



...where Maui cares

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César Gaxiola, *Executive Director*
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RESIDENT AGENCIES

American Cancer Society
American Red Cross
ARC of Maui County
Best Buddies
Consumer Credit
Counseling Service
Fun Day Foundation
Heritage Hall, Inc.
Hui No Ke Ola Pono
Ka Lima O Maui
Maui Chamber of Commerce
Maui Community Mental Health
Maui County Office on Aging
Mediation Services
Mental Health America of Maui County
M.E.O. Kāhi Kamali'i
Pacific Cancer Foundation

January 30, 2015

Senate Committee on Ways and Means
State Capitol
Room 207
Honolulu, HI 96813

ATTN: GIA

Aloha,

Attached please find a copy of the J. Walter Cameron Center's 2015 GIA-CIP grant application.

This is an overall five-year \$7.3 million project, last year the legislature budgeted \$2.225 million toward the project and we are asking for \$1.8 million to complete the work.

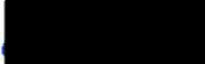
These state funds are combined with other sources in the overall funding pool as matching funds and to demonstrate project capacity to funding sources, such as foundations and the County of Maui.

All other funds have been raised through foundations, private donations and support from Maui County.

The Cameron Center provides 16 social and human service agencies—reaching all islands and areas of Maui County—with affordable office and program space allowing more money from the agencies limited budgets to be spent on direct services and reducing the cost to the State of Hawaii and other funding sources that support the individual agencies.

Of the more than 30,000 residents served annually by programs operated by its resident agencies, 33% are equal to or below 30% of Maui's median household income, 25% are at or below 50% of the median household income and 25% are at or below 80% of the median household income. This means 83% of persons with access to the Center's resident agencies are considered very low, low and or moderate-income persons.

Thank you for your kind consideration of our request.


Cesar Gaxiola
Executive Director
J. Walter Cameron Center

cc: Maui delegation, House Finance, Senate Ways and Means

House District
8,9,10,11,12,13

Senate District 5,6,7

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Dbn: J. Walter Cameron Center, Inc.

Street Address: 95 Mahalani Street, Wailuku, HI 96753-9973

Mailing Address: 95 Mahalani Street, Wailuku, HI 96753-9973

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name CESAR GAXIOLA OR TOM BLACKBURN-RODRIGUEZ

Title Executive Director or Associate

Phone # 808-244-5546 or 808-283-4570 (TBR)

Fax # 808-242-1857

E-mail cesar@jwcameroncenter.org or tomjmaui@icloud.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:

J. WALTER CAMERON CENTER FINAL PHASE OF CRITICAL HEALTH AND SAFETY RENOVATIONS AND IMPROVEMENTS.

THIS PROJECT IS THE FINAL PHASE OF A FIVE-YEAR PROGRAM TO ADDRESS SERIOUS HEALTH AND SAFETY ISSUES DUE TO THE 40-YEAR AGE OF THE JWCC BUILDINGS AND THE CRITICAL NEED TO INCORPORATE TECHNOLOGICAL IMPROVEMENTS IN WATER AND ENERGY EFFICIENCY.

THIS IS A FIVE-YEAR \$7.3 MILLION PROJECT. LAST YEAR THE LEGISLATURE AUTHORIZED \$2.225 MILLION TOWARD THE PROJECT AND NOW WE ARE ASKING FOR THE REMAINING \$1.8 MILLION TO COMPLETE THE WORK.

ALL OTHER FUNDS HAVE BEEN RAISED THROUGH FOUNDATIONS, PRIVATE DONATIONS AND SUPPORT FROM MAUI COUNTY. WE ARE ASKING FOR A GIACIP TO COVER THE FINAL \$1.8 MILLION.

4. FEDERAL TAX ID #:

5. STATE TAX ID #:

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$1,800,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST: DOES NOT APPLY, CAPITAL IMPROVEMENT PROJECT

- 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 \$2,225,000
FEDERAL \$753,000
COUNTY \$500,000
PRIVATE/OTHER \$2,025,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

CESAR GAXIOLA, EXECUTIVE DIRECTOR

Jan 30/15
DATE SIGNED



RECEIVED

1/30/2015

C. Gaxiola

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;

The mission of the J. Walter Cameron Center (JWCC) is "To assist people with special needs by providing a home for Maui's social service agencies."

The J. Walter Cameron Center—is a 501 (c) (3) non-profit organization, governed by a volunteer community-based Board of Directors, which provides oversight, direction and supervision to a full-time Executive Director. The Center provides over 43,000 square feet of office space under 6 individual buildings to 16 Resident Agencies that provide health and human services to over 30,000 Maui community clients annually.

