. Will the State be required to continue that match or provide increased/full funding in the future;
  - (d) If there are additional requirements to receive funds, what are they; Standard Clean Water Revolving Fund loan requirements.
  - (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY

2009-2010 or FFY 2009-2010); \$8,626,334. No specified expenditure.

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them; Program came from the previously identified Clean Water State Revolving Fund priority list.
- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies; Coordination occurred with the State of Hawaii Department of Health.
- (h) The criteria used to select activities for the program/project; N/A
- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why; Project had been previously identified.
- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner; Bidding on the project was done in accordance with the State Procurement Code.
- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse; Standard project procedures used.
- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed; Project is under construction; all funds have been obtained encumbered and expended. and
- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created (4 jobs created) and the long-term public benefits of the program/project (provides rehabilitated sewer lines providing sewer service to the community for approximately 50 years).

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied. N/A
3. Please describe:
  - (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements; Some issues with Buy America provisions which were resolved.
  - (b) The effect of those barriers/constraints; N/A and
  - (c) If and how they were mitigated.

**LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT  
COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009**

**DEPARTMENT/AGENCY QUESTIONNAIRE  
Department of Transportation Services Federal Transit Administration**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:

- (a) A brief summary of the program/project, including goals;

Response: Grant HI-56-0001-00. This grant was funded with 2009 ARRA Federal Transit Administration Fixed Guideway Infrastructure Investment Grant funds apportioned to the City & County of Honolulu for the purpose of purchasing a portion of 1, 60 foot hybrid articulated bus.

Response: Grant HI-96-X001-00. This grant was funded with 2009 ARRA Federal Transit Administration Transit Capital Assistance Grant funds apportioned to the City & County of Honolulu for the purpose of purchasing 19 + portion of 1, 60 foot hybrid articulated buses, with upgraded AC and radios; construction and expansion of parking at the Pearl City Bus Transit Facility; construction of the Wahiawa Transit Center and parking; construction of parking at the Middle Street Intermodal Center; construction of transit security and transit enhancements; construction of bus pad improvements; preliminary engineering of the Honolulu High Capacity Transit Corridor project.

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis;

Response: Funds were awarded as a formula/block grant.

(c) Whether matching funds are required, and, if so:

Response: No matching funds were required.

- i. Are they available;
- ii. Have they been secured;
- iii. If they have not been secured, why not; and
- iv. Will the State be required to continue that match or provide increased/full funding in the future;

(d) If there are additional requirements to receive funds, what are they;

Response: Grantee must have an approved federal STIP.

(e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);

Response: Grant HI-56-0001-00 in the amount of \$254,793; no timeline for expenditure of funds in SFY 2009-2010 or FFY 2009-2010.

Response: Grant HI-96-X001 in the amount of \$40,649,148; no timeline for expenditure of funds in SFY 2009-2010 or FFY 2009-2010.

(f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;

Response: Projects were identified as “ready to go” and were coordinated with the Honolulu City Council and the local Metropolitan Planning Organization (MPO) to be included in the Statewide Transportation Improvement Program (STIP) as a planning priority.

(g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;

Response: Projects required approval by the Honolulu City Council and the US DOT Federal Transit Administration.

(h) The criteria used to select activities for the program/project;

Response: See response to item (f).

(i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;

Response: See response to item (g).

(j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

Response: Projects followed all applicable Federal, State, and local laws and regulations during the bidding/award process to ensure that bidding was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

(k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

Response: Projects follow all applicable Federal, State, Local regulations and laws to ensure funds are used for authorized purposes, and to prevent cost overruns, fraud, waste, error, and abuse. City & County of Honolulu is in communication with US DOT Federal Transit Administration representatives and the US DOT Office of Inspector General in San Francisco for guidance on grants, fiscal and construction management.

(l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed; and

Response: Grant HI-56-0001-00, \$254,793, obligated 100% of grant funds.

STIP #OC16: Bus and Handi-Van Acquisition Program, Contract for the purpose of purchasing a portion of 1, 60 foot hybrid articulated bus executed March 30, 2010 with New Flyer of America, Inc. Project status as of 1<sup>st</sup> Quarter



2010: Not started. Total federal amount ARRA funds received/Invoiced: \$0.00. Number of jobs created: Heavy duty transit bus manufacturing, 0.00. Total federal amount of ARRA expended: \$0.00.

