

House District 1

Senate District 4

THE TWENTY-SIXTH LEGISLATURE
HAWAII STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

HUMAN SERVICES

STATE PROGRAM LD. NO. (LEAVE BLANK IF UNKNOWN): _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Dbn: Brantley Center, Inc.

Street Address: 45-370 Oheio Street
Honoka'a, HI 96727

Mailing Address: P. O. Box 1407
Honoka'a, HI 96727

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name STEVEN PAVAO

Title Administrator

Phone # 775-7245

Fax # 775-0211

e-mail bcenter2@hawaiiintel.net

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

PLAN, DESIGN AND RENOVATE EXISTING STRUCTURE ON OHELO STREET IN HONOKA'A, HI

4. FEDERAL TAX ID # _____

5. STATE TAX ID # _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2013 - 2014: \$ 300,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ 300,000.00

FEDERAL \$ PENDING

COUNTY \$ PENDING

PRIVATE/OTHER \$ PENDING

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

STEVEN PAVAO, ADMINISTRATOR
NAME & TITLE

1-29-13
DATE SIGNED

Application for Grants and Subsidies

I. Background and Summary

The Brantley Center, Inc. has been providing services to disabled adults and teens for over forty (40) years. These services include center based day programs designed to foster independent living. Vocational Rehabilitative Services designed to teach employable skills. The Center also provides an array of social and health activities to enhance the lives of the disabled. The Center also provides transportation to otherwise shut in clients in very isolated parts of North Hawaii

We are requesting funds to begin the design and implementation of a renovation project of the existing facilities in Honoka'a. The facility was built in the 70's and is sorely in need of renovations. The building sustained damage from the 2005 earthquake and is in a state of general disrepair. The ceiling panels have fallen out sporadically and much of the existing lighting fixtures no longer function. The building does not currently meet ADA requirements even though its target population it serves are disabled. The building needs a thorough hazardous materials assessment and containment or removal plan if any are discovered. The building is not an energy efficient facility and needs to be upgraded so that the Center's utility costs do not continue to become a prohibitive factor in its ability to continue to provide its much needed programs.

The Brantley Center, Inc. is the only provider of these services in North Hawaii. Clients living in North Hilo, Hamakua and North and South Kohala live within the service area of the Center.

The goals and objectives of the Center are to assist and empower individuals with disabilities to live as independent and fulfilling lives as possible. Individuals that are able to live independently and maintain gainful employment are far less likely to be dependent on the government and the community to provide for them. They will live healthier more fulfilling lives with much more positive outcomes.

The target population is anyone from the age of 18 and older that resides in the service area that is living with a disability.

II. Service Summary and Outcomes

Our clients receive curb to curb transportation to and from the Center daily free of charge. At the Center they receive a, array of services that best meets their individual needs. The Brantley Center, Inc. will leverage State funding received from this CIP request and try to secure matching funds from a variety of sources. Additional funding will be sought from the County of Hawaii through it CDBG (Community Development Block Grant) program. Funds will be sought from a variety of private trusts and foundations. Private funds will also be sought from Capital Campaign in the community from individuals as well as local businesses

III. Financial

Budget (see attached forms)



IV. Experience and Capability

A. Experience

The Brantley Center, Inc. has been providing these services for over forty years to the Hamakua, North Hilo and Kohala communities. Our staff is well trained in this area and has successfully placed dozens of clients in the competitive job market over the years.

B. Facilities

The Center has a facility built in the early 70's in Honoka'a on Ohelo Street. The existing structure has 7,800 sq. ft.. It has work stations, office space, classroom and meeting space and a social area for the day program. The facility also has male and female restrooms. Though the facility met the necessary requirements at the time of construction it is in need of renovations to meet current ADA requirements. The board of directors are in the process of planning the needed renovations and seeking the funding for such renovations. The facilities are owned by the Brantley Center, Inc and sits on leased land from the State of Hawaii (General Lease No. S-4608). It is a sixty five (65) year lease that runs through May 31, 2042.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The Center has an experienced staff that meets or exceeds its own minimum qualifications for this program. The program is funded in part by the Department of Human Services' Division for Vocational Rehabilitation and Services to the Blind and meets and the current staff or exceeds the requirements set by the Division. The Administrator of the program has a Masters Degree in Human Resource Development with an emphasis in training and staff development. The program supervisors have a total of over 15 years of experience working in this area with this target population. The Program Director has a Bachelors Degree in Special Education.

B. Organization Chart

See attached chart

VI. Other

A. Litigation

No pending litigation

B. Licensure or Accreditation

The Center meets all current licensure and accreditation requirements for the type of services it provides.

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2013 to June 30, 2014)

App

Brantley Center, Inc.

BUDGET CATEGORIES	Total State Funds Requested	(b)	(c)	(d)
	(a)			
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	300,000			
TOTAL (A+B+C+D+E)				
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	300,000	Steven Pavao 775-7245		
County CDBG (requested)	300,000	Name (Please type or print) Phone		
Trusts and Foundations (requested)	200,000	Signature [Redacted] 1-29-13		
Individual Donations	75,000	Date		
TOTAL BUDGET	875,000	Steven Pavao Administrator Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Brantley Center, Inc.

