



## Hale Kipa

615 Pi'ikoi Street, Suite 203 T 808 589-1829  
Honolulu, Hawai'i 96814-3139 F 808 589-2610  
E [info@halekipa.org](mailto:info@halekipa.org)

### Executive Staff

Punky Pletan-Cross  
*Chief Executive Officer*

Jaque Kelley-Uyeoka  
*Deputy CEO*

Dori Tyau  
*Director of Human Resources*

### Board of Directors

Luke W.T. Yeh  
*Chair*

Scott W.H. Seu  
*Vice Chair*

Zachary A. McNish  
*2<sup>nd</sup> Vice Chair*

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Zadoc W. Brown, Jr.  
*Neighbor Island Board Liaison*

Andy Levin  
*Neighbor Island Board Liaison*

January 30, 2014

Mr. Rod Becker  
Senate Committee on Ways and Means  
Hawaii State Legislature  
State Capitol, Room 208  
Honolulu, Hawaii 96813

Aloha Mr. Becker:

As noted by the time and date affixed to this document by the Committee on Ways and Means, the State Senate hereby certifies that Hale Kipa, Inc. has officially submitted, and the Senate Committee on Ways and Means has officially received prior to its stated deadline of 4:30 p.m. on January 31, 2014, one (1) copy of Hale Kipa's Services Center Complex Application for Grants and Subsidies (per Chapter 42f, *Hawaii Revised Statutes*) for due consideration by the 27<sup>th</sup> Legislature of the State of Hawaii for Fiscal Year 2014-2015.

Mahalo.

  
Tracy Janowicz  
Director of Quality Improvement & Facilities



House District 39  
Senate District 20

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): DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS

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

LBR903 – OFFICE OF COMMUNITY SERVICES

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: Hale Kipa, Inc.

Db/a: Hale Kipa, Inc.

Street Address: 615 Piikoi Street, Suite 203  
Honolulu, Hawaii 96814-3139

Mailing Address: 615 Piikoi Street, Suite 203  
Honolulu, Hawaii 96814-3139

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name ERNEST PLETAN-CROSS

Title President & Chief Executive Officer

Phone # (808) 589-1829 x100

Fax # (808) 589-2610

e-mail punky@halekipa.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:

HALE KIPA SERVICES CENTER & RESIDENTIAL SHELTERS COMPLEX (EWA, OAHU) – PLANNING, DESIGN AND CONSTRUCTION.

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2014-2015 (JULY 01, 2014 – JUNE 30, 2015): \$ 2,000,000

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 \$ 2,800,000  
FEDERAL -----  
COUNTY -----  
PRIVATE/OTHER \$ 6,404,000

SIGNATURE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

ERNEST M. PLETAN-CROSS, CHIEF EXECUTIVE OFFICER  
NAME & TITLE

JANUARY 29, 2014  
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;**

Hale Kipa was founded in 1970 by a group of concerned O'ahu citizens and community groups to operate a single group shelter for runaway, throwaway, and homeless adolescents in need. Today, it is the leading private nonprofit agency in the State of Hawai'i serving at-risk youth and their families and / or guardians. Hale Kipa services annually approximately 2,500 youth throughout the islands with dozens of comprehensive youth service programs that span an entire continuum of need, from prevention / intervention and shelter services to foster care, transitional / residential homes and youth outreach. Please see **Attachment No. 1, "2014 Hale Kipa Program Roster."**

**2. The goals and objectives related to the request;**

Hale Kipa, Inc. respectfully requests \$2,000,000 from the State of Hawai'i for FY 2014-2015, which in effect would be a re-authorization of the \$1.5 million appropriation from Section 5 of Act 160, SLH 2006, the purpose of which was to assist in facilitating the planning, design and construction of the Hale Kipa Services Center, Residential Shelters & Educational Facility Complex in 'Ewa, Hawai'i.

Initially, the Hale Kipa Services Center, Residential Shelters & Educational Facility Complex on Old Ft. Weaver Road in 'Ewa was designed with a 12,600 sq. ft. community services center, three 2,450 square foot residential shelters and a 4,000 sq. ft. educational facility, with additional plans for expansion of the educational facility and up to three more residential shelters. Hale Kipa purchased in fee in 2007 a 4.26 acre site for this specific purpose, which provides the agency an ideal location from which youth and families can better be served. Findings from its April 15, 2009 feasibility study support both the rationale for the development and its prospects for success, and Hale Kipa anticipated breaking ground by the summer 2013.

