

House District _____

Senate District _____

THE TWENTY-EIGHTH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: _____

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

"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.

"Recipient" means any organization or person receiving a grant.

COPY

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:

HOPE Services Hawaii, Inc.

Db/a: Not applicable

Street Address: 296 Kilauea Avenue, Hilo, Hawaii, 96720

Mailing Address: 296 Kilauea Avenue, Hilo, Hawaii, 96720

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name: Brandee Menino

Title: Chief Executive Officer

Phone #: 808/933-6013

Fax #: 808/935-3794

E-mail: bmenino@hopeserviceshawaii.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- OTHER
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

Funding for Land Acquisition, Environmental Assessment, Design & Planning, & Construction of the HOPE Relief Housing & Resources Program – To provide housing & support for lava-displaced families and homeless persons.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$11,781,000

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 \$11,781,000
 FEDERAL \$0
 COUNTY \$0
 PRIVATE/OTHER \$60,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE

AUTHORIZED SIGNATURE

Brandee Menino, Chief Executive Officer

NAME & TITLE

01/29/15

DATE SIGNED



RECEIVED
1-30-15

✓

Application for Grants

I. Background and Summary

1. Background

HOPE Services Hawaii, Inc. (HOPE), an organization that provides housing safety net and stabilization programs, implements its mission is to “*bring to life gospel values of justice, love, compassion and hope through service, empowerment and advocacy*” through a continuum of programs and services.

HOPE provides services to the most vulnerable populations on Hawaii Island – persons who are challenged by or are at-risk of becoming homeless, persons who suffer severe mental illness, and persons returning to the community from incarceration. HOPE’s service array includes homeless outreach, case management, information and referral services, housing advocacy, representative payee services, emergency and transitional shelter, reintegration and mentoring for the current/prior incarcerated, housing placement and retention assistance, financial empowerment, and permanent supportive housing.

For the period of July 1, 2013 through June 30, 2014, HOPE provided outreach services to 1,770 individuals, in which 89% were single persons. We had the bed capacity to assist 516 individuals with emergency shelter and of those 27% were children under the age of 18. 49% of the individuals served obtained new housing and residential stability. In addition, HOPE successfully assisted 145 individuals obtain employment. At any given night throughout the year, we oversee the health and safety of over 600 residents throughout our facilities.

HOPE carries out this mission through a continuum of safety net programs, housing and support services. They include:

OUTREACH AND SUPPORT SERVICES

Homeless Outreach

Mobile outreach teams regularly visit beaches, parks, lava tubes, tents and food pantries to identify and engage individuals and families experiencing homelessness. HOPE offers emergency food and supplies, assesses a person’s needs and works to get each into safe, stable housing. HOPE provides connections to basic services including health care, social security, workforce development and job training.

Natural Disaster Outreach

As a result of Tropical Storm Iselle and the recent impact of the June 27 lava flow, HOPE increased in-house capacity to respond during natural disasters because such events can lead to homelessness. In preparation of a potential disaster, mobile outreach teams work to get the homeless population to emergency

shelters. Post disaster, teams go to affected areas and assess living and food situations, store medications and help individuals and families relocate to a shelter or other housing as needed.

The Friendly Place Campus: Resource Center

The Friendly Place is a resource for families and individuals experiencing homelessness in West Hawaii where they have access to meals, emergency supplies, mail, showers, laundry facilities, storage lockers, phones, computers and fax machines as well as counseling and case management.

Representative Payee Services

Representative Payees provides financial services to nearly 200 individuals with severe and persistent mental illnesses and helps them pay their essential bills, distributes allowances, offers budgeting classes and financial management counseling for Social Security recipients.

Supplemental Nutrition Assistance Program (SNAP) Outreach

Staff pre-screens an individual's eligibility for SNAP benefits (formerly known as Food Stamps). We help obtain supporting documents to complete the application and help the applicant navigate the enrollment system.

Hawaii Health Connector

HOPE is a Marketplace Assister Organization. HOPE helps uninsured and underinsured individuals and families in Hawaii County enroll in a qualified health plan as well as raise awareness about the Connector.

EMERGENCY HOUSING

Kihei Pua Emergency Shelter

Kihei Pua provides 24/7 short-term emergency housing and services with up to 72 beds for homeless individuals and families in Hilo, with preference given to unsheltered families with minor children. It is safe refuge for families with nowhere to go, regain stability, get back on their feet and seek a new a home.