Response: Grant HI-96-X001-00, \$40,649,148, obligated 100% of grant funds.

STIP #OC16: Bus and Handi-Van Acquisition Program \$19,345,207. Contract for the purpose of purchase of a portion of 1 bus and 19 additional buses of 60 foot hybrid articulated variant executed March 30, 2010 with New Flyer of America, Inc. Project status as of 1<sup>st</sup> Quarter 2010: Started. Total federal amount of ARRA funds received/invoiced: \$756,020.64. Number and kinds of jobs created: Heavy Duty Transit Bus Manufacturing, 20 jobs. Total federal amount of ARRA expended: \$756,020.64.

STIP #OC17: Honolulu High Capacity Transit Corridor Project, \$4,000,000, Planning and Engineering. Contract executed January 22, 2010 with PB Americas, Inc. Project status as of 1<sup>st</sup> Quarter 2010: Started. Total federal amount of ARRA funds received/invoiced: \$0. Number and kinds of jobs created: Not reported, 0 jobs.

STIP #OC19: Middle Street Intermodal Center, \$3,104,793, Construction of automobile parking. Construction plans under review by City. Project status as of 1<sup>st</sup> Quarter 2010: Not started. Total federal amount of ARRA funds received/invoiced: \$0. Number and kinds of jobs created: Not reported, 0 jobs.

STIP #OC31: Bus Stop Pad Improvements, \$2,000,000, Construction of bus pad improvements. Construction plans under review by City. Project status as of 1<sup>st</sup> Quarter 2010: Not started. Total federal amount of ARRA funds received/invoiced: \$0. Number and kinds of jobs created: Not reported, 0 jobs.

STIP #OC32: Pearl City Bus Facility Bus Parking Expansion, \$7,899,148, Construction of bus parking facility improvements. Goodfellow Brothers, Inc. selected low bidder. Project status as of 1<sup>st</sup> Quarter 2010: Not started. Total federal amount of ARRA funds received/invoiced: \$0. Number and kinds of jobs created: Not reported, 0 jobs.

STIP #OC33: Wahiawa Transit Center, \$4,300,000, Construction of bus transit center and parking facility improvements. Project status as of 1<sup>st</sup> Quarter 2010: Not started. Total federal amount of ARRA funds received/invoiced: \$0. Number and kinds of jobs created: Not reported, 0 jobs.

US DOT FTA requirement that one percent of grant be set aside for transit enhancements totaling \$377,398 will be met through artwork at the Wahiawa Transit Center (\$200,000) and at the Middle Street Intermodal Center (\$200,000).

The one percent US DOT FTA security requirement of \$406,491 will be met through security fencing elements at the Middle Street Intermodal Center (\$400,000) and the Wahiawa Transit Center (\$16,938). Project status as of 1<sup>st</sup> Quarter 2010: Not started. Total federal amount of ARRA funds received/invoiced: \$0. Number and kinds of jobs created: Not reported, 0 jobs.

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

These projects will improve transit service for the residents of and visitors to Oahu.

Number of Direct, On-project jobs Created or Sustained by Recovery Act Funds:55

Total Job Hours Created or Sustained by Recovery Act Funds: 5435

Total Payroll of Job Hours Created or Sustained by Recovery Act Funds: \$568,603

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.
3. Please describe:
  - (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements;

Answer: No legal/operational barriers/constraints were encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements.

- (b) The effect of those barriers/constraints; and
- (c) If and how they were mitigated.

**LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT  
COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009**

**DEPARTMENT/AGENCY QUESTIONNAIRE  
Board of Water Supply**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:
  - (a) A brief summary of the program/project, including goals;  
  
Funds associated with the EPA's Drinking Water Revolving Fund support infrastructure improvements to drinking water systems. The city made improvements to the Pacific Heights Water System, the Kapahulu Water System, and two sections of the water mains underneath Kamehameha Highway.
  - (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis;  
  
