



*Susanna F. Cheung*  
*Founder, President and CEO*

January 31, 2013

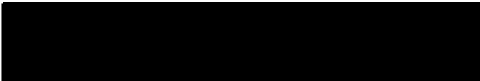
Attn: Rod Becker  
Senate Committee on Ways and Means  
State Capitol, Room 208  
Honolulu, HI 96813

Dear Senate Committee Members:

We respectfully submit for your consideration, **ORI (Opportunities and Resources Inc.)**'s application for **FY 2013-2014 Capital Grant-in-Aid** in the amount of **\$ 200,000** for the **Rehabilitation of its Food Preparation and Training Facility**.

If you need additional information or have any questions, please call our office at (808) 622-3929.

Sincerely,

  
/s/ Yvonne de Luna  
Executive Assistant / PR

64-1510 Kamehameha Highway, Wahiawa, Hawaii 96786-2915 Phone: (808) 622-3929 Fax: (808) 621-8227

Website: <http://www.ori-hawaii.com>

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*ORI is an equal opportunity provider and employer.*

House District 46

Senate District 22

THE TWENTY-SEVENTH 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):

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:  
ORI (Opportunities and Resources Inc.)

Dbas:

Street Address: 64-1510 Kamehameha Highway, Wahiawa, HI 96786

Mailing Address: 64-1510 Kamehameha Highway, Wahiawa, HI 96786

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name SUSANNA F. CHEUNG

Title President and CEO

Phone # (808) 622-3929

Fax # (808) 621-8227

e-mail helemano808@hawaii.rr.com

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

REHABILITATION OF FOOD PREPARATION AND TRAINING FACILITY

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2013-2014: \$ 200,000

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: **NONE**

STATE \$ \_\_\_\_\_

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

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

PRIVATE/OTHER \$ \_\_\_\_\_

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

SUSANNA F. CHEUNG, PRESIDENT AND CEO

NAME & TITLE

JANUARY 31, 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;

ORI (Opportunities and Resources Inc., formerly known as Opportunities for the Retarded, Inc.), is a private, non-profit agency founded in 1980 and based in Central Oahu. Its mission is to promote the general welfare of and provide training for persons with intellectual disabilities. ORI's programs provide day activity, education, training, employment opportunities, and housing thus providing a continuum of care and promoting quality of life to persons with varying levels of intellectual disabilities and special needs.

The agency is one of the few major Central Oahu training facilities, which lies just two miles north of Wahiawa on an eight acre parcel of land, known to many as Helemano Plantation. The agency's goals are to nurture and empower persons with special needs to develop to their fullest capacity and to share their contributions with the community. It aims to provide equal educational opportunity to learn regardless of physical or mental challenges.

ORI has been serving individuals with disabilities and their families for 32 years. Its food service support has been in existence for 28 years and has successfully provided for the various food service needs of ORI's program participants in the day and residential programs. However, an influx of capital funds is needed to address the physical deterioration of the facility over many years.

2. The goals and objectives related to the request;

The primary goal of this funding request is to upgrade and rehabilitate the 28 year old food service support facility, replacing older equipment with newer, more energy and labor efficient equipment, ensure ADA compliance, as well as addressing the more immediate conditions before they can pose a safety hazard or barriers to individuals with disabilities in the food service training program at ORI.

The agency will also be able to expand its capacity and serve more meals to persons with special needs. ORI currently serves approximately 63 adults with developmental disabilities in its adult day program and 40 who reside at ORI's residential facilities. There are at least 12 live-in staff and 5 relief caregivers who care for and supervise residents with disabilities. At minimum, the kitchen provides daily lunch and dinner 7 days a week, 365 days a year, for ORI's program participants and residents.

The kitchen facility at ORI is integral to providing hot and nutritious meals and to maintaining the community-based living of our participants with developmental disabilities. These facilities are also integral to supporting the food service training many of our participants receive. ORI's day training and residential service facilities are located in a rural, agricultural area, sandwiched between Wahiawa and Waiialua. ORI serves primarily low and moderate income individuals with disabilities and communities that are also primarily low and moderate income areas. The services offered by ORI and its kitchen facility are important to promoting the well-being and quality of life of the severely disabled. The neighboring newly developed Wellness Center affiliated with ORI includes an Adult Day Care program for seniors. Well over 100 elderly and disabled individuals participating in the various programs offered by ORI and its affiliates rely on services by this kitchen on a regular basis.

In order to accomplish the project's goals and objectives, the following tasks are planned:

- (1) Advertise and procure a design and engineering proposal including any adjustments to the fire suppression system;
- (2) Obtain owner's approval of design and engineering;
- (3) Obtain any necessary permits;
- (4) Contingent upon the city's approval and notice to proceed, owner can advertise and procure a contractor to do the work;
- (5) Prepare a contingency plan when renovation/construction is taking place to ensure that other current food service commitments to serving the disabled continue;
- (6) Mobilize workers for the project and begin renovation/construction as planned;
- (7) Order/purchase the cooking, heating, refrigeration, baking, serving, dishwashing and storage equipment and supplies, as needed;
- (8) After renovation is completed, obtain the necessary approvals from the city and state inspectors (i.e., building, electrical, plumbing, food sanitation, fire, etc.)