The Cameron Center provides 16 social and human service agencies with affordable below market office and program space—allowing more money from the agencies limited budgets to be spent on direct services and reducing the cost to the State of Hawaii and other funding sources that support the individual agencies. These agencies DO NOT pay rent to the Cameron Center but only a Common Area Maintenance (CAM) fee.

The services from the resident agencies located at the Cameron Center reach out to the entirety of Maui County: Lana'i, Moloka'i, East Maui, including Hana, West Maui, Central Maui and South Maui) and function as a "one stop shop," with 16 resident agencies providing close to 100 different social services.

More than 250 community groups, ethnic clubs, government agencies, non-profit organizations and private businesses use the Center's meeting rooms during the year. In 2014, the Cameron Center provided a location for an estimated 1,200 meetings and seminars.

The Center operates one of only two therapy pools in the entire County of Maui. The therapy includes running water at 92 degrees at all times. This is

done at great expense due to the electrical cost. Two licensed trainers operate the pool five days per week.

Current Resident Agencies at the Cameron Center include:

American Cancer Society	American Red Cross
ARC of Maui	Best Buddies International
Consumer Credit Counseling Services	Fun Day Foundation
Hui No Ke Olo Pono (Health Clinic)	Heritage Hall, Inc.
Ka Lima O Maui	Kahi Kamali'i—Infant Care/MEO
Maui Community Mental Health	Mediation Services of Maui
Mental Health Association of America	Maui County Office on Aging
Maui Chamber of Commerce	Pacific Cancer Foundation.

2. The goals and objectives related to the request;

This project is the final phase of a five-year program whose goal is to address serious health and safety issues due to the 40-year age of the JWCC buildings and the critical need to incorporate technological improvements in energy efficiency and building cooling and ventilation.

This is a five-year \$7.3 million project, last year the legislature budgeted \$2.225 million toward the project and now we are asking for the remaining \$1.8 million to complete the work. All other funds have been raised through foundations, private donations and support Maui County.

State GIA-CIP support will assist the Center to:

- Continue to provide below market rates for Maui health and human services organizations;
- Improve energy efficiency;
- Provide for additional water conservation;
- Eliminate hazards caused by disrepair;
- Provide a safe campus for the community to access;
- Stop collateral damage caused by plumbing leaks.

3. The public purpose and need to be served;

The Cameron Center provides 16 vital social and human service agencies with affordable office and program space—agencies do not pay rent to the Cameron Center but only a Common Area Maintenance (CAM) fee.

The services from the resident agencies located at the Cameron Center reach out to all the islands of Maui County, functioning as a “one stop shop,” with 16 resident agencies providing close to 100 different social services.

In 2014, the Cameron Center provided an affordable location for an estimated 1,200 meetings and seminars. If all of the renovations and repairs detailed are not completed it will have a detrimental effect on the resident agencies and on the 30,000 persons who are annually touched by the services they offer, plus the additional 30,000 that attend the workshops and seminars held in the Center's meeting rooms and auditorium.

The Center operates one of only two therapy pools in the entire County of Maui. The therapy includes running water at 92 degrees at all times. This is done at great expense due to the electrical cost. Two licensed trainers operate the pool five days per week.

4. Describe the target population to be served; and

The J. Walter Cameron center serves very low, low and moderate-income individuals and families. Of the more than 30,000 residents served annually by programs operated by its resident agencies, 33% are equal to or below 30% of Maui's median household income, 25% are at or below 50% of the median household income and 25% are at or below 80% of the median household income. This means 83% of persons with access to the Center's resident agencies are considered very low, low and or moderate-income persons.

5. Describe the geographic coverage.

The services from the 16 resident agencies located at the Cameron Center (with the exception of the MEO Kamali'i Infant Care program) reach out to the entirety of Maui County: Lana'i, Moloka'i, East Maui, including Hana, West Maui, Central Maui and South Maui) providing close to 100 different social services.

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;

I

This project is the final phase of a five-year program to address serious health and safety issues due to the 40-year age of the JWCC buildings and the critical need to incorporate technological improvements in energy efficiency and building cooling and ventilation. When this project is completed the Center— as it has for the past 42 years—will be able to continue to provide its resident agencies with below market space costs, office support, and hundreds of Maui community groups with affordable and handicapped accessible space for meetings, seminars and workshops.