However, given the national, state and local economic down turn and the direct effects from cuts in programs and funding statewide, Hale Kipa's Board of Directors and leadership revisited the project in 'Ewa, reassessed the risk of long term debt to the agency, and determined the risk too great to its sustainability. Therefore the decision was made to downsize the project and reduce

the debt. Hale Kipa's Board of Directors, leadership and Capital Campaign Cabinet then evaluated Hale Kipa's present and future need, and then developed several five year projections. Their determination was to downsize the project and build a 7,000 sq. ft. Services Center and two 2,450 Residential Shelters on Old Fort Weaver Road in 'Ewa, O'ahu. The idea is to complete some of the site work, and leave the rest of the land available to expand upon when the economy and Hale Kipa are ready to build the other shelters and the educational facility.

The ADA-compliant, services center will house meeting/counseling rooms for program youth and families, conference rooms, and administrative offices, enabling Hale Kipa to more effectively meet the many diverse needs of at-risk youth in one on-site location. Each ADA-compliant residential structure will provide temporary lodging, a structured environment and emotional support for up to eight adolescents who are in crisis and/or facing the prospect of homelessness.

Hale Kipa's residential shelter services operate 24-hours-a-day, seven days a week at various locations around the State of Hawai'i, providing safe haven to troubled youth working through their problems, and offering support to parents and guardians endeavoring to keep the family unit intact. However, many of these current shelters are in fact modified and non-ADA compliant residential structures, and continued maintenance has become an expensive burden upon the agency's operating budget.

Consolidation of residential shelters in a campus setting will provide both a sense of security for at-risk youth and a buffer zone for nearby residents, and have the added benefit of alleviating several potential sources of friction otherwise caused by a facility's close proximity to other inhabited structures in quiet neighborhoods of urban Honolulu. The strategic relocation and consolidation to 'Ewa of programs and personnel from 13 separate O'ahu facilities will provide Hale Kipa a more efficient and effective operation; facilitate easier access to facilities by clients, family members, agency staff and other visitors; and allow the executive administration and staff to immediately and efficiently sustain key program services and obligations throughout O'ahu and the State of Hawai'i.

Further, Hale Kipa will seek compliance with the U.S. Green Building Council's "Leadership in Energy and Environmental Design" (LEED) specifications for "New Construction and Renovations" (NC) to ensure that the project will result in a "green" facility. LEED / NC-certified buildings and facilities are noted for sustainability and harmony with the surrounding environment. Such developments enjoy significantly lower operating costs, reduce the amount of waste that is sent to area landfills, conserve natural resources, and enhance the health and productivity of its occupants. Contingent upon funding, Hale Kipa's current building plans address USBGC requirements for sustainable site development, water efficiency, energy and atmosphere, materials and resources, indoor environmental quality, and design innovation.

### **3. The public purpose and need to be served;**

Hale Kipa is an integral part of the social safety net for youth in the State of Hawai'i. Because Hale Kipa does not charge its clients for services, the agency depends upon both government and private sources for its funding. Construction of the Complex will enable the agency to more effectively and efficiently meet the many diverse needs of at-risk youth in one on-site location, by

consolidating the agency's operations in close proximity to a rapidly growing service area in west O'ahu, and allowing the administration to more immediately and efficiently sustain key program services and obligations.

By housing residents on a large and self-contained campus, rather than scattering them piecemeal throughout the community, Hale Kipa will alleviate the prospect of continued friction with its shelters' immediate neighbors. Shelter residents will in many instances also be closer to home, and its convenient location in 'Ewa will enable families to more readily visit shelter facilities, an intangible but valuable aid in the reconciliation process.

