

House District _____

Senate District _____

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

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

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

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

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: Mental Health Association of Hawaii

Dbas: Mental Health America of Hawaii

Street Address: 1124 Fort Street Mall Suite 205, Honolulu, HI 96813

Mailing Address:
same

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MARYA GRAMBS

Title Executive Director

Phone # 521 1846

Fax # 533 6995

E-mail marva@mentalhealth-hi.org

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

HAWAII SUICIDE PREVENTION APP

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 66,735.00

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:

[Redacted Signature]

AUTHORIZED SIGNATURE

MARYA GRAMBS, EXECUTIVE DIRECTOR

NAME & TITLE

JANUARY 24 2015

DATE SIGNED



RECEIVED

1/28/2015

[Handwritten signature]

Application for Grants

I. BACKGROUND AND SUMMARY

1. BRIEF DESCRIPTION OF APPLICANT'S BACKGROUND

Since 1942, Mental Health America of Hawai'i (MHA-Hawai'i) has been dedicated to advocating for improved care and treatment of people with mental illness and reducing the stigma which kindles prejudice and mistreatment of mentally ill people. We are a statewide organization with offices on Oahu and Maui, and a staff of 5 FTE. Since its inception, MHA-Hawai'i has started and spun off many major mental health organizations throughout the state, including the state's Suicide and Crisis Line, the first halfway house for adults with mental illnesses (The House, which became Mental Health Kokua), Honolulu's preeminent program for runaway and emotionally disabled youth (Hale Kipa), and support programs for parents of mentally ill offspring (Hawai'i Families As Allies). MHA-Hawai'i offers the following programs and services:

- Training/Education: Pono Youth Program
 - Community College Mental Health Awareness Project
 - Safe Schools Initiative
 - Youth Suicide and Bullying Prevention
- Help Line for people and their families who need mental health resources
- Human Services Phone Directory – the only one of its kind in the state (statewide)
- Advocacy with government agencies and policymakers to improve services for people with severe mental illness
- Education:
 - Public education to reduce the stigma of mental illness through media appearances, educational seminars, website, Facebook, and newsletters.
 - Live Your Life Well: Education for employees at the workplace about mental wellness and stress reduction.
 - Primary source for statistics about youth suicide and bullying

We have a long history of advocacy on mental health: In the 1940s and 1950s our emphasis was on improving care of patients at the State Hospital in Kaneohe. In 1976, we helped pass Hawai'i's progressive Civil Commitment Law and in 1980 the comprehensive Patient Rights Law (Act 272) and Residential Treatment Program Law. In 1984, we helped pass Hawai'i's first Mental Health and Substance Abuse System Act (Act 218), which made community mental health centers responsible for coordinating Hawai'i's mental health service system. In the late

1980s and 1990s, MHA-H was a potent force in raising millions of dollars for community mental health centers, children and youth mental health services, crisis and residential services, and substance abuse services. We were particularly instrumental in getting a children's mental health system established. In 1991, we were active in the Justice Department lawsuit that resulted in a federal consent decree to correct constitutional violations of Hawai'i State Hospital patients, which in later years extended to mandating improvements in the community mental health system. In 1994, we were active in the lawsuit that became the Felix Consent Decree, which required improvements in mental health services for Hawai'i's children and adolescents in the DOE.

In late 1990s, we helped obtain parity in health insurance coverage for mental health problems. In the 1990s, we helped get a Psychiatric Advance Directive law passed; this is a legal document allowing a person to direct his or her mental health care in the event that he or she becomes unable to make or communicate decisions.

2. GOALS AND OBJECTIVES

Because someone dies by suicide every other day in Hawai'i, because suicide is the leading cause of injury-related death in Hawai'i, and because our youth have among the highest rates in the country of suicidal thoughts and behavior, we need more tools to prevent people from killing themselves.

Most people now have smart phones and use Apps for everything from shopping, to games, news, magazines, podcasts, music, directions, stock prices, etc. In this proposal, Mental Health America of Hawai'i seeks support to modify and expand a suicide prevention App developed by Mental Health America in Texas.