Funding requested in this \$1.8 million GIA-CIP would complete the following:

1. **Window replacement for energy conservation and ADA and safety updates—widen and automation of 10 doors to meet ADA safety standards. The windows are 40 years old and cannot withstand a 30 MPH direct wind. They are corroded and in many cases their frames are bent out of shape allowing heat and air conditioning to escape increasing our energy costs. They are a liability to the Center and their state of disrepair encourages the growth of mold. The doors are to meet current standards and to increase wheel chair access for clients.**
 2. **Pedestrian safety lights for the 700 community meetings at the Cameron Center (many at night) addresses severe problem of elderly participants susceptible to falls and needing guide lighting.**
 3. **Irrigation system improvements to reduce the cost and the use of water on landscaping and gardening.**
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Fifth Quarter:
Initiation work with State agency is set and State contract is executed. Funds timeline withdrawal process is established. Contract with general contractor is executed and sub-contractors work is aligned.	Demolition work begins, material arrives and construction work is in full swing. First quarter report is submitted to State agency.	Construction work continues and monthly site inspections are observed to keep timeline in progress. Second quarter report is submitted to State agency.	Construction work is completed. Inspections are conducted. Third quarter report is completed	Timeline is set for final adjustments on construction work (30 days) Final inspection is conducted. Final report is submitted to State agency

The cost of not doing repairs and renovations:

It is estimated that the cost of not doing these important repairs and renovations will add \$12 million in operation costs to the Cameron Center over the next ten years. Every year that mechanical, electrical, plumbing, lighting, air conditioner maintenance and repairs are deferred the cost of the work will increase. These increases include the cost of re-drafting proposals to revisiting figures on shipment, warranties, codes, permits and labor.

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

Quality assurance regarding the design, rehabilitation, repair and construction of the project will be monitored by the Executive Director through on-going review of contractual production and time requirements by vendors and contractors.

The Executive Director reports to the Board of Directors and prepares monitoring and evaluation results reports to the board on a monthly basis.

In addition, monitoring by various government agencies responsible for signing-off on various elements of the project will provide proof that project completion was finished in a safe and legal manner.

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.

Regular reports to the state agency that will ultimately be managing the grant will be provided to that agency by the contractors and/or the Center to assess the successful progress and achievements of the project.

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 attached forms.**
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
450,000	450,000	450,000	450,000	1,800,000

3. **The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2016.**

This \$7.3 million project has been on going since 2009. It has received \$5.5 million in Maui County, Federal and private funding. The JWCC is requesting the State to provide \$1.8 million for this final phase of the project.

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. The applicant is a not for profit corporation.

5. The applicant shall provide a listing of all government contracts and grants it has been and will be receiving for program funding.
See attached.
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2014.
Total assets: 7, 194,405.98 includes buildings value.

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.

Since 2008, the Center has managed multiple renovations projects. These involved multiple contractors, permits and approvals. The projects included:

- **Installation of an air conditioning chiller;**
- **Installation of a photovoltaic system, including 480 high efficiency solar modules covering nearly 12,140 square feet on a sustainable Energy Star Rate cool roof. The 110.400 kW DC PV system will provide one-fourth of the building's annual electricity needs by utilizing renewable solar energy;**
- **Remodeling of ten restrooms. Relocation and extension of existing walls for ADA compliance; replacement of 12 toilets for new water saving toilets and two sinks for ADA compliance and energy efficiency; removal and upgrading of all inside plumbing;**
- **Refurbished 9,500 square feet of interior ceilings;**
- **Accomplished fire safety/electrical system improvements for energy efficiency;**
- **Remodeling of three kitchens including: hood, stove, microwaves and refrigerators; installation of cabinets, dishwasher, trash disposal and a sink for ADA compliance and energy efficiency; removal and upgraded interior plumbing and electrical;**

- Replacement of four air handler units to new electronic systems, air vents, and air ducts and redesign access panels for easy access to long-term maintenance and update of air systems;
- Replacement of 38 windows to double pane and tinted glass for energy efficiency and safety;
- Replacement of all vinyl tile, baseboards and interior painting;
- Paving of lower parking lot;
- Well/landscape refurbishment project;
- Therapeutic pool rehabilitation;
- Sewer and plumbing improvements.

See Attachment D for the list of verifiable experience of related projects or contracts.

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 2015 GIA-CIP application by the J. Walter Cameron Center does ask for any funding for services. This section relates to where services would be provided and does not apply to the Center's grant request.

The facilities of the Cameron Center currently consist of over 43,000 square feet of office space in six individual buildings to 16 Resident Agencies that provide Health and Human Services to over 30,000 Maui community clients annually. The facilities are ADA compliant due to the initial building design for those with disabilities and improvements and repairs over the years. Including common areas, meeting rooms and administrative offices, the total size of the Cameron Center's square footage is 48,000 square feet.

This project is the final phase of a five-year program to address serious health and safety issues due to the 40-year age of the JWCC buildings and the critical need to incorporate technological improvements in energy and water efficiency and building cooling and ventilation.

It is estimated that the cost of not doing these important repairs and renovations will add \$12 million in operation costs to the Cameron Center over the next ten years.

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.

Although this is a CIP and not a service project, there will be staff management and reporting requirements for all contracts. The executive director will be the supervisor of the contracts and the chief of operations will be in charge of day-to-day-project coordination.

