

House District 46

Senate District 22

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):

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

1. APPLICANT INFORMATION:

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

Dba:

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 RESIDENTIAL TRAINING FACILITY FOR PERSONS WITH DEVELOPMENTAL DISABILITIES

4. FEDERAL TAX ID # [REDACTED]

5. STATE TAX ID # [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$ 300,000

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 \$ _____

[REDACTED]
authorized signature

Susanna F. Cheung, President and CEO
Name & Title

January 30, 2014
date signed

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

Applicant: _____ Opportunities & Resources, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Security Services				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	300,000			
TOTAL (A+B+C+D+E)	300,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	300,000	<div style="background-color: black; width: 150px; height: 15px; margin-bottom: 2px;"></div> Melba D. Martinez		
(b) Local Charities		<div style="background-color: black; width: 150px; height: 15px; margin-bottom: 2px;"></div> Phone		
© Other In-Kind Resources	10,000	<div style="background-color: black; width: 150px; height: 15px; margin-bottom: 2px;"></div> 1/30/2014		
(d)		Signature of Authorized Official <i>[Signature]</i> Date		
TOTAL BUDGET	310,000	SUSANNA F. CHEUNG, President & CEO Name and Title (Please type or print)		

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 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 themselves to their fullest capacity and to share their contributions to the community. It aims to provide equal educational opportunity to learn regardless of physical and mental challenges.

ORI has been serving individuals with disabilities and their families for 33 years. Its residential training facility have been in existence for nearly 30 years and has successfully provided for the various needs of ORI's residents. However, an influx of capital funds is needed to address the physical deterioration of the facility over the years.

2. The goals and objectives related to the request;

The primary goal of this funding request is to upgrade and rehabilitate ORI's 30-year-old residential training facility serving adults with intellectual / developmental disabilities. This funding will help to maintain the integrity of the residential structure, upgrade its interior and exterior appearance, repair or replace equipment and furnishings and address any hazards to the health and well-being of individuals with disabilities in the residential training facility at ORI.

3. The public purpose and need to be served;

ORI's residential training facility provide for a service needed by its constituents, which are primarily adults with intellectual / developmental disabilities who are also economically disadvantaged. The rehabilitation and upgrade of the facility will ameliorate the immediate safety concerns and barriers to ORI's aging facility.

4. Describe the target population to be served; and

The target group to be served by the residential training facility will include the severely disabled, the elderly, and the disadvantaged.

5. Describe the geographic coverage.

Current residents with severe disabilities already at ORI will immediately benefit from the rehabilitation and upgrade of their residential training facility.

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 possibly parts of the fastest growing community of Ewa (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 has 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. The applicant shall:

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 will be sought, if possible, to offset the costs of the upgrade and rehabilitation of the residential training facility.

In order to accomplish the project's primary goals to renovate ORI's residential training facility, the following is a list of tasks and responsibilities:

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

The plumbing, drainage and electrical components of the residential training facility will need to be upgraded.

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

Month 1	-	Notice to Proceed Received
Month 3		Owner's approval of design; submit for city permits, if applicable
Month 5		Planning and coordination to begin work on the project
Month 9		Mobilize workers for the project and begin rehabilitation and 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. 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 on the rehabilitation and upgrade of the residential training facility will be obtained through permitting approval and a satisfactory final inspection by the appropriate state and/or 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 through.

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 requested funds include planning, design and construction plus some equipment replacement costs for the upgrade and rehabilitation of ORI's residential training facility. The measure of the project's achievement would be the completion of the rehabilitation of the facility ameliorating conditions posing as immediate safety concerns and training barriers.

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 2015.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 300,000

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

ORI continues to seek funds from the City and grants from the state and private foundations. Fundraising efforts to support ORI's various programs will continue. In-kind contributions to offset construction costs will also be sought.

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

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

The balance of ORI's unrestricted current assets as of December 31, 2013, is \$ 1,181,814.00.

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 (Opportunities and Resources Inc. – formerly Opportunities for the Retarded, Inc.)’s experience in residential training and supportive services spans to nearly 30 years. It has been successfully providing residential services to adults with intellectual / developmental disabilities since then.

There is no other verifiable experience of related projects or contracts for the most recent three years.

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.

ORI’s residential training facility is 30+ years old. The most immediate conditions posing as safety hazards and/or housing barriers to individuals with disabilities training in the facility at ORI will also be addressed.

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 construction materials and labor costs. Project management and administration will be in-kind.

ORI's residential training facility is managed by an experienced administration management team. The project will be carried out by a contractor whose work will be overseen by ORI's management and/or their designee.

ORI has a maintenance crew with many years of experience in carpentry, plumbing, and electrical work. They can also provide advice and guidance with the work needed.

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 attached.

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.

The three highest paid employees in the company are:

1.	████████████████████	\$ 36,000.00	President and CEO	(33+ years)
2.	████████████████████	\$ 60,633.12	Executive Asst./PR	(26+ years)
3.	████████████████████	\$ 59,102.64	Maintenance	(16+ years)

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.

Not applicable

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.

Not applicable. Required permit approvals will be obtained, as necessary, before the upgrade/renovation will begin.

**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.

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


(Signature)

January 30, 2014
(Date)

Susanna F. Cheung
(Typed Name)

President and CEO
(Title)

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Opportunities and Resources Inc.

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	OTHER SOURCES 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			300000	10000		
EQUIPMENT						
TOTAL:			300,000	10,000		
JUSTIFICATION/COMMENTS We are also seeking funds from other private grants.						

ORGANIZATIONAL CHART