The App is called "ASK about suicide to save a life." It is designed for use by someone who knows a person they suspect may be suicidal, and can also be used by someone who is suicidal. The App contains:

- Warning signs that indicate someone may be suicidal indicating feeling hopeless or trapped; substance use; withdrawing from family and friends; dramatic changes in eating or sleeping; etc.
- It walks you through the ASK steps if you suspect someone is suicidal:
 - first, ASK if the person is suicidal

Examples: "Do you ever want to go to bed and never wake up?" "Have you thought about suicide?" "Do you want to kill yourself?" "Sometimes when people are as sad as you are right now, they think about suicide. Have you ever thought about it?"

- o SEEK more information and keep SAFE:
Seek a private area to talk; establish a relationship; comment on what you see – don't be judgmental; seek out the details – How long have you been feeling that way? Have you ever attempted suicide in the past? Find out whether they have access to a lethal means such as pills or a gun, and, if yes, take immediate action to eliminate this access to help keep the person safe. Seek someone who can offer assistance – family, friends, clergy – or a counselor or doctor with whom the person has a relationship,
 - o KNOW where to find help locally
- Gives local Suicide Crisis Line information and resources (which in the current app is Texas)
 - Has very brief veterans section that contains only a national crisis line
 - Has lesbian/gay/bisexual/transgender (LGBT) youth section that contains only a national website (this population is at significantly higher risk for suicide than heterosexual youth)

The goal of this proposal is to prevent suicidal behavior through the development and dissemination of an interactive, locally-oriented smart phone suicide prevention App with special sections for veterans, Youth, and LGBT youth.

Objective 1: Modify existing App, "ASK about suicide to save a life" to be applicable to Hawai'i with special information pertaining to veterans, youth, and LGBT youth.

Objective 2: Develop app for IOS and Android user systems.

Objective 2: Generate downloading and use of the App by marketing it to various sectors of our community.

Through this app, anyone can learn what behaviors to be alert for that could indicate that someone is very depressed and possibly suicidal. Users of the app will be aware of possible

“trigger” events, such as end of a relationship, death of a loved one, loss of a job, etc. If, as a result of the observations based on that information, they will then know what to do: how to talk to the person in an effective way, what questions to ask, and where to get help.

As an example of how this app works, in Texas, a student heard about the app at a school event and put the Crisis Line number and the ASK app into his cell phone.

Soon after that, he was called into the office for using his cell phone during the school day. When he went to the office, they found out the student was trying to access the app and suicide lifeline number to help another student. Counselors were able to reach out to the student at risk, and the student using his cell phone got a commendation instead of a demerit!

In Hawai'i, it has already been used: a local woman got word from her son's girlfriend that her son (at college in another state) was suffering from severe depression and might be suicidal. She found the App and downloaded it and used it for guidance on how to talk to her son; she said it was invaluable.

This will be invaluable for anyone who works with young people, our highest risk group, but since suicide is the leading cause of injury-related death for people of all ages, it will be useful to everyone. Seniors, for example, are also at particular risk and their depression often goes undetected. Neighbors, family members, co-workers, faith-based congregation members, friends, students of all ages, can all make use of this app. This app definitely has the potential of reducing suicides and suicide attempts - getting people help before they get to that point. It can and will save lives.

3. PUBLIC PURPOSE AND NEED TO BE SERVED

Suicide is a massive problem in Hawai'i, and is the **leading cause of injury-related death** for all age groups

- **Every other day in Hawai'i, someone dies by suicide.**
- **The number of suicides of young people age 15-24 has doubled between 2008 and 2013.**
- ☐ **Suicide is eight times more common than homicide, and seven times more common than pedestrian deaths**

High School Students:

- 30% of Hawai'i's high school students felt so sad or hopeless that it stopped them from doing their normal activities (5th highest rate in the nation). That's ten kids in each classroom.
- 17% seriously considered attempting suicide during the last 12 months (7th highest rate in the nation).
- 15% made a suicide plan during the last 12 months (7th highest rate in the nation).
- 11% attempted suicide during the last 12 months (7th highest rate in the nation). That's three students in a class.

