

House District 14

Senate District 8

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.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

STATE PROGRAM LD. NO. (LEAVE BLANK IF UNKNOWN): _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Ho'omana, Inc.

Dbas:

Street Address: 4531 Kuamoo Road

Mailing Address: Kapa'a, Hawaii 96748

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name ANELA PA

Title Co-Director

Phone # 808-821-2818

Fax # 808-821-2818

E-mail anelashale@hotmail.com

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:

CAPITAL IMPROVEMENTS OF THE LIFE SKILLS DEVELOPMENT AND JOB TRAINING CENTER FACILITY FOR KAUAI YOUTH WITH DISABILITIES AND SPECIAL NEEDS AND WOMEN SOON TO BE RELEASED/PAROLED FROM PRISON.



RECEIVED

1/29/15 11:17am

4. FEDERAL TAX ID

5. STATE TAX ID #:



7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$125,000

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 \$ 125,000
 FEDERAL \$ -0-
 COUNTY \$ -0-
 PRIVATE/OTHER \$ -0-

NAME & TITLE OF AUTHORIZED REPRESENTATIVE



AUTHORIZED SIGNATURE

Ho'omana Program Co-Director

NAME & TITLE

1/29/15

DATE SIGNED

Application for Grants

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. Please include the following:

1. **A brief description of the applicant's background;**

In 2003 two visionary women, of children with special needs, frustrated by the bureaucracy, lack of real skill development training opportunities and a critical need for services for young adults with disabilities opened a large Thrift Store.

The Ho'omana Thrift Store's primary focus is used as a "training site" for individuals with special needs to gain job transferable skills and life development skills that can be applied to their future through the Hana Kalima Program. Working with the Department of Education and other community agencies Ho'omana developed curriculum based programs to ensure young adults with disabilities opportunities to gain the necessary skills to become contributing members of their communities. Over the past 11 years, Ho'omana has since expanded its services to include clients from the Dept. of Human Services needing to perform the required volunteer hours to receive their benefits (financial, food stamps, housing, medical etc.).

Ho'omana developed a financial literacy curriculum designed to teach participants how to manage their money and make informed financial decisions. Using group and individual activities teaching basic money management skills participants become familiar with banking procedures, check writing, deposits, withdrawals, developing monthly budgets and becoming proficient in differentiating between needs verses wants when making purchasing decisions. The use of "Makana Money" paid for hours volunteered at a predetermined rate provides opportunities to purchase merchandise and other rewards from the Thrift Store. This fiscal training increases their financial knowledge, gaining positive attitudes, self-motivation, and self-confidence as they gain life skills.

In 2014 Ho'omana expanded program activities to include supportive employment services, A'o Oihana Project for Ho'omana's participants, with local business. Through the A'o Oihana Project (Job Training/teaching,

Coaching), Ho'omana provides supportive employment strategies designed to provide employment opportunities to those with disabilities. Ho'omana will create, modify or customize a job position (provided by the employer) in such a way that it can be successfully performed by an individual with disabilities, while simultaneously meeting the needs of an employer. Participants are monitored for 90 days by a Job coach. In these 90 days, Ho'omana's Job Coach will assess, analyze and adopt/accommodate the position's requirements and responsibilities for the participant (which is now the new employee).

Ho'omana offers referrals to other service organizations and works in partnership with community agencies providing clothing and household items to their clients free of charge (Alu Like, Ho'ola la Hui, Hale Opio, Child and Family Service). Lastly, Ho'omana sells donated household goods and merchandise otherwise headed for the landfill, back to the community at a nominal price. Revenue from these sales has sustained Ho'omana for the past eleven years.

Currently the program includes two of the three Kauai High Schools. Our goal is to include 15-20 students from both Kapa'a High and Kauai High Schools in the 2015-2016 school year.

2. The goals and objectives related to the request;

Our mission: "To assist the emotionally, mentally and physically challenged and those with disabilities every opportunity to reach their maximum potential

Briefly describe your organization's goals.

- Increase the number of employers participating in our job placement program.*
- Expand our relationship with Work Force Development, DHS and other state/federal programs for "fee- for-service' programming opportunities.*
- Increase the number of young adults from each high school enrolled in the Hana Kalima and A'o Oihana Programs*
- Increase the participation of incarcerated women in the Na o Kelahola Program*
- Increase our funding raising efforts through increased grant funding submissions.*
- Increase the number of volunteers in the Thrift Store by working more closely with other state/federal agencies that have clients who need to obtain sufficient volunteer hours to remain eligible for benefits.*
- Increase our social media presence to include a more global network.*
- Make necessary improvements and upgrades to our facility: including*

restroom cesspool's on property not currently in use in order to implement a permanent solution that is compliant with Dept. of Health; and other necessary building revisions/repairs.
base. -Expand our Board of Directors to include a broader representative community
the -Continue our efforts to re-establish the Na Wahine o Kelaloa Program with
skills Hawaii Department of Corrections paroling authority for job training and life development for incarcerated women about to transition back into society.

3. The public purpose and need to be served;
Ho'omania seeks to provide opportunities and knowledge for special needs youth to assist in their success in high school and transitioning into adult hood through job training and life development skills, financial management training (Hana Kalima Program) and when possible job placement opportunities through the A'o Oihana Project (On site job training/teaching and coaching)Program. In addition expand the //////////////// for women soon to reintegrate into society after being paroled from prison.
4. Describe the target population to be served; and
*-Young adults 14-22 years of age with special needs from Kauai and Kapa'a High Schools and young adults aged out of the Department of Education system with varying disabilities.
-Women soon to reintegrate into society after being paroled from prison.
-Clients from Department of Social Services who are required to perform volunteer hours to qualify for benefits.
-Over 800 youth and adults have been served through Ho'omania programs and volunteer opportunities. Over 50% are native Hawaiians.*
5. Describe the geographic coverage.
*-The North/East portion of the island of Kauai-Haena to Wailua to Puhi, especially youth with disabilities from Kauai and Kapa'a High Schools.
-The island of Kauai for women who are paroled/released from prison(s).*

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;**

limited to: The facility is in need of significant repairs and upgrades including but not

- a. *Perform termite damage survey to assess termite damage. (See attachments)*
 - b. *Tent the structure as may be needed.*
 - c. *Repair damaged 2x roof rafters.*
 - d. *Repair roof beams as necessary.*
 - e. *Repair damaged plywood roof sheathing.*
 - f. *Repair damage plywood sheathing at the metal roof.*
 - g. *Install new roofing with metal, hot mop or shingles in all areas.*
 - h. *Repair damaged single wall systems in rear storage area.*
 - i. *Repairs to CMU spaulding and cracks.*
 - j. *Install standard wood connectors (i.e. post cap) as well as hurricane uplift ties.*
 - k. *Re-grade and repave existing driveway/parking lot and mark parking stalls.*
 - l. *Install an approved Elevated Mound Specific System (attachment)*
 - m. *Upgrade electrical system to meet code.*
 - n. *Install security method on windows as well as an electronic interior system.*
 - o. *Repaint building.*
 - p.
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
- A. *August, 2015 conduct termite appraisal and tenting as necessary.*
 - B. *September, 2015 complete necessary structural corrections*
 - C. *October, 2015 complete re-roofing of building*
 - D. *November, 2015 complete to code electrical revisions.*
 - E. *November, 2015 complete installation of window security method.*
 - F. *November, 2015 complete repaint of building.*
 - G. *December, 2015 Re-grade and re-pave driveway/parking lot and stripping.*
 - H. *December, 2015 final inspections of all necessary issued permits.*
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and
- Ho'omana is dedicated to providing quality services to the individuals, families served and to the community who shop at the thrift store.*
- Ho'omana is determined to create a safe and welcoming environment for our clients, customers and staff.*
- Our Board Directors will be accountable to those who fund our services and program through well establish policies, procedures and monthly over sight of grant appropriations.*

*Fiscal oversight by Ho'omana's accounting firm of program and capital improvement expenditures.
Inspections' regarding building revision's to meet building codes as may be required.*

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.
 - A. *Monthly Board of Directors fiscal review of Ho'omana expenditures.*
 - B. *Fiscal reporting to the grantor as may be required.*
 - C. *Site visits available for our elected representatives.*
 - D. *County of Kauai inspections regarding building codes as may be required.*

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 2016.*

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$50,000	\$50,000	\$25,000		

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2016.
*Office of Hawaiian Affairs
Hawaii Community Foundation
Ho'omana fund raising activities
Income from thrift store sales
Individual gifts and donations.*
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.
There are no tax credits applied for.