Funds were appropriated by the Environmental Protection Agency to the State of Hawaii as a formula/block grant and the Department of Health selected projects to fund based on local needs and readiness to proceed.
  - (c) Whether matching funds are required, and, if so: no matching funds required. Not required
    - i. Are they available;n/a
    - ii. Have they been secured;n/a
    - iii. If they have not been secured, why not; n/a and
    - iv. Will the State be required to continue that match or provide increased/full funding in the future; n/a

- (d) If there are additional requirements to receive funds, what are they; n/a
- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);
- Pacific Heights Water System Improvements \$2,272,965  
Kapehulu Water System Improvements \$2,988,810.  
Kamehameha 8-Inch Main (Kaneohe) \$1,206,874  
Kamehameha 8-Inch Main (Haleiwa) \$2,988,810
- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;
- Preference was given by DOH to shovel-ready projects. Projects that were under contract or started construction by June 17, 2009 received priority funding.
- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;
- The BWS collaborated with DOH officials on program requirements and expectations.
- (h) The criteria used to select activities for the program/project;
- The projects were already part of our work plan and were identified as ready to proceed.
- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;
- A Public Notice was made by the DOH of the revised Intended Use Plan on March 27, 2009. There was a 30-day public comment period.
- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

All state and county procurement practices were adhered to in an effort to ensure a fair and open process.

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

All applicable procurement laws and rules are being followed.

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed; and

All projects funded through the ARRA are currently on-going and 100% of the BWS allocation has been encumbered. The current projection is for all construction to be completed by the end of September 2010.

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

For the four ARRA-funded projects, 4.93, 2.93, 1.08, and 5.32 annual full time equivalents, respectively, have been created/saved as of the last quarter reported. The long-term public benefits of the projects include greater assurance of drinking water quality, public health and safety, and reliability of public works infrastructure as they relate to drinking water.

- 2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied. n/a

- 3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements; n/a

- (b) The effect of those barriers/constraints; and n/a

- (c) If and how they were mitigated. n/a

**LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT  
COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009**

**DEPARTMENT/AGENCY QUESTIONNAIRE  
Department of Transportation Services Federal Highway Administration  
Grants through the State Department of Transportation**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:
  - (a) A brief summary of the program/project, including goals;

Response:

STP-0001(36) Traffic Signals at Various Locations, Phase 10

To install 4 new and modify 6 existing traffic signals to improve traffic operations and increase traffic safety.

STP-0300(112): Traffic Improvements at Various Locations – Harding Avenue at 5<sup>th</sup> and 11<sup>th</sup> Avenues

Provide new westbound left-turn storage lanes within 50-ft existing City-owned right-of-way at two signalized intersections along Harding Avenue at 5<sup>th</sup> Avenue and 11<sup>th</sup> Avenue by widening each side of the roadway by 5 ft; relocating the sidewalks, and realigning the approaches at the intersections to facilitate traffic movements entering westbound Interstate H-1 Freeway. The project includes relocating the existing traffic signals, utility poles and overhead electrical lines, and other utilities within the right-of-way.

STP-7139(1): Waipio Point Access Road Improvements

This project will improve Waipio Point Access Road (WPAR), a two-lane collector road, between the Oahu Railway and Land Company (OR&L) Bicycle/Pedestrian Path and the Waipio Peninsula Soccer Park. The project will include the reconstruction of the existing asphalt concrete pavement roadway; construction of a concrete shared-use pathway for bicycle and pedestrian traffic between the OR&L Bicycle / Pedestrian Path and the entrance to the soccer park; construction of a paved parking area for Navsea Inactive Ships on Site Maintenance Office (NISMO) staff and contractors; construction of drainage improvements to address drainage and flooding problems on WPAR and the adjacent NISMO facility; and installation of signs and pavement markings.

ARR-095-1(1): Kalaeloa Boulevard Improvements OR&L Railroad to Lauwiliwili Street (Mauka)

This project will improve and widen Kalaeloa Boulevard from 4-lanes to 6-lanes between the OR&L Railroad Crossing to Lauwiliwili Street. Construction will include sidewalks, curbs & gutters, street lights, drainage improvements, median, and installing of traffic signals at the Kalaeloa Boulevard/ Lauwiliwili Street intersection.

ARR-0001(45) Traffic Management Center Auxiliary Power Facility

To provide auxiliary power needed to support critical operations during prolonged power outages due to emergencies.

