

COPY

House District 15

Senate District 8

**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): _____

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Hale `Opio Kaua'i, Inc.

Dba: _____

Street Address:**2959 Umi Street, Lihu'e, HI 96766**

Mailing Address:same

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name LAVERNE BISHOP

Title Executive Director

Phone # 808-245-2873 X 8202

Fax #808-245-6957

e-mail lbishop@haleopio.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:

RENOVATION OF BROKEN AIR CONDITIONING SYSTEM AND ADDITION OF PHOTO VOLTAIC TO RENDER HALE `OPIO KAUA'I, INC. ENERGY NEUTRAL, THEREBY DIVERTING ESCALATING ENERGY OPERATING EXPENSES INTO CURRENT SERVICES FOR AT-RISK AND DISCONNECTED YOUTH AND FAMILIES AND EXPAND CAPACITY FOR STATE-CONTRACTED SERVICES

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2014: \$ 435,100

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 \$ 97,400

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:


LAVERNE BISHOP, EXECUTIVE DIRECTOR _____
NAME & TITLE

JANUARY 27, 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;

With this Grant-in-Aid, Hale `Opio Kaua'i, Inc. (Hale `Opio) will be able to significantly reduce our cost of operations, allowing us to direct funds into current services and expand our capacity for state contracted services.

Hale `Opio is a nonprofit organization providing services on Kaua'i since 1975 dedicated to improving young people's quality of life, enhancing their sense of belonging, increasing self-awareness, and strengthening 'Ohana by providing residential and community programs for education, prevention, diversion, and treatment.

Hale `Opio is the only Kaua'i-based agency that is accredited (Council on Accreditation of Services for Children and Families), attesting to meeting or exceeding national standards in all facets of administration and programming. Hale `Opio programs are evidence-based; they have been evaluated to be effective. Youth referred for residential services have a psychiatric diagnosis, often come from single parent households that receive public assistance, have traumatic histories of physical or sexual abuse, neglect, substance abuse, involvement with the juvenile justice system, and academic failure. The current Hale `Opio residential programs include Transitional Family and Therapeutic Foster, Crisis and Respite Homes, Emergency Shelter Services, and Independent Living Program. Intensive Independent Living Skills is a treatment program offered where the older youth/young adult resides. Education programs offered in cooperation with DOE include Truancy Prevention/Intervention and School Connections as well as after school First Jobs Academy and Hawaii Youth Opportunities Initiative. Prevention programs held during and after school are focused on positive youth development and include Street Smart, Making Proud Choices, Making A Difference, Positive Action, Mother-Daughter Circle, Hawaii Foster Youth Coalition- Kaua'i Chapter, Teen Dating Violence Prevention, and Ke Kahua O Ka Malamalama – a program where youth practice and transcribe the culture through activities, interviews, images, and videos they conduct with Kaua'i's kupuna. Finally, Kaua'i Teen Court, Family Group Conferencing and Victim Impact Classes divert youth from further contact with the juvenile justice system. Hale `Opio Kaua'i, Inc. provides over twenty programs for an average of 800 youth and families annually.

2. The goals and objectives related to the request;

The goal of the request is to defray the costs of renovating the 5000 square foot administration building's currently broken and outdated air conditioning system so that Hale `Opio has the ability to provide our services without hindrance or limitation. We aim to bring the equipment in line with energy and environmental standards to become near energy neutral. Adding photo voltaic, as in state schools, would render the facility energy neutral, allowing resources currently allocated to skyrocketing energy costs to be diverted to expanded services for Kaua'i's youth and families and assist Hale `Opio maintain proper records within a climate-controlled environment.

3. The public purpose and need to be served;

Hale `Opio Kaua'i, Inc. operates over twenty programs serving an average of 800 youth and families on Kaua'i annually. All administrative functions are conducted in the building, and program assessment and intake of youth and families, groups, classes, training, staff and community meetings are daily activities. To cover costs not included in state contracts and maintain financial health, Hale `Opio also leases two office spaces; Kaua'i Planning and Action Alliance and Advanced Fusion are tenants and significant contributors to Kaua'i's economy and maintenance and development of its resources. Electronic equipment and paper files are damaged by humidity and salt air. Hale `Opio is contracted to maintain consumer files for seven years beyond their 18th birthday and other records for life. While we have started to digitally archive our current consumer records, the integrity of our equipment and historic documents requires an air conditioned environment. A quiet, comfortable meeting space is essential for conducting our professional activities with youth and families.