5. The applicant shall provide a listing of all government contracts and grants it has been and will be receiving for program funding.

Department of Human Services Vocational Rehabilitation-Fee-for Service not to exceed \$24,999 per year agreement.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2014.

See 2013 990 EZ attachment

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.

See attachment Anela Pa Co-Director

This Co-Director has supervised previous remodels/revisions and upgrades during the past 11 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.

Located in an advantageous area adjacent to a major highway, near a major

tourist

recreational center, and several miles from the nearest thrift store the

Ho'omana Thrift

Store consists of over 5,000 square feet of sales area, offices, receiving/sorting

area,

training and conference area a small kitchenette and storage space.

3,000 square feet is utilized for display and merchandizing of donated clothes

including

clothing display racks, bins, shelves and counters, furniture and other household

related

items.

Merchandise display areas include a furniture section, library, children's

clothing,

dish/china room, two dressing rooms, and a household small appliance area.

The facility has nearly 2,000 square feet of storage and/or future training center space for future job training or for collaborative community job training

programs.

Centrally located for the two high schools to attend training sessions during their school day and return to school in a reasonable amount of time.

A large parking lot accommodates customer parking.

The store is located very near a significant residential area which necessitates passing Ho'omana Thrift Store. A proposed multi-million dollar hotel resort (Coco Palms) is proposed across the street from our location. With the increased traffic and public exposure we expect our customer base and sales will increase. It is imperative that we are good neighbor.

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.

See attachment-Anela Pa Co-Director-Resume

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 organization chart that illustrates the placement of this request.

See attachment

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.

See attachments

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.

There is no litigation regarding Ho'omana, Inc.

B. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

No special licensure of accreditation is required regarding program activities.

Building permits for repairs/revisions/additions will be secured as necessary and all necessary inspections will be conducted.

C. Federal and County Grants

The applicant shall separately specify the amount of federal and county grants awarded since July 1, 2014.

No federal or county grants have been awarded since July 1, 2014

D. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

No funds will benefit a sectarian or non-sectarian private educational institution.

E. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2015-16 the activity funded by the grant if the grant of this application is:

(1) Received by the applicant for fiscal year 2015-16, but

(2) Not received by the applicant thereafter.

Future maintenance and repairs can and will be provided by regular income, volunteer

labor and "pro-bono" craftsmen labor and additional grants/donations/gifts.

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

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2014.

See attachment COG

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS 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 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 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, 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 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 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.

Ho'omana, Inc.

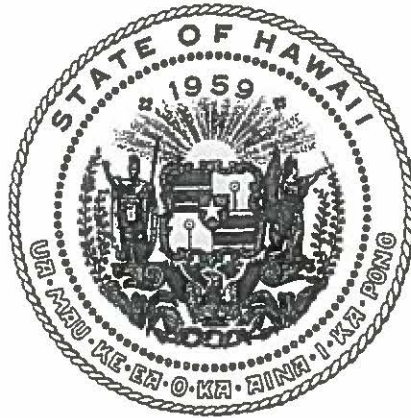
(Signature)

1/29/15

(Date)

Anela Pa
(Type Name)

Co-Director
(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

HO`OMANA

was incorporated under the laws of Hawaii on 12/22/2003 ;
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 09, 2015

Interim Director of Commerce and Consumer Affairs





**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

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

Vendor Name: HO'OMANA

DBA/Trade Name: HO'OMANA

Issue Date: 11/26/2014

Status: Compliant

Hawaii Tax#: [REDACTED]
FEIN/SSN#: XX-XXX0166
UI#: XXXXXX1820
DCCA FILE#: 206630

Status of Compliance for this Vendor on issue date:

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

Status Legend:

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

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

Applicant: Ho'omana, Inc.

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Elevated Mound Septic (See attachment)	1.00	\$25,000.00	\$ 25,000.00	25000
Interior WIFI security system*	1	\$1,500.00	\$ 1,500.00	0
			\$ -	
			\$ -	
			\$ -	
TOTAL:	2		\$ 26,500.00	25,000
<p>JUSTIFICATION/COMMENTS: Interior WIFI system gifted, yet to be installed. Seeking a computer security specialists to install and connect to in-house computers and Directors iphones.</p>				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NA			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
<p>JUSTIFICATION/COMMENTS:</p>				

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2015 to June 30, 2016

Applicant: Ho'omana Inc.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Anela Pa Co-Director	1	\$25,500.00	27.00%	\$ 6,864.00
Rowena Parigan Co-Director	1	\$25,500.00	18.00%	\$ 4,576.00
Store Clerk	30 hours per week	\$17,160.00	0.00%	\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				11,440.00
JUSTIFICATION/COMI				

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

App

Ho'omaha, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST			0	
1. Salaries	11,400	0		0
2. Payroll Taxes & Assessments	1,200	0	0	0
3. Fringe Benefits	0	0	0	0
TOTAL PERSONNEL COST	12,600			
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	0			
C. EQUIPMENT PURCHASES	25,000			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL				
TOTAL (A+B+C+D+E)	37,600			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	125,000	Anela Pa 808-821-2818		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	1/29/15		
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official Date		
TOTAL BUDGET	125,000	Anela Pa Co-Director		
		Name and Title (Please type or print)		

GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: Ho'omana, Inc.

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1.	Dept. of Human Services Vocational Rehabilitation-Fees for Service (FFS)	May 2012-present	Dept. of Vocational Rehabilitation	State of Hawaii-Kauai	Fee for services not to exceed \$24,999 per year
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
				TOTAL	<u>\$ 24,999</u>

STATE OF HAWAII
REQUISITION & PURCHASE ORDER
 Department of Human Services

PURCHASE ORDER NO.	07027516
Date	12/22/14
Delivery Before	_____
DELIVERY ADDRESS	
3050 Ewa Street, Room 304 Lihue, HI 96765	
BILLING ADDRESS	
3050 Ewa Street, Room 304 Lihue, HI 96765	

DIVISION OF VOCATIONAL REHABILITATION
 ORGANIZATION

Kauai Branch
 FUNCTION AND ACTIVITY

NOTICE TO VENDORS

Conditions of purchase are listed at the bottom of this purchase order. Please read carefully. Payments may be delayed if all steps are not followed.

HOOMANA
 4531 KIAMOO RD
 KAPAA, HI 96746

The State of Hawaii is an EQUAL OPPORTUNITY and AFFIRMATIVE ACTION employer. We encourage the participation of women and minorities in all phases of employment.

Quantity	Unit	Description	Objct	Unit Price	Amount
1	-	Kaui Mayline Job Related Services Job Placement Assistance Project Title: A/D Obitara Report Date: 11/01/14 - 12/05/14 Services Closure VENDOR DOES NOT ACCEPT PCARD	6580	\$3,000.00	\$3,000.00
		Total			\$3,000.00



Requester: Angelina M. Kaleichi (808) 274-3333
 Telephone

Voucher Number: _____
 Authenticated By: *Angela M. Kaleichi*
 Authorized By: _____

Goods/Services Received on Good Order and Condition by Date

Requisition No		Conditions - Read Carefully	
VENDOR		1 This is not a purchase order unless assigned a P/O number and authenticated by an authorized signature or name	
Number	Six	2 Prices include delivery charges unless otherwise stated	
XXXXXXXXXX	XX	3 The State reserves the right to reject any items supplied that are not in accordance with specifications even though payment has been made unless in order to obtain discounts	
0000321298	00	FOR DEPARTMENT USE ONLY	

SFX	TC	F	YR	APP	ID	OBJECT	CC	PRJNO	PH	ACT	ESTIMATED COST	ACTUAL COST	AM	RE	OPT DEPT DATA
XX	XX	X	XX	XX	XX	XXXX	XXXX	XXXXXX	XX	XX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	X	X	XXXXXXXXXX
1	621	S	14	282	K	6580	9204	906200	14	951	\$3,000.00	\$3,000.00	F		5209

Original Copy

State Accounting Form C-83
 July 1, 1983 (Revised)



August 6, 2014

Anela Pu
Program Co-Director
HO`OMANU INC.
4531 Kuamoo Road
Kapaa, HI 96746-1419

Dear Anela Pu:

SUBJECT: SEE PROGRAM – NOTICE OF EMPLOYER ELIGIBILITY

The Department of Human Services (DHS) has reviewed the SEE Employer Application (DHS 841) that you submitted and has determined that effective August 5, 2014 HO`OMANU INC.:

Is eligible to participate in the SEE Program.

