



THE FILIPINO COMMUNITY CENTER, INC.

94-428 Mokuola St., Suite 302 . Waipahu, Hawai'i 96797. Phone: 680-0451 .Fax: 680-7510 . www.filcom.org

Our Mission is to develop, own and operate a community center that provides social, economic and education services and to promote and perpetuate Filipino culture and customs in the State of Hawai'i.

BOARD OF DIRECTORS

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Bryan Andaya	<i>Vice-Chair</i>
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May Besario Mizuno	(COVO) <i>Ex-Officio</i>
Jean Jeremiah	(OFCC) <i>Ex-Officio</i>
Marion Reyes-Burke	<i>Legal Counsel</i>
Rose Cruz Churma	<i>President & COO</i>
Roland Casamina	<i>President Emeritus</i>
Eddie Flores, Jr.	<i>Chair Emeritus</i>

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Steve Sombrero	
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Walter Tagawa	
Barry K. Taniguchi	
Eric Tema	
Emme Tomimbang	
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Keith Vieira	
Gulab Watumull	
Perfecto Yasay	
Gary Yoshioka	<i>Members</i>

January 31, 2014

Senate Committee on Ways and Means
State Capitol, Room 208
Honolulu, Hawaii 96813

Attention: Rod Becker

Dear Mr. Becker,

Attached is the Grants-in-Aid Application to the 27th Legislature.

Thank you very much for the opportunity to make this request. Should you have any questions, please call me at 808 680-0451 or via email at rosechurma@filcom.org.

Mabuhay and Aloha,

Rose Cruz Churma
President and COO

Attachment: 27th Legislature Application for Grants in Aid

House District _____

Senate District _____

**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:

The Filipino Community Center, Inc.

Db/a:

Street Address: **94-428 Mokuola Street Suite 302, Waipahu HI 96797**

Mailing Address: **94-428 Mokuola Street Suite 302, Waipahu HI 96797**

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name ROSE CRUZ CHURMA

Title President & COO

Phone # 808 680-0451/Cell 808 520 1450

Fax # 808 680 7510

e-mail rosechurma@filcom.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:

The goal is to retrofit the existing central air-conditioning system which is now using R-22, a refrigerant now banned by the EPA. R-22 refrigerant's production has been stopped since 2010. The plan is to replace the system with variable-air-volume system (VAV) --- to allow more efficient use of energy, and thus reduce our dependence on fossil-based fuels and eliminate use of refrigerants that are harmful to the environment. The illuminations systems at the major gathering places will also be retrofitted to optimize energy use.

Installation will be done by a qualified licensed contractor who will be awarded the contract on a design-build basis, where planning and design will be part of the contract. In addition to FilCom staff, project oversight will be provided by the Facilities Committee which consists of licensed engineers and architect.

The energy efficiency gained from the retrofit will decrease the center's overhead costs associated with energy use and enable FilCom to offer better programs that help eliminate workforce barriers to economic self-sufficiency.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2014: \$ 550,000

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 NOT APPLICABLE AT THE TIME OF THIS REQUEST:

STATE \$ _____

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

ROSE CRUZ CHURMA, PRESIDENT & COO

NAME & TITLE

JANUARY 31, 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;
The Filipino Community Center (FilCom) is gathering place for activities promoting, sharing and perpetuating Filipino heritage with the larger multi-cultural community of Hawaii. In addition to the many social and human service programs conducted for all members of the community, FilCom also houses and various cultural and educational initiatives: NCLEX licensing review for nurses, citizenship classes, financial literary classes, entrepreneurial training courses, job skills training and computer basics, after school cultural programs for kids (Banda Kawayan) and others.
Since 2002, the Filipino Community Center (FilCom) has been a gathering place for activities promoting, sharing and perpetuating Filipino heritage with the larger multi-cultural community of Hawaii. A tax exempt, non-profit organization as defined under section 501(c) 3 of the U.S. Internal Revenue Service, the FilCom was built through the generous donations of foundations, trusts, private corporations and government entities. During the last 12 years since it opened its doors, the FilCom has offered programs that targeted the low-income and immigrant groups of various age groups. We hold citizenship classes, review courses for immigrant nurses, cultural programs for children, the youth and seniors, and computer literacy courses.
2. The goals and objectives related to the request;
The retrofit of the center's air-conditioning & illumination systems will enable the Filipino Community Center to increase its programs that target Hawaii's low-income, immigrant and refugee populations. The energy efficiency gained from the retrofit will decrease the center's overhead costs associated with energy use and enable FilCom to offer better programs that help eliminate workforce barriers to economic self-sufficiency. It will also reinforce the State's goals to reduce our dependence on fossil fuels and eliminate use of refrigerants that are harmful to the environment.
3. The public purpose and need to be served;
Since 2002, the Filipino Community Center (FilCom) has been a gathering place for activities promoting, sharing and perpetuating Filipino heritage with the larger multi-cultural community of Hawaii. During the last 12 years since it opened its doors, the FilCom has offered programs that targeted the low-income and immigrant groups of various age groups. We hold citizenship classes, review courses for

immigrant nurses, cultural programs for children, the youth and seniors, and computer literacy courses.

