

House District 51

Senate District 25

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): DEPARTMENT OF HUMAN SERVICES, HOMELESS PROGRAMS

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

1. APPLICANT INFORMATION

Legal Name: Holomua Na Ohana

Dbas:

Street Address: 41-490 Saddle City Road
96795 Waimanalo, HI

Mailing Address: 41-490 Saddle City Road
Waimanalo, HI 96795

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name HOLLY HOLOWACH

Title Director, Weinberg Village Waimanalo

Phone # 259-6804

Fax # 259-5303

E-mail wwwholly@hawaii.rr.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:

REQUEST FOR FUNDING TO REMOVE 24 OVERGROWN TREES, PRUNE 31 TREES AND REPAIR DAMAGED WROUGHT BY INVASIVE TREE ROOTS AND BRANCHES AT WEINBERG VILLAGE WAIMANALO, A STATE HOMELESS SHELTER

4. FEDERAL TAX ID #

5. STATE TAX ID #

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 60,000

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 \$ 0

FEDERAL \$ 0

COUNTY \$ 0

PRIVATE/OTHER \$ 0

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

MARK M. NOMURA

Chairman of the Board 01/30/2015



RECEIVED

1-30-15



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;
Holomua Na Ohana (formerly Holo Loa'a) has served as the manager/operator of Weinberg Village Waimanalo for 18 years. The agency also manages and operates a Kalaeloa homeless shelter under a contract with the State Homeless Programs Office – Onemalu transitional shelter for families with children.
2. The goals and objectives related to the request;
Weinberg Village was created under the initiative of a former Governor 19 years ago. It has served the needs of many homeless families with children over the years to get families back on track economically. However, the many big trees on the site have undermined the parking area as well as some of the building foundations. Reducing the number of trees on the site, and pruning others would benefit the long term integrity of the site as a safe place for homeless families to repair their lives and situation.
3. The public purpose and need to be served;
Homeless shelters provide a respite for homeless families that have nowhere else to go. Some families need a healthy and safe place to take their children while they address the issues that plunged them into homelessness. Two recent incidents wherein in a shelter staffer and a resident slipped on the nuts and berries from the trees, resulted in severe injury.
4. Describe the target population to be served;
The immediate beneficiaries of funds appropriated to prune the overgrown trees, cut down the larger more invasive trees and reduce root destruction, would be the current and future residents of Weinberg Village. The people of Hawaii benefit in the assurance that there is a safe and healthful place for our neediest residents to live when the need arises.
5. Describe the geographic coverage.
Weinberg Village is the only homeless shelter outside of downtown Honolulu and West Hawaii – Waipahu to Waianae. Weinberg Village is the only shelter

intervention available to families in need from Waimanalo, Kaneohe, Kailua, and the area beyond stretching to the North Shore. Weinberg Village is always full with wait lists of families with children living in unsheltered situations.

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 shelter director would be tasked with coordinating the removal of dead trees; the removal of over-sized, invasive trees; and the pruning of healthy shade trees. The Shelter Director will also seek bids for repairing concrete and asphalt areas that have been undermined by the trees and pose a health risk to residents.
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
Upon release of the funds to undertake this project, the Shelter Director will seek bids to accomplish the work of cutting and pruning the trees. Several halau have expressed interest in the wood from the milo trees to construct instruments, and kukui nuts as well. The cutting and pruning should take no more than three to four weeks to accomplish while recycling whatever tree products can be used in the community. 24 trees need to be removed and 31 trees need pruning. The resurfacing of the asphalt parking area and the concrete walkways should take no longer than a few more weeks, weather permitting.
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results;
Several of the trees which are more invasive in growth will be eliminated from the site so as to deter needing similar infrastructure repairs in the future. A more proactive pruning schedule for the larger shade trees will also be developed to forestall overgrowth that results in ground debris and more maintenance than is manageable. Too much overgrowth also contributes to mold and mosquitoes, which compromises the health of residents.
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 primary measure of effectiveness will be the elimination of fall hazards and increased integrity and longevity of the buildings once the tree overgrowth

has been alleviated. Additionally, the cost of property maintenance will be substantially reduced, and the residents should have a healthier living environment.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
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
	Lump sum draw to pay for the tree removal and trimming as well as the asphalt and concrete repair.			\$60,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2016.
 Holomua Na'Ohana currently has a contract with the State Homeless Programs Office for the operation of two family homeless shelters for the fiscal year 2015. Holomua will pursue a renewal of their current contract for FY 2016, consisting of Onemalu at Kalaeloa comprised of 42 family units -\$405,600 in operational funding and Weinberg Village Waimanalo comprised of 30 family units - \$295,000 in operational funding. These are the only government contracts and grants which the agency has received and will be receiving, other than funds that may result from the 2015 Legislative Grant in Aid process.
4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.
 Not Applicable.
5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2014.