For all of these, females were at highest risk.

Middle School students:

- 27% of Hawai'i's middle school students felt so sad or hopeless that it stopped them from doing their normal activities – that's four students in each class.
- 25% seriously considered attempting suicide in their lifetime.
- 17% made a suicide plan in their lifetime.
- 12% attempted suicide in their lifetime.
 - This is a *significant increase* from 2011.
- 12% had a suicide attempt treated by a doctor or nurse in their lifetime.

For all of these, again, females were at highest risk.

4. TARGET POPULATION

Target population are people at risk of attempting or completing suicide, at every age level, particularly youth and veterans. This population includes schools (parents, teachers, counselors, coaches, administrators, and middle/high school students), faith based groups, mental health and substance abuse providers, health care providers, youth serving organizations, State departments - Office of Youth Services, Probation Department, Judiciary, Department of Health, Human Services, Education, Office of Elderly Affairs, and others; college campuses; military families.

5. GEOGRAPHIC COVERAGE

Statewide

II. SERVICE SUMMARY AND OUTCOMES

1. SCOPE OF WORK, TASKS, AND RESPONSIBILITIES

These will be carried out by a combination of staff of MHA-Hawai`i and an outside contracted agency, Ikeyzo

1. Development of the content of app (carried out by MHA-Hawai`i staff):

- Put in local suicide crisis and mental health resources
- Make the language and examples localized to Hawai`i
- Develop Veterans Section by adding local resources and information about risk factors
- Flesh out the LGBTQ section with more information and resources
- Develop detailed section on youth, including specific risk factors, trigger events, and special approaches effective for use with youth
- Develop interactivity by using a "decision tree," i.e.,
 - o Question: Has person ever attempted suicide before? If yes— ask question b; if no –ask question c.
 - o Does person have access to lethal means; “ ”
 - o Has person been in a relationship that recently ended suddenly?

2. Development of the app itself:

Ikeyzo has been selected to handle the full lifecycle of web and mobile design and development, including all creative and technical services. They are providing these services at a discounted, non-profit rate. These include:

- **Discovery**
 - o Research & Content strategy
 - Collect and review all existing research (user, brand, business)

- Propose use-case scenarios and task-flows (storyboards)
 - Information architecture
 - Propose wireframe sketches
 - Prototyping and Usability Testing
 - User interaction testing
 - Includes 1 round of revisions
- **Design**
 - Initial design comps
 - Revisions & Final Design Production
- **Development**
 - Front End: HTML/CSS coding
 - Front End: Mobile application programming
 - HTML5 mobile application with porting through hybrid mobile technology (i.e. Phonegap, Ionic, Appcelerator, etc.)
- **Tasks/Functionality:**
 - Complete mobile user interface design
 - Replication of structure from "ASK about suicide to save a life."
<https://itunes.apple.com/us/app/ask-prevent-suicide/id419595716?mt=8>
 - Update/improve content for Veteran & LGBTQ sections
 - Add Youth section
 - Add Triggers / Risk Factors section
 - Support for iOS & Android devices
 - Integrating with a third-party back-end service to provide content/data management
 - Create Interactive Wizard
 - Design & development of wizard functionality for interactive forms
- **Proposed number of screen designs: 3 screens**
 - Main pages:
 - Launch screen
 - Home / Main Screen
 - General Content Screen
- **Deliverables:**
 - Mobile Prototype
 - 3 Finalized mobile user interface designs (PSD files)
 - Native Android and iOS app built using hybrid mobile technology
 - Submitting apps to Google Play (Android app store) and Apple's App store

- **Delivery**

- Final QA Testing
- Assist with application submission to respective markets & deployment