The Friendly Place Campus: West Hawaii Emergency Housing Program

This program is located in Kailua-Kona and provides short-term emergency housing, meals and support services for up to 31 people experiencing homelessness.

TRANSITIONAL & AFFORDABLE HOUSING

Nā Kahua Hale O Ulu Wini (The Homes at Ulu Wini), Kailua- Kona

Ulu Wini is the newest transitional and affordable housing complex developed by the County of Hawaii. Since its inception in 2011, the program provides ninety-six (96) two-bedroom units for families and where Hawaiian values like *aloha*

and *kuleana* resonates throughout the community. Nearly 190 youth currently call this place home – where multiple cultures and diversity thrives.

Beyond Shelter, Hilo

This Hilo-based apartment complex owned by St. Joseph Catholic Church offers two transitional and five affordable rental housing units for families and children who transition from the emergency housing.

Kuleana House, Hilo

The Kuleana House is a single family three bedroom home that provides transitional housing to families with children.

Wilder House, Hilo

The Wilder House is a single family four bedroom home that provides transitional housing to families with children.

Iwalani House, Hilo

The Iwalani House is a single family three bedroom home that provides transitional housing to justice involved women reintegrating into our community from incarceration and/or in recovery.

West Ohea House, Hilo

The West Ohea House is a single family eight bedroom home that provides transitional housing to justice involved men reintegrating into our community from incarceration and/or in recovery.

HOPE Resource Center, Hilo

This program provides 24/7 transitional housing and services for men returning to the community from incarceration.

HOUSING ASSISTANCE PROGRAMS

Support Services for Veteran Families (SSVF)

This program is made possible through a partnership with U.S. Veterans Initiative. We assist veteran households with emergency rent assistance, housing deposits, utilities or emergency needs that focus on transition to a new permanent housing situation or retention of permanent housing.

Homeless Prevention & Rapid Re-housing

This program provides housing relocation and stabilization services to help homeless individuals and families quickly move into permanent housing and achieve stability. In addition to housing placement, services include case management, credit repair and financial assistance for rent, utilities and security deposits. Assistance depends on funding availability through:

- Housing Placement Program for Temporary Assistance for Needy Families (TANF);
- Emergency Solutions Grant provides rapid re-housing services; or
- HUD's Shelter Plus Care Programs provide rent subsidies and support services – *Kukui* assists homeless families with disabilities/illnesses; *New Direction* works with chronically homeless individuals with low-income and disabilities/illnesses

COMMUNITY RE-ENTRY PROGRAMS

Women Supporting Women

HOPE mentors and helps organize successful justice involved women to inspire, support and peer mentor newly released justice involved women from the Women's Community Correctional Center (WCCC), on parole, probation or participate in Drug Court. In addition to peer support and empowerment, these forensic peer specialists educate the community at meetings and events to raise awareness of the impacts of families of incarcerated mothers and their children.

Mentoring Program

In partnership with the Department of Public Safety (DPS), HOPE recruits, trains and supports community volunteers become "mentors" to individuals returning to our community from incarceration. DPS makes referrals of "mentees" to be matched with a community member who is volunteering their time to "mentor" them as they transition from Hale Nani Work Furlough Correctional Facility to a community on Hawaii Island.

Kona Re-Entry & Referral Housing Program

HOPE provides housing and referral services for inmates transitioning from incarceration at the Hawaii Community Correctional Center to extended furlough in Kailua-Kona.

2. Goals and Objectives

HOPE proposes the development of a Relief Housing and Resources Program, which will include micro-housing rentals, a multi-purpose resource center, community center and park, and preschool. The collective of these components will help lava-impacted households regain a physical and emotional sense of community, while having close proximity access to needed resources that will promote stabilization and eventual reintegration back to the community.

3. Public Purpose:

The **Relief Housing and Resources Program** will help lava-impacted households and/or those experiencing homelessness regain a physical and emotional sense of community by providing housing, while having close proximity access to needed resources that will promote stabilization and eventual reintegration back to the community.