Qualifications and Experience of Personnel for the Request

Cesar Gaxiola has been the executive director of the Cameron Center since October 2006 and has utilized his management skills and experience to develop long-term planning strategies, establish cooperative partnerships and implement projects to help ensure the long-term viability of the Cameron Center as a vital, comprehensive community service facility. Mr. Gaxiola has played a key role in the development of a long-term strategic Plan for the Cameron Center and worked closely with key staff and board members to update and improve all organizational systems (i.e., computerization of records, accounting/bookkeeping procedures and day-to-day operational plans. Mr. Gaxiola has also been responsible for coordinating all assessments and inspections of the Cameron Center to determine maintenance and improvement priorities, and worked closely with the chief of operations to secure proposals and estimates for the Cameron Center Rehabilitation/Improvement Project.

Velma Becraft has been chief of operations for the Cameron Center since April 2005. In addition to managing daily operations of building maintenance and facility repairs, Ms. Becraft is responsible for overseeing maintenance service contracts, ensuring compliance with all applicable building and/or funding requirements and performing the duties of safety officer. She has been actively involved in assisting the Facilities and Risk Management committee of the Board of Directors with the development and implementation of preventative maintenance plans, procedures and policies. Ms. Becraft is the lead contact to coordinate work schedules, handle trouble calls and assist outside contractors with large-scale projects, such as the Cameron Center Rehabilitation and Improvement Project. As chief of operations, Ms. Becraft will be responsible for the management and coordination of the capital improvement project.

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 attached Chart.

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.

Cesar Gaxiola, Executive Director	Annual Salary \$72,800
Velma Becraft, Operations Director	Annual Salary \$46,054
Candy Sakugawa-Baisa, Executive Assistant	Annual Salary \$41,616

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.

The applicant, the J. Walter Cameron Center, Inc., is not a defendant or a plaintiff in any pending litigation and has no outstanding judgments.

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.

For the past 41 years—two generations—the J. Walter Cameron Center has provided Maui’s social and human service agencies with safe, clean, affordable office and program space—allowing more money from limited agency budgets to be spent on direct services, reducing the cost to the State of Hawaii and other funding sources that support the individual Cameron Center resident agencies.

The services from the resident agencies located at the Cameron Center reach out to the entire Maui County (all islands and all geographic areas),

functioning as a “one stop shop,” with 16 resident agencies providing close to 100 different social services.

This unique agency, started in 1973 when only two other such agencies existed on the mainland, was a radical and innovative idea in it’s time and has proven to be a successful model for scores of similar mainland projects and two others in Hawaii.

With this GIA-CIP the Cameron Center can continue to provide another 40 years of service to the people of Maui County.

C. Federal and County Grants

Non Federal grants have been received after June 30 2014. Maui County awarded the Cameron Center \$500,000 for the replacement of the electrical transformer for July 1 to 2014 to June 30 2015.

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.

This grant will not be used to support 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.

The J. Walter Cameron Center is developing plans for an on-going building repair and maintenance capital campaign. Our first fundraiser in 2014 raised \$80,000 net. We are also establishing a reserve fund to pay for future repair and maintenance so that CIP request such as this one will not be needed in the future as the center’s needs in this area will be self-financed from this point on.

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

Applicant _____

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 attached.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

App

J. Walter Cameron Center

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				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	1,800,000			
TOTAL (A+B+C+D+E)				
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	1,800,000	Cesar Gaxiola 808 244-5546		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	180,000	[Redacted Signature] Jan 30 2015		
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official Date		
TOTAL BUDGET	1,980,000	Cesar Gaxiola, Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2015 to June 30, 2016

J. Walter Cameron Center

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
NOT APPLICABLE				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMI Grant request is only for construction and not for operations.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

J. Walter Cameron Center

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NONE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS Not applicable grant request is for construction only.				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NONE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS Not applicable grant request is for construction only.				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2015 to June 30, 2016

J. Walter Cameron Center

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	140000					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION	100000	2225000	1800000	180000		
EQUIPMENT						
TOTAL:	240000	2225000	1,800,000	180,000		

JUSTIFICATION/COMMENT These are the usual customary costs to do a project of this size and scope. Included as attachment are the contractor estimates for the work. We have submitted a detailed budget for the project.

GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: J. Walter Cameron Center

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1.	Replacement of AC Air Handlers Units, Windows, doors, etc..	July 1 2014	Dept. of Health	State of Hawaii	2,225,000
2.	Replacement of electrical transformer	July 1 2014	Dept. of Housing	Maui County	500,000
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
				TOTAL	2,725,000

**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.

J. Walter Cameron Center
(Typed Name of Individual or Organization)



(Signature)

January 30, 2015

(Date)

Cesar Gaxiola
(Typed Name)

Executive Director
(Title)

I. WALTER CAMERON CENTER, INC.
HAWAII STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES

TABLE OF ATTACHMENTS

- | | |
|-----------------------|---|
| Attachment A - | IRS DETERMINATION LETTER
STATE TAX CERTIFICATION |
| Attachment B - | DETAILED PROJECT BREAKDOWN WITH TOTAL COSTS |
| Attachment C - | VERIFIABLE LIST OF COMPLETED PROJECTS TO DATE |
| Attachment D- | ORGANIZATIONS CHART |
| Attachment E - | STAFF RESUMES & JOB DESCRIPTIONS |
| Attachment F- | LIST OF BOARD OF DIRECTORS AND OFFICERS |
| Attachment G- | LETTER OF SUPPORT |

**Attachment A –
IRS DETERMINATION LETTER
STATE TAX CERTIFICATION**

Address any reply to: P.O. Box 45 Honolulu, Hawaii 96803

US Treasury Department

District Director Internal Revenue Service

Date: August 22, 1969 | In reply refer to: L-178, Code 414

HII-EO-69-60



J. Walter Cameron Center
P.O. Box 45
Wailuku, Hawaii 96793

Purpose: Charitable
Address Inquiries and File Returns with District Director of Internal Revenue: Honolulu, Hawaii
Form 990-A Required: Yes No
Accounting Period Ending: December 31

Gentlemen:

On the basis of your stated purposes and the understanding that your operations will continue as evidenced to date or will conform to those proposed in your ruling application, we have concluded that you are exempt from Federal income tax as an organization described in section 501(c)(3) of the Internal Revenue Code. Any changes in operation from those described, or in your character or purposes, must be reported immediately to your District Director for consideration of their effect upon your exempt status. You must also report any change in your name or address.

You are not required to file Federal income tax returns so long as you retain an exempt status, unless you are subject to the tax on unrelated business income imposed by section 511 of the Code, in which event you are required to file Form 990-T. Our determination as to your liability for filing the annual information return, Form 990-A, is set forth above. That return, if required, must be filed on or before the 15th day of the fifth month after the close of your annual accounting period indicated above.

Contributions made to you are deductible by donors as provided in section 170 of the Code. Bequests, legacies, devises, transfers or gifts to or for your use are deductible for Federal estate and gift tax purposes under the provisions of section 2055, 2106 and 2522 of the Code.

You are not liable for the taxes imposed under the Federal Insurance Contributions Act (social security taxes) unless you file a waiver of exemption certificate as provided in such act. You are not liable for the tax imposed under the Federal Unemployment Tax Act. Inquiries about the waiver of exemption certificate for social security taxes should be addressed to this office, as should any questions concerning excise, employment or other Federal taxes.

This is a determination letter.

Very truly yours,

Evan S. Lloyd
District Director

CERTIFICATE OF VENDOR COMPLIANCE



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: J. WALTER CAMERON CENTER

DBA/Trade Name: J. Walter Cameron Center

Issue Date: 06/13/2014

Status: Compliant

Hawaii Tax#: [REDACTED]
FEIN/SSN#: XX-XXX0273
UI#: No record
DCCA FILE#: 15639

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

CERTIFICATE OF VENDOR COMPLIANCE

Not Compliant The entity is not in compliance with the requirement and should contact the issuing agency for more information

**Attachment B –
DETAILED PROJECT BREAKDOWN
WITH TOTAL COSTS**

JWCC Capital Rehab

2015

State Request

Description:

Simply Healthy Café Upgrades	\$352,000
Therapy Pool	\$185,000
Parking Lot Lighting and Irrigation	\$268,000
Parking Paving Repairs and Demo	\$450,000
Dividers and runners	\$50,000
Painting	\$300,000
Contigency	\$195,000