4. Describe the target population to be served; and

Hale `Opio works with youth and young adults, ages 9 – 24, and their families. The population ranges from typical youth who are provided prevention and positive youth development programs during and after school, to truant and failing youth requiring in-school intervention to succeed, to youth arrested for minor law violations who are diverted from continuing contact with the criminal system, to trauma-affected youth with crisis and long-term mental health residential treatment needs, to lone foster youth needing the skills to be self-sufficient adults, on their own.

All youth, an average of 325 annually, arrested for the first time are referred to Hale `Opio to divert them from the juvenile justice system. Youth, ages 0 -18, in crisis - either psychiatric, due to abuse/neglect, or other issues - receive emergency residential services. Youth, ages 9 – 19, with a diagnosis and whose treatment needs have not been addressed through community interventions are provided residential services. Middle and high school youth and their families are provided one-on-one and small group mentoring and skills to improve attendance and participate in their education, eliminating truancy and significantly improving grades. Middle and high school youth learn leadership development, decision-making, problem-solving and negotiation skills in programs effective in preventing substance abuse, teen pregnancy, teen dating violence, and bullying. Mothers and daughters develop respectful communication thereby strengthening their bond and reducing the risky behaviors of daughters in Mother-Daughter Circle. Foster and other youth who are disconnected from family and community are provided

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4. Describe the target population to be served; and

Hale `Opio works with youth and young adults, ages 9 – 24, and their families. The population ranges from typical youth who are provided prevention and positive youth development programs during and after school, to truant and failing youth requiring in-school intervention to succeed, to youth arrested for minor law violations who are diverted from continuing contact with the criminal system, to trauma-affected youth with crisis and long-term mental health residential treatment needs, to lone foster youth needing the skills to be self-sufficient adults, on their own.

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matched saving account in the Hawaii Youth Opportunities Initiative. The Hawaii Foster Youth Coalition-Kaua'i Chapter offers foster youth peer support and activities, including community service, as well as advocacy opportunities through legislative and other civic action.

5. Describe the geographic coverage.

The island of Kaua'i is served by all programs. The residential programs also serve the state.

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 Hale `Opio administration building was completed in 1984 and has reasonably good systems in place for a speculative building of that vintage. The recent crisis precipitated by the air conditioning failure has created an opportunity to make a critical examination of the building in light of today's available technology and environmental realities.

A building retrofit program has been conceived that has multiple elements that can be achieved over time as funds become available. Preliminary planning has been completed to provide a roadmap that will lead to a net zero energy building. The various elements of the plan are briefly discussed below:

The desired results of the program are set forth in the following Owner's Project Requirements (OPRs).

1. Create a building that is desirable and that promotes the productivity of its occupants by designing to ANSI/ASHRAE Standard 55-2010 Thermal Environmental Conditions for Human Occupancy.
2. Provide for a healthy building by designing to ANSI/ASHRAE Standard 62.1-2010 Ventilation for Acceptable Indoor Air Quality.
3. Meet or exceed the Kauai Energy Code.
4. Provide adequate illumination levels by following IES recommendations.
5. Minimize the impact on the environment by creating a net zero energy building.

ITEM 1 HYDRONIC SYSTEM RETROFIT

The existing chilled water system will be renovated to allow full benefit of the new chillers.

The work will include, but is not limited to, the following:

- New chilled water control valves for five air handlers
- Piping modifications to install the control valves
- Direct digital controls to coordinate the operation of the control valves and the new chillers

ITEM 2 AIR HANDLER 1 RETROFIT

Air handler #1 will be modified to enhance performance and to optimize energy consumption. The air handler system will be modified to a variable air volume system with individual room controls. Advanced control strategies such as ventilation demand control, occupancy control and occupied/unoccupied sequences on a room level will be utilized. The air handler will have a moisture control sequence.

The work will include, but not be limited to, the following:

- New fan motor and variable speed drive
- Variable volume terminals for each zone.
- Digital controller for each control with room sensor
- Direct digital controls to coordinate the operation of the air handler, chillers and zone controls

ITEM 3 AIR HANDLER 2 RETROFIT

The work for this item will be similar to the work outlined under item 2.