Note: Determination of eligibility does not create any right or interest in participation or guarantee any placement.

Is recertified and eligible to continue participation in the SEE Program.

Is not eligible to participate in the SEE Program for the following reason(s):

The Department appreciates your interest in the SEE Hawaii Work Program. If there are any questions or concerns, please contact the SEE Hawaii Work Program at 792-8551.

Respectfully,

Letitia Bay
Billing Assistant

cc: Employer File

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **NOV 25 2005**

HOOMANA
4531 KUAMOO RD
KAPAA, HI 96746-1419

Employer Identification Number:

DLN:

17053244010015

Contact Person:

FELICIA JOHNSON

ID# 31287

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

DECEMBER 31

Public Charity Status:

170(b)(1)(A)(vi)

Form 990 Required:

YES

Effective Date of Exemption:

DECEMBER 22, 2003

Contribution Deductibility:

YES

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.


Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

HOOMANA

Sincerely,

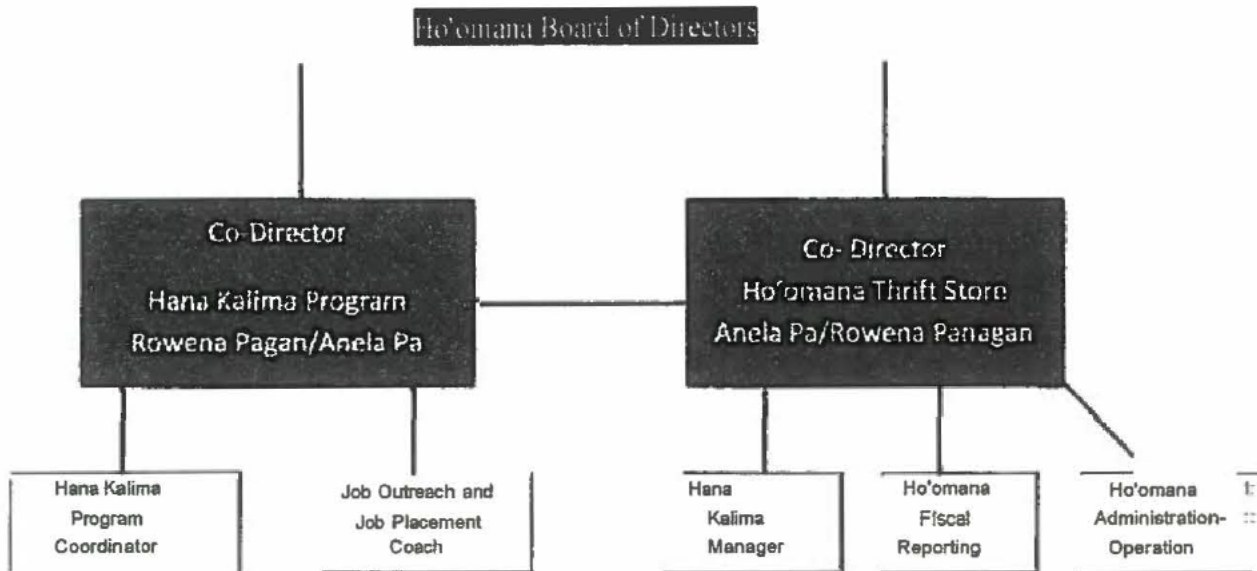


Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Information for Organizations Exempt Under Section 501(c)(3)

Addendum

Letter 947 (DO/CG)



Ho'omana is governed by a Board of Directors made up of 7 community professionals. 3 are Native Hawaiians (NH) who performs the following capacity:

Carol Ranger, President

Business Owner

Pu'u Pilo St., Kapaa, HI 96746

E-mail: poonsie2222@hawaii.rr.com

Palma Kalama, Vice President (NH)

Retired, Security Officer

4850 Kawaihau Rd., Kapa'a HI 96746

Laola Rapozo, Secretary (NH)

Lead Cashier for Stan's Super Service

P. O. Box 66212, Lihu'e, HI 96766

Frances Kamoku, Board Member (NH)

Retired

5473-B Kawaihau Rd., Kapa'a, HI 96746

Miles Greenberg, ND, Board Member

Natural Health & Pain Relief Clinic,
Naturopathic Physician

3093 Akahi St, Lihu'e, HI 96766

Email: littlelongon@yahoo.com

Ron Clark, Board Member

Retired, State of Hawaii Department of
Transportation

5950 Kapahi Rd., Kapa'a, HI 96746

Email: clarkr037@hawaii.rr.com

Nora Shepherd, Treasurer

6503 Kaumo'o Road

Kapa'a, HI 96746

Email: bennorahi@hawaiiantel.net

Ho'omana Inc. employs two full-time Native Hawaiian Program Co-Directors and one part-time Native Hawaiian Cashier. The Program Co- Directors are responsible for the overall operations of Ho'omana which include the management of the Thrift Store, providing supervision to participants and volunteers, and meeting the strategic results and mission of the organization. In addition, the Program Co- Directors leads the non-profit organization in various initiatives including program development and implementation, partnering with community organizations, and securing the financial growth and sustainability of Ho'omana Inc

Alison "Anela" Pa (NH)

P. O. Box 265

Lihue, HI 96766

Email: anelashale@hotmail.com

Rowena Pangan (NH)

5620 Kawaihau Rd.

Kapaa, HI 96746

The Cashier is responsible for Thrift Store operations including cash register operations, providing customer service, merchandising duties, and supervising First-to-Work (FTW) participants provided by the Department of Human Services. FTW participants assist Ho'omana Thrift Store with merchandising, general cleaning and cashiering tasks.

Emily Dasalia

5252 Laukona St. Apt. B

Lihue, HI 96766

Short Form

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2013

Open to Public Inspection

Department of the Treasury Internal Revenue Service

Do not enter Social Security numbers on this form as it may be made public. Information about Form 990-EZ and its instructions is at www.irs.gov/form990.

A For the 2013 calendar year, or tax year beginning 2013, and ending 2013

B Check if applicable: Address change, Name change, Initial return, Terminated, Amended return, Application pending. C Name of organization: HO'OMANA, INC. D Employer identification number. E Telephone number: (808) 821-2818. F Group Exemption Number.

G Accounting Method: X Cash Accrual Other (specify) H Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

I Website: J Tax-exempt status (check only one): X 501(c)(3) 501(c)(1) (insert no.) 4947(a)(1) or 527

K Form of organization: X Corporation Trust Association Other

L Add lines 5b, 6c, and 7b, to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ. \$ 70,461

Part II Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I) Check if the organization used Schedule O to respond to any question in this Part I. X

Table with 3 columns: Line number, Description, and Amount. Rows include Revenue (1-9), Expenses (10-17), and Net Assets (18-21). Total revenue is 70,461 and total expenses is 93,213.

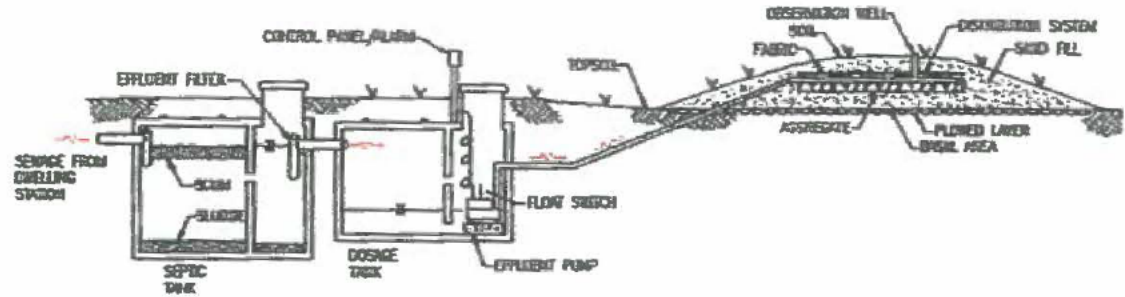


Figure 4-4 Elevated Mound System

Elevated mound systems are engineered mounds of sand/soil used to create acceptable soil conditions for effluent disposal and/or to create vertical separation from groundwater. The land on which the mound will be placed is first tilled, and a layer of sand and distribution system is placed over the tilled surface. The top of the mound is covered with surrounding soil and aesthetically landscaped.