4. Describe the target population to be served; and
The entire Hawaii population is served with emphasis on the surrounding residents of Waipahu.
5. Describe the geographic coverage.
The entire island of Oahu with emphasis on Leeward Oahu, specially the surrounding areas in Waipahu where the FilCom is located, is our geographic coverage.

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 goal is to retrofit the existing central air-conditioning system now using R-22, a refrigerant now banned by the EPA. R-22 refrigerant's production has been stopped since 2010. The plan is to replace the system with variable air volume system (VAV) --- to allow more efficient use of energy. Installation will be done by a qualified licensed contractor who will be awarded the contract on a design-build basis, where planning and design will be part of the contract.
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
4 months public procurement process; 8 months implementation
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and
The quality of materials and installation will be described fully in the Request for Proposals (RFP). A facilities committee composed of licensed architects and engineers will prepare, review and implement the procurement process as well as provide oversight for the construction.
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 measure of effectiveness will be measured by the decrease in energy use by the center. In terms of the quality of installation, this will be measured by how well the contractor has followed the specifications and design directives described in detail in the bid documents, including adhering to the proposed budget and schedule of completion.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
(See attachments)
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
\$ 50,000	\$100,000	\$200,000	\$200,000	\$550,000

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

Not Applicable

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

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.

The staff of the FilCom, headed by Rose Cruz Churma and assisted by its Facilities Committee (Chair, Manny Lanuevo, members Oscar Paez, Roger Urbi, Agnes Reyes, Dante Aragon, and Lenny Villanueva) will provide the administrative oversight, while accounting and bookkeeping will be provided by Sterling Leong, the FilCom accountant.

Rose Cruz Churma, as the President and Chief Operating Officer of the FilCom Center will be responsible for assuring that the terms of the grant are complied with. She was involved with the fund development and project management and construction of the center during its early formative years until the center received its building occupancy permit in 2001. Although an architect by training, she was also involved in organizing a variety of events in the State as part of her community work. She re-joined FilCom in March 2012

She will be assisted by the Facilities Committee headed by Manny Lanuevo, a licensed electrical engineer who now heads the City's H-Power program. The other members are Oscar Paez (architect), Roger Urbi (civil engineer), Agnes Reyes (business owner), Dante Aragon (mechanical engineer), and Lenny Villanueva (electrical engineer who designed the electrical systems of the FilCom Center).

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 entire facility meets ADA requirements.
See attached floor plans.**

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.

The retrofit of the air conditioning systems and illumination systems will be done by a licensed contractor on a design-build process.

The staff of the FilCom, headed by Rose Cruz Churma and assisted by its Facilities Committee will provide the administrative oversight, while accounting and bookkeeping will be provided by Sterling Leong, the FilCom accountant. All design professionals involved are licensed in the State of Hawaii

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.

Rose Cruz Churma, FilCom's President and COO will have full responsibility of the project and assisted by the Facilities She is a licensed architect in Hawaii since 1987 and has 35 years of experience in this type of work. She has three full time staff that assists in day-to-day matters. Accounting and bookkeeping are provided by a part time accountant, while facilities management of the center is provided by NIA/Chaney Brooks.

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.

Rose Cruz Churma, FilCom's President and COO will have full responsibility of the project. She is a licensed architect in Hawaii since 1987 and has 35 years of experience in project development. She also served as the project manager during the design and construction phase of the FilCom Center in the late 90s.

Facilities Chair, Manny Lanuevo,

Oscar Paez, is a registered architect employed at PACDIV

Roger Urbi is a registered civil engineer

Agnes Reyes owns and operates her own business and provides the entrepreneurial perspective to the committee's deliberations.

Dante Aragon is a registered mechanical engineer and is president of EMCC, a consulting firm specializing in energy management and audits.

Lenny Villanueva recently retired as vice president of the electrical engineering firm, MK Engineers. He designed the electrical systems of the FilCom Center.

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

Applicant: **The Filipino Community Center, 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				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	550,000			
TOTAL (A+B+C+D+E)	550,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	550,000	Rose Cruz Churma 808 680 0451		
(b)		Name (Please type or print) Phone		
(c)		[Redacted] 1/21/2014		
(d)		Signature of Authorized Official Date		
TOTAL BUDGET	550,000	Rose Cruz Churma, President & COO Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: **The Filipino Community Center, 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				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				\$ -
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: The Filipino Community Center, Inc.

Period: July 1, 2014 to June 30, 2015

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

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

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: The Filipino Community Center, 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	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	N.A.	N.A.	50,000.00	N.A.	N.A.	N.A.
LAND ACQUISITION	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
DESIGN	N.A.	N.A.	100,000.00	N.A.	N.A.	N.A.
CONSTRUCTION	N.A.	N.A.	200,000.00	N.A.	N.A.	N.A.
EQUIPMENT	N.A.	N.A.	200,000.00	N.A.	N.A.	N.A.
TOTAL:	N.A.	N.A.	550,000.00	N.A.	N.A.	N.A.
JUSTIFICATION/COMMENTS:						

**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.

The Filipino Community Center, Inc.
(Typed Name of Individual or Organization)


(Signature)

January 31, 2014
(Date)

Rose Cruz Churma
(Typed Name)

President & COO
(Title)