

House District 43  
Senate District 20

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:  
**Pacific Education Center**  
Dba:  
Street Address: **1253 S. Beretania Street #1525, Honolulu, HI 96814**  
Mailing Address: **1 253 S. Beretania Street #1525, Honolulu, HI 96814**

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name RAYMOND L WELCH  
Title Executive Director  
Phone # 808-223-7270  
Fax # \_\_\_\_\_  
e-mail rwelch@pacificeducationcenter.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:

**PACIFIC EDUCATION CENTER CAPITAL FUNDS REQUEST TO RESTORE BUILDING 1890 IN KALAELOA TO OPERATIONAL USE. THIS REQUEST INCLUDES RE-ESTABLISHING ELECTRICAL AND AIR CONDITIONING SERVICE TO THE BUILDING, REPAIR OF THE FIRE SPRINKLER AND ALARM SYSTEMS AND ADDITIONAL BUILDING REPAIRS.**

4. FEDERAL TAX ID #: \_\_\_\_\_  
5. STATE TAX ID #: \_\_\_\_\_

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2014: \$ 40,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

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

STATE \$ 0  
FEDERAL \$ 0  
COUNTY \$ 0  
PRIVATE/OTHER \$ 0

TY \_\_\_\_\_  
\_\_\_\_\_

RAYMOND L WELCH EXECUTIVE DIRECTOR  
NAME & TITLE

1/30/13  
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;

The Pacific Education Center (PEC) was incorporated on October 4, 2012 in Hawaii as a Non-Profit Educational Institution. This new program is similar to the Pacific Training Center at Chaminade University program that operated from April 2004 to June 2006, and was successful in providing OSHA Training Institute (OTI) certified training in Hawaii. The PEC program was established by a group of Safety and Health Professionals, Company Executives and Educational leaders to provide Quality Hawaii based Environmental Health, Occupational Safety and Public Safety Training to Companies, Organizations and Individuals in Hawaii and the Pacific Rim. Our objective is to provide training in a cost effective manner that gives every employer the opportunity to get their employees properly trained. We have negotiated a Memorandum of Understanding (MOU) with the OSHA Training Institute at Chabot-Las Positas Community College District, Dublin, California, to be their provider of the OTI certified Training in the State of Hawaii and the Pacific Rim. Our program includes providing free Small Business Safety Seminars Statewide, as well as supporting the Hawaii Occupational Safety and Health Division (HIOSH) by providing free training to their staff. We also provide free training to Hawaii Veterans who can not afford to pay for required health and safety training they need to obtain employment. The PEC provided our first OSHA course from January 3 to January 11, 2013.

2. The goals and objectives related to the request;

The primary goal and objective for this request is to utilize the funds to bring Building 1890 at Kalaeloa (the former Residential Fire Station and Child Development center) to operational status for use by the PEC. The PEC can then focus our revenues to providing Free Small Business Safety Seminars as well as our regular training sessions.

The PEC currently rents classroom space from other providers and organizations which is very costly. We have identified Building 1890 at Kalaeloa as a logical location to house our program. We are in negotiations with Hunt Development to

obtain the property rent free for the first two years of our occupancy, but we must accept the building in an as is condition. Hunt Development is willing to sponsor the lease for the program for the first two years but will not extend any funds to restore the building to a functional status. The facility has not been utilized or operational since the late 1990s and needs to have all utilities re-established or repaired. If the Legislature approves the Grant the funds will solely be used to bring the facility to a useable condition.

3. The public purpose and need to be served;

Under the current economic conditions Small Business statewide are struggling. Small Business owners and managers are now limiting their budgets solely to cover direct operational costs. What we in the Health and Safety Profession recognize is that Small Businesses many times do not include in their budgets provisions for keeping a Safety and Health professional on staff or providing for the required Safety and Health training for their employees. Because of this “Safety Knowledge Gap” many Business owners, managers and their employees are not be fully aware of safety and health regulatory requirements. Employees are then allowed to work in Dangerous or Hazardous conditions that can cause injury, illness and even death. Training Employers as well as their employees in Safety and Health Management is the most cost effective method to build an strong safety culture that helps to protect both the employees from work related illness and injury, and the employer from Regulatory violations and increased workers compensation costs.