TOTAL \$1,800,000

**Attachment C –
VERIFIABLE LIST OF COMPLETED
PROJECTS TO DATE**

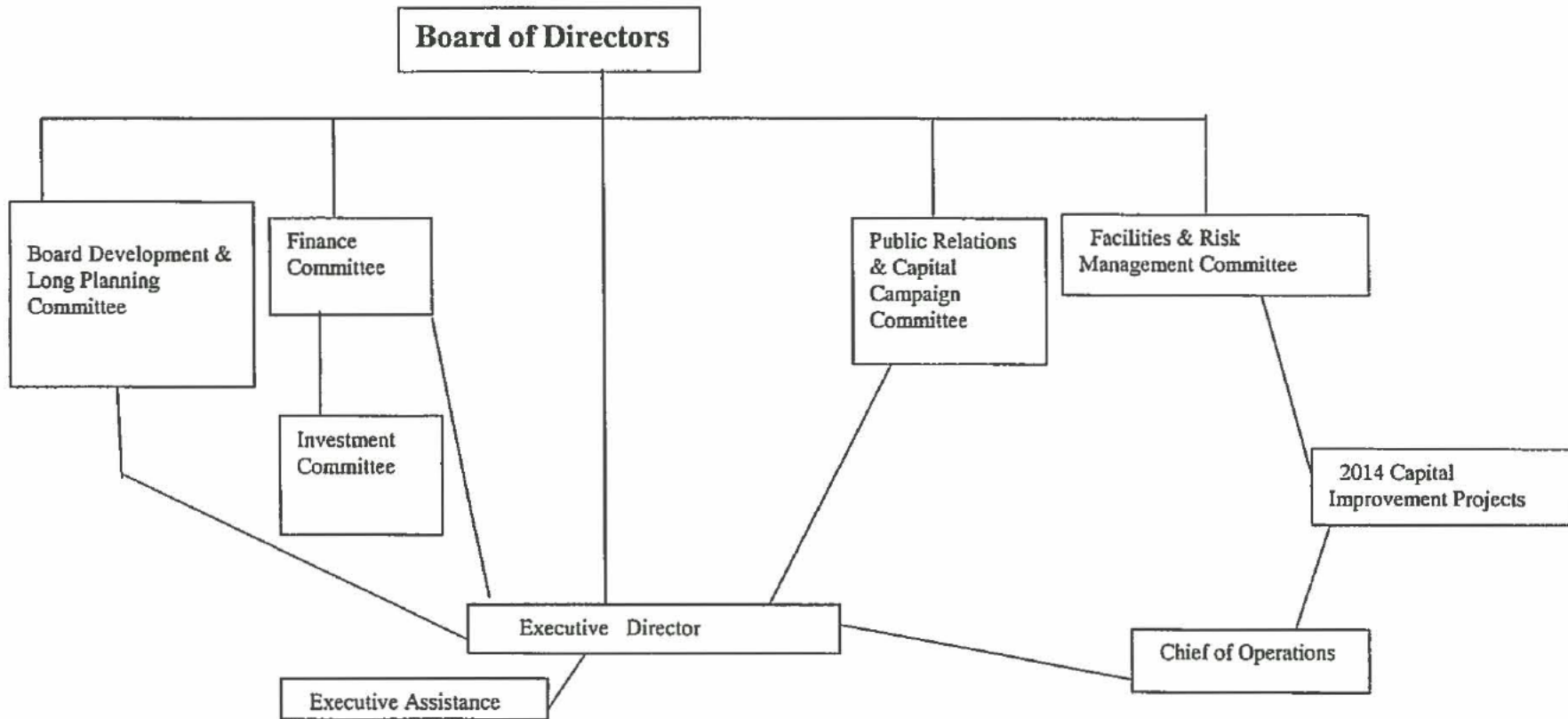
JWCC Listing of Contracts & Projects

SIGNATORIES	WORK	AMOUNT
JWCC-Energy Industries	Purchase and installation of 125 ton Smardturbo Cord AC Chiller	250,000
JWCC-Arisumi Brothers	Building #2: Balcony repairs	90,000
JWCC-GREENPATH	Installation of 100 KW (486 panels) and 15.3 KW (66 panels) Photovoltaic systems.	1.2 Million
JWCC-ARISUMI BROTHERS	BUILDING #6: 4 Restrooms, kitchen, ceiling, plumbing, electrical, drywall & tile improvements.	252,976
JWCC-ARITA POULSON	BUILDING #4: Kitchen & grease trap, 2 restrooms, tile, ceiling, 2 air handler units and 37 double pane glass windows.	358,300
JWCC-ARISUMI BROTHERS	Paving of lower parking lot, hydro-coating roof for buildings #1, 3, & 6. Work on 4 restrooms, 1 kitchen and replacing 14 double pane glass windows.	709,149.51
JWCC-JECO-ALAKAI MECHANICAL	Building #5: Installation of 4 air handler units, electrical upgrade and drywall work.	130,000
JWCC-Structural Concrete	Repairs of cracks to exterior walls on the entire JWCC complex	55,000
JWCC-Architectural work	Planning, design and permitting process	255,000
		3,300,425

Attachment D-
ORGANIZATIONAL CHART

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.

J. Walter Cameron Center Organizational Chart January 30, 2015



**Attachment E -
STAFF RESUMES AND
JOB DESCRIPTIONS**

J. WALTER CAMERON CENTER EXECUTIVE DIRECTOR POSITION DESCRIPTION

The Center may be named for one man" but that man represented a concept that included caring for everyone in the entire community, from children to adults, whether they are ill, disabled, seeking relief or recovery. It was in the late '50s when J. Walter Cameron" a successful businessman with a big heart dream of building a large facility that would house many different public and private agencies. It was a unique concept, not only to Hawaii, but to the Mainland as well. Under one roof old-fashioned community care would be provided as it was done traditionally in the plantation camps during the late 40s and early '50s.