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis; Response: ARRA funds were received from Hawai'i Department of Transportation (HDOT).
- (c) Whether matching funds are required, and, if so: Response: No local funds are required as ARRA funds are eligible up to 100% of the total project cost.
  - i. Are they available; not applicable.
  - ii. Have they been secured; not applicable.
  - iii. If they have not been secured, why not; and
  - iv. Will the State be required to continue that match or provide increased/full funding in the future; not applicable.
- (d) If there are additional requirements to receive funds, what are they? Response: Chapter 1 of Title 23 USC is applicable to all ARRA projects. All candidate projects must be included in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP).
- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010); Response: \$19.2 million allocated for Federal Highway Administration (FHWA) projects. The ARRA funds need to be obligated by March 3,



2010 and expended by September 30, 2015 at which time any remaining balance will be cancelled.

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;  
Response:  
For FHWA projects, projects were identified in accordance to existing department's criteria which includes public safety, congestion mitigation, compliance and preservation. Consideration was also given to those projects which met the ready-to-go or "shovel ready" criteria for ARRA funds projects. This was in addressing the ARRA's efforts to preserve and create jobs and promote economic recovery.
- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;  
Response:  
The request to obligate all ARRA funded projects is processed through DTS' Transportation Planning Division (TPD) in cooperation with each Division who is responsible for managing the project. The contractor's DBE reports along with invoices are submitted to DTS for payment and a request is forwarded to HDOT for reimbursement of these payments. Contractor submits to HDOT monthly and quarterly employment data reports. TPD consolidates and collects ARRA project status reports and forwards to HDOT who compiles the data for its 1512 report form. This report is required by FHWA. All other requisite federal reports are forwarded to HDOT for submittal.
- (h) The criteria used to select activities for the program/project;  
Response:  
Selection was based on whether the project was ready-to – go or "shovel ready" as required under the ARRA requirements, and were capable of successfully meeting the strict obligation deadlines.
- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;  
Response:  
Public notice and comment were made available through the federally mandated TIP process. This process included the Honolulu City Council's review and approval of candidate ARRA projects being added to the TIP (Approved April 22,

2009 Resolution No. 09-138). The TIP process of public comment included the Citizens Advisory and Technical Advisory Committees and with final approval by the Policy Committee on February 19, 2009. The Oahu Metropolitan Planning Organization (OahuMPO), who is responsible for identifying Oahu's future transportation needs and programming federal funds for such projects through the development of the TIP, posts the TIP revisions on its website and distribute copies of the TIP to agencies, special interest groups and other interested parties.

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

Response:

All ARRA projects were subject to procurement laws found in Hawai'i Revised Statutes 103D-302 and 23 CFR 635.112-635.114. Appropriate advertisement notices and time periods were made available to all bidders equally and project awarded to lowest bidder.

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

Response:

DTS is responsible for identifying, prioritizing and coordinating the City's transportation needs and programming the federal funds for such projects and programs. This responsibility also includes tracking and monitoring all federal, including ARRA funded projects related to transportation among other City agencies. This provides for timely obligation and expenditure of funds as well as reducing duplication of work. DTS is accountable to the Mayor's office and City Council at the local level and HDOT at the state level.

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed; and

Response:  
STP-0001(36) Traffic Signals at Various Locations, Phase

10

The low bid contractor completed 1 week of work until he was stopped by a lawsuit. Lawsuit is with Corporation Counsel and a resolution is anticipated in late September. Contractor completed installing 4 conduit runs at one intersection proposed for new traffic signal. Contractor has billed for 0.5% of the total contract amount.

STP-0300(112): Traffic Improvements at Various Locations – Harding Avenue at 5<sup>th</sup> and 11<sup>th</sup> Avenues

1. Construction contract has been awarded.
2. We are currently executing the Construction Engineering (CM) contract.
3. No funds (0%) have been expended as of yet; no parts of the project have been completed.

STP-7139(1): Waipio Point Access Road Improvements

1. Construction contract has been awarded.
2. We are currently executing the Construction Engineering (CM) contract.
3. No funds (0%) have been expended as of yet; no parts of the project have been completed.

ARR-095-1(1): Kalaeloa Boulevard Improvements OR&L Railroad to Lauwiliwili Street (Mauka)

1. Construction contract has been awarded.
2. We are currently executing the Construction Engineering (CM) contract.
3. No funds (0%) have been expended as of yet; no parts of the project have been completed.