ORI's project will not only offer excellent food service to more people with special needs but it will also create jobs and vocational training opportunities for the unemployed, underemployed, poor and needy, particularly being located in the economically depressed areas of Central Oahu and the North Shore.

3. State the public purpose and need to be served;

The food service support facility will allow ORI, a non-profit agency, and its non-profit affiliates, to provide a service imperative to their participants; people with special needs such as the elderly, people with intellectual disabilities, the poor and disadvantaged. Renovation of the kitchen facilities will ameliorate immediate safety concerns and training barriers plaguing our aging facility.

An increase in need for kitchen services comes from the new Elder Day Care center, new recreational area with camping, and respite housing facilities within the ORI complex. The food service support facility at ORI is the closest, most conveniently located facility and has 28 years of experience in accommodating the special dietary needs of the populations we serve.

Doubling as a training facility, the renovation of ORI's food service support facility will enable the agency to increase training and employment opportunities for individuals with intellectual disabilities, the unemployed and underemployed.

As an ancillary benefit, a renovated food service support facility will be equipped to generate some income to help fill the gap left by reduced government support and funding.

4. Describe the target population to be served; and

The target group to be served by the food service support facility includes the disabled, the elderly, and the disadvantaged. Particularly important will be the ability to add food services for the isolated, low income adults, many of which are culturally or socially disadvantaged, including those with language barriers living in our rural areas. The unemployed and underemployed will also benefit from this project.

5. Describe the geographic coverage.

It is anticipated that future utilization of the services will come primarily from residents in the facility's neighboring communities of Central Oahu and the North Shore, and probably parts of the fastest growing community of Ewa, the Campbell area. Nevertheless, the agency will not limit providing services to anyone eligible.

Information obtained from the Center on the Family 2003 Community Profiles show the following statistics with regards to ORI's targeted areas of services.

Target Areas to be Served	Total Population	Population Ages 21-64 with disabilities	% of persons 65 & older living in poverty	% of Persons 65 & older with disability	% of Persons 65 & older living alone
Leilehua (Wahiawa)	41,608	16.6%	9.9%	47.2%	28.9%
Waialua	12,435	17.7%	8%	40.2%	14.5%
Kahuku	17,877	16.3%	10.5%	43.8%	32.1%
Waipahu	51,458	22.0%	12.1%	50.7%	17.6%
Mililani	45,123	10.3%	3.2%	41.5%	25.9%
Campbell	43,637	18.7%	8.2%	46.9%	11.3%

A demographic analysis of these areas indicate that the number of adults with disabilities tend to be higher than the state average or within a percent difference from the state average of 17.7%. The Honolulu county percentage of adults with disabilities is a percent less, at 16.8%. In comparison to the above numbers, with the exception of Mililani, there are a significant number of adults with disabilities in these areas.

In addition, the elderly population is growing at a dramatic rate. Between the years 1990 to 2000, there was an increase of 28.5% in the population, aged 65 years and older, in Hawaii alone. According to the United States Administration on Aging (AOA), the rate of increase is anticipated to be higher between the years 2010 and 2030 when the baby boom generation reaches age 65.

By 2030, the 65 years old + population will be 20% of the population, which is more than double of what it was in 2000. Minorities will make up 25.4% of the elder population by 2030. Of the elderly population, approximately 7.4% will be below the poverty level.

Historically, the communities surrounding ORI have had high percentages of persons falling below the federally defined poverty level. There are also a significant number of adults with disabilities and elderly with disabilities living alone in these targeted service areas.

## 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.

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

In order to proceed with the project, funding commitment from a private or public source is needed. In-kind construction labor (e.g., military volunteers, construction trade school partnerships, etc.) will be sought, to help offset the costs of the renovation.

Following is a list of tasks and responsibilities necessary in order to accomplish the project's primary goal of renovation of ORI's food service support facility:

- (1) Advertise and procure a design and engineering proposal including any adjustments to the fire suppression system;
- (2) Obtain owner's approval of design and engineering;
- (3) Obtain any necessary permits;
- (4) Contingent upon the city's approval and notice to proceed, owner can advertise and procure a contractor to do the work;
- (5) Prepare a contingency plan when renovation/construction is taking place to ensure that food service commitments to serving our participants continue;
- (6) Mobilize workers for the project and begin renovation/construction as planned;
- (7) Order/purchase the cooking, heating, refrigeration, freezing, baking, serving, dishwashing, sinks, and storage equipment and supplies, as needed;
- (8) After renovation is completed, obtain the necessary reviews from the city and state inspectors, i.e., building, electrical, plumbing, food sanitation, fire, etc.