The mission of the J. Walter Cameron Center: to assist people with special needs by providing a home for Maui's social service agencies.

- Providing the vision and enterprise to assess evolving needs of the community in these areas.
- Incorporating progressive methods for responding to current and future demands.

THE CAMPUS: Today the J. Walter Cameron Center occupies 8.2 acres of land in Wailuku" Maui at 95 Mahalani Street. Buildings occupy 48,000 square feet of floor area and include 15 public and private social service organizations calling Cameron Center home. Over 200 clients are cared for daily at the facility with more than 250 community groups, ethnic clubs, government agencies, nonprofit organizations and private businesses using the Center's meeting rooms during the year.

POSITION SUMMARY & MAYOR RESPONSIBILITIES

-The Executive Director is directly responsible to the Board of Directors for carrying out and implementing policies established by the Board.

Specific responsibilities are:

- Manages the Cameron Center on a day-to-day basis in accordance with policies established by the Board of Directors.
- Plans, develop, coordinate and direct the overall activities of the Cameron Center including the fiscal management of all its resources.
- Performs liaison activities among the resident agencies. Interacts with other nonprofit organizations in the fields of health education and human services to assist in improving services, building's longer programs or combining efforts to meet community needs and reduce duplication of services.
- Responsible for routine physical maintenance by staff and fulfillment of maintenance contracts by outside firms; for positive communications with the community at large; for leadership and assistance in new program development as directed by the Board and for implementing the Board's directives relative to the development and expansion of the physical facilities.
- In cooperation with the Long Range Planning and Facilities and Maintenance Committees, identifies and prioritizes capital improvements and major repairs; recognizes emerging community needs to determine the appropriateness of creating new facilities that address those needs; and develops a maintenance plan to protect new facilities.

**J. WALTER CAMERON CENTER
EXECUTIVE DIRECTOR POSITION DESCRIPTION**

-Responsible for identifying funding sources for expansion and, with Board approval, for pursuing funds necessary to carry out the Board's intent. Also responsible for meeting the reporting requirements of finding sources in a timely manner.

-Responsible for signing all notes, contracts, resolutions, and agreements approved by the Board of Directors.

-Acts as the chief spokesperson for the agency and directs a continuing public relations program for Center activities to promote the social and health needs of its clients and to help motivate community support.

-Responsible for public relations, including personal appearances before community groups and supplying public information to the media through news releases generated in-house or by the contract firm.

-Provides a tangible link to the community to assure feedback regard health and social needs and provides advocacy for JWCC clients.

Performs the following activities in consultation with appropriate Board committees:

-Hires, conduct orientation and supervise necessary staff.

-Conducts regular maintenance inspections of the physical complex.

-Develops and implements a plan for preventive maintenance. Contracts for maintenance service where needed from outside firms, supervises staff in routine maintenance and gardening and assures compliance with contacts

RELATIONSHIPS: Reports to: J. Walter Cameron Center Board of Directors and Manages Chief of Operations, Executive Assistant, Secretary and Receptionist and additional staff may need to be hired from time to time.

QUALIFICATIONS:

-A valid Hawaii driver's license is required.

-Knowledgeable of nonprofit industry professional who keeps up with new trends/techniques.

-Knowledgeable of grant and fundraising sources along with ability to coordinate application to such sources.

-Coordinates the preparation of budgets and fiscal reports and to analyzing such budgets and fiscal reports.

Style and Interpersonal Capabilities:

-Builds consensus among a divergent set of lessees and agencies, both internal and external. - Strong internal manager and consensus builder. Ability to work with individuals at all levels of an organization with respect, appreciation, and willingness to listen and learn.

-Effective internal and external communicator and a person that will act as a key spokesperson in a highly visible aspect of JWCC' activities.

J. Walter Cameron Center
... where Maui cares

Job Description

Job Title: Chief of Operations
Reports To: Executive Director

Department: Facilities & Maintenance
Fair Labor Standard Act Status: Non-Exempt

Date: Nov 2010

Accepted by: _____

Supervisor: _____

SUMMARY: Manages the Cameron Center facilities on a day-to-day basis in accordance with policies established by the Board of Directors. Ensures proper maintenance and care is provided to all facilities (seven buildings, four parking lots and three court yards). Plans utilization of storage space and facilities are consistent with requirements of the JWCC Policies. Directs, coordinates and supervises special projects as assigned by the Executive Director.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Works with Resident Agencies Directors to facilitate and promote the JWCC's security system at all levels. Continually inspects sites and facilities to evaluate suitability for occupancy and to ensure safety at all times. Provides support with Special Events for JWCC'S, such as: Mercedes Benz, Bazaar and Special Fair. Oversees building maintenance ensuring that proper safety, and housekeeping and maintenance standards are met and maintained and all concerns are addressed in a timely manner. Assists the Facilities & Maintenance Committee to identifying and prioritize repairs to the JWCC Facilities'. Solicits proposals from service providers; reviews and recommends the awarding of contracts. Contracts outside vendors to perform special maintenance projects as needed. Orders, monitors and maintains the agency's key systems. Promotes and supports the agency's mission. Attendance regular (40 hours per week).