ITEM 4 AIR HANDLER 3 RETROFIT

The work for this item will be similar to the work outlined under item 2.

ITEM 5 AIR HANDLER 4 RETROFIT

The work for this item will be similar to the work outlined under item 2.

ITEM 6 AIR HANDLER 5 RETROFIT

Air handler #5, the basement air handler, will be converted to variable volume operation but no variable volume terminals will be installed. Advanced control strategies such as ventilation demand control and occupancy control will be utilized.

The work will include, but not be limited to, the following:

- New fan motor and variable speed drive
- Direct digital controls to coordinate the operation of the air handler and chillers.

ITEM 7 SECOND FLOOR LIGHTING RETROFIT

The effort will be evaluated as the construction project that it is by a mechanical engineer, already under contract for the first phase of the work, replacing the chillers. The engineer will facilitate the evaluation of the work flow and results:

- Did the job start and flow according to timeline projections?;
- Was the work conducted in a professional manner, with the least possible disruption to the daily professional and therapeutic activities during the work?;
- Was the work completed on time and on budget?; and
- After each phase completion, are the results building to achieve zero or near-zero net energy efficiency?

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.

See above.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
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
138,000	99,100	99,000	99,000	\$435,100

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

No other funding sources have been identified at this time. Hale `Opio used cash reserves to contract with a mechanical engineer to design the project, assist with evaluating bids for purchase and installation of new chillers by the selected mechanical contractor and prepare for the next phases, described herein and for which funding is being requested.

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.

Hale `Opio Kaua'i, Inc. has not received state or federal tax credits within the three prior years. A preliminary overview by Kaua'i's energy cooperative, KIUC, has indicated that if they receive their federal appropriation, this project may be eligible for \$5,200 in incentives.

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.

Sam Knepper, licensed mechanical engineer, was contracted by Hale `Opio to assess the current air conditioning system and develop a request for renovation proposal to obtain bids for the scope of work required. Mr. Knepper has 35 years of engineering experience and will review the project progress with Hale `Opio. See attached resume. Hale `Opio selected as licensed mechanical contractor for the first phase of the work, not included in this request, Kaua'i Air Conditioning and Refrigeration, Inc. Curtis Law, Hale `Opio's board president, in a licensed general contractor on Kaua'i who has a practical understanding of the scope of work.

Four years ago Hale `Opio completed major renovations of its headquarters building located in downtown Lihue, HI. This work was supervised by Hale `Opio staff and board and included re-stuccoing of exterior walls on our three-story building, which required scaffolding to wrap the building for access, to repair deteriorating conditions. The outside entrance staircases on the two sides of the building had to be completely rebuilt due to low grade steel originally used when the building was built in early 1980's. The roof rain gutter and water drainage system was re-engineered to increase the capacity to handle typical rainfall in the Lihue area. Exterior walls were repaired and painted. Due to our island location, scaffolding and cement staircase treads had to be ordered and shipped from the Mainland, adding dramatically to the cost and completion time of the project.

Additionally, staff administered numerous smaller projects at each of two homes, including installation of a new roof and solar vent system, renovation of the solar water system, and consultation with numerous contractors, professionals, and workmen to assess the extent of work needed to be done. The Executive Director of Hale `Opio, LaVerne Bishop, and Controller, Lenie Nishihira, were involved in these projects relative to general operations.

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.

Youth and families have the opportunity to participate in a full range of community-based services including therapy, a cultural arts program, intake and assessment, and psycho-educational sessions, housed in our administrative office at 2959 Umi Street, Lihu'e, Kaua'i. The three-story office building of 5,000 square feet is centrally located to all government offices, public transportation, and the center of business in Lihu'e. The offices accommodate administrative staff, therapy and conference rooms and our Learning Resource Center's (LRC) ceramics and woodworking studio, darkroom, computer carrels, and multimedia area. A number of community groups regularly utilize the conference room, with such space being at a premium in Lihu'e. Additionally two offices are income-producing rentals. Access accommodations are provided by holding activities, training, therapy, and meetings on the ground level, barrier free with accessible bathrooms, and/or off-site.

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.

Sam Knepper, Licensed Mechanical Engineer, created the specifications for the renovation and will provide general oversight for the project, including that the specifications of the project are completed as contracted. See attached resume.

Colby Ayonon, owner of Kauai Air Conditioning and Refrigeration, Inc. is the Licensed Mechanical Contractor who will provide for the scope of work according to the specifications for the project.