Due to the anticipated increase in numbers of the disabled and elderly to be served by ORI, the plumbing, drainage and electrical components of the facility will also need to be upgraded in order to develop and appropriately equip the larger capacity food preparation and service facilities.

With the expansion of program services by ORI and its affiliates, ORI anticipates the need to be able to provide, at minimum, an additional 1400 meals per month.

The development and construction of the existing food service support facility of ORI was completed in the early 1980's. Since then, this facility has seen nearly three decades of "experience." The current aging equipment desperately needs to be replaced. The expansion of clientele with the development of the Wellness Center, Elder Care and campground facilities benefiting the elderly, the disabled and the community, exacerbate the situation and make renovation of the existing food service support facility crucial to the success of these programs.

2. The applicant shall provide a projected annual timeline for accomplishing the results or outcomes of the service;

Month 1 - Notice to Proceed Received

Month 2	Advertise to procure, design and obtain engineering proposal
Month 5	Owner's approval of design and engineering; submit for city permits
Month 7	City permits approved; advertise and procure contractor
Month 8	Planning and coordination to begin work on the project once a contractor is selected and approved.
Month 9	Mobilize workers for the project and begin renovation/construction.
Month 10	Begin ordering/purchasing equipment and supplies needed for the renovation / construction.
Month 12 to 16	Completion of renovation/construction and obtain any necessary city and state inspection approvals.

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

Quality assurance and evaluation of the food preparation and training facility renovation project will be obtained, as appropriate, through permitting approval and a satisfactory final inspection by the appropriate city and county departments.

Professional consultants with experience in construction will be sought, as needed. ORI's executive management and maintenance team has the experience necessary to coordinate the project to its satisfactory completion and is able to consult with others who have the professional expertise to guide the project to completion.

4. The applicant shall 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.



The requested funds are primarily for the planning, design and Phase I of construction including equipment replacement costs for the kitchen renovation. The measure of the project's achievement would be the completion of the rehabilitation of the kitchen project ameliorating conditions posing looming potential safety concerns and barriers to participants in food service training programs. Moreover, the food service support facility will be able to provide for the expanded number of meals needed by ORI and its affiliates.

### III. Financial

#### Budget

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

Please see attached budget.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2013-2014.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000

3. The applicant shall provide a listing of all other sources of funding that they are trying to obtain for fiscal year 2013-2014.

ORI continues to seek funds from the City and grants from the state and private foundations. In 2010, funds earmarked for this project were approved by the state but not released. The state CIP funding lapsed since that time. This year, we seek once again funds to help us rehabilitate this food preparation and training facility. Fundraising efforts to support ORI's various programs will continue. In-kind contributions to offset construction costs will also continue to be sought.

4. The applicant shall provide a listing of all state and federal tax credits that have 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.

ORI's (Opportunities and Resources Inc., formerly Opportunities for the Retarded, Inc.) experience in food service support spans over 28 years. It has been successfully providing congregate meals to an average of between 100 to 200 people a day over the last 28 years. ORI's food service support facility continues to pass regular city and county department and state agency inspections.

There is no other verifiable experience of related projects or contracts for the most recent three years as the agency provides for its own program participants with special needs and residential community.

##### **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. Also describe how the facilities meet ADA requirements, as applicable.

ORI's food service support facility is 28 years old. With the planned rehabilitation of the facility, there will be a minimum of a 50% increase in space for the staff and foodservice jobs trainees. Conditions with the potential of posing imminent safety hazards or barriers to individuals with disabilities training in the foodservice programs at ORI will also be addressed. Cooking, baking, sanitation, refrigeration and storage equipment will be upgraded along with the infrastructure to ensure that the facility meets the upgraded ADA standards.

#### **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.

Funds requested will primarily be for the materials and labor costs to complete the project. Management and administration will be in-kind. The project will be carried out by a contractor whose work will be overseen by ORI's management and/or their designee.

**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.

Please see the attached organizational chart.

**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.

None

**B. Licensure or Accreditation**

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

Not applicable. Required permit approvals, as appropriate, will be obtained before the food service facility's rehabilitation begins.

**BUDGET JUSTIFICATION  
CAPITAL PROJECT DETAILS**

Applicant: Opportunities and Resources 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	OTHER SOURCES 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						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION	\$ 7,000		\$ 248,000			
EQUIPMENT				\$ 10,000		
TOTAL:	\$ 7,000		\$ 248,000	\$ 10,000		
JUSTIFICATION/COMMENTS: \$ 200,000 in CIP Funds for FY 2010-2011 under Act 180, SLH 2010, Item No. 9.03 were approved but not released.						

**DECLARATION STATEMENT  
APPLICANTS FOR GRANTS AND SUBSIDIES  
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said 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:

- (1) 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;
- (2) Comply 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;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow 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.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) 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.

Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

For a grant or subsidy 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.

ORI (Opportunities and Resources Inc.)  
(Typed Name of Individual or Organization)



January 31, 2013  
(Date)

Susanna F. Cheung / President and CEO  
(Typed Name) (Title)

# ORGANIZATIONAL CHART

