

House District 43

Senate District 20

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: United States Veterans Initiative

Dbas: U.S.VETS

Street Address: 91-1039 Shangrila Way, Building 37, Kapolei, HI 96707

Mailing Address: P.O. Box 75329, Kapolei, HI 96707

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name KIM COOK, PSY.D.

Title Executive Director

Phone # 808-682-9010

Fax # 808-682-9006

E-mail kcook@usvetsinc.org

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

4. FEDERAL TAX ID # [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$ 1,199,416

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 \$ _____
 FEDERAL \$ 2,616,275
 COUNTY \$ 41,000
 PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[REDACTED]
AUTHORIZED SIGNATURE

KIM COOK, PSY.D., EXECUTIVE DIRECTOR
NAME & TITLE

1/21/16
DATE SIGNED



Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

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

Since its inaugural facility opened in 1993, United States Veterans Initiative (U.S.VETS) has become a recognized leader in the field of service delivery to homeless veterans and is now the largest non-profit organization in the nation. In 23 years, U.S.VETS has served over 50,000 veterans. The organization currently manages 21 residential facilities and 9 service centers in 14 different cities to include the District of Columbia and the Territory of Guam that houses over 3,000 veterans daily and operates more than 100 federal grants from the Department of Veterans Affairs, the Department of Housing and Urban Development, and the Department of Labor, as well as more than 40 foundation grants. Its mission is "The successful transition of military veterans and their families through the provision of housing, counseling, career development and comprehensive support."

Specifically in Hawai'i, since 2002 at its Barber's Point location, U.S.VETS has assisted over 3,000 formerly homeless veterans. Expansion of services occurred in 2007 with the operation of the Wai'anae Civic Center. Most recently, U.S.VETS has expanded its residential housing programs to the territory of Guam and the islands of Kaua'i and Hawai'i with its VA funded Emergency Housing programs. On any given day, U.S.VETS houses over 3,500 homeless and formerly homeless persons through the U.S. In Hawai'i, the two facility operations serve over 700 persons daily including 498 transitional units, 45 with emergency shelter, 48 with permanent supportive housing, and 146 long-term affordable supportive housing.

2. The goals and objectives related to the request;

U.S.VETS is requesting \$1,199,416 in funding allocated under this RFP to fulfill the following key goals of the program:

- 1) To coordinate and deliver services in order to support the goals of VA funded Emergency Housing bridge bed projects and HUD funded Permanent Supportive Housing projects
- 2) To specifically support the housing needs of a minimum of 40 persons served under the Emergency Housing bridge bed programs and 50 households of Permanent Supportive Housing
- 3) To outreach, engage and assess persons living unsheltered who are most at-risk based on the Vulnerability Index (VI-SPDAT), in addition to information in the statewide HMIS system, recent Point-In-Time counts and additional provider knowledge. Coordination with PHOCUSED on assessment scoring and prioritization will be implemented
- 4) To assist as many as 80% of those served in the Permanent Supportive Housing project to retain housing using the Housing First approach that requires only compliance to typical landlord provisions
- 5) To expand and develop a database of landlords willing to rent units
- 6) To increase rental housing inventory to a minimum of 25 units to include furnishing of units
- 7) To work with clients using a client-centered, strengths-based approach that identifies key goals of clients, formulates these goals and related tasks in a service plan, and supports client activities to achieve these goals
- 8) To assist clients who desire to enter treatment for substance abuse and/or mental health, assist clients with mainstream benefits, and support clients seeking to increase income through reintegration back into the labor force

3. The public purpose and need to be served;

This proposal is a response to two factors: 1) The large and stagnant and chronically homeless persons on O'ahu, and 2) The paradigmatic change emphasizing the Housing First and Safe Haven service delivery models for Permanent Supportive Housing and Emergency Housing bridge beds, respectively.

The most recent 2015 Point-In-Time (PIT) count study estimated that over 450 veterans continue to experience homelessness in Hawaii including a point estimate of 385 veterans on any given day including 227 veterans who were encountered living unsheltered in a place unfit for human habitation. While many communities in the country have seen significant declines in the number of homeless veterans, Oahu (and Hawaii in general) has recorded yearly estimates from PIT counts that exceed 500 veterans for each of the last five years.

Data from the State of Hawaii's Homeless Management Information System also show that annually over 1,000 veterans utilize homeless services throughout Hawaii including 502 veterans accessing shelter services and 443 veterans accessing outreach services. The State of Hawaii was identified by the

Department of Veterans Affairs as one of the 75 areas targeted for additional SSVF Surge funding to help meet the VA's goal of ending homelessness by 2015.

