

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

DEPARTMENT/AGENCY QUESTIONNAIRE

Department of Human Services

Vocational Rehabilitation and Services for the Blind Division

November 13, 2009

Instructions: Please use this MS Word document as a template, entering your answers below the corresponding number/letter. The commission is cognizant of the numerous reporting requirements of ARRA and does not wish to burden your Department or agency with duplicative requests for information where possible. Please use information that you have all ready reported to the Federal government, as applicable.

If a question is not applicable please indicate N/A. The information requested under question 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;

Assist in operating statewide comprehensive, effective, efficient and accountable programs of vocational rehabilitation, which are an integral part of a statewide workforce investment system; and designed to assess, plan, develop and provide vocational rehabilitation services for individuals with disabilities, consistent with their strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice, so that such individuals may prepare and engage in gainful employment.

(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 grant basis;

ARRA Award Number H390A090015 was awarded as a formula grant.

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

Matching funds are not required.

- (i) Are they available;
- (ii) Have they been secured;
- (iii) If they have not been secured, why not; and

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

(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;

There are no additional requirements to receive 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 total amount of the award is \$2,249,150.00 all of which has been received and must be expended by FFY 2010 – 2011.

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

The programs/projects listed in the FFY 2009 – 2010 State Plan which was approved by the Rehabilitation Services Administration, RSA, was the criteria used to identify the programs/projects.

(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;

The FFY 2009 – 2010 State Plan was based upon the annual statewide comprehensive needs assessment, input from the Public and the State Rehabilitation Council.

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

A public hearing on the FFY 2009 – 2010 State Plan was held in May 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;

Participated in ARRA Federal training/webinars, closely monitoring guidelines for this specific grant award, VR, to maintain transparency and compliance with Federal Act.

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

- (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 program/project have been completed; and

The entire award has been obtained in the amount of \$2,249,150.00. As of 9/30/09, \$597,097.79 of the award 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.

We did not directly create/save any jobs within our division, however, we did place approximately 55 students with disabilities into paid summer work experiences or internship, some of which were offered permanent employment!

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.

There were no other funds for other programs/projects that were available to apply for.

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

- (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

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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;

A state program to provide independent living services to older individuals who are blind, conduct activities that will improve or expand such services and help improve public understanding of the problems of such individuals.

(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 grant basis;

Awarded as a formula grant.

(c) Whether matching funds are required,

Yes required.

and, if so:

(i) Are they available; Yes.

(ii) Have they been secured; Yes.

(iii) If they have not been secured, why not; N/A.

and

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

(iv) Will the State be required to continue that match or provide increased/full funding in the future; match is required until ARRA funds are used in full for projects designated.

No.

(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);

\$87,883.00

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

Following ARRA guidelines of services to be provided and maintaining compliance with the Federal Rehabilitation act.

(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;

Based on Rehabilitation Act and Older Individuals who are Blind (OIB) grant requirements.

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

Federally the designated agency is required to seek public input through established state councils focused on Independent Living services; this was done.

(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

(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;

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

Participated in ARRA Federal training/webinars, closely monitoring guidelines for this specific grant award; to maintain transparency and compliance with Federal Act.

- (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 program/project have been completed; and

100% of the ARRA funds have been received. Project has been completed and all funds have been used as of ending quarter 9/30/2009.

- (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.

2.0 FTE saved. OIB consumers served have gained independent living skills allowing for family members to return to gainful employment and reduce cost of care due to the independence of individual now enabled to live independently or within family home rather than care facility.

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:

N/A

- (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;

No.

- (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

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November 13, 2009**

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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;
A state program to provide independent living services to individuals with significant disabilities, support the operation of centers for independent living and the Statewide Independent Living Council, provide training on the independent living philosophy and outreach to unserved and underserved populations, conduct studies and analysis and present information to policymakers to enhance independent living services, and support activities that increase the capacity of independent living service providers.

- (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 grant basis;

Awarded as a formula grant.

- (c) Whether matching funds are required,
No.

and, if so:

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

and

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

Will the State be required to continue that match or provide increased/full funding in the future; match is required until ARRA funds are used in full for projects designated. 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);

Total received: \$242,913.00

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

Using goals and Priorities set forth in the State Independent Living Plan, which are determined through an annual statewide comprehensive needs assessment. Maintaining compliance with the Federal Rehabilitation Act.

- (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;

To serve according to the Rehab Act, internal agency resources were first determined and then proper state procurement processes were used to retain specific services needed to complete projects.

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

Based on Rehabilitation Act and Independent Living plans goals and priorities.

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

Federally the designated agency is required to seek public input through established councils focused on Independent Living services; this was done.

- (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;

Followed State Procurement guidelines.

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

- (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;

Participated in ARRA Federal training/webinars, closely monitoring guidelines for this specific grant award to maintain transparency and compliance with Federal Act.

- (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 program/project have been completed; and

100 % of funds have been received; \$13,821.30 has been expended and less than 25 % of projects have been completed.