ARR-0001(45) Traffic Management Center Auxiliary Power Facility

Notice to Proceed issued April 30, 2009. Contractor waiting for materials to arrive. 0% expended.

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

Response:

Work started on January 4, 2010 on the installation of traffic signals at various locations and stopped on January 14 due a lawsuit filed by the third lowest bidder. This project employed 7 employees and 273.5 hours worked with a payroll of \$9,204.84. As the remaining projects are anticipated to start within 30-45 days, the number of workers employed and work hours performed will increase.

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

Response:

DTS did not pursue the TIGER (Transportation Investment Generating Economic Recovery) Discretionary Grant program. This was created by Congress to finance significant performance-driven projects and those that involve multiple jurisdictions or modes. The TIGER program focuses on longer-term, strategic infrastructure development. More than half of the applications are for highway or bridge projects, with the rest of the applications focusing on transit, railroad, port infrastructure, and multimodal transportation integration. Minimum project cost was \$20 million. The City's current projects did not satisfy these requirements.

3. Please describe:
  - (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements;  
Response: See response to (k) regarding Traffic Signals at Various Locations, Phase 10.
  - (b) The effect of those barriers/constraints; and  
Response: Temporarily delays the project until the lawsuit is settled.
  - (c) If and how they were mitigated.  
Response: DTS is working closely with the the City's Corporation Counsel in cooperation with the Department of Commerce and Consumer Affairs to quickly expedite this matter.

**LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT  
COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009**

**DEPARTMENT/AGENCY QUESTIONNAIRE  
Department of Design and Construction Energy Efficiency and  
Conservation Block Grant**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:
  - (a) A brief summary of the program/project, including goals;
    - i. **Kapolei Hale Lighting Retrofit** – Office and parking garage lighting retrofit. This project will help to reduce the electricity consumption in the City’s public buildings to meet the Mayor’s 21<sup>st</sup> Century Ahupua`a Energy and Sustainability Plans goal of 10% by 2015.
    - ii. **Neal Blaisdell Center Parking Structure Lighting Improvements** – Lighting retrofit of the parking structure. This project will help to reduce the electricity consumption in the City public buildings to meet the Mayor’s 21<sup>st</sup> Century Ahupua`a Energy and Sustainability Plan goal of 10% by 2015.
    - iii. **Kalihi-Palama Bus Maintenance Lighting Improvements** – Lighting retrofit of the bus maintenance building. This project will help to reduce the electricity consumption in the City’s public buildings to meet the Mayor’s 21<sup>st</sup> Century Ahupua`a Energy and Sustainability Plan goal of 10% by 2015.
    - iv. **Kalihi-Palama Bus Administration Building Lighting Improvements** – Lighting retrofit of the bus administration building. This project will help to reduce the electricity consumption in the City’s public buildings to meet the Mayor’s 21<sup>st</sup> Century Ahupua`a Energy and Sustainability Plan goal of 10% by 2015.

- v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System** – Installation of a 250 kW photovoltaic system on the roof of the bus maintenance building at the Pearl City bus maintenance building. This project will help the City reach its goal of the installation of 1 MW of renewable energy for use at its facilities to meet one of the objectives of the Mayor’s 21<sup>st</sup> Century Ahupua`a Energy and Sustainability Plan by 2015.
- vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements** – Replace the air conditioning system equipment in the central chiller plant with more energy efficient equipment. This project will help to reduce the electricity consumption in the City’s public buildings to meet the Mayor’s 21<sup>st</sup> Century Ahupua`a Energy and Sustainability Plan goal of 10% by 2015.

(b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis;

- i. **Kapolei Hale Lighting Retrofit** – USDOE’s formula Energy Efficiency and Conservation Block Grant (EECBG).
- ii. **Neal Blaisdell Center Parking Structure Lighting Improvements** – USDOE’s EECBG.
- iii. **Kalihi-Palama Bus Maintenance Lighting Improvements** – USDOE’s EECBG.
- iv. **Kalihi-Palama Bus Administration Building Lighting Improvements** – USDOE’s EECBG.
- v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System** – USDOE’s EECBG.
- vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements** – USDOE’s EECBG.

