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January 30, 2013

Senate Committee on Ways and Means  
Hawaii State Capitol  
415 South Beretania Street, Room 208  
Honolulu, Hawaii 96813  
Attn: Rod Becker

**Administrative Offices**  
710 Green Street  
Honolulu, Hawaii 96813  
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[www.eastersealshawaii.org](http://www.eastersealshawaii.org)

Re: Grant-In-Aid, Capital Request - Easter Seals Maui Campus for Disability Services

Dear Committee Members:

Easter Seals Hawaii (ESH) is seeking the support of the Hawaii State Legislature to help fund the completion of the **Easter Seals Maui Campus for Disability Services**, a single campus in Kahului, Maui dedicated to programs and services for children and adults of all ages with disabilities or other special needs. The first phase of this campus development was successfully completed in August 2012. **This request is for \$950,000 to assist with the remaining work on Phase II.**

Phase I included the acquisition of a 1.7 acre parcel of land in Kahului and the complete renovation of three existing buildings and the construction of 2400 sq. ft. of new program space. The cost of Phase I was \$4.3M and the project was completed on time and on budget. ESH programs previously housed at The J. Walter Cameron Center are now operating on the new campus and have experienced an increase in the number of people served. Additional employees have been hired to accommodate this growth.

In Phase II, ESH will welcome Imua Family Services as one of our partners to provide early intervention services for infants and toddlers with disabilities or special needs. ESH will also occupy space in the Phase II building to expand its youth activities, supported work program, and new services for behavioral support and autism.

ESH has never requested nor received grant funds from the Legislature for program activity. In more than six decades of delivering contract services for the State of Hawaii, ESH has applied for GIA funds for only two previous capital projects. ESH received GIA funds that assisted with the successful completion of ESH's West Oahu facility in 2009, and in 2011 the organization received GIA funds for Phase I of this Maui project. During a difficult time for the Hawaii economy, Phase I of the Maui Campus for Disability Services project put many contractors to work while providing quality services and programs for individuals with disabilities. This is a "Shovel Ready" project and we respectfully ask for your support in helping ESH complete Phase II of this critical project for the many Maui families who need our support.

Please direct all questions to Mikio Sato, Easter Seals COO and CFO, at (808) 536-1015.

Sincerely,



Christopher E. Blanchard  
President & CEO



House District 25

Senate District 11

THE TWENTY-SEVENTH 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):

DEPARTMENT OF LABOR

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): \_\_\_\_\_

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:  
EASTER SEALS HAWAII

Dbas: n/a

Street Address: 710 Green St., Honolulu HI 96813

Mailing Address: same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MIKIO SATO

Title Chief Operations Officer

Phone # (808) 536-1015

Fax # (808) 536-3765

e-mail MSato@EasterSealsHawaii.org

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

EASTER SEALS HAWAII MAUI CAMPUS FOR DISABILITY SERVICES, PHASE II

4. FEDERAL TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2014: \$ 950,000

5. STATE TAX ID #: [REDACTED]

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 \$ \_\_\_\_\_

FEDERAL \$ \_\_\_\_\_

COUNTY \$ \_\_\_\_\_

PRIVATE/OTHER \$ 24,000

CHRISTOPHER E. BLANCHARD, CEO

NAME & TITLE

1/30/2013  
DATE SIGNED

## Application for Grants and Subsidies

*If any item is not applicable to the request, the applicant should enter "not applicable".*

### I. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Include the following:

1. A brief description of the applicant's background;

Easter Seals Hawaii (ESH) has been serving children and adults with disabilities throughout the State of Hawaii since 1946. ***The mission of ESH is to provide exceptional services to ensure that all people with disabilities or special needs and their families have equal opportunities to live, learn, work and play in their communities.***

ESH is Hawaii's only Medicaid Waiver provider that delivers services on all islands and is the state's largest provider of early intervention (birth to age three) services with six programs on Kauai (1), Oahu (4), and Hawaii Island (1). ESH delivers both of these services as a contractor for the State of Hawaii Department of Health. ESH has 470 employees, manages 12 programs / service centers, and provides disability services to more than 12,000 children and adults throughout the state. In fiscal year 2012, ESH employees statewide delivered more than 530,000 hours of direct service to children and adults experiencing a wide range of disabilities, delays, or special needs including, but not limited to, Autism, Muscular Dystrophy, Cerebral Palsy, Spina Bifida, Down Syndrome and other sensory impairments. ESH's Home & Community Based Programs (HCBS) are nationally accredited by the Commission for Accreditation of Rehabilitation Facilities (CARF). ESH will be seeking accreditation for our early intervention programs in April 2013.