**4. Describe the target population to be served; and**

Hale Kipa has already made a profound difference in over 42,000 lives since its 1970 founding, and annually services about 2,500 at-risk youth whose lives have reached the point of dysfunction. The agency's clientele includes runaway and throwaway children, status offenders, pregnant teens, youthful offenders under court supervision, and youth served by the Department of Health's Child and Adolescent Mental Health Division, among others. Further, it should be noted that while children of native Hawaiian descent account for approximately 22% of public school enrollment, they comprise over 40% of clientele enrolled in Hale Kipa's base programs.

**5. Describe the geographic coverage.**

Because Hale Kipa's services provided to west O'ahu communities has grown proportionally with the region's rise in population, the Hale Kipa Services Center & Residential Shelters Complex will be located on Old Fort Weaver Road in 'Ewa. However, the agency has and will continue to effectively provide services and shelter to at-risk youth on a statewide basis.

## **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;**

Development of the Hale Kipa Services Center & Residential Shelters Complex will include its 7,000-square foot community services center and two 2,450 square foot residential shelters, with additional plans for an educational facility, up to four residential shelters and expansion of the services center. Hale Kipa holds title in fee to a 4.26-acre site for this specific purpose, which will provide the agency an ideal location from which youth and families can better be served. Hale Kipa will also seek to comply with the U.S. Green Building Council's "Leadership in Energy and Environmental Design" (LEED) specifications for "New Construction and Renovations" (NC) to ensure that the project will result in a "green" facility.

Hale Kipa has the building plans, building permits, and CUPs in place to go forward with the \$22 million Hale Kipa Services Center, Residential Shelters & Educational Facility Complex presented in previous legislative sessions. In order to scale back the project, the site work, road work and services center plans need to be redesigned and rebid. Once the project is approved construction will begin.

The Board of Directors – a roster of which is also attached – will receive regular reports from both the CEO and Project Manager.

Total estimated costs of the Hale Kipa Services Center & Residential Shelters Complex are estimated at \$10 million. Development will proceed in an orderly fashion and will include:

- Redesign of site and road, including design of services center
- Initial site work and the installation of all necessary utilities, and initial landscaping;
- Procurement of all necessary permits and payment of fees;
- Old Fort Weaver Road roadway improvements required by the City & County of Honolulu in the Conditional Use Permit (CUP) process
- Construction of two residential shelters, walkways and recreational facilities;
- Construction of the Hale Kipa services center, driveways and parking areas;
- Procurement of furniture, fixtures and equipment for the entire facility;
- Payment of all necessary administrative, project management, loan, tax and contingency costs.

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

The requests for proposals (RFP) for the project is presently being drafted, and the project will be put out to bid no later than March 2014. Subject to the availability of funding, Hale Kipa anticipates breaking ground for construction by August 2014, and completion is projected by September 30, 2015.

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

The development process will be tracked on a weekly, monthly and quarterly basis, and also at the completion of each designated phase of the contract. The Project Manager will be responsible for the oversight of all development-related processes – which will include contract procurement, timelines, and cost and fiscal management – and will work with the architect and lender to ensure that the project will be completed in a timely manner and according to prior specifications. The Project Manager will be overseen by the CEO, and any material deviations from specifications and schedules will be reported to and approved by the CEO, who is accountable to the Board of Directors.

**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.**

Hale Kipa anticipated breaking ground for the new facilities by summer 2013. As stated earlier in Section I.1, approval of said funds requested by Hale Kipa would amount to a re-authorization of monies appropriated previously by the Legislature in Section 5 of Act 160, Session Laws of Hawaii 2006.

Once completed, the Hale Kipa Services Center & Residential Shelters will reduce the agency's occupancy costs relative to its total budget, stabilize overall costs of agency services, and direct more contract funding to client-based programs rather than administrative operations. Further, Hale Kipa will more effectively and efficiently meet the many diverse needs of at-risk youth at one strategically-located site of operations, consolidate agency programs in close proximity to a rapidly growing service area in west O'ahu, and effectively sustain key services and obligations from a centralized administrative locale.

**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 forms, pages 10-13.

- 2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2015.**

<b>Q1: July 1 – Sept. 30, 2014</b>	<b>Q2: Oct. 1 – Dec. 31, 2014</b>	<b>Q3: Jan. 1 – Mar 31, 2015</b>	<b>Q4: Apr. 1 – June 30, 2015</b>	<b>TOTAL: FY 2014-2015</b>
<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$2,000,000</b>

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2015.**

Individuals and Foundations           \$ 3,000,000

Please note that figures provided are extremely preliminary, and actual amounts to be requested will depend in large part upon the information provided in all ensuing requests for proposals (RFP) issued by private foundations and state / local government, and in notices of funding availability (NOFA) from relevant federal agencies.