Need:

Homeless Impact – From July 1, 2013 through June 30, 2014, more than 14,000 individuals were served by Hawaii’s statewide homeless service programs – a 3% increase from the previous fiscal year. Hawaii County experienced a 53% increase (from the previous year) in the total number of new homeless clients. Nearly 1,800 homeless persons were served in Hawaii County during this period, of which 48% were single adults, and 52% were persons in family households. Of the family household population, 27% (nearly 500) were children. More than 400 persons (34%) served in Hawaii County were considered chronically homeless – challenged by a disabling health or mental health condition that had been continuously homeless for a year or more *or* experienced at least four homeless episodes in the past three years – the highest proportion when compared to the other counties. According to the 2011 Hawaii Housing Planning Study, more than 1,750 rental units must be developed between 2012 and 2016 to eliminate the pent up demand for housing.

Lava Impact – The increased census of homeless persons in Hawaii County and demand for rental housing inventory is further compounded by the approaching impact of lava in the Lower Puna area of Hawaii Island, which could potentially displace just over 3,800 persons. 30% of this population is currently renting, or living with family or friends. And while the approach is imminent, only 11% are considering leaving the area at this time, while more than 60% (over 2,100 people) will wait for the lava to approach their property before departing from the area, likely due to the lack of needed resources associated with a physical move. At time of impact, over 1,500 people will be in need of a new place of residence. And with an average of over 20% of each sub-area of Lower Puna earning incomes below the poverty level, many will be in need of external assistance and resources.

Despite uncertainty of (1) when and (2) how many will actually be impacted by the approaching lava, existing facilities that would theoretically serve those that would be now considered “homeless” cannot meet the additional capacity for a potentially displaced 3,800 persons. In addition, displacement of lava-impacted households will equate to more than just *housing* displacement, but also *employment* displacement for adults and *school* displacement for children. Due to the multi-pronged displacement challenges of these households, a comprehensive program that provides housing with support service enrichment will be critical for successful stabilization of impacted households.

4. Target Population

The **Relief Housing and Resources Program** would serve households that are displaced by lava, and those experiencing homelessness in Hawaii County.

5. Geographic Coverage

If serving lava-impacted households, the geographic area served by the **Relief Housing and Resources Program** would be Lower Puna, Hawaii Island. If serving those experiencing homelessness, the geographic area served would be Hawaii Island.

II. Service Summary and Outcomes

1. Scope of Work, Tasks and Responsibilities

Upon notification of the award, HOPE would implement the following actions to begin development of the program:

Quarter 1

- Finalize a land sales offer on an identified parcel. Submit a funding request for payment of the land sale.
- Implement a bid notice, review, selection, and contract execution for construction management – to oversee the timely and compliant completion of both horizontal and vertical construction. Submit a funding request for required construction management retainer fees.
- Implement a bid notice, review selection and contract execution for cost estimation – to facilitate the consistent review and comparison of competitive and efficient pricing for all specification materials needed for the program. Submit a funding request for required cost estimation retainer fees.
- Implement a bid notice, review, selection and contract execution for the following professional services - environmental assessment, traffic study, architectural design, engineering and cost estimation. Submit a funding request for required vendor retainer fees and progress payments for completed, associated work.
- Secure land entitlements for the parcel via request through Hawaii County's affordable housing code. Submit a funding request for progress payments for completed, associated land entitlement planning work.
- Complete an environmental assessment and traffic study, and begin architectural design of the program. Submit a funding request for progress payments for completed, associated work.

Quarter 2

- Complete architectural design, and secure County plan and permit approvals. Submit a funding request for progress payments for completed, associated work.
- Implement a bid notice, review, selection, and contract execution for a horizontal construction contractor. Submit a funding request for progress payments for completed, associated work.
- Begin and complete horizontal construction. Submit a funding request for progress payments for completed, associated work.

- Implement a bid notice, review, selection, and contract execution for a vertical construction contractor.
- Implement a bid notice, review, selection, and contract execution for a preschool operator.

Quarter 3

- Begin vertical construction of the housing units, resource center, community center, and maintenance facility and storage. Submit a request for progress payments for completed, associated work.
- Complete vertical construction of housing units. Submit a request for progress payments for completed, associated work.

Quarter 4

- Complete vertical construction of the resource center, community center and maintenance facility and storage. Submit a request for progress payments for completed, associated work.
- Begin and complete vertical construction of the preschool. Submit a request for progress payments for completed, associated work.