ESH is a 501 c 3 non-profit organization that is affiliated with the national Easter Seals network of 72 affiliates. ESH serves as its own legal entity and all funds raised and earned by ESH remain in Hawaii. ESH has an annual operating budget of \$ 17.5M. Half of ESH's employee base resides on the neighbor islands and half of its operating revenues are derived from neighbor island services and programs. More than 92 cents of every dollar raised goes directly to the support of ESH programs and services.

In recent years ESH has worked to create a higher level of financial independence for the organization engaging in capital projects that have allowed the organization to

acquire its own properties and reduce or eliminate occupancy costs. In addition to acquiring and/or renovating distressed properties for its program activity, ESH has also established Power Purchase Agreements (PPA) agreements to reduce utility costs and designed its buildings with other energy efficiency techniques such as the use of tube lights and sub-metering for irrigation. Monies that are saved from the operating budget are reinvested in new programs for the communities and people we serve.

In 2012, ESH completed the first phase of its new Maui Campus for Disability Services. This new Maui initiative is similar to two recently completed developments: Kauai project (Waimea Dispensary renovation) and *Napuakea* located in West Oahu and completed in 2009. The model for these facilities meets the needs of the many families we serve and creates an economically efficient way of delivering services to the community.

Phase I of the Maui campus development was completed in August 2012 and has already proven its value as participant enrollment is up, new employees have been hired, and ESH has eliminated approximately \$100,000 in annual lease cost. Phase II work has already begun, and when completed will benefit the people of Maui tremendously as ESH and its partner agencies will be able to provide a continuum of services that promote dignity and independence to children and adults of all ages with disabilities or other special needs.

ESH is one of Hawaii's largest providers of Medicaid Waiver Services and employs 75 staff on the islands of Maui and Lanai, and provides services to more than 82 Medicaid Waiver Qualified youth and adults in its center-based programs as well as in homes and the various communities throughout Maui County. Last year, ESH delivered 7,000 hours of direct service in Maui County.

2. The goals and objectives related to the request;

**GOAL:** Expand existing services and start new programs for children and adults of all ages with disabilities or other special needs while reducing operating and occupancy costs on Maui by renovating a 30-year old building on fee simple land in Kahului owned by ESH.

**OBJECTIVE:** The goal is to renovate a 10,200 sq. ft., two-story building for the purpose of creating program space for the delivery of early intervention services for infants and toddlers with disabilities and expanding existing programs for special education youth enrolled in DOE schools on Maui. This "objective" is referred to as *The Maui Campus for Disability Services, Phase II*. A capital grant in aid for \$950,000 is requested to support the development of the second and final phase of the campus development.

Construction cost for Phase II is budgeted for \$2.2M and will create 10,200 sq. ft. of program space for early intervention services, new programs for special education youth, supported work programs and services for autism. The requested funds are to be used for repair/replacement of the exterior of the building, windows & doors, roofing material, air conditioning, electrical, plumbing and site work and landscaping that supports the entire campus.

In 2004, the State of Hawaii closed its Medicaid Waiver Adult Day Health Program on Maui. ESH was asked by the State of Hawaii and the parents of the participants of that program, Hale Hauoli, to take over operation of the program in the fall of 2004. ESH has grown the program and improved the quality of services and is now committed to the creation of a single campus on Maui where children and adults of all ages with developmental disabilities or other special needs can come to benefit from an array of quality programs and services designed to increase their quality of life, promote independence, and provide support for their families. Phase I of that vision has already been realized with the acquisition of land in 2010 and the completed renovation and construction of over 6,000 sq. ft. of program space (3600 sq. ft. existing and 2400 sq. ft. new construction). Phase II will complete the development and has already begun.

The required Environmental Assessment and Special Management Area permits have been completed. Phase I was completed on schedule and there is no outstanding debt associated with Phase I. The necessary infrastructure (water, electricity, and access) is already in place. Phase II fundraising has begun and permits for the renovation of the existing two-story building are being reviewed by the County of Maui. Phase II construction is expected to commence this summer and be completed in early 2014. A photovoltaic system will be installed to control electric costs and an agreement will soon be finalized to gain access to a private non-potable water source for irrigation at a much lower costs than water supplied by the County.