(c) Whether matching funds are required, and, if so:

- i. **Kapolei Hale Lighting Retrofit – No.**
- ii. **Neal Blaisdell Center Parking Structure Lighting Improvements – No.**
- iii. **Kalihi-Palama Bus Maintenance Lighting Improvements – No.**
- iv. **Kalihi-Palama Bus Administration Building Lighting Improvements – No.**
- v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System – No.**
- vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements – No.**

- i. Are they available; N/A
- ii. Have they been secured; N/A
- iii. If they have not been secured, why not; and N/A
- iv. Will the State be required to continue that match or provide increased/full funding in the future; N/A

(d) If there are additional requirements to receive funds, what are they;

- i. **Kapolei Hale Lighting Retrofit – None.**
- ii. **Neal Blaisdell Center Parking Structure Lighting Improvements – None.**
- iii. **Kalihi-Palama Bus Maintenance Lighting Improvements – None.**
- iv. **Kalihi-Palama Bus Administration Building Lighting Improvements – None.**
- v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System – None.**
- vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements – None.**

- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);
- i. **Kapolei Hale Lighting Retrofit** – \$623,700 (SFY 2011-2012)
  - ii. **Neal Blaisdell Center Parking Structure Lighting Improvements** – \$600,000 (SFY 2011-2012)
  - iii. **Kalihi-Palama Bus Maintenance Lighting Improvements** – \$450,000 (SFY 2011-2012)
  - iv. **Kalihi-Palama Bus Administration Building Lighting Improvements** – \$90,000 (SFY 2011-2012)
  - v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System** – \$1,500,000 (SFY 2011-2012)
  - vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements** – \$600,000 (SFY 2011-2012)
- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;
- i. **Kapolei Hale Lighting Retrofit** – Reviewed electricity bills. See 1.(a)i. above.
  - ii. **Neal Blaisdell Center Parking Structure Lighting Improvements** – Reviewed electricity bills. See 1.(a)ii. above.
  - iii. **Kalihi-Palama Bus Maintenance Lighting Improvements** – Reviewed electricity bills. See 1.(a)iii. above.
  - iv. **Kalihi-Palama Bus Administration Building Lighting Improvements** – Reviewed electricity bills. See 1.(a)iv. above.
  - v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System** – Reviewed electricity bills. See 1.(a)v. above.



- vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements** – Reviewed electricity bills. See 1.(a)vi. above.
- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;
- i. **Kapolei Hale Lighting Retrofit** – None.
  - ii. **Neal Blaisdell Center Parking Structure Lighting Improvements** – None.
  - iii. **Kalihi-Palama Bus Maintenance Lighting Improvements** – None.
  - iv. **Kalihi-Palama Bus Administration Building Lighting Improvements** – None.
  - v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System** – None.
  - vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements** – None.
- (h) The criteria used to select activities for the program/project;
- i. **Kapolei Hale Lighting Retrofit** – In addition to 1.(f) above, technology is available to accomplish this project.
  - ii. **Neal Blaisdell Center Parking Structure Lighting Improvements** – In addition to 1.(f) above, technology is available to accomplish this project.
  - iii. **Kalihi-Palama Bus Maintenance Lighting Improvements** – In addition to 1.(f) above, technology is available to accomplish this project.
  - iv. **Kalihi-Palama Bus Administration Building Lighting Improvements** – In addition to 1.(f) above, technology is available to accomplish this project.
  - v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System** – The facility is located in an area with

a good solar regime. The buildings at the site have large roof areas that are constructed using standing metal seams, which facilitate the attachment of photovoltaic (PV) panels. The PV generating potential matches the buildings' electrical load.

- vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements** – The existing chiller plant equipment is old and obsolete and require replacement.
- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;
- i. **Kapolei Hale Lighting Retrofit** – A resolution was presented to the City Council at a regular and properly publicized meeting to authorize the City Administration to apply for, receive, and spend the EECBG funds. During the City Council meeting, the public had the opportunity to testify on this resolution.
  - ii. **Neal Blaisdell Center Parking Structure Lighting Improvements** – A resolution was presented to the City Council at a regular and properly publicized meeting to authorize the City Administration to apply for, receive, and spend the EECBG funds. During the City Council meeting, the public had the opportunity to testify on this resolution.
  - iii. **Kalihi-Palama Bus Maintenance Lighting Improvements** – A resolution was presented to the City Council at a regular and properly publicized meeting to authorize the City Administration to apply for, receive, and spend the EECBG funds. During the City Council meeting, the public had the opportunity to testify on this resolution.
  - iv. **Kalihi-Palama Bus Administration Building Lighting Improvements** – A resolution was presented to the City Council at a regular and properly publicized meeting to authorize the City Administration to apply for, receive, and spend the EECBG funds. During the City Council meeting, the public had the opportunity to testify on this resolution.
  - v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System** – A resolution was presented to the City Council at a regular and properly publicized meeting to authorize the City Administration to apply for, receive,

and spend the EECBG funds. During the City Council meeting, the public had the opportunity to testify on this resolution.

- vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements** – A resolution was presented to the City Council at a regular and properly publicized meeting to authorize the City Administration to apply for, receive, and spend the EECBG funds. During the City Council meeting, the public had the opportunity to testify on this resolution.

(j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

- i. **Kapolei Hale Lighting Retrofit** – The City will follow the procurement code in awarding the construction contract for this project.
- ii. **Neal Blaisdell Center Parking Structure Lighting Improvements** – The City will follow the procurement code in awarding the construction contract for this project.
- iii. **Kalihi-Palama Bus Maintenance Lighting Improvements** – The City will follow the procurement code in awarding the construction contract for this project.
- iv. **Kalihi-Palama Bus Administration Building Lighting Improvements** – The City will follow the procurement code in awarding the construction contract for this project.
- v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System** – The City will follow the procurement code in awarding the construction contract for this project.
- vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements** – The City will follow the procurement code in awarding the construction contract for this project.

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;
- i. **Kapolei Hale Lighting Retrofit** – The City will follow the Department of Budget and Fiscal Services policies and procedures in executing the construction project.
  - ii. **Neal Blaisdell Center Parking Structure Lighting Improvements** – The City will follow the Department of Budget and Fiscal Services policies and procedures in executing the construction project.
  - iii. **Kalihi-Palama Bus Maintenance Lighting Improvements** – The City will follow the Department of Budget and Fiscal Services policies and procedures in executing the construction project.
  - iv. **Kalihi-Palama Bus Administration Building Lighting Improvements** – The City will follow the Department of Budget and Fiscal Services policies and procedures in executing the construction project.
  - v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System** – The City will follow the Department of Budget and Fiscal Services policies and procedures in executing the construction project.
  - vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements** – The City will follow the Department of Budget and Fiscal Services policies and procedures in executing the construction project.
- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed; and
- i. **Kapolei Hale Lighting Retrofit** – Project is currently in the design phase utilizing City funds. EECBG funds have not been encumbered or expended.
  - ii. **Neal Blaisdell Center Parking Structure Lighting Improvements** – The City is currently negotiating a design

contract. EECBG funds have not been encumbered or expended.

- iii. **Kalihi-Palama Bus Maintenance Lighting Improvements** – The City is currently negotiating a design contract. EECBG funds have not been encumbered or expended.
- iv. **Kalihi-Palama Bus Administration Building Lighting Improvements** – The City is currently negotiating a design contract. EECBG funds have not been encumbered or expended.
- v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System** – The City is currently negotiating a design contract. EECBG funds have not been encumbered or expended.
- vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements** – Project is currently in the design phase utilizing City funds. EECBG funds have not been encumbered or expended.

(m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

- i. **Kapolei Hale Lighting Retrofit** – Estimated number of jobs saved/created is 9. Estimated annual energy savings is 96,137 kilowatt-hours (kWh) of electricity.
- ii. **Neal Blaisdell Center Parking Structure Lighting Improvements** – Estimated number of jobs saved/created is 7. Estimated annual energy savings is 135,687 kWh of electricity.
- iii. **Kalihi-Palama Bus Maintenance Lighting Improvements** – Estimated number of jobs saved/created is 7. Estimated annual energy savings is 285,261 kWh of electricity.
- iv. **Kalihi-Palama Bus Administration Building Lighting Improvements** – Estimated number of jobs saved/created is 9. Estimated annual energy savings is 64,818 kWh of electricity.