2. Annual Timeline

Scope of Work	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Land acquisition for relief housing and resources program				
Environmental, design and planning				
Construction Management				
Construction Housing Units				
Construction Resource Center				
Construction Community Center				
Construction Maintenance Facility & Storage				
Construction Preschool				
Construction Community Park				

3. Quality Assurance and Evaluation

Through the retention of a construction management and cost estimation vendor, HOPE will establish and ensure compliance with both project schedules and competitive costs. The construction management vendor ensures inclusion of all applicable construction code requirements in construction bid notices, as well as facilitates the review and selection of qualified contractors. The construction management vendor will work collaboratively with the cost estimation vendor to ensure, before the selection and execution of construction contracts, that specification pricing is both competitive and relevant. The construction management vendor will then establish project timelines with the selected construction contractors, which will be utilized to evaluate and enforce

performance. The cost estimation vendor will evaluate all progress payments requests by the contractors to ensure that material pricing is legitimate, before submitting to HOPE for progress payment request submittal to the expending agency. Non-compliance with either project schedules and/or material pricing will trigger damage claims to the construction contractor(s).

4. Performance Measures

HOPE would utilize project schedules established by the vendors and contractors, as well as cost estimations for the contractors, to provide a basis of comparison for the expending agency to evaluate achievement or accomplishment. Should there be an unforeseeable delay in any aspect of the project, HOPE would inform the expending agency accordingly – providing justification and corrective action for the delay.

III. Financial

Budget

1. Budget Documents

The following applicable budget forms are attached that details the cost of the request:

- Budget Request by Source of Funds
- Budget Justification – Capital Project Details

2. Quarterly Funding Request Schedule (Fiscal Year 2016)

Scope of Work	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Land acquisition for relief housing and resources program	\$500,000 00	\$0	\$0	\$0
Environmental, design and planning	\$100,000 00	\$200,000 00	\$300,000 00	\$200,000 00
Construction Management	\$15,000 00	\$15,000 00	\$100,000 00	\$70,000 00
Construction: Housing Units	\$0	\$0	\$2,257,500 00	\$2,257,500 00
Construction: Resource Center	\$0	\$0	\$850,000 00	\$850,000 00
Construction: Community Center	\$0	\$0	\$825,000 00	\$825,000 00
Construction: Maintenance Facility & Storage	\$0	\$0	\$120,000 00	\$120,000 00
Construction: Preschool	\$0	\$0	\$680,000 00	\$680,000 00
Construction: Community Park	\$0	\$0	\$408,000 00	\$408,000 00

3. Other Funds Being Sought

HOPE is also seeking Grant-In-Aid assistance in the amount of \$175,000 to expand its homeless outreach fleet capacity.

4. Federal Tax Credits
HOPE has not been granted any state or federal tax credits within the prior three (3) years, nor does it anticipate applying for tax credits within the request period.
5. Current and Upcoming Government Contracts and Grants
Please see attachment (page 9) for a listing of all government contracts and grants HOPE has been and will be receiving for program funding.
6. Unrestricted Assets
As of December 31, 2014, Hope Services Hawaii, Inc. has a balance of unrestricted current assets as \$27,891.61.

IV. Experience and Capability

A. Necessary Skills and Experience

On October 1, 2010, the Office for Social Ministry, Care-A-Van Program of the Catholic Diocese of Honolulu (OSM) became HOPE. HOPE manages the same services and programs that serve those most in need in our community, with over 20 years of experience with the same dedicated staff and support from the Diocese of Honolulu. Bishop Larry Silva remains committed to helping the homeless. The incorporation of Care-A-Van into HOPE allows for more visibility in the community, and more effective in our delivery of services.

HOPE is the largest homeless service provider in Hawaii County. Through the agency's incumbent management and program staff, HOPE continues to evolve its expertise, necessary skills, abilities and knowledge related to the delivery of housing stabilization services. The following leadership brings unique and relevant experience – critical in program development and service for the diverse vulnerable populations in Hawaii County.