- 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. Hale Kipa is a 501c(3) not-for-profit organization, and as such, has not been granted any state and/or federal tax credits.

- 5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2013.**

Not applicable. Hale Kipa is a 501c(3) not-for-profit organization, and as such, its assets are restricted.



#### **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.**

Hale Kipa has for over 40 years successfully met the needs of at-risk youth, with a solid reputation and track record for achievement. Hale Kipa's administration also brings years of knowledge and experience to the project. Please see "Section V – Personnel: Proposed Staffing and Organization" for further details on the individuals who will bear the responsibility for bringing the project to fruition.

##### **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.**

The ADA-compliant Hale Kipa Services Center & Residential Shelters Complex will be a multi-purpose facility, and will house conference rooms, training facilities, classrooms and file storage. Administrative and clerical staff currently spread across O'ahu in 13 different sites will be consolidated in the Services Center, as much as practical. The Services Center's conference rooms will be made available to the general public for community meetings. Each ADA-compliant residential shelter will initially house youth from the State of Hawaii, Department of Health – Child and Adolescent Mental Health Division, and will also be used for placing youth needing emergency shelter services referred by the State of Hawaii, Department of Human Services.

## 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.**

President and Chief Executive Officer is **Ernest "Punky" M. Pletan-Cross**, who founded a multi-service adolescent and family counseling agency, LUK, Inc., in Fitchburg, Massachusetts in 1970, where he served as chief executive officer until joining Hale Kipa in 1998. Mr. Pletan-Cross also held an adjunct faculty position at Fitchburg State College, where he taught classes in human services, juvenile justice, and crisis intervention, among others. He is a nationally recognized expert in his field, and has conducted numerous workshops covering a wide range of management and clinical topics. During his tenure at Hale Kipa, Mr. Pletan-Cross has overseen an unprecedented period of growth for the agency, which includes an expansion of its foster care services, and implementation of several important new programs that target the needs of homeless and other at-risk youth.

**Armand A. Cote** of AAC & Associates, Inc. is the Project Manager for the Hale Kipa Services Center, Residential Shelters & Educational Facility Complex. A civil engineer by training, Mr. Cote served as Outrigger Hotels' representative during the recent \$250 million Waikiki Beachwalk improvement project, and successfully oversaw the development of the \$150 million Kahala Nui senior living community, the \$130 million Hokua Condominium project, and a \$11.5 million research facility on Kaua'i.

Fiduciary oversight of all project activities is the purview of the Board of Directors and Chief Executive Officer. Please see **Attachment No. 2**, "2014 Hale Kipa Board of Directors," and **Attachment No. 3**, "Hale Kipa Campaign Cabinet."

### 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 **Attachment No. 4**, "Hale Kipa Organization Chart."

**C. Compensation**

**The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.**

[REDACTED]-Cross, CEO – \$150,000  
[REDACTED], Deputy CEO - \$90,000  
[REDACTED], Director of Educational/Vocational/Services - \$72,000

**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.**

Hale Kipa is currently in mediation with the family of the late taxi driver Charlys Tang, who was slain by two youths who were receiving services from Hale Kipa at the time of the crime. The two young men in question were subsequently convicted of first degree murder for the slaying, and Mr. Tang's family has a lawsuit pending against Hale Kipa in State Circuit Court.

**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 Kipa is fully accredited by the Council of Accreditation (COA), and its facilities are similarly licensed and accredited by the appropriate federal, state and professional agencies to ensure that its operations will continue to conform to high administrative, fiscal and program standards.

**ATTACHMENTS:**

- (1) 2014 Hale Kipa Program Roster
- (2) 2014 Hale Kipa Board of Directors
- (3) Hale Kipa Campaign Cabinet
- (4) Hale Kipa Organization Charts – Administrative Services & Programs
- (5) Internal Revenue Service – Tax Exempt Determination Letter
- (6) State of Hawaii, DCCA – Certificate of Vendor Compliance

**BUDGET REQUEST BY SOURCE OF FUNDS**  
(Period: July 1, 2014 to June 30, 2015)

Applicant: Hale Kipa, Inc.