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v. **Pearl City Bus Maintenance Facility – Installation of Photovoltaic System** – Estimated number of jobs saved/created is 7. Estimated annual energy savings is 326,339 kWh of electricity.

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vi. **Neal Blaisdell Center Exhibition Hall Air Conditioning System Improvements** – Estimated number of jobs saved/created is 14. Estimated annual energy savings is 300,000 kWh of electricity.

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2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

Unknown.

3. Please describe:

(a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements; N/A

(b) The effect of those barriers/constraints; and N/A

(c) If and how they were mitigated. N/A

**LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT  
COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009**

**DEPARTMENT/AGENCY QUESTIONNAIRE**

**Instructions:** Please use this document as a template, entering your answers below the corresponding number/letter. If a question is not applicable please indicate N/A. The information requested under questions 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:

- (a) A brief summary of the program/project, including goals;

The Comprehensive Planning and Statewide Template Development for Green Infrastructure Best Management Alternatives for Schools and Parks project is intended to deliver a tool for the schools and parks of Hawaii to use for implementing green infrastructure. The handbook will provide information on placement, selection and maintenance. Goals of the project handbook are to promote filtration and infiltration of rainwater prior to reaching the oceans and beaches. The project will promote green infrastructure in high visibility places such as schools and parks.

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive basis;

Funds for the project are provided through an EPA/DOH formula/block grant.

- (c) Whether matching funds are required, and, if so:

Matching funds were not required for this project. It is 100% federally funded.

- i. Are they available;  
N/A
- ii. Have they been secured;  
N/A
- iii. If they have not been secured, why not; and  
N/A

iv. Will the State be required to continue that match or provide increased/full funding in the future;

N/A

(d) If there are additional requirements to receive funds, what are they;

N/A

(e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);

53% (\$65,000) of funding must be spent by September 11, 2010. The balance needs to be expended by March 31, 2011.

(f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;

N/A

(g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;

We are working with the City Department of Parks and Recreation, University of Hawaii College of Tropical Agriculture and Human Resources, and the State Department of Education.

(h) The criteria used to select activities for the program/project;

Guidelines have been drawn from the Center for Watershed Protection, and guidance received from the State Department of Health and EPA. Input on plant selection and community concerns received from UH and two community groups: Malama Maunaloa and Hui O Koolauoko.

(i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;

The public has been notified of the goals and efforts of the projects through two of the larger community groups that are affiliated with the study areas. Efforts were made to receive and address their pollutant concerns for the study areas, and will continue to be consulted regarding the site reconnaissance of the schools and parks.



- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

To ensure that the goals of the handbook would be completed on time, the contract was awarded to a consultant that is currently providing the branch with similar services of the project, including GIS mapping, and watershed computer modeling using the WARMF program. A separate selection was not done because of the short time frame.

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

N/A

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of the program/project have been completed; and

Currently the project stands at a 10% completion, following the completion of task 1 which included review of the pollutant concerns of the study areas and generation of maps that included the framework for the site reconnaissance of the schools and parks, which will incorporate the bulk of the development of the template. Approximately 10% has been expended.

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

Roughly 75% or \$90,000 of the grant funding was earmarked for the private sector during the proposal stage for this ARRA grant project. The majority of funding was proposed for the consultant, followed by other agencies, which include the community groups and the UH CTAHR program, and then followed, by the City. These were rough estimates for the proposal, and the actual numbers of jobs created or maintained have not been determined.

Long term benefits of the project will a) provide a template for schools and parks to plan and incorporate green infrastructure into their CIP programs; and b) reduce pollution to our streams and coastal waters.

- 2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or

were denied, please briefly describe why the funds were not sought or why they were denied.

N/A

3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance or expenditure of funds, including procurement, late/delayed federal guidance, and reporting requirements;

We have not encountered any legal barriers. There were delays in developing and finalizing the scope of work.

- (b) The effect of those barriers/constraints; and

The overall project time of 24 months has been reduced to 13 months.

- (c) If and how they were mitigated.

During a meeting with DOH, a reduction of scope was proposed. The number of WARMF models that had been proposed had been reduced from three to one. The amount of site visits that were required to develop the site analysis template has also been reduced.