Considerations and Restrictions

Mounds are commonly used in areas where absorption trenches and beds cannot be used, such as when the terrain is excessively steep, when there is a high groundwater table, or when the soil percolation rate is not conducive for a SWIS. Landscaping is required as the mounds could reach a height of three feet. As shown in the figure above, the disposal point is higher than the treatment system, therefore a pump system will be required.

Effluent Quality

Effluent quality for an elevated mound system is similar to that of an absorption trench or bed (see D-4).

Typical Installed Costs (2007)

Construction costs range from \$10,000 to \$15,000, but can go as high as \$25,000 per 1,000 gpd of treated wastewater in Hawaii.

Operation and Maintenance Costs

Since the elevated mound system requires a pump to lift the effluent to the specific elevation, the pump's power costs need to be budgeted. The estimated power consumption is approximately 100 – 300 kW-h per year. The same care must be provided to the mound as would be provided to trenches or beds. See Appendix A for tips on maintenance.

Elevated Mounds Summary

Use in Steep Terrain	Yes
Use in High Ground Water Areas	Yes
Percolation Rate	All
Relative Footprint When Compared To Conventional Drainfield	Large
Maintenance Level:	Medium
Power Required:	Yes
Typical Installed Cost:	up to \$25,000 /1,000 gallons

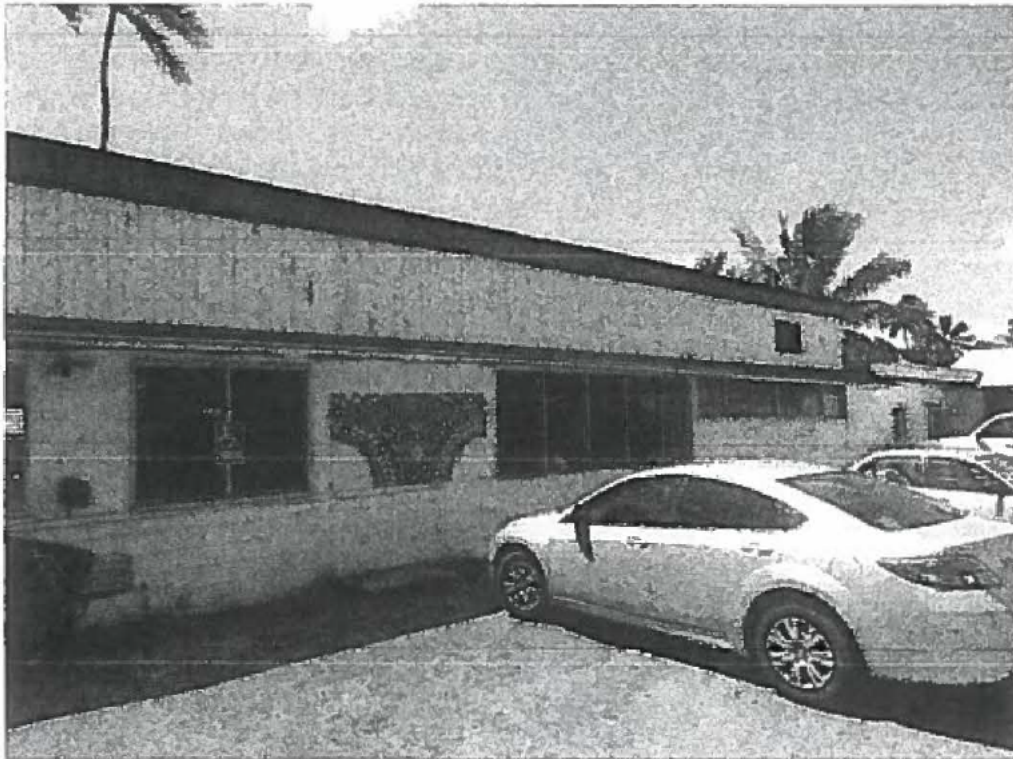
STRUCTURAL DUE DILIGENCE REPORT

For

Ho`omana Thrift Store

4531 Kuamoo Road

Kapaa, Kauai, Hawaii



Prepared for:
Office of Hawaiian Affairs

Prepared by:



AUGUST 2014

Introduction

This report summarizes the structural due diligence assessment of the single story building at 4531 Kuamoo Road, Kapaa, Kauai. The building is located near the corner of Kuamoo Road and Wailua Road and is approximately 500 feet from the ocean.

The original structure appears to be the portion of the building that houses Storage 1 and Storage 2 (see *Elevations/Plans*). At least 2 additional structures (store and office) were added to the original structure as is suggested by their differing structural systems. Neighboring single story wooden structures are present on the south/southeast side of the lot (see *Figure 1*). A drainage canal runs along the north side of the property adjacent to the parking lot. The site is relatively flat with the only major grade change occurring at the entrance to the property from Kuamoo Road.



Figure 1: Aerial View

No construction drawings were available for the existing structure; however the building appears to have been originally constructed during the 1950's with additions/renovations occurring over the last 60+ years. A noticeable repair or renovation of the building occurred between gridlines 1 and 2 which shows the addition of 4x6 posts, 4x12 beams, roof plywood sheathing (in lieu of corrugated metal roof) as well as smaller rafters.

The footprint of the building is generally rectangular in shape with an approximate footprint measuring 200 feet x 36 feet or roughly 7,500 sq.ft (see *Plans/Elevations*).

Scope of Work

Our scope of work consisted of the following items:

A review of available building documents, including specifications, drawings and related documentation provided. A study to verify the accuracy of the drawings with respect to the existing construction is not included.

A field survey of the building which consisted of non-destructive visual observations of exposed building elements at the interior and exterior of the structure that was readily accessible and permitted by the owner. Observations took place from floor level locations and typical distressed structural elements were identified. Hidden or concealed conditions such as those covered by flooring, ceiling or wall panels and coverings were not reviewed during our visit. This survey did not include any physical testing of the structural elements. The survey also did not include any investigation of hazardous materials such as asbestos or lead based paint.

A structural assessment of the building was performed based on the document review and the field survey. Deficiencies that are readily apparent were noted. This assessment does not include any quantitative structural analysis of the structural systems or cost estimates. This assessment does not include Probable Maximum Loss (PML) evaluation.

Structural Description

Below are the descriptions for Addition No. 1:

Store (between gridlines 1 and 2)

The Vertical Gravity Framing System is summarized as follows:

- The ground floor is a concrete slab-on-grade with a thickened slab edge that provides support for the perimeter bearing walls (see Photo 11).
- Single wall construction is typical (see Photos 7-10).
- Partial height perimeter 8" CMU stem walls support the exterior bearing walls. (see Photos 2, 3)
- Roof framing consists of 2x8 rafters at 4'-0" spacing with 2x4 flat runners at 24" o.c. with 5/8" plywood sheathing (see Photos 7-10, 13). A 4x12 beam runs along gridline D and is supported by 4x6 posts (see Photos 7 and 9).

The Lateral Force Resisting System (for seismic and wind resistance) is summarized as follows:

- The primary lateral force resisting system is a non-conforming wood shear wall system consisting of 1x6 wood planks vertically oriented and attached to 2x framing (see Photos 7-10).
- The plywood sheathing at the roof level acts as a diaphragm to transfer wind and seismic forces to the lateral force resisting system (see Photos 7-10).

Store (between gridlines 2 and 4)

The Vertical Gravity Framing System is summarized as follows:

- The ground floor is a concrete slab-on-grade with a thickened slab edge that provides support for the perimeter bearing walls (see Photo 11).
- Single wall construction is typical (see Photos 12, 15, and 16 as well as *similar* Photos 7-10).
- Roof framing consists of 2x12 rafters at 4'-0" spacing with 2x4 flat runners at 24" o.c. with corrugated metal roof (see Photos 14-17).