3. Marketing the app, such as:

- Through our organization's media: email blast announcement, as well as in our newsletters, to our 5,000 person email list; promote at all of our events, add a microsite to our existing website (which gets 1,000 hits a month) about the app; put it on our voicemail and our email signatures.
- Utilize Twitter, Facebook, Google+, Pinterest, Instagram, and LinkedIn
- Utilize media contacts to generate newspaper, television, and radio stories about the app
- Develop and disseminate a radio PSA; explore the possibility of getting a television PSA made.
- Pitch it to app review websites such as 148 apps, AppStoreApps, and App Advice
- Use App Store Optimization
- Ask administrators of related Facebook pages and/or websites to post link (as well as on their websites) – Department of Health Adult Mental Health Division, Child and Adolescent Mental Health Division, Institute for Human Services, Helping Hands Hawai'i, Department of Human Services/Child Welfare Services/SNAP/other social services, Mental Health Kokua, Family Programs Hawai'i, Child and Family Service, Catholic Charities, NAMI, Disability-related organizations (The Arc in Hawai'i, autism support groups), illness-related organizations (Heart Association, Cancer Association), senior service agencies, etc.
- Promote it at Health Fairs

4. Promoting the app to gatekeepers, such as:

- Department of Hawai'i Prevent Suicide Hawai'i Task Force (statewide) as well as individual Suicide Prevention Task Forces in each county;
- Probation officers, judiciary, Office of Youth Services
- Community Mental Health Centers, Community Health Centers
- Community-based case management agencies
- Parent groups
- Faith-based groups

- Department of Education District and Complex counselors; School-Based Behavioral Health staff
- Request links to app in newsletters: It takes an Ohana (foster parents), Special Parent Information Network, People's Foundation, Hawai'i Youth Services Network, Parents Inc., National Association of Social Workers Hawai'i
- Request promotion of app in listserves: Aloha United Way, UH Public Health Department, Social Work Department, etc., Hawai'i Psychological Association, Partners in Care, Keiki Caucus and Kupuna Caucus, Hepatitis C network
- Promote with agencies mentioned above

2. PROJECTED ANNUAL TIMELINE FOR ACCOMPLISHING THE RESULTS OR OUTCOMES

Months 1-3: Develop content

Months 2-6: create app

Months 7-12: Market and promote app

3. QUALITY ASSURANCE AND EVALUATION PLANS

MHA-Hawai'i will do a test run with individual providers, youth, veterans, and family members to determine ease of use, effectiveness, and relevance, and to obtain general feedback.

We will send out follow-up emails to a sample of those to whom we have promoted and marketed the app, to find out whether downloaded it; and/or shared it via social media, their newsletter, on website; or used it.

We will send out a targeted email survey to key stakeholders – Suicide Prevention Task Force, County Task Forces, community partners, specific nonprofits and government agencies - to seek feedback on the usefulness of the app.

There will be close supervision by the Executive Director and the Pono Youth Program Director. Monthly reports will document tasks accomplished.

Ikayzo's Quality Assurance process begins at the start of the project and continues throughout the life cycle of design, implementation and deployment. It includes code-level unit tests, testing by the Ikayzo team, and close feedback loops with the customer and users. The agile development methodology's "release early, release often" approach

provides hands-on access to the customer throughout the process, which helps to ensure defects are found and addressed quickly.

4. MEASURES OF EFFECTIVENESS

1. Number of organizations/agencies that have put in their newsletter, on website, sent out to their list serve, emailed to constituents: 50
2. Number or organizations/agencies that have put link on their Facebook: 15
3. Extent to which app users are engaged: 50% of users access more than one area of the app.

III. FINANCIAL

BUDGET

1. Budget: see budget forms
2. Anticipated quarterly funding requests for the fiscal year 2016.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
lkayzo: 11,000	lkayzo: 12,497			
MHA: 11,584.50	MHA: 10,884.50	MHA: 10,884.50	MHA: 10,884.50	
Total: 22,584.50	Total:23,381.50	Total: 10,884.50	Total: 10,884.50	Total: 66,735

3. All other sources of funding being sought for FY 2016:
NONE
4. 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.
NONE

5. All government contracts and grants it has been and will be receiving for program funding.

NONE

6. Balance of its unrestricted current assets as of December 31, 2014.

\$575,000

IV. EXPERIENCE AND CAPABILITY

A. Necessary Skills and Experience

Mental Health America of Hawai'i is the state's leading experts on youth suicide and bullying prevention. We developed the first locally based youth and bullying suicide prevention program in the state.