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>State GIA Funds Appro (b)</b>	<b>Funds Rec'd Other Sources (c)</b>	<b>Prospective Fundraising (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. Property Purchase in Fee (Ewa)			1,254,000	
10. Planning, Design & Construction	2,000,000	2,800,000		4,650,000
11. Permits & Fees			550,000	
12. Furnishings, Fixtures & Equipment				500,000
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>2,000,000</b>	<b>2,800,000</b>	<b>1,804,000</b>	<b>4,600,000</b>
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>2,000,000</b>	<b>2,800,000</b>	<b>1,804,000</b>	<b>4,600,000</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	2,000,000	Tracy Janowicz, Facilities Director (808) 589-1829 x111		
(b) State GIA	2,800,000			
(c) Funds from Other Sources	1,804,000			
(d) Prospective Fundraising	4,600,000	Signature of Authorized Official _____ Date _____		
<b>TOTAL BUDGET</b>	<b>11,204,000</b>	Ernest Pletan-Cross, CEO Name and Title (Please type or print)		

## BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: HALE KIPA, Inc.

Period: July 1, 2014 to June 30, 2015

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
NOT APPLICABLE.				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

**Applicant:** HALE KIPA, Inc.

**Period:** July 1, 2014 to June 30, 2015

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
NOT APPLICABLE.			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
NOT APPLICABLE.			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Applicant: Hale Kipa, Inc.

Period: July 1, 2014 to June 30, 2015

<b>FUNDING AMOUNT REQUESTED</b>						
<b>TOTAL PROJECT COST</b>	<b>ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS</b>		<b>STATE FUNDS REQUESTED</b>	<b>OF FUNDS REQUESTED</b>	<b>FUNDING REQUIRED IN SUCCEEDING YEARS</b>	
	<b>FY: 2012-2013</b>	<b>FY: 2013-2014</b>	<b>FY:2014-2015</b>	<b>FY:2014-2015</b>	<b>FY:2014-2015</b>	<b>FY:2015-2016</b>
PROPERTY ACQUISITION (Old Ft. Weaver Rd., Ewa)	1254000					
PLANNING, DESIGN & CONSTRUCTION	2800000		2000000	1000000	3100000	
PERMITS & FEES	550000					
FURNISHINGS, FIXTURES & EQUIPMENT					500000	
<b>TOTAL:</b>	<b>4604000</b>		<b>2,000,000</b>	<b>1,000,000</b>	<b>3,600,000</b>	

**NOTE:** the \$1,800,000 listed under funds received for construction are two appropriation by the Legislature, \$500,000 for FY 2010-2011 and \$1,300,000 in FY 2011-2012.

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO  
CHAPTER 42F, HAWAI'I 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, Hawai'i 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, Hawai'i 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, Hawai'i 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, Hawai'i 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 Kipa, Inc.  
(Typed Name of Individual or Organization)

(Signature)

January 29, 2014

(Date)

Ernest Pletan-Cross  
(Typed Name)

Chief Executive Officer  
(Title)



## 2014 Hale Kipa Program Roster

**COMMUNITY BASED OUTREACH AND ADVOCACY PROGRAM (CBOA):** Outreach and case management for youth and families in efforts to keep youth safe and families intact Services on O'ahu and Kaua'i.

**EMERGENCY SHELTER PROGRAM:** Emergency shelter services as well as assessment, support and counseling for youth between the ages 10 - 17, focusing on reunification or preparing youth for alternative placements. Also includes Kamala Homes (emergency shelter foster homes).

**HAWAII ADVOCATE PROGRAM (HAP):** Statewide services that focus on wraparound, intensive support, skill building and linkages for youth in and transitioning out of the Hawai'i Youth Correctional Facility or in with child welfare and juvenile justice systems.

**HAWAII ADVOCATE PROGRAM – SCHOOL BASED:** School-based supportive services to assist youth positively engage in school communities at Campbell, Farrington, Kapolei and Leilehua High Schools.