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.

The Executive Director, LaVerne Bishop, and Controller, Lenie Nishihira, are the staff involved in the project. The Board of Directors has approved the project, based on the recommendation of the Finance Committee. The organization chart is 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.

There is no pending litigation or outstanding judgments.

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.

Hale `Opio Kaua'i, Inc. is licensed as a Child Placing Organization by the State of Hawaii, Department of Human Services. Hale `Opio is nationally accredited by the Council on Accreditation of Services for Children and Families.

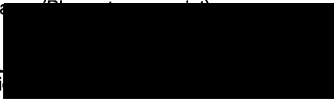
The current President of our Board of Directors and a member of our Advisory Board have been in their respective professional fields for over thirty years each and are apprised of this project:

- Avery Youn, A.Y.Architect LLC, #AR-3576
- Curtis E. Law, Curtis Law Construction, Contractor License #BC12421

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

App

Hale 'Opio Kaua'i, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
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	435,100			
TOTAL (A+B+C+D+E)	435,100			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	435,100	Lenie Nishihira	808-245-2873 8203	
(b)		Name (Please type or print)	Phone	
(c)			1-27-13	
(d)		Signature	Date	
TOTAL BUDGET	435,100	LaVerne Bishop, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Hale `Opio Kaua'i, Inc.

Applicant: _____

Period: July 1, 2013 to June 30, 2014

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				NA see page 7
JUSTIFICATION/COMMENTS:				

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

BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Hale `Opio Kaua'i, 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			30000			
LAND ACQUISITION			0			
DESIGN			9000			
CONSTRUCTION			213700			
EQUIPMENT			182400			
TOTAL:			435,100			
JUSTIFICATION/COMMENTS:						
See application for grants and subsidies, pages 3 - 5, and Hale `Opio Kaua'i, Inc. retrofit costs attachment						

HALE 'OPIO

SUMMARY OF ENERGY RETROFIT COSTS

ITEM	DESCRIPTION	COST
1	HYDRONIC SYSTEM RETROFIT	\$30,400
2	AIR HANDLER 1 RETROFIT	\$22,700
3	AIR HANDLER 2 RETROFIT	\$19,400
4	AIR HANDLER 3 RETROFIT	\$22,200
5	AIR HANDLER 4 RETROFIT	\$25,600
6	AIR HANDLER 5 RETROFIT	\$11,500
7	SECOND FLOOR LIGHTING RETROFIT	\$35,100
8	FIRST FLOOR LIGHTING RETROFIT	\$35,100
9	WINDOW REPLACEMENT	\$95,700
10	TENANT SUB METERING	\$26,400
11	PV INSTALATION	<u>\$111,000</u>
		\$435,100

Samuel Knepper, P.E.
Branch Office Engineer



Education B.S. Mechanical Engineering
The University of Toledo, 1967

**Professional
Engineer Registration** Ohio
Michigan

General Experience Sam's duties, as branch engineer for Hawaii, is to coordinate and facilitate the design resources if
MDA Engineering, Inc. for clients in Hawaii. His years of experience make him an especially valuable
asset in all phases of a project, from conceptual design to final close out.