A slight rise of visible and congregate homelessness in the Waikiki and Downtown Honolulu regions have also sparked both complaints from visitor's and the business community and provided the impetus for new state and county funds to address the problem.

Reducing homelessness is a primary issue of concern for the City of Honolulu and the State of Hawaii. Significant new resources have been allocated to providers like U.S.VETS to expand housing options and strengthen outreach efforts to reduce the problem. U.S.VETS' particular focus on eliminating veteran homelessness works towards this local community goal and the national VA goal of ending veteran homelessness.

4. Describe the target population to be served; and

While national statistics on veterans homelessness has shown sizable decreases in many areas of the country, the State of Hawaii, especially Oahu, continues to experience stagnant levels of veterans homelessness, including more new and younger veterans experiencing homelessness for the first time. Due to its large military presence, any veterans stay or return to Hawaii due to their service connection after their military discharge. While each veteran has a unique experience, and poverty or low income earnings contribute to homelessness, many follow a scenario that includes untreated mental illness, followed by increased substance abuse then separation from family or friends lost employment, and a withered support network, and eventual homelessness.

The specific target population under this RFP are single veterans or veteran families who are currently unsheltered and living on the island of O'ahu with prioritization for individuals who need long-term permanent supportive housing supported fully by resources outlined in this RFP. The Emergency Housing program will serve as a bridge bed to assist veterans in obtaining a more permanent living situation.

5. Describe the geographic coverage.

Homelessness among veterans continues to be a significant problem in Hawaii and around the country. In the recent 2015 Point-In-Time, a one-day total of 467 veterans (467 on Oahu) were found living in the streets, parks, and shelters. The annual University of Hawaii homeless utilization reported over 800 veterans entering services during the past year, with 443 experiencing unsheltered or "street" homelessness on Oahu.

U.S.VETS conducts island-wide outreach to all geographic areas and the will be the target geographic area under this proposal, with a preference on the densely populated Honolulu area and Leeward coast where most of the unsheltered individuals reside.

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;

U.S.VETS programs employ a combination of replicable, well-established best practices grounded in sound research substantiated by field experience. U.S.VETS has created a continuum of care so veterans can seamlessly progress from one stage to the next, receiving the assistance they need to improve their lives. U.S.VETS coordinates its services with a wide variety of service agencies and community partners and strives to empower each veteran to take responsibility for his or her success, elevate each veteran's sense of psychological well-being and self-esteem, and guide each veteran on the path toward independence. To ensure veterans are aware of services, an Outreach team reaches out to veterans by visiting parks, camps, shelters, the streets, and other places not meant for human habitation as well as collaborates with local area providers to include hospitals, detoxification facilities, and Veterans Administration (VA) clinics to identify veterans and refer them to services based on assessment of their needs. Veterans will be assessed for eligibility and VA approval then be placed into community-based, safe, emergency housing and provided with comprehensive wraparound services with the goal on achieving health and housing stability. U.S.VETS will follow the protocol for entry assessment and admission to include obtaining the VA Release of Information and ensure completion of the VA Homeless Assessment.

Upon admission in to programs, U.S.VETS will provide supportive services to include intensive case management, counseling, skills development, benefits acquisition assistance, employment assistance, financial management, legal advocacy, housing assistance, recovery assistance, relationship assistance, discharge planning, onsite support services, three nutritious meals daily, clothing, hygiene products, furnishings, secure storage of personal belongings, laundry, transportation, and access to the VA for medical, mental health, and addiction treatment. Each veteran will be assigned a case manager as their primary contact who will work in conjunction with the veteran in developing a Housing Support Plan with a focus on obtaining the appropriate services and support to secure more housing permanency within 60 to 90 days. As appropriate, veterans will be assessed for eligibility for other U.S.VETS' program.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

The timeline of key start-up activities includes: 1) Securing program facilities for 2 emergency housing programs and a minimum of 25 scattered site single room occupancy and/or single family housing units (emergency housing program facilities currently in progress and scattered site housing units will work to be secured immediately upon grant award notice and execution of grant agreement. A minimum of 25 units will be secured within 9 months of grant execution), 2) Hiring necessary staff to provide services (within 45 days of obtaining grant funds), 3) Staff training and orientation (within 2 weeks of staff hire), 4) Outreach immediately upon grant agreement.