Period: July 1, 2013 to June 30, 2014

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
not applicable			0.00%	\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				0.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Brantley Center, Inc.

Period: July 1, 2013 to June 30, 2014

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
none			\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	0
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	0
JUSTIFICATION/COMMENTS:				

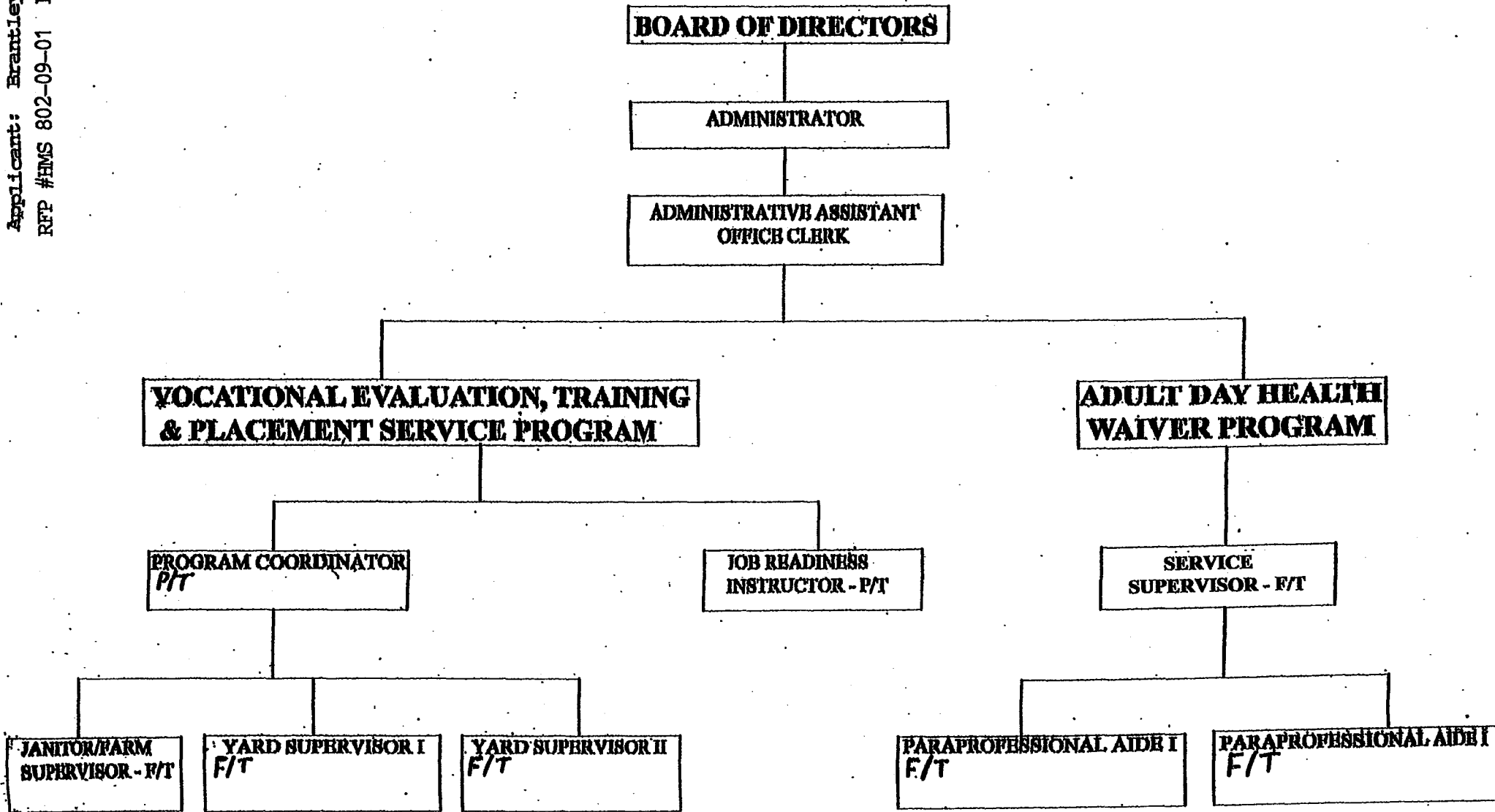
**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Brantley Center, Inc

Period: July 1, 2013 to June 30, 2014

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2011-2012	FY: 2012-2013	FY:2013-2014	FY:2013-2014	FY:2014-2015	FY:2015-2016
PLANS			32000	40000		
LAND ACQUISITION			0	0	0	0
DESIGN			42000	33000		
CONSTRUCTION			226000	502000		
EQUIPMENT						
TOTAL:			300,000	575,000		
JUSTIFICATION/COMMENTS:						

ORGANIZATION WIDE CHART



**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

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

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

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

Brantley Center, Inc.

(Typed Name of Individual or Organization)



(Signature)

(Date)

Steven Pavao

(Typed Name)

January 29, 2013

(Title)

Administrator