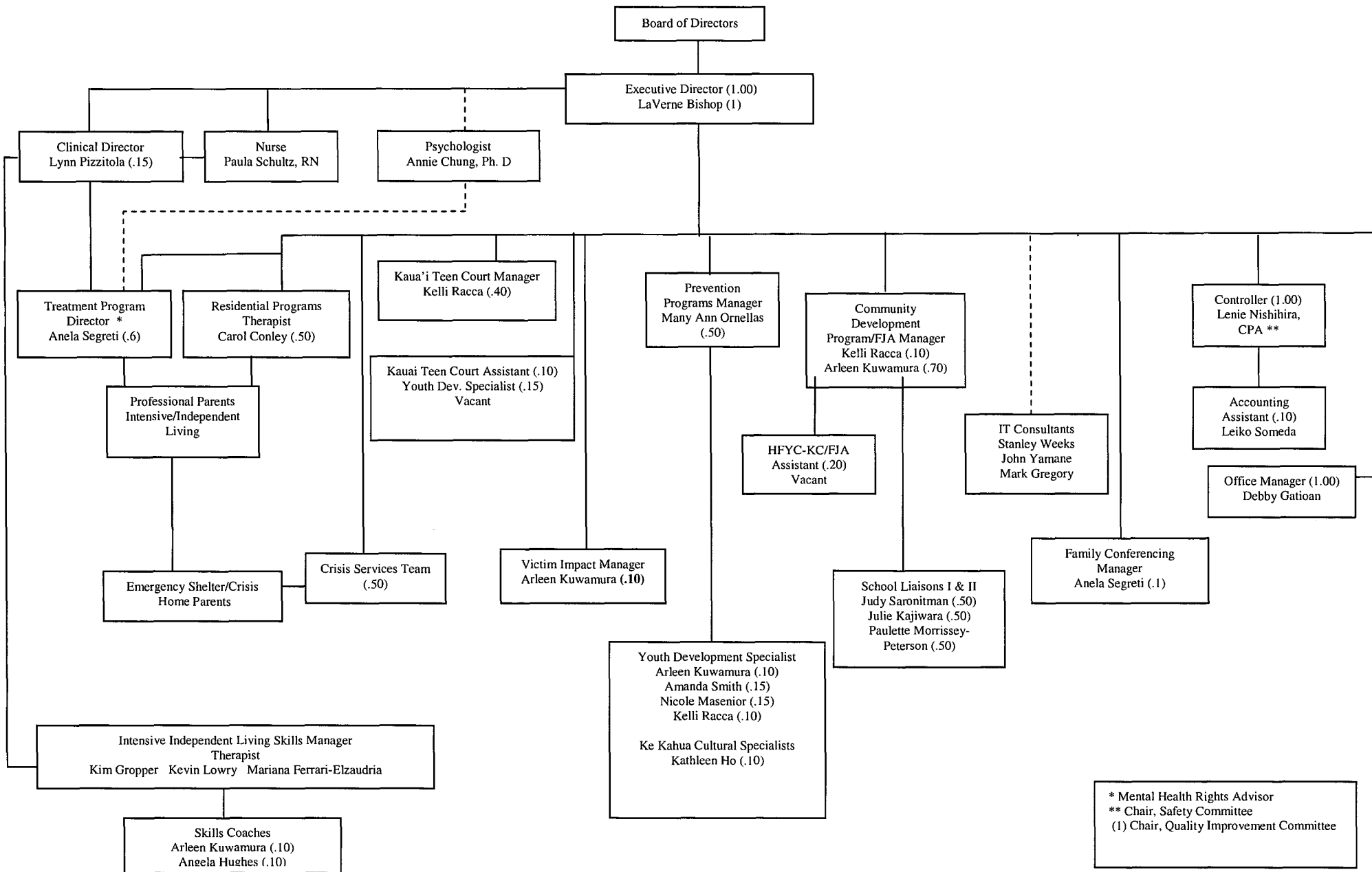
Experience Climatic Control Corp. Toledo, OH
Nov. 1965 - Dec. 1974 Mechanical Contractor
Responsible for design and Construction management for industrial HVAC and process cooling
systems.

Dec. 1974 - Dec. 1979 Samborn, Steketee, Otis and Evans, Inc. Toledo, OH
Project engineer responsible for HVAC portions of industrial, commercial and institutional projects.
Project manager responsible for large and medium size total project.

Jan. 1980 to Jan. 2002 Mechanical Design Associates, Inc. (now known as MDA Engineering, Inc.) Maumee, OH
Morgan Mechanical Services, Inc. Maumee, OH
Note: The two companies listed above have common ownership.
Partner in both firms.
President of Morgan Mechanical Services
Vice President of Mechanical Design Associates
Contractor licenses held while at these firms:
HVAC Contractor
Plumbing Contractor
Piping Contractor
Refrigeration Contractor
Electrical Contractor

Jan. 2002 to present MDA Engineering, Inc. and Morgan Mechanical Services, Inc.
Part time consultant - Hawaii Branch Engineer
Business Development for the Hawaii market.

HALE 'OPIO KAUA'I, INC. ORGANIZATIONAL CHART



* Mental Health Rights Advisor
 ** Chair, Safety Committee
 (1) Chair, Quality Improvement Committee

**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.

Hale `Opio Kaua'i, Inc.

(Typed Name of Individual or Organization)



January 26, 2013

(Date)

LaVerne Bishop

(Typed Name)

Executive Director

(Title)