NONESSENTIAL DUTIES AND RESPONSIBILITIES:

Perform other duties as needed.

SUPERVISORY RESPONSIBILITIES:

Responsible for the overall direction, coordination, and evaluation of directly supervises the Maintenance Person and Gardener. Carry out supervisory responsibilities in accordance with the JWCC's organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Demonstrated skills and abilities in management capacity relevant to nonprofit facility operations. Working knowledge of management reporting, financial planning and reporting. Working knowledge of computer operation including desktop applications and data entry. Excellent interpersonal skills, which include, written, verbal and listening. Ability to work varied shifts, which may include nights, weekends and holidays. General knowledge of health and safety regulations. Ability to supervise, instruct and motivate others. Ability to provide training and work direction. Organized, detail and tasks oriented. Maintain a high level of confidentiality. Ability to travel off island on occasions.

J. Walter Cameron Center
... where Maui cares

EDUCATION and/or EXPERIENCE:

Bachelor's degree from an accredited four-year college or university and (3) three years working experience and/or training in a related field, or equivalent combination of education and experience.

LANGUAGE SKILLS:

Ability to read, analyzes, and interprets common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to effectively present information to public groups, and the board of directors.

MATHEMATICAL SKILLS:

Ability to read and analyze financial and statistical reports. Ability to calculate figures and amounts such as percentages, and volume.

REASONING ABILITY:

Ability to define problems collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical information including, but not limited to: grant proposals, contracts, financial reports and policy and procedure manuals. Ability to deal with several abstract and concrete variables. Ability to defuse agitated clients and/or employees in stressful situations. Ability to interact and have compassion for persons with mental or physical disabilities. Ability to manage many projects at a given time. Ability to perform well under pressure.

CERTIFICATES, LICENSES, REGISTRATIONS: Access to an insured vehicle and a valid driver's license.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is: Frequently required to stand; walk; sit; use hands to finger, handle, or feel; and talk or hear. Occasionally required to reach with hands and arms. Most frequently lift and/or move up to 15 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close and distance vision.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, fumes or airborne particles, and outside weather conditions. The noise level in the work environment is usually moderate.

FACILITIES & MAINTENANCE INCLUDES THE FOLLOWING:

Air Condition System, Auditorium & Classrooms, Custodial, Grounds, Parking Lots, Pest Control, Roof maintenance, Security & Fire Alarm and Intercom Systems, Sewer line maintenance, Storage and shop rooms, site water well and promotes safety overall.

Attachment F-
BOARD OF DIRECTORS

**J. Walter Cameron Center, Inc.
Board of Directors
2015-2016**

Company

Araki and Associates Law Firm	Lynn	Araki-Regan
Consultant	Effie	Cameron
Munekiyo & Hiraga	Karlynn	Fukuda
KEAN Properties	Cindy	Greenwell
Attorney at Law	Paul	Horikawa
First Hawaiian Bank	Leland	Kahawai
Owner Veterinarian	Alan	Kaufman D.V.M.
A & B Properties	Hideo	Kawahara
Kawahara CPA	Robert	Kawahara
Kapalaea Consultant	Anders	Lyons
Maui Oil	Alec	McBarnet, Jr. President
Pacific Biodiesel	Sam	Millington
Fukumoto Engineering, Inc.	Mike	Silva
Consultant	Warren	Suzuki

Attachment G-
LETTER OF SUPPORT

January 29, 2015

Cesar Gaxiola
Executive Director
J. Walter Cameron Center
95 Mahalani Street
Wailuku, HI 96793

Dear Cesar,

I am delighted to write in strong support of the J. Walter Cameron Center's 2015 Grant-in-Aid/CIP grant request to the state legislature.

The lighting and paving repairs and renovations necessary to complete your 5-year overall project will greatly increase the safety of seniors visiting the Center for services and community meetings, and also for those persons who use the Center for exercise when they are in rehabilitation programs.

Without adequate lighting, and an uneven dirt lot to walk across, the potential for falls is increased. The renovations proposed would do much to increase safety and prevent harmful accidents for our seniors and all those who use the Cameron Center.

I also support your efforts at energy and water conservation. The Cameron Center supports 18 social and human service agencies in its facility and reducing energy cost and increasing water conservation are keys to keeping operating costs and agency costs as low as possible, allowing more money to be spent on direct services.

Sincerely,

May Fujiwara

May Fujiwara
President
Lahaina-Honolua Senior Citizens Club