- Brandee Menino, MA, Chief Executive Officer: Ms. Menino began her career at the OSM as the Program Director in 2001 and has continued her service as CEO for HOPE. Ms. Menino is responsible for over \$4 million in federal, state, county government and private contracts that provides emergency and supportive services to the homeless population in the Hawaii County. Menino holds a degree in psychology from the University of Hawaii at Hilo and earned her master in arts degree in professional counseling psychology, with an emphasis in marriage and family therapy, from the American School of Professional Psychology (Argosy University). She sits on the board of directors for The Bay Clinic and The Foodbasket Inc., is a Hawaii SOAR Trainer, and a Program Advisory Council Member for Substance Abuse Counseling Program at Hawaii Community College. In 2014, she was named a Weinberg Fellow.
- Jeremy McComber, Director of Operations: Mr. McComber, Director of Operations, joined the HOPE team in 2012, bringing more than 12 years of professional experience from the County's Office of Housing and

Community Development – from consumer case management to grants management to housing development. As a housing developer, Mr. McComber coordinated the development of a homeless service resource center, a 31-bed emergency shelter facility, and 36 units of affordable rental housing. This experienced has served Mr. McComber well in his capacity at HOPE – managing the daily operations of 24 programs that include 150 shelter beds and over 80 housing units. Mr. McComber is currently pursuing dual graduate degrees in Mental Health and School Counseling through the University of the Southwest.

B. Facilities

Components of the **Relief Housing and Resources Program** will include:

- Micro-housing Rental Units – A blend of 36 1- and 2-bedroom units will provide immediate housing options, while minimizing area impact through design and space efficiency.
- Resources Center – The center will provide service and private meeting space for staff to coordinate placement, support service planning, programs and training by direct staff and/or partner agencies, and reintegration coordination of households that reside in the program. Other features will include a computer lab (for job preparation/retention, training and technology access), as well as a large multi-function room to accommodate group meetings and training.
- Community Center and Park – The center will provide space for on-site, basic health preventive services (including health assessments, screenings, shots, and outside referral to necessary medical care), a large-group gathering space, and a certified kitchen and park space (including play- and sporting ground) for the community residents. The site will also be retrofitted to dual-function as an American Red Cross resource site.
- Preschool – As lava-impacted households will likely be employment-displaced as well, adult focus will be on obtaining new sources of employment. To accommodate just fewer than 70 children currently at preschool age³, the preschool will provide (1) parents childcare relief and (2) children with academic enrichment and development. The preschool will include three (3) classrooms and standard design features and play spaces associated with a preschool facility.

HOPE SERVICES HAWAII: RELIEF HOUSING & RESOURCES PROGRAM

Housing Program

- 36 Units with Parking
- Recreational Space



V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

Staff providing direct *financial oversight* includes:

- Chief Executive Officer – Keeper of the Vision. Plans and coordinates strategic direction of the organization. Oversees financial, human resources, planning, development, evaluation, facilities and safety throughout the agency. Implements and enforces Board and agency policies. Cultivates community resources and leverage partnerships to support the mission of the organization. Reviews and approves the expenditure and allocation of funding for all programs. Ensures overall fiscal and contract compliance for all programs.
- Accounting Manager – Provides oversight of financial accounting, compliance and reporting to funding agencies. Manages and reconciles the general ledger and daily cash for the organization. Prepares monthly payroll and benefits entries. Coordinates the annual financial independent audit, and 990 Internal Revenue Service filing. Ensures the accurate