For the past 6 years, MHA-Hawai'i has trained 12,000 youth – and adults who work with them – about how to identify when a student is depressed and/or suicidal, how to talk to them, and how to intervene and get them help. We have included the issue of bullying prevention because so many young people talked about bullying as being a factor in depression.

We have trained teachers, school counselors, college students, probation officers, judges, foster families, military groups, after-school programs, and both middle and high school students.

All our trainings are evaluated, and demonstrate enormous increases in awareness and knowledge of bullying and suicide on the part of participants. In evaluations from the most recent cohort of young people trained, 1,814 in 2013-14, 75% of youth indicated that they knew about the risk factors, warning signs, and resources for suicide. They also knew about the different forms of bullying, the negative outcomes, and the differences between active bystanders, passive bystanders, and defenders. There was tremendous positive response about the quality of the trainings.

Furthermore, we held focus groups with diverse populations of youth to identify the most effective messages to use in communicating suicide prevention information to youth. These messages were incorporated into a television PSA and will be helpful in determining the content of this app.

We have developed a Training for Trainers program in which we taught 60 adults (teachers, counselors, youth agency staff members) how to educate youth in suicide and bullying prevention to exponentially expand the capacities and reach of prevention trainings. Between 87% and 95% of 60 adults we trained to deliver these presentations felt that they could facilitate trainings on their own, could assist youth at risk for suicide, could ask directly if someone was suicidal, and could set up a training. Again, there was extremely positive feedback on the quality of the trainings.

One aspect of our program that is unique is that it is based directly on the experiences of hundreds of youth in Hawai'i, and is tailored to their needs and concerns.

B. Facilities

MHA-Hawaii has an office at 1124 Fort Street Mall, Suite 205. It contains adequate space for all staff, including proposed position.

V. PERSONNEL: PROJECT ORGANIZATION AND STAFFING

A. Staffing, qualifications, supervision, and training

A 50% FTE will be hired to develop the content of the app and market/promote it. She/he will have a background in public health, mental health, and/or marketing, and particular skills in social media. Bachelor's degree required, Masters preferred. Training and supervision will be conducted by MHA staff: Director of Pono Youth Program and Executive Director.

MHA Staff overseeing the project and supervising project staff:

Marya Grambs, M.S., Clinical Psychology, has been Executive Director of MHA-Hawai'i, for the past 9 years. She spearheaded the development of the Youth Suicide and Bullying Prevention Project and the College Mental Health Awareness Project. She has testified on numerous mental health related issues before the legislature, and has worked with the Department of Health and the Department of Human Services on care and treatment of mental illness. She has been a frequent media spokeswoman on mental health issues. Prior to being at MHA-Hawai'i, she spent 40 years as a nonprofit organization founder and director on issues relating to women and children, violence prevention, poverty, health, and mental health, and has received state and national awards in recognition of her work. She has personal as well as professional experience with mental illness and mental health issues.

As the Director of MHA-Hawai'i's Stop Youth Suicide and Bullying Program, Antonia Alvarez, L.M.S.W., has spearheaded workshops, trainings, media campaigns, seminars, classes, and

theatre performances on bullying and suicide prevention since 2009 for 12,000 youth and adults. She conducted numerous focus groups with youth to develop suicide prevention messages. She developed the Youth Suicide and Bullying Prevention curriculum as well as a Training for Trainers curriculum. Both of these curricula are very interactive and contain activities that she devised in order to generate active and engaged participation. She is a seasoned meeting and group facilitator for both youth and adults. She has supervised many social work graduate students for practicums in youth suicide and bullying prevention. She has been an advocate with stakeholders, policymakers, and other community leaders on behalf of the needs of youth. Before coming to MHA Hawai'i, she worked with teens in juvenile detention, Native American teens, teen artists and musicians, LGBTQ youth, Yup'ik Eskimo children and youth in rural Alaskan villages, and teenage girls who have been victims of teen dating violence in Hawai'i.

