

House District 51

Senate District 25

THE TWENTY-SEVENTH LEGISLATURE  
APPLICATION FOR GRANTS AND 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):

DEPT. OF HUMAN SERVICES, HOMELESS PROGRAMS OFFICE

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Holomua Na' Ohana

Db:

Street Address: 1325 Wilder Ave.

Mailing Address: 1325 Wilder Ave.  
Honolulu, HI 96822

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION

Name HOLLY HOLOWACH

Title Program Director - Weinberg Village Waimanalo

Phone # 259-6804

Fax # 259-5303

e-mail www.holly@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:

REQUEST FOR A GRANT IN AID FOR THE INSTALLATION OF PHOTO VOLTAICS AT WEINBERG VILLAGE WAIMANALO, A TRANSITIONAL SHELTER WITH 30 APARTMENT UNITS FOR HOMELESS FAMILIES WITH CHILDREN.

4. FEDERAL TAX ID # [REDACTED]

5. STATE TAX ID # [REDACTED]

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

NEW SERVICE (PRESENTLY DOES NOT EXIST)

EXISTING SERVICE (PRESENTLY IN OPERATION)

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

STATE \$ \$427,800

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

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

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

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[REDACTED]

MARK N. NOMURA, PRESIDENT, HOLOMUA, NA' OHANA  
NAME & TITLE

1/31/14  
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;

Holomua Na' Ohana (formally Holo Loa'a) has served as the manager/operator of Weinberg Village Waimanalo for 18 years. The agency also manages and operates a Kalaeloa homeless shelter under a contract with the State Homeless Programs Office – Onemalu transitional shelter for families.

2. The goals and objectives related to the request;

Holomua Na' Ohana (Holomua) has had a long term contract relationship with the State Homeless Programs (HP), wherein the HP contracts with Holomua to provide shelter and services for homeless families. Although electricity rates have risen rapidly over the past few years and will continue to escalate, the HP has not had the resources to keep pace with the rising cost of providing electric service for the 30 units at Weinberg Village. As a result, Holomua has had to stretch its State contract budget to accommodate the rising operational costs while trying to provide all of the services that homeless families and their children need to stabilize their lives and make a successful transition out of homelessness. The goal of this request is to abate the increasing cost of providing electricity to the shelter units in an environmentally friendly manner. Lessening operating costs increases the resources that can be directed to helping homeless families achieve self sufficiency.

3. The public purpose and need to be served;

The photovoltaic system would augment the homeless family shelter as a viable intervention for Hawaii's homeless families through cost savings, while conforming to the State's effort to lessen dependence on fossil fuels.

4. Describe the target population to be served;

The immediate beneficiaries of the photovoltaic system will be the homeless families residing at Weinberg Village Waimanalo. Decreasing the cost of utilities will result in more funds being applied to programs for approximately 60 children that reside at the shelter and their parents. The State of Hawaii is another beneficiary in that it would not need to continue to increase the subsidy for the shelter due to rising electricity costs. The people of Hawaii also benefit by lessening the use of fossil fuels for 30 families.

5. Describe the geographic coverage.

Weinberg Village Waimanalo is the ONLY homeless shelter outside of downtown Honolulu and West Hawaii - Waipahu to Waianae. Weinberg Village is the only shelter intervention available to families in need from Waimanalo, Kaneohe, Kailua, and the area beyond stretching to the North Shore. Weinberg Village is always full with wait lists of families with children living in unsheltered situations.

Further, the geographic coverage of the *environmental benefit* of converting 30 family units to photo voltaic is the entire State of Hawaii.

## **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;

Should this request be granted and the funds released, Holomua Na' Ohana will immediately request a minimum of three formal bids for the photovoltaic installation. The bid that is the most successful in addressing the full scope of the project in a timely fashion, at the most economical price will form the basis for a contract.

Holomua has already consulted with several photo voltaic contractors to obtain a description of the work involved along with cost estimates for the conversion of 30 family units to photo voltaic.

The Program Manager at Weinberg Village will work with the contracted photo voltaic business to ensure that residents are aware of the work and that the work does not impede shelter functions. The manager will also be the point of contact for the contractor and HECO to bring the service on line.

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

The project should take a two to three weeks to install, so the timeline is entirely dependent on the availability of the funds, the PV contractor's schedule, the

availability of enough panels for the installation, the schedule of the City Building Dept. inspector for approval of the work, and HECO's approvals.

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

The Program Director, Holly Holowach, will work with the contractor to ensure quick and efficient installation with the least amount of disruption in the daily life of the residents. Holly will be the point of contact for the timing of all contractor activity on the property, including City building inspections, unloading and storing of solar panels at the site, and installation.