With the additional space and facilities made available in Phase II, ESH will be able to expand its youth activities to help support many of the 2,000 special education students enrolled in DOE schools on Maui. The new campus will provide a safe and secure environment for center-based activities, but will also function as a resource for other disability related service and support groups in the community.

The campus will enable ESH to develop new and innovative programs that address behavioral support for all ages and foster greater independence through the inclusion of supported work training programs. The addition of Imua Family Services (Imua) as a partner on the campus to provide early intervention services for the younger children is a perfect complement to the services provided by ESH for youth and adults and makes the campus a model for the continuity of services that parents and families need for their loved ones with special needs.

ESH has had previous success in developing campus facilities designed to deliver multiple programs and services. The successful completion of *Napuakea* in West Oahu in 2009 benefitted from a State of Hawaii Grant In Aid that allowed ESH to consolidate three smaller leased facilities into to a modern 20,000 sq. ft. facility serving more than 300 families. When completed in 2009, *Napuakea* was debt free, serving as a model example of how private-public partnerships can benefit the community. We fully expect the Easter Seals Maui Campus for Disability Services to be equally successful and to make an even greater impact on the Maui community.

3. The public purpose and need to be served;

The Maui Campus for Disability Services will create an inclusive and safe environment where children and adults with disabilities or other special needs can work, socialize, recreate, and convene with others in an accessible and positive setting. It will be a center where they can learn new skills, meet new friends, and be treated with dignity and respect as they strive to live more independent lives.

The successful completion of Phase I has already validated the Maui community's need for quality and progressive programs that improve the lives of children and adults with special needs. ESH operates the only nationally accredited Medicaid Waiver Adult Day Health and Community Support Services programs on Maui, and while not providing early intervention services on Maui, is the state's largest provider of early intervention services with six programs on other islands. ESH fully understands the critical importance of program continuity to families with children—both young and adult age—special needs. Imua will join ESH on the Maui Campus for the purpose of providing those critically important early intervention services that families need for their newborns and toddlers with special needs. ESH completes the continuity equation with exceptional services for youth, adults and seniors. Phase II of the Maui Campus will allow for the expansion of existing programs and the creation of new services to address behavioral issues and autism spectrum disorder.

Additionally, there are over 2,000 special education students enrolled in DOE schools on Maui and ESH will create new after school and weekend programs to help the most challenged students with life skills and social behavior. When these students 'age out' of the DOE system, many will need support services for the rest of their lives.

The Maui Campus for Disability Services will very quickly become the center of activity for all organizations on Maui that support disability related services. ESH will construct a multi-purpose training/conference room that will be made available to those agencies that do not have adequate facilities to accommodate training and conference sessions for larger groups. ESH also plans to construct an exercise area that would be made available for any individual on Maui with special needs.

ESH's primary interests in moving from The Cameron Center to the new Maui Campus were two-fold: (1) eliminate costly lease expense and (2) have the necessary space to expand the services so critically needed by Maui families with special needs concerns. The increased program space that we are now enjoying in Phase I has allowed us to enroll new participants and start new program activities. The successful completion of Phase II will expand that vision of higher quality programs and greater choices for children and adults with disabilities.

4. Describe the target population to be served; and

On Maui, the special needs population of adults is estimated at over 3,500. There are over 2,000 special education DOE students about to or ready to transition into the community after leaving school. The majority of developmentally disabled individuals lives at home with aging parents and has limited opportunities for vocational education and job skill training.

ESH programs provide services for youth and adults with a wide range of disabilities that include, but are not limited to, Autism Spectrum Disorder, Cerebral Palsy, Downs Syndrome, Spina Bifida, Muscular Dystrophy, and other behavioral and sensory challenges. ESH will be joined on the Maui Campus (Phase II) by Imua for the delivery of its Early Intervention programs for young children (birth to age three) with disabilities and developmental delays. Each of the children and adults benefitting from the programs and services delivered at the Maui Campus have been screened and approved for services by the State of Hawaii Departments of Health and Human Services. These services are provided by ESH and Imua under contracts with the Department of Health.

ESH and IMUA currently operate three programs on Maui. Both the Adult Day Health and Community Support Services programs are Medicaid Waiver qualified programs, administered by the Department of Health. Only participants who have been approved by the State of Hawaii can receive the services that are offered. Similarly, the Early Intervention program operated by Imua is administered by the State of Hawaii Department of Health and all service recipients must be approved by the Department of Health.