Prior to the Lingle Administration, the Hawaii Occupational Safety and Health Division’s (HIOSH) Consultation and Training Branch provided free monthly safety program management courses to the public. Currently HIOSH is in a rebuilding mode after the State’s OSHA program was downgraded to 18E status by Federal OSHA. HIOSH has not provided public training for several years. The Pacific Education Center would like to support the HIOSH mission and rebuilding effort by making available Statewide, monthly, one and two day Small Business Seminars in Safety and Health Management. We also will provide open seats in our OTI training courses at no charge to HIOSH for their Inspectors and Consultants. Lastly we plan to provide free training to Hawaii Veterans who can not afford to pay for required health and safety training they need to obtain employment.

4. Describe the target population to be served; and

Small Businesses, Government Agencies, Veterans and the General Public.

5. Describe the geographic coverage.

Through out Hawaii on all major Islands.

## 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 Scope of work for the requested funds is to re-establish Electrical Power, Air Conditioning, Fire Sprinkler and Fire Alarm systems to Building 1890 in Kalaeloa. This will include reconnection of the building to the high power overhead lines and instillation of a new Transformer by the Naval Facilities and Engineering Command. Testing and R&R of the Buildings Electrical Panels and switches by a Licensed Electrician. Purchase and Instillation of new 16 ton Air Conditioning Compressor unit and reconnection to the building and air conditioning system. Testing and repair of the existing Fire Sprinkler and Fire Alarm Systems.

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

The scope of work on the building will be completed within 60 days of the Grant disbursement.

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

All work on the building will be in compliance with State of Hawaii, and City and County of Honolulu building codes (i.e. International Building Code, Uniform Plumbing Code, National Electrical Code, and Uniform Fire Code). All work will be verified by the properly leaser as meeting the above named requirements prior to occupancy and utilization of the building. Permits will be obtained if required.

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.

The PEC will provide the expending agency with copies of Invoices, purchase orders and service agreements generated using the requested funds.

We will also provide course materials with course attendance documents for the free Small Business Safety Seminars as well as attendance documents for the free training we provide to HIOSH employees and Veterans over the course of FY 2014.

**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
\$40,000				

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

No other sources of funding in being sought at this time.

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.

No State or Federal Tax Credits have been applied for the past three years and No State or Federal Tax Credits have or will be applied for any capital project.

**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.

For our educational programs, the Pacific Education Center’s Board of Directors and Executive Staff have extensive experience Providing Educational and Training Programs in the state of Hawaii. Our Executive Director, Mr. Raymond

L. Welch, MS, CSP, STS, was the Director of the Pacific Training Center at Chaminade University from April 2004 to June 2006. During that time the program provided 22, three and four day, OTI courses statewide with an average of 23 attendants per course. Prior to that Mr. Welch was the Environmental and Occupational Safety and Training Specialist with the University of Hawaii at Manoa. In this position Mr. Welch was responsible for the development and delivery of Environmental and Safety Training, UH system wide, to Staff, Students, Educators and Researchers. On our Board of Directors is Michael Fassiotto PhD, Assistant to the Provost for Graduate Services, Chaminade University. Dr. Fassiotto has an extensive resume directing Higher Educational programs in the state and is a primary advisor for the program.

For the oversight of bringing Building 1890 to operational status, Mr. Welch as well as several of our Board of Directors have experience overseeing Construction projects. Mr. Welch served as the Quality Control/Environmental and Safety Manager for Defense Base Services Inc. (DBSI) for the current \$4.5 million US Fish and Wildlife Base Operations and Services Contract for Midway Atoll, National Wildlife Refuge. Mr. Welch's duties on this contract included oversight of compliance with construction technical specifications and contractual obligations for the contractor. In addition from 2001 to 2003 Mr. Welch managed a \$100,000 Supplemental Environmental Project for Chaminade University and completed the project on time and on budget.