The Lateral Force Resisting System (for seismic and wind resistance) is summarized as follows:

- The primary lateral force resisting system is a non-conforming wood shear wall system consisting of 1x6 wood planks vertically oriented and attached to 2x framing (see Photos 12, 15, and 16 as well as *similar* Photos 7-10).
- The corrugated metal roof at the roof level attempts to act as a diaphragm to transfer wind and seismic forces to the lateral force resisting system (see Photos 14-17).

Below is the description for Addition No. 2:

Office

The Vertical Gravity Framing System is summarized as follows:

- The ground floor is a concrete slab-on-grade with a thickened slab edge that provides support for the perimeter bearing walls (see *similar* Photo 11).
- Single wall construction is typical (see *similar* Photos 7-10, 12, 15, 16).
- Roof framing consists of 2x carpenter wood trusses at 4'-0" spacing with 2x4 flat runners at 24" o.c. with corrugated metal roof (see *similar* Photos 14-17).

The Lateral Force Resisting System (for seismic and wind resistance) is summarized as follows:

- The primary lateral force resisting system is a non-conforming wood shear wall system consisting of 1x6 wood planks vertically oriented and attached to 2x framing (see *similar* Photos 7-10, 12, 15, 16).
- The corrugated metal roof at the roof level attempts to act as a diaphragm to transfer wind and seismic forces to the lateral force resisting system (see *similar* Photos 14-17).

Below is the description for the Original Structure:

Storage 1 and Storage 2 (not in use)

The Vertical Gravity Framing System is summarized as follows:

- The ground floor is a concrete slab-on-grade with a thickened slab edge that provides support for the perimeter bearing walls (see *similar* Photo 11).
- Single wall construction is typical throughout building (see Photos 19 - 21).
- Roof framing consists of 2x carpenter wood trusses at 4'-0" spacing with 2x4 flat runners at 24" o.c. with corrugated metal roof (see Photos 18 and 19).