With the expected completion of Phase II in early 2014, The Easter Seals Maui Campus for Disability Services will provide exceptional programs and services to more than 2,500 children with disabilities throughout Maui County. ESH and Imua will now have the space and facilities to start critically needed programs for people with autism and other behavioral issues. Expanded youth activities will be offered to the many special education students enrolled in DOE schools on Maui and work support training programs will create employment opportunities for higher functioning participants.

5. Describe the geographic coverage.

The Easter Seals Maui Campus, to include all ESH and Imua programs, will provide support to individuals and families throughout Maui County. While the Maui Campus will provide an array of services, both ESH and Imua also provide services in Maui communities including Hana, Lahaina, Kihei and the island of Lanai.

## II. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

The development of The Easter Seals Maui Campus for Disability Services has been structured in two distinct phases. Phase I included the purchase of a 1.7 acre parcel of land in Kahului, Maui, and included the complete renovation of three vacant buildings (3,600 sq. ft.) and the construction of 2,400 sq. ft. of new program space. Phase I was completed in August 2012 at a cost of \$4.3M, including the purchase of land. An Environmental Assessment and Special Management Area were completed in 2011 for both Phase I and Phase II. Phase I is completely paid for and there is no debt associated with the project.

The scope of work for Phase II, and specifically this GIA Capital Grant request, is to renovate an existing 10,200 sq. ft. building to be used by ESH and Imua for the delivery of programs and services for children and adults with disabilities. The renovation work will include a new metal roof, new exterior wall finish, replacement of doors and windows, new electrical and plumbing, new air conditioning, site work and landscaping that supports the entire campus. Phase II is budgeted at \$2.2M and work is expected to begin this summer (2013) and be completed in early 2014. Fundraising for Phase II is already underway. As stated previously, the Environmental Assessment and Special Management Area are complete and the County of Maui is currently reviewing the necessary building permits. **This is a "Shovel Ready" project.**



2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

2012

September Phase I completed

2013

- The architect for Phase II has already been competitively selected and approved for Phase II.
- EA and SMA permits have already been approved for Phase II.
- Infrastructure—water, electricity, and access are in place.
- Approximately half of the funding for Phase II has been identified.

February	Building permits submitted to the County of Maui for Phase II
March	Bid for General Contractor advertised for Phase II
April	General Contractor Bid awarded
May	Building permits approved
June	Contractor begins project mobilization
December	Work completed on building

2014

January	Site work completed for Phase II
February	Notice of Completion and Certificate of Occupancy awarded

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

ESH has successfully completed four capital campaigns dating back to 1997 totaling more than \$20M in new construction, renovation, and land acquisition. The funds have been a blend of private trust and foundation monies, donations, county CDBG and state grant-in-aid funds, and ESH funds from designated contributions. Of the ten building projects we have successfully completed, five have been service centers on the neighbor islands. Currently, ESH manages twelve facilities on four islands and maintains each of the service centers in excellent condition. In addition to the qualified staff with facilities and property management experience, the ESH Board of Directors (BOD) has an ad hoc Building Committee that oversees all capital improvements and projects. The committee consists of volunteer professionals with experience in commercial real estate, construction, finance, and legal matters. ESH HCBS Medicaid Waiver programs are nationally accredited by CARF and while much of the accreditation addresses programmatic issues, there are very specific standards related to the safety, cleanliness, construction, accessibility and maintenance of the buildings that must be met on a consistent basis. In addition to the Building Committee,

the BOD Finance Committee oversees all contracts and expenditures related to capital campaigns and projects.

MC Architects was competitively selected to design and manage both Phase I and Phase II of this campus development. Phase I was successfully completed on time and on budget and the knowledge of the buildings and property gained during construction of Phase I will benefit us greatly as we undertake the second and final phase. ESH has worked with MC Architects on three previous projects and has been pleased with the quality of design, the attention to detail, and the deliberate management of resources and funds to the benefit of ESH. ESH has worked very well with MC Architects to ensure that the best contractor was chosen for each of the jobs and MC Architects has done an exceptional job of serving as the project manager and keeping the various projects on track and minimizing costly change orders with timely and thoughtful solutions to problems. Part of that discipline is conducting weekly OAC (owner, architect and contractor) meetings to resolve problems and issues quickly and to anticipate potential issues. The meetings are quite detailed and are always recorded to ensure commitments are met. Subcontractors are often involved in the meetings as needed.