## **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.

Building 1890 in Kalaeloa was built by the Navy in 1983 as a Community and Child Development Center. The Facility was redesigned and upgraded to a Single Engine Residential Fire Station in the early 1990's and decommissioned by the Navy during the closure of Barbers Point Navel Air Station. The building was disconnected from Electrical Utilities Lines and has been unoccupied and boarded up since decommissioning in the late 1990's. The Building with parking encompasses 6257 square feet with a reception area, multi use classrooms, office spaces, lounge, and two sets of Male and Female Rest Rooms. The Building was redesigned to meet ADA requirements in 1993 when the facility became a Fire Station. The facility has ADA compliant access ramps from the Parking area to the doors. There are two separate Male and Female Rest Rooms with shower units that have Handicapped access and Hand Rails. The building has Visual and Auditory Fire Signals and the egress doors have panic push bars.

**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.

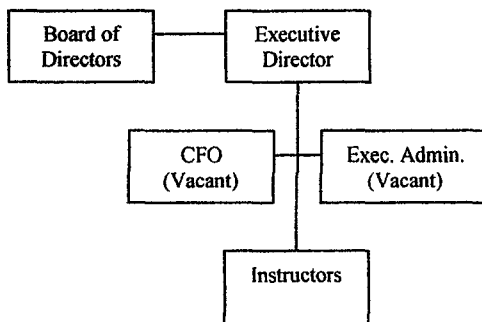
Please see the response to Section IV.A.

**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 will have full responsibility, control and management over the Requested Grant. The Board of Directors have Check and Balance duties as required in the PEC Bylaws to ensure that the Executive Director correctly manages any Grant funds and fulfills all obligations stipulated in the Grant.

*PEC 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.

The Pacific Education Center is not party to any pending Litigation

**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.

All OTI training provided by the Pacific Education Center is certified by the US Department of Labor, OSHA Training Institute. Students receive Certificates of Course Completion from The US Department of Labor as well as Continuing Education Credits through Chabot-Las Positas Community College District. Safety and Health Professionals Receive American Board of Industrial Hygienist (ABIH) Certification Maintenance Points and/or Board of Certified Safety Professionals (BCSP) Continuation of Certification Points.



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

App **Pacific Education Center**

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
<b>TOTAL PERSONNEL COST</b>	<b>0</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	0			
2. Insurance	0			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	0			
5. Staff Training	0			
6. Supplies	0			
7. Telecommunication	0			
8. Utilities	0			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>0</b>			
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>			
<b>E. CAPITAL</b>	<b>40,000</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>40,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	40,000	Raymond L. Welch	(808) 223-7270	
(b)			Phone	
(c)			1/30/13	
(d)			Date	
<b>TOTAL BUDGET</b>	<b>40,000</b>	Raymond L. Welch Executive Director Name and Title (Please type or print)		

## BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Pacific Education Center

Period: July 1, 2013 to June 30, 2014

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	NA	\$50,000.00	0.00%	\$ -
Administrative Executive (Vacant)	NA	\$0.00	0.00%	\$ -
Chief Finacial Officer (Vacant)	NA	\$0.00	0.00%	\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>0.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				
Our request is for Capitol to solely cover costs of bringing to full operations Building 1890 in Kalaeloa. The positions listed above will not receive any salary or any funds from the grant.				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Pacific Education Center Period: July 1, 2013 to June 30, 2014

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Restore Main Electrical to Building 1890 ( Transformer, Wireing, Panels)	1	\$20,000.00	\$ 20,000.00	20000
Replace Air Conditioning Unit (compressor and conections)	1	\$15,000.00	\$ 15,000.00	15000
Repair Fire Sprinkler and Fire Alarm System	1	\$5,000.00	\$ 5,000.00	5000
			\$ -	
			\$ -	
<b>TOTAL:</b>	<b>3</b>		<b>\$ 40,000.00</b>	<b>40,000</b>
<b>JUSTIFICATION/COMMENTS:</b>				

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

## BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Applicant: Pafic Education Center

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	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0
EQUIPMENT	0	0	40000	40000	0	0
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>	<b>0</b>	<b>0</b>
<b>JUSTIFICATION/COMMENTS:</b>						

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

\_\_\_\_\_  
PACIFIC EDUCATION CENTER

(Organization)

\_\_\_\_\_  
30 January 2013

(Date)

\_\_\_\_\_  
Raymond L. Welch

(Typed Name)

\_\_\_\_\_  
Executive Director

(Title)