Elevations / Plans



Entrance elevation

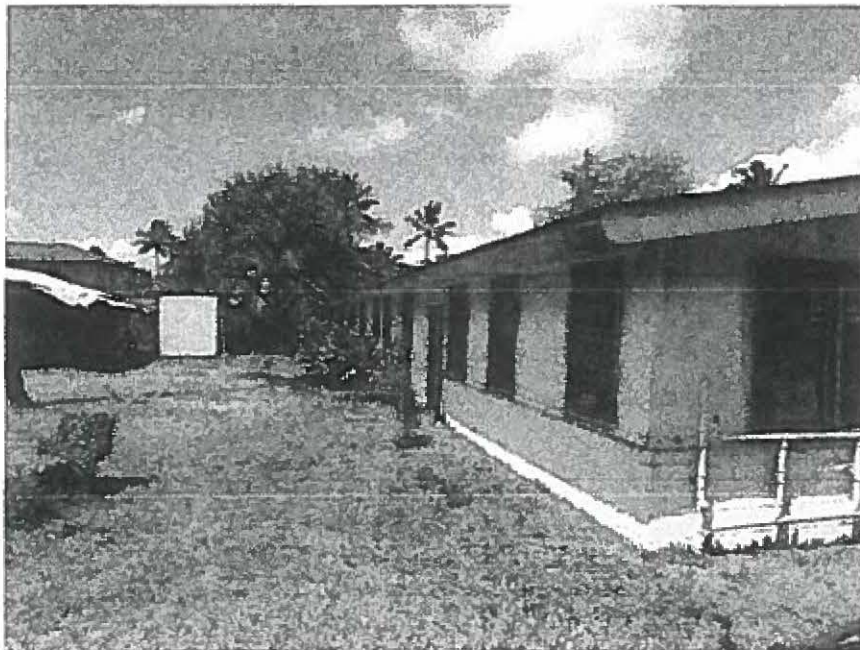


Elevation facing south

4531 Kuamoo Road Due Diligence



Elevation facing west

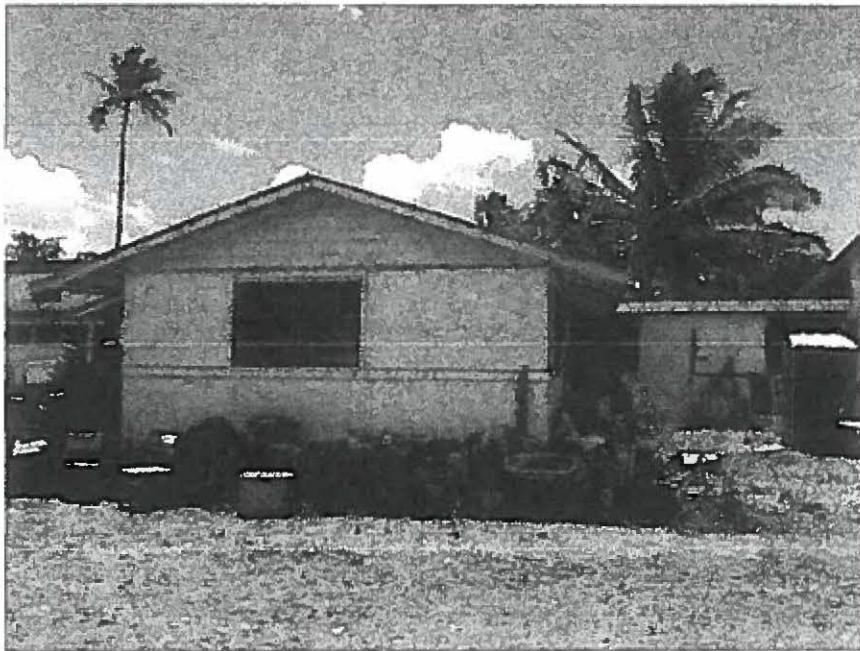


Elevation facing northwest

4531 Kuamoo Road Due Diligence



Elevation facing northwest

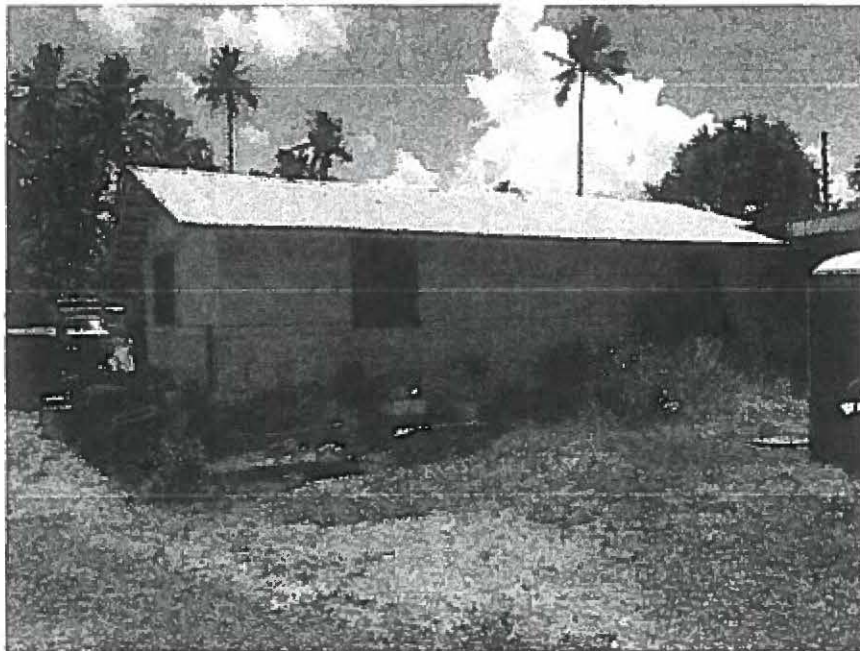


Elevation facing southeast

4531 Kuamoo Road Due Diligence

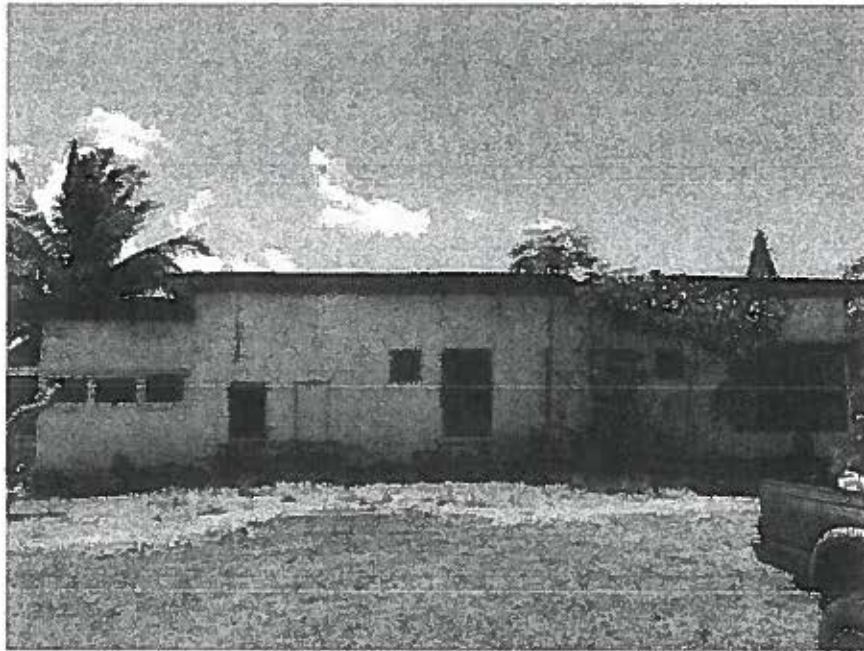


Elevation facing southeast

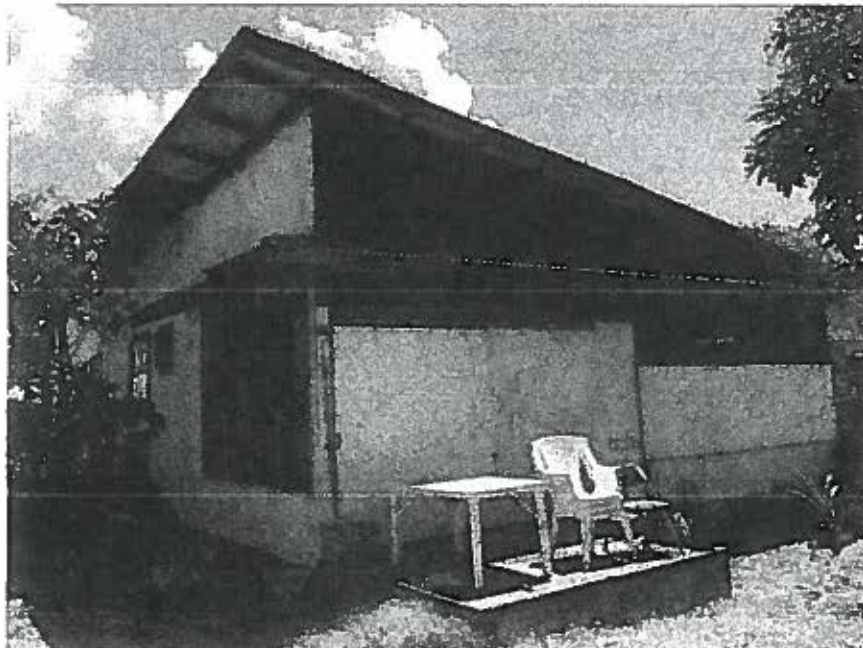


Elevation facing northeast

4531 Kuamoo Road Due Diligence



Elevation facing southeast



Elevation facing east

4531 Kuamoo Road Due Diligence

Photographs



Photo 1 – Typical termite damage to roof rafter at eave

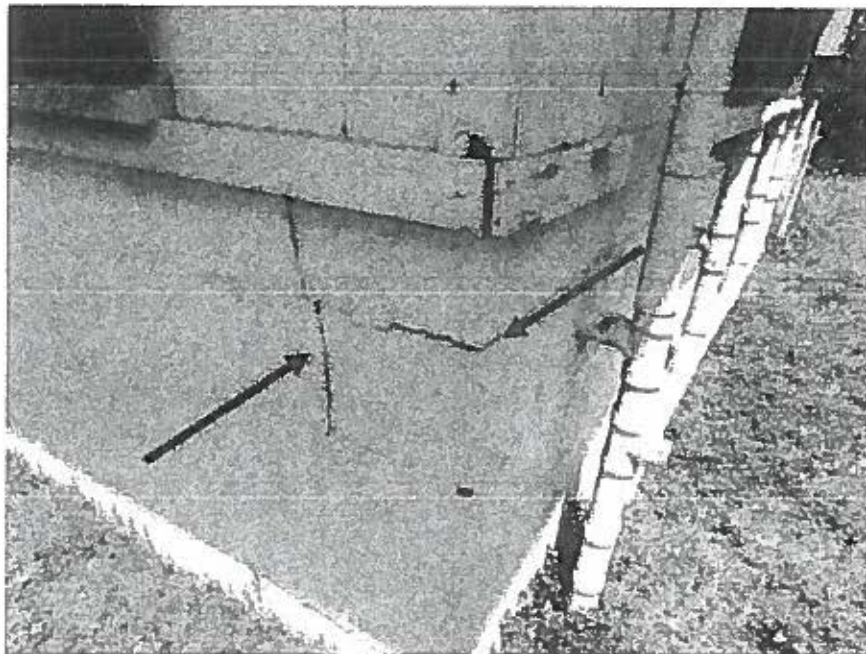


Photo 2 – Typical spalling at perimeter CMU stem wall

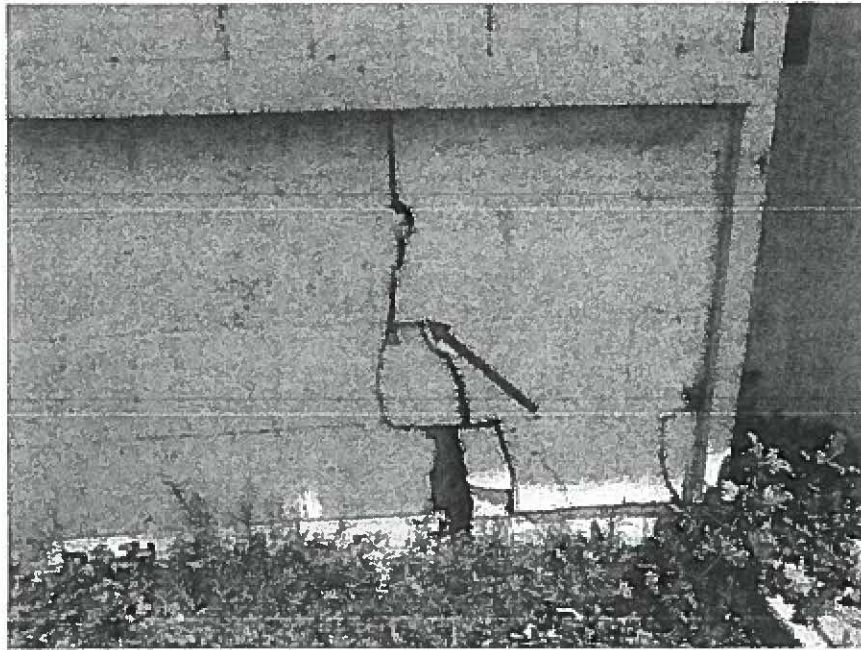


Photo 3 – Typical spalling and cracking at perimeter CMU stem wall



Photo 4 – Typical deteriorated plywood sheathing

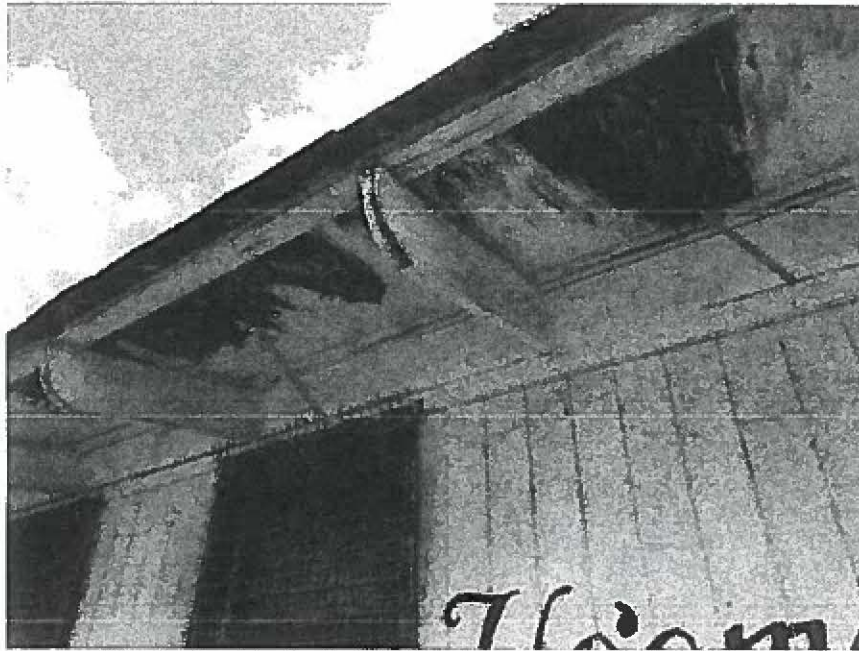


Photo 5 – Typical deteriorated plywood sheathing



Photo 6 – Typical deteriorated 1x6 plank (near entrance)