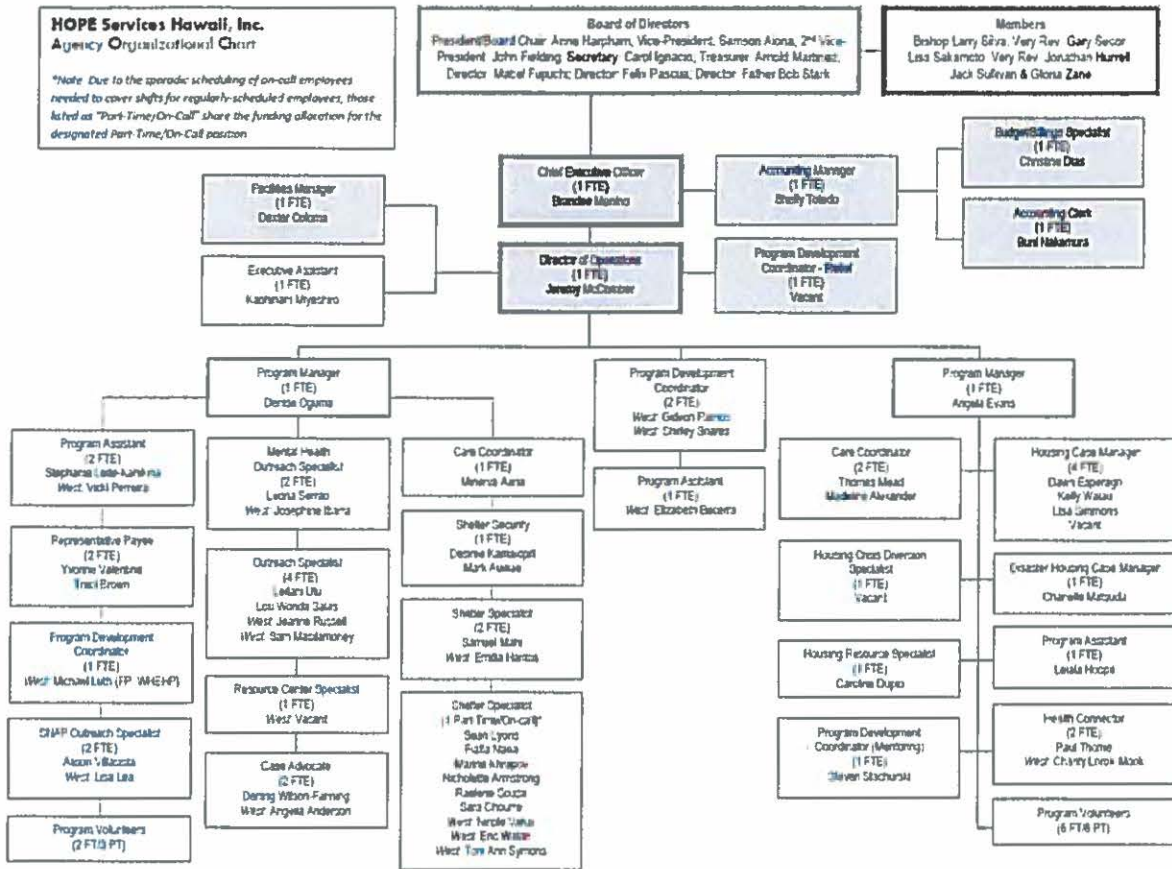
- expenditure and allocation of funds to respective programs. Manages and directs the accountability and compliance of the Finance Office personnel.
- Billing and Budget Specialist – Manages the accounts receivable billing functions for the organization. Prepares and records budgets on a contract- and agency-wide basis. Evaluates budget-to-actual reports to ensure accurate expenditure recordings.
 - Accounting Clerk – Validates accounts payable forms, invoices purchases, delivery receipts and other documents necessary for maintaining accuracy. Processes invoices, generates and coordinates delivery of payments. Prepares and enters the daily cash and check deposits to the accounts receivable system. Reconciles vendor statements. Prepares 1099 forms for annual tax returns.

Staff providing direct *program development* oversight includes:

- Director of Operations – Procures and manages the third-party construction manager. Reviews, approves and manages procured vendor services for environmental assessment, traffic study, architectural design, engineering and cost estimation. Ensures the development compliance of the program with all applicable federal, state and county entitlement and construction requirements. Manages and directs the accountability and compliance of the Program Development Coordinator (Relief) and Facilities Manager.
- Program Development Coordinator (Relief) – Conducts consumer intakes for eligibility. Develops and monitors individualized, goal-driven service plans for consumers. Collaborates with community partners to coordinate relevant program resources (training, classes, etc.) for on-site service delivery. Evaluates and modifies program resources array for relevance and effectiveness. Coordinates reintegration housing placement for consumers, along with supports for post-discharge services that promote housing retention, financial stability and household cohesion.
- Facilities Manager – Manages and directs routine and preventative maintenance of program buildings, plumbing systems, utility infrastructure, fire extinguisher and alarm systems, pest control, landscaping, signage and parking areas. Performs routine inspection of the facilities to assess needed and/or preventative maintenance. Coordinates and implements safety testing of the program site, which includes disaster drills, emergency equipment testing, and recommendation for equipment replacement and emergency procedures.

B. Organization Chart

See organization chart below. Note that staff directly affiliated to this request is highlighted in purple.



orgchartfinal chart 2019-0128 HOPE Housing & Resources program

C. Compensation

The three (3) highest paid employees of HOPE, by positions, are:

- Chief Executive Officer: \$80,357.68/year
- Director of Operations: \$70,000.00/year
- Program Manager: \$55,000.00/year

VI. Other

A. Litigation

HOPE is not a party to any pending litigation.