The competitive bid selection process to choose a general contractor is critical to the success of the project. Bid specs must be perfectly clear as to what is expected. Also, when advertising, ESH makes sure that those contractors bidding have successfully completed government contract work previously and are intimately familiar with the required paper work, certified payrolls, and other necessary requirements. While MC Architects will serve as both the project architect and the project manager, ESH will be actively involved in all phases of the design and construction of Phase II.

ESH has a proven record of completing large and complex capital projects. With ten buildings built or renovated and more than \$20M in capital fund raised for those projects, ESH has a great deal of experience in successfully completing its projects. All of our projects involve funds from both the private and public sector, and many of our funders are private trust and foundations who have supported multiple capital campaigns because they are confident in our ability to use their funds wisely and efficiently.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

This grant request is for capital funds to aid ESH with the complete renovation of an existing two-story building that will be used for the delivery of programs and services (contracted by the State of Hawaii Department of Health) for children and adults with disabilities. Based on the specific use of these grant funds—building renovation and site work—the measure of success is straightforward. The successful completion of the contracted renovation work, the advertising of the Notice of Completion, and the award of a Certificate of Occupancy will be the measures that determine the success of the project. With the EA and SMA already approved and Phase I being successfully completed as planned, Phase II is expected to be very manageable. Much of the funding has been identified and ESH has the proven experience ensure success.

### III. Financial

#### Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

See attached

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2014.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$475,000	\$475,000			\$950,000

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2014.

Funding Source	Amount Requested
Private Foundations	\$475,000
Government	\$651,000
Corporations	\$100,000

- 4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

Not applicable

**IV. Experience and Capability**

**A. Necessary Skills and Experience**

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

ESH has a proven record of completing large and complex capital projects. With ten buildings built or renovated and more than \$20M in capital fund raised for those projects, ESH has a great deal of experience in successfully completing its projects. All of our projects involve funds from both the private and public sector, and many of our funders are private trust and foundations who have supported multiple capital campaigns because they are confident in our ability to use their funds wisely and efficiently.

ESH has conducted three successful capital campaigns under the leadership of former CEO John Howell. The 1997-98 campaign raised more than \$3M to purchase land and renovate seven buildings on three islands. All projects undertaken by ESH have been completed on budget and on time. In 2009, ESH completed the capital campaign for the West Oahu Service Center that raised nearly \$9M for the construction of the *Napuakea*, the 20,000 square foot, full-service, multi-program center serving more than 300 West Oahu families in

Kapolei. State GIA funding was received for the project and helped ESH move into the West Oahu Service Center in August 2009 debt free. ESH completed two major renovation projects in 2012: Phase I of The Maui Campus for Disability Services and the Waimea Dispensary project on Kauai. ESH has extensive experience with government contracts and administrative work as well.

## **B. Facilities**

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities. The applicant shall also describe how the facilities meet ADA requirements, as applicable.

Over the past decade and a half, ESH has built and renovated more than \$20M in building projects on four islands. These projects were undertaken to either improve aging facilities or acquire land and buildings to reduce occupancy costs. ESH currently manages 12 facilities on four islands. Each ESH facility is well maintained, primarily because of ESH's commitment to quality and to ensuring that participants and employees are in facilities that provide safe, comfortable, accessible and clean environments. ESH places adequate funds in its operating budget to ensure that each service center is a model for the community we serve. For several of our projects we have earmarked building endowments to ensure adequate funding for ongoing repairs and maintenance. All ESH facilities are Americans with Disabilities Act compliant and the Disability and Communication Access Board has reviewed plans for the Maui campus. ESH is committed to being a leader in matters of accessibility as part of our mission and for the participants we support daily.

## **V. Personnel: Project Organization and Staffing**

### **A. Proposed Staffing, Staff Qualifications, Supervision and Training**

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

John Howell, past ESH CEO, is responsible for the ESH-Maui Campus Phase II renovation. In April 2006, Mr. Howell received the Medders Award from the National Easter Seals Training Conference recognizing him as the best CEO in the Easter Seals network of 78 nationwide affiliates. His personal experience

includes the building or renovation of eight large residential projects as well as the ESH capital projects detailed above. In addition, members of the ESH Board of Directors and its Building Committee contributed extensive expertise in the construction, insurance, finance and legal fields.