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 is maintained through monitoring operations, programs, and employees through a variety of methods. These include daily review of occupancy; protocols for admission to include obtaining a release of information and completing the housing assessment; file audits to ensure proper documentation and frequency of case management meetings, provision of assistance in obtaining health services, provision of referrals for group activities and frequency of attendance, proper discharge planning, achievement of stable housing outcomes, completion of consumer satisfaction questionnaire, reporting of critical incidents, and evidence of community resource coordination; and timely submission of invoices.

U.S.VETS also regularly monitors its program outcomes with a monthly evaluation tool containing a minimum of 25 outcomes measures that track success in different aspects of programs and with different veteran subgroups (female, OEF/OIF). Specifically, within this monthly evaluation tool, U.S.VETS has implemented a monthly meeting with department leadership to ensure the consistency of data, and outcomes of this tool are utilized to inform programmatic or operational changes in order to uphold the standard of program implementation. Additionally, outcome data is utilized at quarterly board meetings with the agency's Board of Directors to inform organizational success or barriers across various metrics, and annually with the National Clinical Directors and Program Managers to evaluate programmatic trends with necessary considerations being made for program adjustments.

U.S.VETS also monitors its performance through monthly program and fiscal reporting that is overseen by the Executive Director, the Chief Operating Officer, and the National Evaluations Specialist. Reports are reviewed for data consistency and integrity and are compiled by the National Evaluations Specialist.

Outcomes are regularly reported to the Board of Directors and funders. To ensure the efficacy and efficiency of the programs, executive and program staff meets regularly through local meetings, weekly conference calls, and quarterly and annual conferences to assess the monthly data reports, share anecdotal evidence, review best practices, and reevaluate core competencies to make program adjustments as necessary. Outcome data it utilized to determine the agency's success or barriers across various matrices and the evaluation of programmatic trends are made with necessary considerations for program adjustments. Annual performance evaluations for each employee are also conducted.

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.

U.S.VETS proposes the following measures of effectiveness to be provided to the State to determine our program's achievement.

- 1) Securing a minimum of 20 new to contribute to U.S.VETS rental housing inventory
- 2) Furnish 20 new rental units and ensure it is prepared for immediate occupancy
- 3) Secure 2 emergency housing facilities to support single veterans in their transition to housing permanency
- 4) Obtain a vehicle to support client transportation needs
- 5) Maintain a budget that is within +/- 15% of budgeted expenditures

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request. *Attached.*
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2017.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$299,584	\$299,584	\$299,584	\$299,584	\$1,199,416

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2017.

See attached Government Contracts List.

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 a listing of all federal, state, and county government contracts and grants it has been and will be receiving for program funding. *Attached.*
5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2015.

As of December 31, 2015, the balance of unrestricted current assets for U.S.VETS in total is \$6,887,874.

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.

Ending homelessness among veterans has become a national priority being championed by the Department of Veterans Affairs (VA), the Department of Labor (DOL), the Department of Housing and Urban Development (HUD). At the federal level, over 300 million in new funding has been appropriated in the past three years.

The VA annually compiles a comprehensive needs list for veterans in each area of the country. VA data show that the State of Hawaii, and Oahu in particular, continue to have great need for comprehensive homeless reintegration services for both male and female veterans. HUD, a key partner in the plan to end veteran homelessness requires that communities track the need for homeless services for the veteran population in the annual request for homeless assistance funding. The DOL has also created several funding streams over the last five years to specifically address the needs of different homeless veteran population including women, families with children, and incarcerated veterans. With the support of its federal partners, U.S.VETS has twenty three years of experience in the delivery of

comprehensive housing and supportive services to individuals and families experiencing homelessness, including long-term chronic homelessness among persons with mental illness, chronic health conditions and substance abuse.

U.S.VETS has operated emergency housing programs and permanent supportive housing programs since 2006. The emergency housing programs have successfully served an average of 50 per year in its programs, all of whom were currently unsheltered and in need of immediate housing. As for its permanent housing program, U.S.VETS has successfully served nearly 50 individuals/households in the last 3 years. The table below lists U.S.VETS' experience in providing emergency housing and permanent supportive housing assistance.