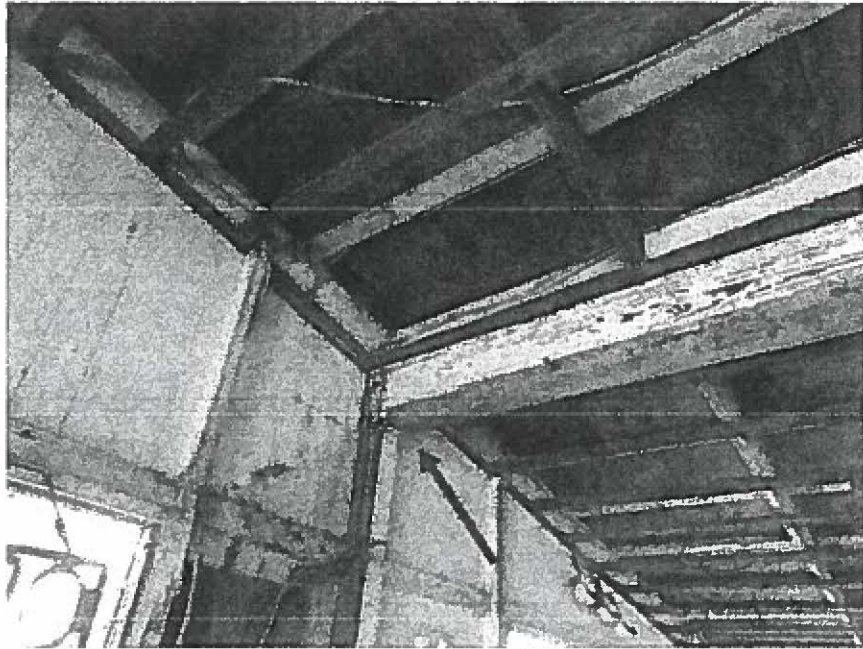


Photo 7 – Typical beam to end post connection

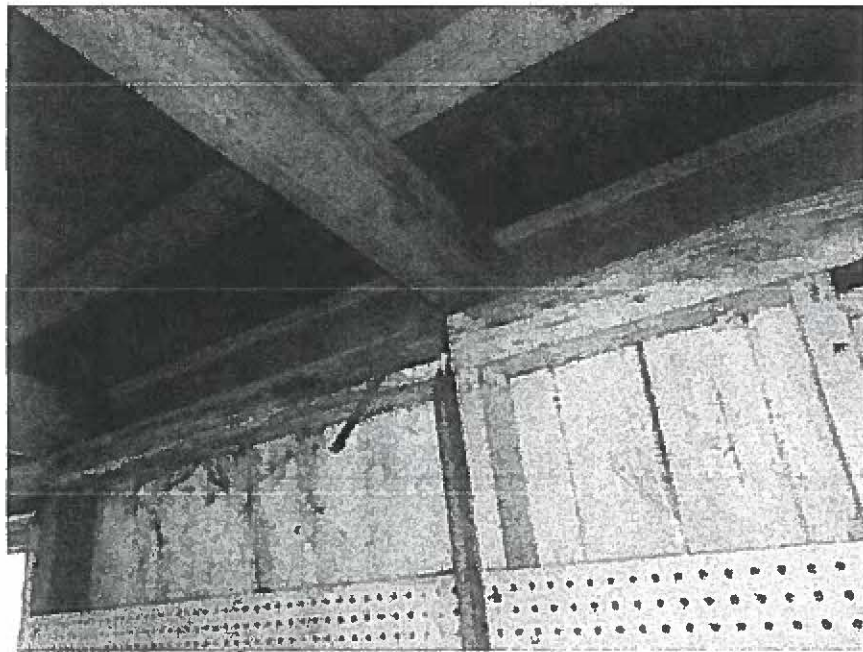


Photo 8 – Typical rafter at plate connection



Photo 9 – Typical beam to intermediate post connection

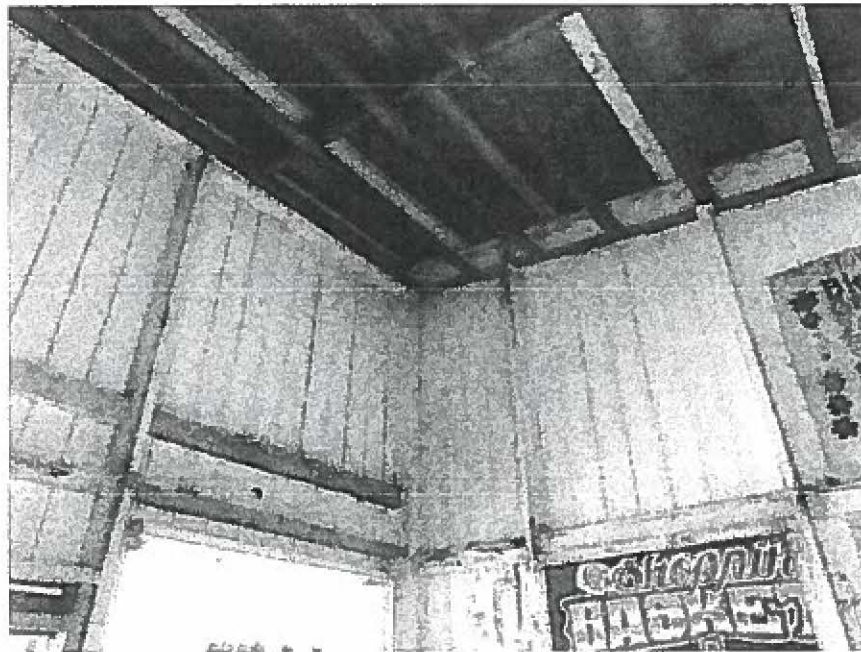


Photo 10 – Typical single wall construction (near entrance)