The firm being contracted to develop the app is Ikeyzo:

- Ikeyzo has team of seasoned digital designers and user experience professionals who have created smooth and intuitive user experiences and high-impact interface designs.
- They have a solid track record of successfully delivering web and mobile user experience and design projects for major clients, including Sony, PIMCO, Bank of America, CivilBeat.com, University of Hawai'i and the City and County of Honolulu.
- Other local clients served include Revolusun, Asia Pacific Films, PBS Hawai'i, University Health Alliance, Green Car Hawai'i, BioPacific Solutions, Hawai'i Business Magazine, Aloha Pacific Federal Credit Union, Aqua Hotels, and JFB Hawai'i.

With respect to Ikeyzo: This company utilizes agile development methodologies to collaboratively design and implement a user centric applications. Agile methodologies favor a highly iterative release early, release often approach that has been shown to produce more successful projects than legacy waterfall approaches because they involve the customer throughout the process. Rather than having a monolithic development effort where the customer sees nothing for months, small groups of features are developed and released to the customer every two weeks. Designers and developers work with key stakeholders to evolve the site in an organic manner. This high touch approach allows them to work as a team to create a superior user experience while meeting the goal of effective user self-service wherever possible.

Project Lead: Mike King, Vice President of Interactive Design

Mike King specializes in interaction design and front-end development for cutting-edge web applications. His experience with global finance customers such as PIMCO Financial, Nomura

Securities, and Wells Fargo have given him a keen understanding of the unique design requirements for large-scale enterprise clientele. Mike has also created interactive systems for government and educational institutions including the City & County of Honolulu and University of Hawai'i. A strong technical designer, Mike has extensive experience designing applications across multiple platforms, including iOS (iPhone/iPad) and Android, as well as responsive design for mobile web applications.

B. Organization

See attached

C. Compensation

Annual salaries paid by the applicant to the three highest paid officers, directors, or employees.

Executive Director, \$72,500

Pono Youth Director, \$57,400

Maui Branch Director, \$42,500

VI. Other

A. Litigation:

None

B. Licensure or Accreditation:

None

C. Federal and County grants after July 1, 2014.

None

D. Private Educational Institutions

No, grant will not be used to support or benefit an educational institution.