Type of Program	Name of Program	Approximate Persons Served/Yr	#Years	Estimated Amount/Yr
Emergency	HOPTTEL Ewa	80	6	\$146,000
Emergency	HOPTTEL WCC	80	4	\$146,000
Emergency	HOPTTEL Kaua'i	20	1	\$164,250
Emergency	HOPTTEL Guam	30	2	\$173,375
Emergency	Respite	100	5	\$219,000
PSH	Permanent Housing for Disabled Veterans (PHDV)	40	10	\$142,500
PSH	Chronically Homeless Aspiring for Maintenance Program (CHAMPS)	50	4	\$250,000
PSH	Housing First	75 (includes non-veterans)	3	\$1,562,500

U.S.VETS has adopted the Safe Haven model of community-based housing for homeless veterans and embraces many elements of the supportive housing paradigm in serving hard-to-reach individuals to include chronically homeless veterans, veterans with severe mental illness, and those who are medically fragile. The Safe Haven model is most effective with the population served within its Emergency Housing programs.

The framework utilized by U.S.VETS includes characteristics of Safe Haven facilities that operate in accordance with the McKinney Act outlined in the Safe Haven Toolkit (<https://www.onecpd.info/resources/documents/SafeHavens.pdf>). U.S.VETS has 23 years of experience providing supportive services and housing accommodations that align with the Safe Haven model to include:

- 24-hour residence for eligible veterans who may reside for a unspecified duration, however a construction-programmatic adjustment allow for “time limited” length of stay
- Private or semiprivate accommodations
- Limit overnight occupancy (no more than 25 persons)
- An expectation of transition to permanent placement after program stay
- 24/7 “awake” staff; ratio of 1 staff to 15 veterans
- Case manager availability on all day shifts seven days per week
- Utilization of peer support to augment services to include outreach, transportation services, housing specialist services, and other services
- Support services offered to eligible “who are not residents on a drop-in basis”
- Linkages to substance abuse, health care services, and managed care
- Utilization of techniques that include:
 - Outreach
 - Engagement
 - Service Plan Development
 - Service Plan Implementation
- Crisis Management
 - Crisis & Response
 - Threatening behavior
 - Danger to self / others
 - Medical Emergencies
 - Missing Persons
 - Clients victimized by outsiders
 - Natural Disasters
- Programmatic Factors – Rules and Expectations – Rights and Responsibilities - Outcomes
- Appropriate staff coverage to support veterans needs in the program

Along with adopting the Safe Haven model within its programs, U.S.VETS has also adopted and embraces the Housing First paradigm, which prioritizes immediate placement from an unsheltered location to permanent housing. This paradigm is most effective for individuals who require permanent supportive housing services and is a low-demand paradigm that requires only minimum client compliance including regular meetings with case management staff and representative payee services. Sobriety or medical compliance is not a program requirement. Program discharge generally only occurs based on client wishes, tenant non-compliance, or discharge to a health care facility. Housing First prioritizes stability of housing before treatment intervention.

Since its program operation, the program has delivered residential-based services to over 3,000 homeless veterans. Outcome records from U.S.VETS evaluation department show the following key outputs and outcomes over the past four years:

- a. Total homeless veterans served – 1,382 new unduplicated veterans (approximately 200 new entries per year)
- b. Average veterans served annually – 250 unduplicated veterans on average served during the year
- c. Total beds night – 322,726 beds night (91% capacity over 10 years)
- d. Employment placements – 996 veterans placed in first job (Averages 100 placements per year)
- e. Outreach – 3,785 duplicated veterans engaged (approximately 55% program placement rate)
- f. Permanent Housing Placement Rate – 66% placement into permanent/long-term housing with an 80% permanent housing placement rate within the last year.

This high level of success also helps the overall Continuum of Care meet its community goals in the areas of permanent housing placements and employment income and receive over \$9 million in federal homeless assistance from HUD annually. Each year, U.S.VETS submits annual performance reports to HUD, VA and DOL officials. Overall, performance typically shows U.S.VETS meeting or exceeding 80%+ of performance goals. U.S.VETS' programs and service to veterans has been recognized in many states including Hawaii, California, Nevada, and Arizona by the National Coalition for Homeless Veterans.