**HO'OKALA – ATTENDANT CARE PROGRAM:** 24 – hour intake and assessment service for status offenders and minor non-violent law violators that are arrested by the Honolulu Police Department. Services on O'ahu and Kaua'i.

**INDEPENDENT LIVING PROGRAM (ILP):** Continuum of outreach and residential programs supporting foster care youth to develop self-sufficiency skills and successfully transition into adulthood. Residential programs include the Independent Living Program Training Apartment for young men transitioning out of the youth correctional facility of foster care and the Haloa Home for young women transitioning out of foster care. Hale Kipa also has the Step-Up Program which assists former foster youth in accessing Section 8 housing and support services.

**INDEPENDENT LIVING PROGRAM TRAINING APARTMENT AND HALOA HOUSE:** Two residential programs and skill building services to young adults formerly in foster care or incarceration to help them obtain education, employment and safe living arrangements.

**INTENSIVE IN-HOME PROGRAM (IIH):** Provides clinical therapy and related services to youth who are in the Child and Adolescent Mental Health System and their families. Services provided on O'ahu, Kaua'i, and Hawai'i.

**KA'I LIKE PROGRAM:** Intensive monitoring and tracking program for youth involved in the juvenile justice systems on the island of O'ahu and Hawai'i.

**PREGNANCY PREVENTION:** Pregnancy prevention curricula and classes presented to youth at two middle schools and youth in foster care.



**2014 Hale Kipa Program Roster**

**SCHOOL SUCCESS PROGRAM:** Kauai-based program focused on supporting youth at high risk for school suspension to help them reengage in school and find success.

**SEXUAL EXPLOITATION PREVENTION PROGRAM (SEPP):** Presentations to school and community groups focused on prevention of sexual exploitation.

**TRANSITIONAL FOSTER HOMES (TFH):** Licensed, skilled, nurturing, therapeutically trained foster families for youth who need temporary out-of-home placement and treatment in family home environments.

**TRANSITIONAL LIVING PROGRAM (TLP):** Three residential programs and skill building services to homeless young adults to help them obtain education, employment and transition out of homelessness into safe living arrangements.

**YOUTH OUTREACH (YO!):** Collaborative project with Waikiki Health Center to provide outreach, drop-in, health care, emergency needs and resources for runaway, homeless and street youth.



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**Andy Levin** | Ombudsman – Hawai'i Island Beacon Community  
*Neighbor Island Liaison*

**Zadoc W. Brown, Jr.** | VP/Investments & Branch Manager, Stifel Nicolaus & Company, Incorporated  
*Neighbor Island Liaison*



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**Rick Ching** | President, Servco Automotive

**Momi Cazimero** | Owner, Graphic House

**Richard Reese** | President, Richard Reese Designs

**Luke W.T. Yeh** | Executive Vice President & Manager, Bank of Hawaii  
*Board of Directors Liaison*



*Hale Kipa's mission is to provide opportunities and environments that strengthen and encourage youth, their families and communities to actualize their potential and social responsibility.*

**Board of Directors**  
 Luke W. T. Yeh (Chairman of the Board), Scott W.H. Seu (Vice Chair), Zachary McNish (2<sup>nd</sup> Vice Chair), Greg J Sitar (Treasurer), Susan Y. M. Utsugi (Secretary).  
**Members:** Heidi A. Cregor, Brian Isobe, Galen Haneda, Sherri-Ann Iha, Michael Magaoay, Karen Miller, Richard J. Sakoda.  
**Neighbor Island Board Liaisons:** Zadoc W. Brown, Jr., Andy Levin.