Holomua has \$228,000 in unrestricted assets.

IV. Experience and Capability

A. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

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

Holomua has also managed the shelter facility which requires daily upkeep, as well as repair and maintenance on an ongoing basis. Holomua has guided the procurement for painting the building, reroofing, renovation of aging bathrooms, etc., always trying to do the most that limited funding would allow.

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

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 Weinberg Village site is on State land which has been set aside by State executive order for a homeless shelter. Most passers-by declare that they would never guess that Weinberg Village Waimanalo is a homeless shelter. The Village blends in with the neighborhood, featuring well maintained buildings and landscape. Residents take care of the grounds, because they take pride in the Village. The 30 units range in size from one bedroom to three bedrooms to accommodate various size families who may be in need of shelter. The wait list is long and the shelter is constantly at capacity.

The State continually inspects the shelter to ensure accessibility requirements are met, and a safe and healthy environment is maintained.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request. N/A

B. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organizational chart that illustrates the placement of this request.

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

C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

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

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

VI. Other

A. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

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

B. Licensure or Accreditation

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

N/A

Holomua Nā 'Ohana Organization-wide Chart

Holomua Nā 'Ohana
Board of Directors
Mark Nomura, President
Walter P. Yim, Vice President
Milton McAngus, Secretary/Treasurer

Holly Holowach
Director (FT)
Weinberg Village Waimanalo

Nalani Tomei
Director (FT)
Onemalu

Linoe McKeague
Senior Case Manager (FT)

Danmerle Capati
Senior Case Manager (FT)

Naomi Dwire
Case Manager (FT)

Tarla Martin
Case Manager (FT)

Nicole Sullivan
Keiki Activities
Coordinator (PT)

Michelle Palsis
Case Manager (FT)

Charles Keaweehu
Maintenance (FT)

Kelly Diggs
Applications Clerk (FT)

Tim Meixell
Maintenance (PT)

Carlos Gonzalez
Resident Manager (FT)

Charles Hulihee
Maintenance (PT)

Russ Okamura
Maintenance Assistant (FT)

Abe Grace
Security Guard (FT)

Romano Imamura
Security Guard #1 (FT)

Security Guard #2
(FT) Vacant

C. Federal and County Grants

The applicant shall separately specify the amount of federal and county grants 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.

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.

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.



**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: HOLOMUA NA OHANA

DBA/Trade Name: HOLOMUA NA OHANA

Issue Date: 01/29/2015

Status: Compliant

Hawaii Tax#: [REDACTED]
FEIN/SSN#: XX-XXX4044
UI#: XXXXXX7480
DCCA FILE#: 222920

Status of Compliance for this Vendor on Issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
	Internal Revenue Service	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 REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2014 to June 30, 2015)

App

HOLOMUA NA' OHANA

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. Tree removal & pruning plus repair root damage	60,000			
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)				
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	60,000	[Redacted Signature]		
(b)		Signature of Authorized Official		
(c)		Name (Please type or print) Phone		
(d)		Mark M. Nomura		
		Signature of Authorized Official Date		
TOTAL BUDGET		Name and Title (Please type or print)		
		Mark M. Nomura, President		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2015 to June 30, 2016

Applicant: Holomua Na'Ohana

Not applicable

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				N/A
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

Applicant: Holomua Nā'ohana

Not Applicable

DESCRIPTION EQUIPMENT	<i>Not Applicable</i>	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
TOTAL:					
JUSTIFICATION/COMMENTS:					

DESCRIPTION OF MOTOR VEHICLE	<i>Not applicable</i>	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
TOTAL:					
JUSTIFICATION/COMMENTS:					

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2015 to June 30, 2016

Not Applicable

Applicant: Holomua Na Ohana

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						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: _____

Not Applicable

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
				TOTAL	

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant or subsidy.
- 2) The applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants or subsidies used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant or subsidy used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

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



(Signature)

1/30/15

(Date)

Mark M. Nomura,
(Typed Name)

President, Holomua Na' Ohana
(Title)