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 measures of effectiveness will consist of the conversion of 30 living units and support offices on the site to photo voltaic, notice of approval by HECO and the City Building Inspector of the successful completion and connectivity, and the decrease in electricity billing that is demonstrated after the project is completed. Currently, the monthly electric billing is in excess of \$3000 per month and climbing.

### III. Financial

#### Budget

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

The budget form is attached.

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

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
Lump sum draw to pay for the installed system. \$427,800				\$427.800

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

App

HOLOMUA NA' OHANA

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested</b> (a)	(b)	(c)	(d)
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	<b>427,800</b>			
<b>TOTAL (A+B+C+D+E)</b>				
<b>SOURCES OF FUNDING</b>		<b>Budget Prepared By:</b>		
(a) Total State Funds Requested	427,800	<div style="background-color: black; width: 100%; height: 20px; margin-bottom: 5px;"></div> Name (Please type or print) _____ Phone _____ Mark M. Nomura _____ 1/31/14 Signature of Authorized Official _____ Date _____		
(b)				
(c)				
(d)				
<b>TOTAL BUDGET</b>	<b>427,800</b>	Name and Title (Please type or print) Mark M. Nomura, President		

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

Holomua Na' Ohana currently has a contract with the State Homeless Programs Office for the operation of two family homeless shelters for the fiscal year 2014. Holomua will pursue a renewal of their current contract for FY 2015:

Onemaulu at Kalaeloa comprised of 42 family units - \$405,600 in operational funding request

Weinberg Village Waimanalo comprised of 30 family units - \$295,000 in operational funding request

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.

N/A

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

Holomua Na' Ohana has \$228,000 in unrestricted assets.

## **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.

Holomua Na' Ohana has managed and operated Weinberg Village Waimanalo for 18 years. During that time, Holomua has provided the programs that help homeless families achieve jobs and self sufficiency. They have focused on the well being of the entire family which includes nurturing young children and augmenting their success in school.

Holomua has also managed the shelter facility which requires daily up keep, as well as repair and maintenance on an ongoing basis. Holomua has guided the procurement for painting the buildings, reroofing, tree removal, renovation of aging bathrooms, etc. They have also overseen the workmanship while making

sure that the work does not prevent residents from enjoying health and safety at the shelter.

Holly Hollowach is the manager of the Weinberg Village facility and programs. She has years of skilled management of her staff who provide facility repair and maintenance as well as ground improvements. Holly is also well versed in securing bids based on scope of work and tenacious about maintaining quality control.

Several years ago, Holly was successful in an application to KABOOM, sponsored by a partnership of Home Depot and other donors. The grant provided a playground replete with playground equipment and safety padding on the ground under the equipment for the 60 plus children that reside at the Village. Although volunteers from Home Depot provided manpower, Holly had to attend classes that taught her how to build a playground and effectively organize volunteer labor.

**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.

Most passers-by declare that they would never guess that Weinberg Village Waimanalo is a homeless shelter. The Village graciously blends in with the neighborhood, featuring well maintained buildings and landscape. Residents take care of the grounds, because they take pride in the Village. The 30 units range in size from one bedroom to three bedrooms to accommodate various size families in need of shelter. The wait list is long, and the shelter is constantly at capacity.

The State has inspected the shelter at several junctures to ensure that accessibility requirements are met. Over the 18 years that the Village has provided shelter to the homeless, whenever new accessibility requirements are adopted, changes are made at Weinberg Village to comply with the new requirements.

**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. N/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 agency wide organizational chart is attached. This request for funding is specific to the Weinberg Village Waimanalo portion of the organization. If this request for grant in aid is successful, the management and coordination will be provided by Holly Holowach.

**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.

Officers and directors of Holomua are volunteers and they are not paid annual salaries. The highest paid employees are the managers of the two shelters and their lead staffers. The following three positions are the highest paid:

- Onemalu Program Manager - \$49,123 annually
- Weinberg Village Waimanalo Program Manager - \$49,123
- Lead Case Manager at Onemalu - \$40,537

**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.

N/A – No pending litigation or outstanding judgment exists.

**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.

N/A



## BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Holomua Na' Ohana

Period: July 1, 2014 to June 30, 2015

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: 2012-2013	FY: 2013-2014	FY:2014-2015	FY:2014-2015	FY:2015-2016	FY:2016-2017
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			427800			
EQUIPMENT						
<b>TOTAL:</b>			<b>427,800</b>			
<b>JUSTIFICATION/COMMENTS:</b>						

**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.

Holomua Na' Ohana  
(Typed Name of Individual or Organization)

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 1/31/14  
(Signature) (Date)

Mark M. Nomura, President, Holomua Na' Ohana  
(Typed Name) (Title)

# Holomua Nā 'Ohana Organization-wide Chart