**Punky Pletan-Cross**  
 Chief Executive Officer  
 + 1 Executive Assistant

**ADMINISTRATIVE SERVICES**

**PROGRAM SERVICES**

**Dori Tyau**  
 Director of Human Resources  
 + 2 HR Managers

Controller  
 + 1 Sr. Accountant  
 + 1 Accounting Clerk  
 + 1 Payroll Clerk

**Tracy Janowicz**  
 Director of Quality Improvement & Chief Privacy Officer

**Brian Barnhart**  
 IT/IS Coordinator

**Stacy Evensen**  
 Educational/Vocational Director  
 + 1 Ed Program Developer/Teacher  
 + 1 EdVoc Program Specialist

**Oahu**

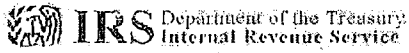
**Jaque Kelley-Uyeoka**  
 Deputy CEO  
 + 2 Program Assistants

**Neighbor Islands**

- Pregnancy Prevention Program**  
 Program Coordinator:
- Community-Based Outreach and Advocacy Program/Ho'okala**  
 Program Coordinator:
- Independent Living Program (ILP) (ILPTA, Haloa)**  
 Program Coordinator: Michelle Kinimaka
- Youth Outreach (YO!)**  
 Program Coordinator: Alika Campbell
- Hawai'i Advocate Program (and HAP School-based)**  
 PCs: Malia Alo; Lani Carrillo, Tanya Williams
- Ka'i Like Program**  
 Program Coordinators: Malia Alo Lani Carrillo
- Hawai'i Advocate Program (HAP) In-Facility**  
 Program Coordinator: Lani Carrillo
- Transitional Living Program (TLP)**  
 Program Coordinator: Alika Campbell
- Intensive In-Home Services**  
 Program Coordinator: Nazo Shamal, Kiri Siu
- Family Unification Program**  
 Program Coordinator: Michelle Kinimaka

- Transitional Family Home Program**  
 Program Coordinator:  
 Nazo Shamal, Kiri Siu
- Foster Parent Development Program**  
 Program Coordinator: Tanya Williams
- Girls Emergency Shelter**  
 Program Coordinator:  
 Antonio Taofili
- Boys Emergency Shelter**  
 Program Coordinator:  
 Antonio Taofili
- Kamala Homes**  
 Program Coordinator:  
 Antonio Taofili

- East Hawaii**  
**Hawai'i Advocate Program (HAP)**  
**Ka'i Like Program**  
 Program Coordinator: Nicholette Mukai  
**Transitional Family Home Program**  
 Program Coordinator: Akoni Vares  
**Intensive-In Home Program**  
 Program Coordinator: Akoni Vares
- West Hawaii**  
**Hawai'i Advocate Program (HAP)**  
**Ka'i Like Program**  
 Program Coordinator: Anneka Keck  
**Intensive-In Home Program**  
 Program Coordinator: Akoni Vares
- Mauui/Molokai**  
**Hawai'i Advocate Program (HAP)**  
 Program Coordinator: Melinda Montgomery
- Kauai**  
**School Success, Hawai'i Advocate (HAP),**  
**Community-based Outreach and Advocacy/Ho'okala**  
**Ka'i Like Program**  
**Community Prevention Program**  
 Program Coordinator: Melinda Montgomery  
**Intensive-In Home Program**  
 Program Coordinator: Nazo Shamal



Department of the Treasury  
Internal Revenue Service  
P.O. Box 2508, Room 4010  
Cincinnati OH 45201

In reply refer to: 4077552422  
July 25, 2011 LTR 4168C 0  
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BODC: TE

HALE KIPA INC  
615 PIIKOI ST STE 203  
HONOLULU HI 96814-3139



010491

Employer Identification Number: [REDACTED]  
Person to Contact: Mr. R. Molloy  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your July 01, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in June 1970.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077552422

July 25, 2011 LTR 4168C 0

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HALE KIPA INC  
615 PIIKOI ST STE 203  
HONOLULU HI 96814-3139

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Cindy Thomas  
Manager, EO Determinations



**STATE OF HAWAII  
STATE PROCUREMENT OFFICE**

**CERTIFICATE OF VENDOR COMPLIANCE**

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

**Vendor Name:** Hale Kipa, Inc.

**DBA/Trade Name:** Hale Kipa, Inc.

**Issue Date:** 01/29/2014

**Status:** Compliant

Hawaii Tax#: [REDACTED]  
FEIN/SSN#: [REDACTED]  
UI#: [REDACTED]  
DCCA FILE#: [REDACTED]

**Status of Compliance for this Vendor on issue date:**

Form	Department(s)	Status
A-6	Hawaii Department of Taxation Internal Revenue Service	Compliant Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

**Status Legend:**

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information