Photo 11 – Typical slab-on-grade

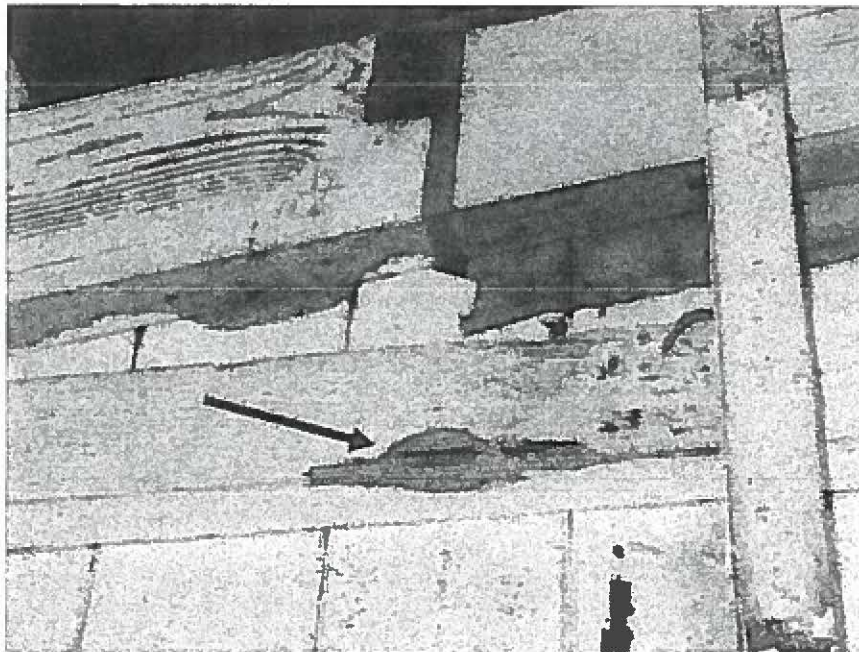


Photo 12 – Typical termite damage at load bearing wall

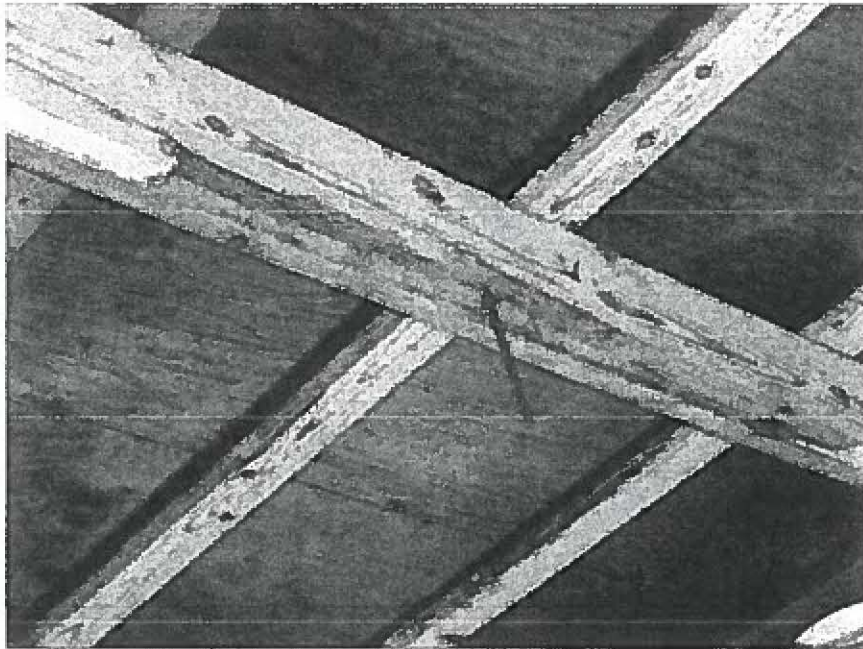


Photo 13 – Typical checking and termite damage at rafter

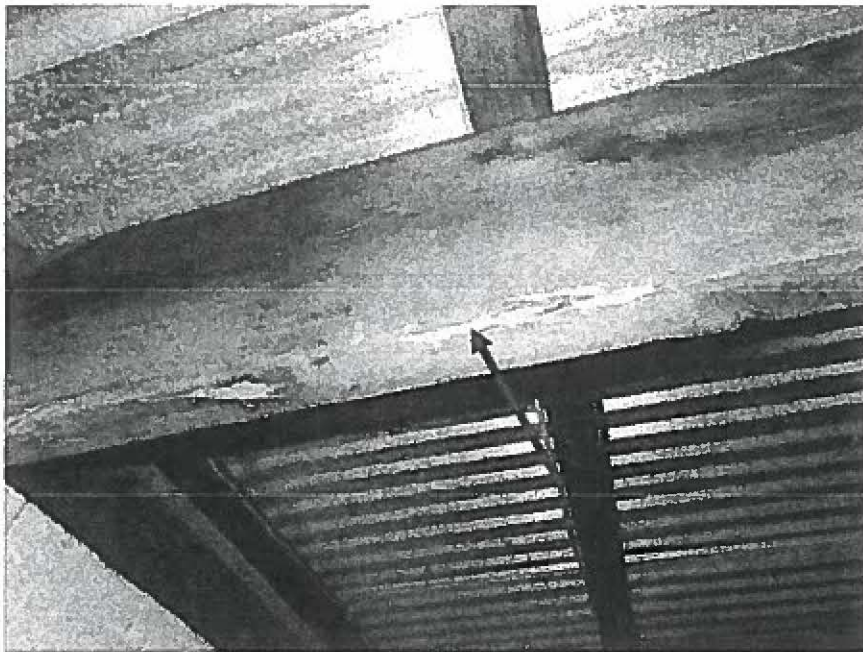


Photo 14 – Typical checking and termite damage at rafter

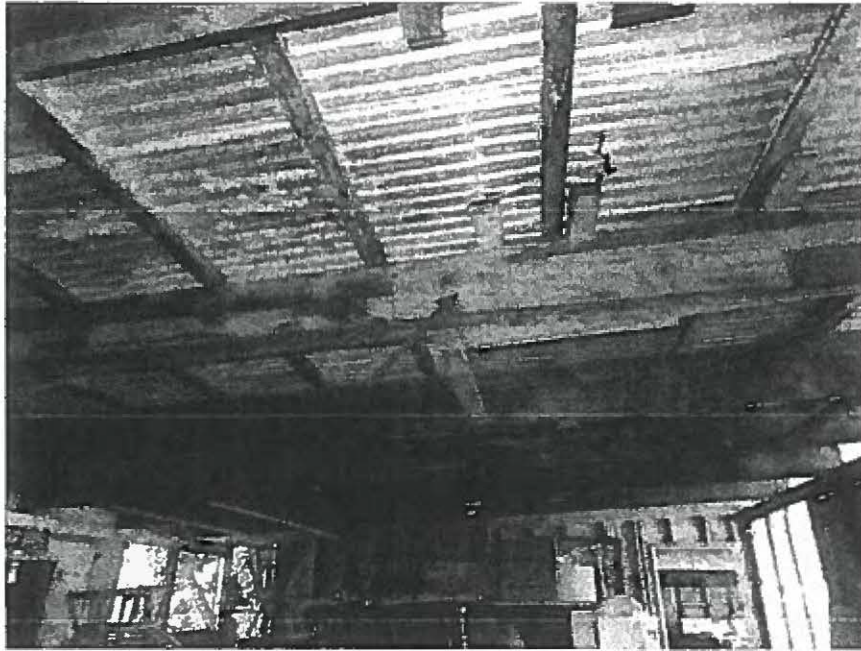


Photo 15 – Repair work to damaged 2x rafter

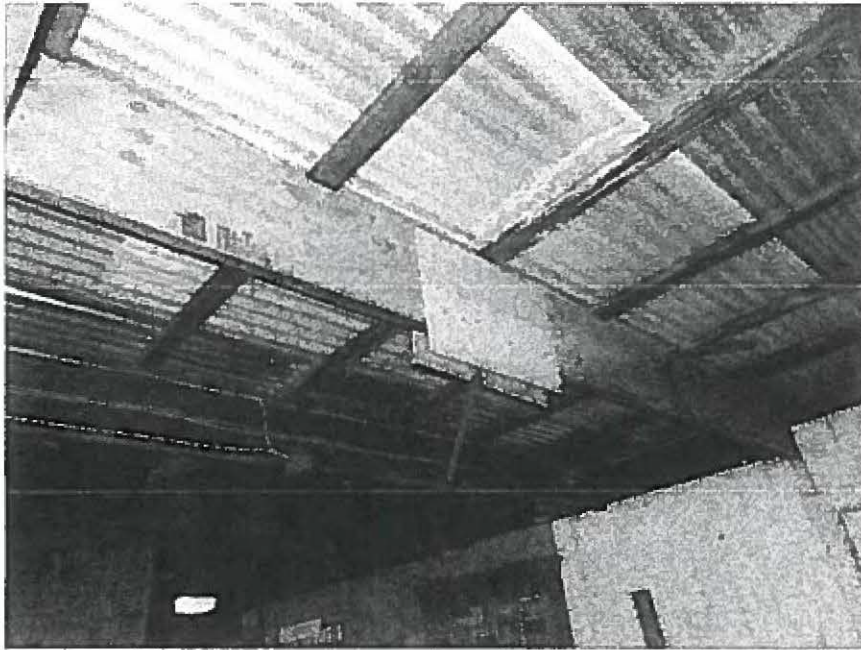


Photo 16 – Repair work to damaged 2x rafter



Photo 17 – Severe termite damage



Photo 18 – Evidence of rot and corrosion due to leaking roof