**B. Organization Chart**

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organizational chart that illustrates the placement of this request.

See attached

**VI. Other**

**A. Litigation**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

Not applicable

**B. Licensure or Accreditation**

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.

ESH Home and Community Based Services have received national accreditation from the Commission on Accreditation of Rehabilitation Facilities (CARF).

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

Applicant: EASTER SEALS HAWAII

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>Private Foundations (b)</b>	<b>Government (c)</b>	<b>Corporations (d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
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				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	<b>950,000</b>	<b>475,000</b>	<b>651,000</b>	<b>100,000</b>
<b>TOTAL (A+B+C+D+E)</b>				
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	950,000	Mikio Sato	808-538-1015	Phone
(b) Private Foundations	475,000			
(c) Government	651,000			
(d) Corporations	100,000			
		Signature of Authorized Official		Date
<b>TOTAL BUDGET</b>	<b>2,176,000</b>	Christopher E. Blanchard, President and CEO		
		Name and Title (Please type or print)		

**BUDGET JUSTIFICATION  
CAPITAL PROJECT DETAILS**

Applicant: EASTER SEALS HAWAII

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		24,000				
LAND ACQUISITION						
DESIGN				120,000		
CONSTRUCTION			950,000	1,106,000		
EQUIPMENT						
TOTAL:		24,000	950,000	1,226,000		
JUSTIFICATION/COMMENTS:						



**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.

Easter Seals Hawaii

(Typed Name of Individual or Organization)



(Signature)

(Date)

Christopher E. Blanchard

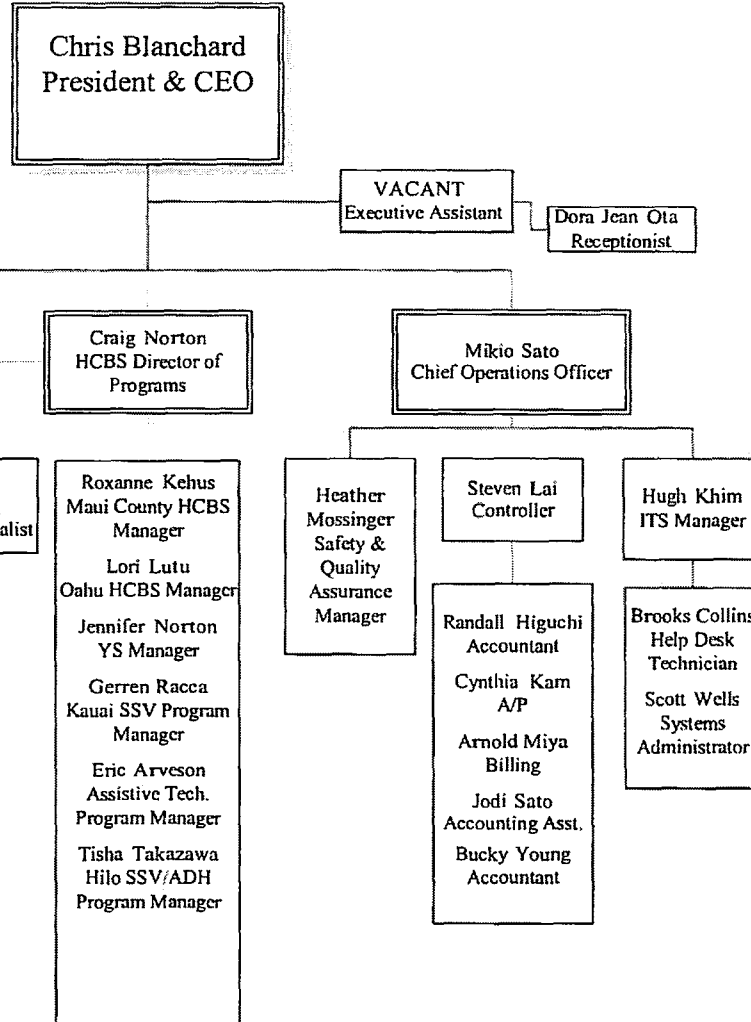
(Typed Name)

President and CEO

(Title)



# Easter Seals Hawaii Organizational Chart 2012



Administrative Offices  
710 Green Street  
Honolulu, Hawaii 96813  
Phone: (808) 536-1015  
Revised 1.18.2013