- (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 long term affects of the projects is the abilities of individuals with disabilities to live and work independently. This in turn creates gainful employment, tax paying citizens no longer living on social welfare and full integration into community through a quality of independent and interdependent life styles.

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:

N/A

- (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;

No.

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

N/A

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

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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;

Foster Care- Title IV-E funds.

This payment program supports the overall goal of the Child Welfare Services (CWS) Branch to ensure the safety and permanency of children in their own homes, or, when removal is necessary, in out-of-home placements. By setting and maintaining reimbursement rates for children's basic living costs, the program gives substitute caretakers the means to provide an adequate standard of living for children in their care.

The program meets its goal by providing payments to support the following: foster care, emergency shelter, children living with permanent custodians or legal guardians, foster youth attending higher education, and subsidies to facilitate adoption for children with special needs. Payments also cover basic daily living needs and other essentials such as clothing, transportation to school, and visitation services to facilitate reunification or to prevent out-of-home placement.

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

- (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 grant basis;

The Foster Care- Title IV-E funds were awarded as a block grant to the State.

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

No matching funds are required.

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

NA

- (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 State was awarded \$1,900,066.

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

NA

- (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;

NA

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

NA

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

The funds were provided for a specified purpose.

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

NA

- (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;

NA

- (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 program/project have been completed; and

The funds have been obtained. Of the \$1,900,066 awarded \$1,388,807 has been expended in payments to cover foster board and adoption assistance payments.

- (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.

NA

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.

NA

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;

The funds must be expended for foster board or adoption assistance payments.

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

NA

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

(c) If and how they were mitigated.

NA

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

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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 ARRA funds for the **Child Care and Development Block Grant (CCDBG)**, Child Care and Development Fund (CCDF) Discretionary Grant Award funds are used to pay for child care subsidies to eligible families to enable them to pursue employment, education and training, and to improve the quality of child care to support the health and well-being of children

(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 grant basis;

The funds were warded as a Block Grant.

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

- (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;

Not Applicable.

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

Not Applicable.

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

- (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 Department received \$6,448,715 and we must obligate the funds by September 30, 2010 and liquidate the funds by September 30, 2011.

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

The program priorities are set by the Federal law.

- (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 is the Single State Agency responsible for the administration of the funds. We are complying with all the Federal requirements.

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

The funds can only be used for child care subsidies and improvement of quality of child care.

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

The ARRA funds can only be used for the purposes providing child care subsidies and improving the quality of child care. The Department informed the Child Care Advisory Committee and the Early Learning Council of these requirements.

- (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;

Not Applicable.

- (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 Department is designated by the Governor as a Single State Agency responsible for the administration of CCDBG. The child care subsidies are authorized and issued through an electronic case management and payment

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

processing system (HANA) by the DHS staff. In the case of TANF recipients and other low-income recipients the payments are issued by our contractors.

- (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 program/project have been completed; and

Currently, \$5.2 million of the \$6,448,715 (approximately 81%) has been expended from the ARRA funds to cover the budget shortfalls in our child care payment program. We plan to utilize the remaining funds to pay for existing child care quality efforts.

- (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 ARRA requirements for CCDBG funds do not require or expect job creation. However, it does assist our low-income families through the provision of subsidies to expand or continue to provide services to children and families facing difficult economic times.

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.

Not Applicable.

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;

Not Applicable.

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

Not Applicable.

- (c) If and how they were mitigated.

Not Applicable.

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

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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 Supplemental Nutrition Assistance Program (SNAP) is the cornerstone of the Nation's nutrition safety net. SNAP helps low-income people and families buy the food they need for good health. It is the SNAP's goal in Hawaii to ensure that every eligible individual or household is receiving these important benefits and that those benefits are provided in a timely, accurate, and dignified manner.

(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 grant basis;

Awarded as a formula block grant.

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

(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;

Matching funds not required.

(d) If there are additional requirements to receive funds, what are they; None

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

- (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);

FFY 2009 = \$548,627 – must be expended by 12/31/09

FFY 2010 = \$554,322 – must be expended by 12/31/10

- (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;

N/A

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

The ARRA funds are being used to fund budget shortfalls in contract obligations, purchase equipment necessary for video conferencing, and to fund new SNAP initiatives in Outreach and telephone interviewing.

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

Public notice was provided for the Outreach initiatives to secure contractor services.

- (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 Requests for Information were posted on the SPO website as required.

- (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 contracts are closely monitored by a program specialist to ensure contract compliance.

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

- (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 program/project have been completed; and

All funds for FFY 2009 have been expended. We are in the process of encumbering approximately 60% of the FFY 2010 funds for Outreach and Nutrition Education contracts. The remaining ARRA funds will be obligated and expended at a later date for purchases related to the Disaster SNAP program.

- (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.

No direct creation of jobs, although contracted agencies have hired staff to fulfill outreach services for the contract period. Ensuring that every Hawaii resident that is eligible for SNAP is actually receiving this important benefit is economically beneficial to the applicant's household, but is also an economic benefit to the community as per USDA research every \$5 in new SNAP benefits generates \$9.20 in additional community spending.

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