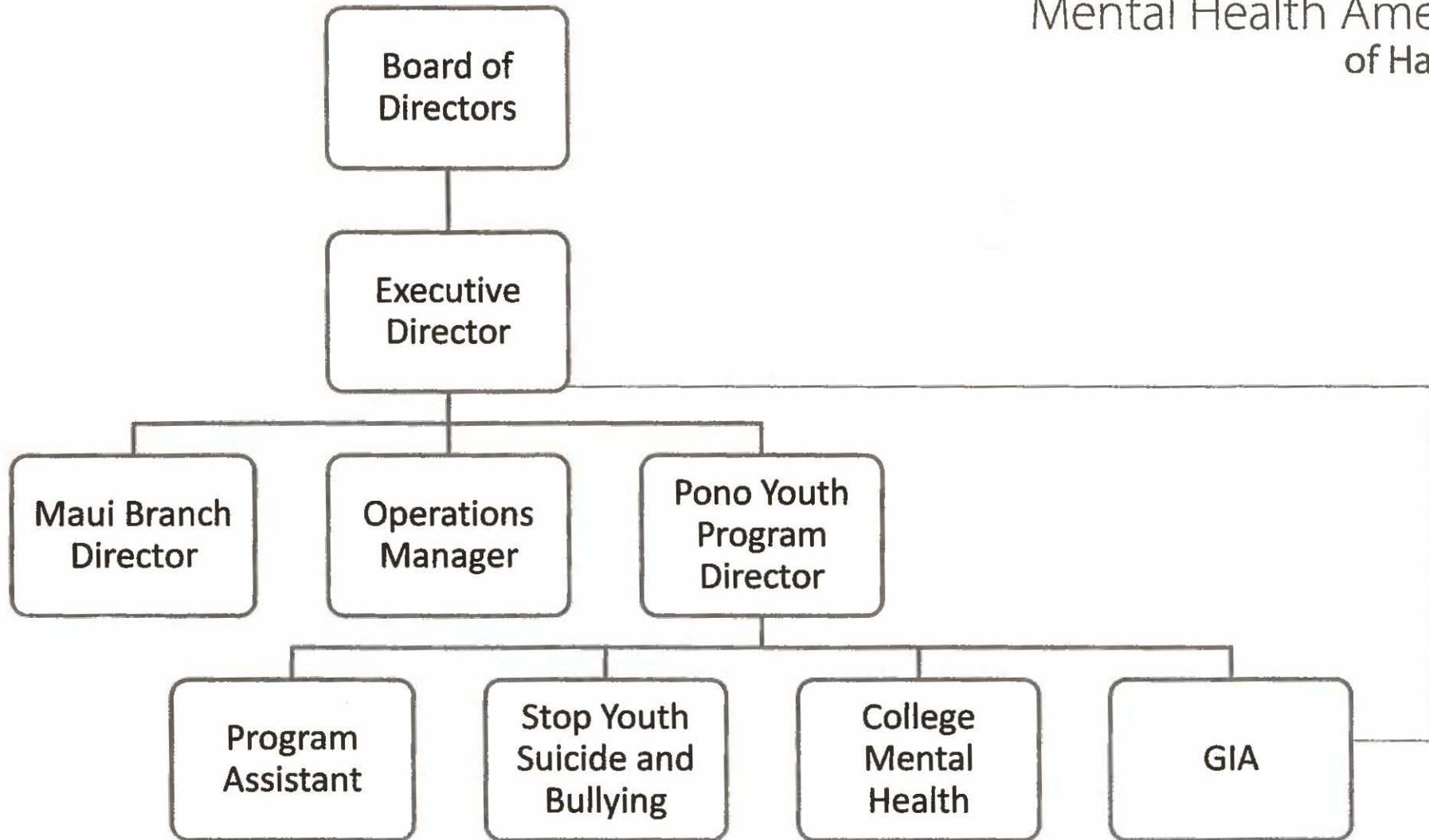
E. Future Sustainability Plan

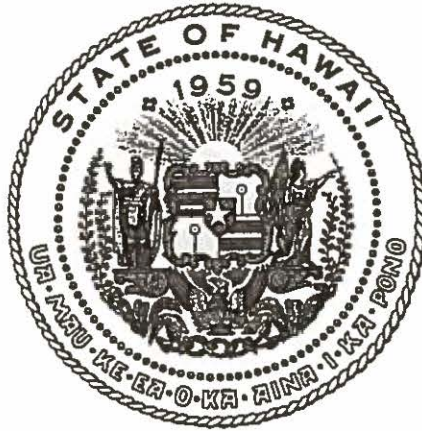
We will seek private funding to continue marketing the app.

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

ATTACHED

Organization Chart





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

MENTAL HEALTH ASSOCIATION IN HAWAII

was incorporated under the laws of Hawaii on 07/08/1968 ; 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 26, 2015

Interim Director of Commerce and Consumer Affairs



BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

App

Mental Health America of Hawaii

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	33,750			
2. Payroll Taxes & Assessments @ 10%	3,375			
3. Fringe Benefits @ 19%	6,413			
TOTAL PERSONNEL COST	43,538			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment	700			
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Professional Fees	22,497			
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	23,197			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	66,735	0	0	0
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	66,735	Marya Grambs	521 1846	
(b) Total Federal Funds Requested	0	Name (Please type or print)	Phone	
(c) Total County Funds Requested	0	XXXXXXXXXX	1/24/15	
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official	Date	
TOTAL BUDGET	66,735	Marya Grambs, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2015 to June 30, 2016

Mental Health America of Hawaii

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Project Coordinator	45000	\$45,000.00	75.00%	\$ 33,750.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				33,750.00
JUSTIFICATION/COMMENTS:				
This person will be responsible for implementation of project.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

Applicant: Mental Health America of Hawaii

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Computer	1.00	\$700.00	\$ 700.00	700
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 700.00	700

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

**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, 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.

Mental Health America of Hawaii
(Typed Name of Individual or Organization)

(Signature)

2/24/15
(Date)

Marva Grambs
(Typed Name)

Executive Director
(Title)