B. Licensure or Accreditation

HOPE does not have any special licensure or accreditation.

C. Federal and County Grants

Since July 1, 2014, HOPE has been awarded the following federal and county grants:

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	CONTRACT VALUE
1.	County of Hawaii - Going Home Consortium (fiscal agency)	07/01/14 - 06/30/15	County of Hawaii	\$15,000
2.	County of Hawaii - Shelter Plus Care	07/01/14 - 06/30/15	County of Hawaii	\$15,000
3.	County of Hawaii - Homeless Outreach	07/01/14 - 06/30/15	County of Hawaii	\$15,000
4.	County of Hawaii - Kihei Pua Shelter	07/01/14 - 06/30/15	County of Hawaii	\$15,000
5.	County of Hawaii - HOPE Resource Center	07/01/14 - 06/30/15	County of Hawaii	\$15,000
6.	County of Hawaii - West Hawaii Emergency Housing Program	07/01/14 - 06/30/15	County of Hawaii	\$15,000
7.	Adult Mental Health Division - Homeless Outreach & Interim Case Management	01/01/15 - 12/31/15	State of Hawaii - Dept. of Health	\$100,000
8.	HUD Continuum of Care Homeless Assistance Program - Kukui Program	05/01/14 - 04/30/15	State of Hawaii - Dept. of Human Services	\$353,087
9.	HUD - Emergency Solutions Grant - Homeless Prevention and Rapid Rehousing	07/01/14 - 06/30/15	State of Hawaii - Dept of Human Services	\$110,033
10.	HUD - Emergency Solutions Grant - Shelter Operations	07/01/14 - 06/30/15	State of Hawaii - Dept. of Human Services	\$62,785
11.	HUD Continuum of Care Homeless Assistance Program - New Direction	10/01/14 - 09/30/15	State of Hawaii - Dept. of Human Services	\$47,688
12.	Supplemental Nutrition Assistance Program (SNAP Program)	10/01/14 - 09/30/15	Department of Human Services	\$96,748.74

D. Private Educational Institutions

This grant will not be used to support or benefit any sectarian or non-sectarian private educational institution.

E. Future Sustainability Plan**(1) For Funds Received for Fiscal Year 2015-2016**

Should a partial award be granted, HOPE will seek supplemental, eligible federal and state grant funding sources, including:

- Federal – Rural Rental Housing (U. S. Department of Agriculture)
- State – Rental Assistance Revolving and Rental Housing Trust Funds (Hawaii Housing Finance and Development Corporation)

- County – HOME Investment Partnerships Program (Office of Housing and Community Development).

Coordination of any additional funds needed will be facilitated by a Fund Development Director – to be contracted by HOPE.

(2) If Not Awarded for Fiscal Year 2015-2016

HOPE will pursue eligible federal and state grant funding sources, including:

- Federal – Rural Rental Housing (U. S. Department of Agriculture)
- State – Rental Assistance Revolving and Rental Housing Trust Funds (Hawaii Housing Finance and Development Corporation)
- County – HOME Investment Partnerships Program (Office of Housing and Community Development).

Again, coordination of any additional funds needed will be facilitated by a Fund Development Director – to be contracted by HOPE.

F. Certificate of Good Standing (If the Applicant is an Organization)

A copy of HOPE's Certificate of Good Standing from the Department of Commerce and Consumer Affairs dated January 27, 2015 is attached.

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2015 to June 30, 2016

Applicant: HOPE Services Hawaii, Inc.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				
The request is for capital only. As such, this justification sheet is not applicable.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

Applicant: HOPE Services Hawaii, Inc.

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

The request is for capital only. As such, this justification sheet is not applicable.

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2015 to June 30, 2016

Applicant: HOPE Services Hawaii, Inc.

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: 2013-2014	FY: 2014-2015	FY:2015-2016	FY:2015-2016	FY:2016-2017	FY:2017-2018
PLANS	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -	\$ -
LAND ACQUISITION	\$ -	\$ -	\$ 500,000.00	\$ -	\$ -	\$ -
DESIGN	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -	\$ -
CONSTRUCTION	\$ -	\$ -	\$ 10,781,000.00	\$ -	\$ -	\$ -
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL:	\$ -	\$ -	\$ 11,781,000.00	\$ -	\$ -	\$ -
JUSTIFICATION/COMMENT This budget includes land acquisition, and the development of 36 micro-housing rental units, a multi-purpose resource center, community center and park, and preschool.						

*GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: Hope Services Hawaii, Inc.

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1.	County of Hawaii - Going Home Consortium (fiscal agency)	07/01/14 - 06/30/15	County of Hawaii	HAW	\$15,000
2.	County of Hawaii - Shelter Plus Care	07/01/14 - 06/30/15	County of Hawaii	HAW	\$15,000
3.	County of Hawaii - Homeless Outreach	07/01/14 - 06/30/15	County of Hawaii	HAW	\$15,000
4.	County of Hawaii - Kihei Pua Shelter	07/01/14 - 06/30/15	County of Hawaii	HAW	\$15,000
5.	County of Hawaii - HOPE Resource Center	07/01/14 - 06/30/15	County of Hawaii	HAW	\$15,000
6.	County of Hawaii - West Hawaii Emergency Housing Program	07/01/14 - 06/30/15	County of Hawaii	HAW	\$15,000
7.	Adult Mental Health Division - Homeless Outreach & Interim Case Management	01/01/15 - 12/31/15	State of Hawaii - Dept. of Health	U.S.	\$100,000
8.	HUD Continuum of Case Homeless Assistance Program - Kukui Program	05/01/14 - 04/30/15	State of Hawaii - Dept. of Human Services	U.S.	\$353,087
9.	HUD - Emergency Solutions Grant - Homeless Prevention and Rapid Rehousing	07/01/14 - 06/30/15	State of Hawaii - Dept of Human Services	U.S.	\$110,033
10.	HUD - Emergency Solutions Grant - Shelter Operations	07/01/14 - 06/30/15	State of Hawaii - Dept. of Human Services	U.S.	\$62,785
11.	HUD Continuum of Case Homeless Assistance Program - New Direction	10/01/14 - 09/30/15	State of Hawaii - Dept. of Human Services	U.S.	\$47,688

12.	Supplemental Nutrition Assistance Program (SNAP Program)	10/01/14 - 09/30/15	Department of Human Services	U.S.	\$96,748.74
13.	Adult Mental Health Division - Representative Payee Services	04/01/13 - 03/30/15	State of Hawaii - Dept. of Health	State	\$310,000
14.	Reentry Housing and Referral Services of Adult Male and Female Inmates in Kona	03/01/13 - 06/14/15	State of Hawaii - Dept. of Public Safety	State	\$400,000
15.	Housing Placement Program	07/01/14 - 06/30/15	State of Hawaii - Dept. of Human Services	State	\$528,000
16.	State Homeless Shelter Program	08/01/14 - 07/31/15	State of Hawaii - Dept. of Human Services	State	\$833,975
17.	State Homeless Outreach Program	08/01/14 - 07/31/15	State of Hawaii - Dept. of Human Services	State	\$612,500
18.	Mentoring Coordination Services for Adult Male and Female Sentenced Felon Inmates on the Island of Hawaii	07/01/14 - 06/30/16	State of Hawaii - Dept. of Public Safety	State	\$200,000
				TOTAL	\$3,744,816.74

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS 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 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 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 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.
- 2) If the applicant is an organization, 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 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 used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant 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 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.

HOPE Services Hawaii, Inc.

(Typed Name of Individual or Organization)



(Signature)

1/29/15

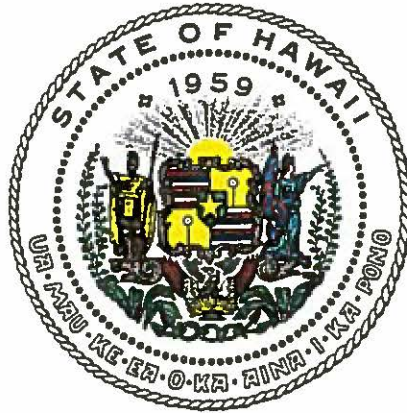
(Date)

Brandee Menino

(Typed Name)

Chief Executive Officer

(Title)



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

HOPE SERVICES HAWAII, INC.

was incorporated under the laws of Hawaii on 08/26/2010 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 27, 2015

Interim Director of Commerce and Consumer Affairs