Listed below are three contacts for contractual reference for U.S.VETS:

- 1) (10 years contracting) HUD Field Office, Rebecca Borja, Homeless Assistance Programs
500 Ala Moana Blvd., Suite 3A, Honolulu, HI 96813
Phone: (808) 457-4680; Fax (808) 457-4694; Rebecca.C.Borja@hud.gov
- 2) (8 years contracting) City and County of Honolulu, Gabe Naeole, Planner
715 S. King Street, Suite 311 Honolulu, HI 96813.
Phone: (808) 768-7715; Fax (808) 768-7793; gnaeole@honolulu.gov
- 3) (11 years contracting) Department of Veterans Affairs, Andrew Dahlburg
459 Patterson Rd., Honolulu, HI 96819
Phone: (808) 433-0335; Fax (808) 566-2053; Andrew.Dahlburg2@va.gov

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.

U.S.VETS currently utilizes the scattered-site approach in placing its existing Emergency Housing client program participants in safe, secure residential housing opportunities within existing communities. The paradigm of placing clients in residential neighborhoods, such as the clients that U.S.VETS houses in the Ocean Pointe Planned Community in Ewa Beach, Hawai'i, allows for clients to enjoy the experience of community integration rather than the "Not-In-My-Back Yard" atmosphere that may be the prevailing sentiment if segregated to outlying areas.

U.S.VETS' current Ocean Pointe location in Ewa Beach, Hawai'i is a 4-bedroom/3 bath single family home. The current facility contains central A/C, an enclosed garage, laundry access, an enclosed yard, and a community pool and has successfully maintained a passing rating on its annual VA inspection (subsections include: facilities management, security, nutrition, medication management, and clinical). The facility additionally has immediate access to a bus route within a block of the location, and is accessible within two blocks of a community shopping mall. U.S.VETS intends to solicit locations for its two newest emergency housing locations within like communities in town, ideally within close proximity to the VA Hospital to ensure increased accessibility for these veterans. A current survey is being conducted to identify a facility that meets these aforesaid facility living requirements. Once a location is secured, the appropriate and relevant licenses and permits will be obtained.

With regard to its permanent supportive housing projects, U.S.VETS also adopts the scattered-site approach in placing veterans and families in to community units that promote community integration. Within the last three years, U.S.VETS has recently implemented the Housing First paradigm within its permanent supportive housing programs which priorities immediate placement from an unsheltered location to permanent housing. Current scattered site units include a combination of single room occupancy units to single family homes that span across the island from the areas of Waikiki to Makaha Valley. Additionally, U.S.VETS has made a concerted effort within the last year to build its housing inventory to support the Housing First paradigm. The existing U.S.VETS Housing Coordinator will work with community landlords to rent a minimum of 25 empty units and will furnish each unit in order that it becomes ready and available for persons who are currently unsheltered and need immediate housing. In collaboration with the U.S.VETS Outreach Coordinator identification of individuals to fill these units will be conducted.

- V. 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.

Daily operations of the U.S.VETS housing and supportive services are managed and supported by a team of staff, students, and volunteers. The team members dedicated to this proposed project will include the Executive Director, Clinical Director, Emergency Housing Coordinator, Emergency Housing Case Manager, Veteran Services Assistant, and Resident Monitor. The positions along with their staff are responsible for ensuring that the program goals are implemented in compliance with funding sources and regulations and that all activities are in the best interest of the beneficiaries. Additional administrative support will be provided by the Chief Operating Officer, Vice President of Operations & Compliance, National Development Evaluation Specialist, and Operations Manager. U.S.VETS personnel will be solely dedicated to administering the contract requirements and providing management and oversight of the project.

To ensure that 24/7 coverage is maintained at each residence, and that supportive and emergency services are accessible to the veterans residing in this project, the current staffing plan for this project is as follows:

In addition to the direct staffing oversight for the project will be given by the site's Executive Director, Clinical Director and Emergency Housing Program Coordinator. The U.S.VETS' Outreach Coordinator and Outreach Specialists will also collaborate with program staff on this project in terms of fulfilling the capacity requirements as outlined by this contract. In totality, 1.75 FTE staff will be designated to this project alone.

Key Personnel

Darryl Vincent, MSW, CSAC, Chief Operating Officer, has over 12 years of experience working with homeless veterans with disabilities in residential programs. He will be responsible for the overall implementation of the Hawai'i operations. Darryl has also served for 3 years as the past Chair for the State of Hawai'i's continuum of care.

Jessica Rohac, MSW, Vice President of Operations & Compliance, joined U.S.VETS 14 years ago. She possesses a Bachelor's Degree in Psychology and a Master's of Social Work Degree. She is responsible for overseeing organizational grant and contract compliance and administration for grants, service programs, and the implementation of new projects, with an emphasis on regulations and procedures.

Michael Ullman, Ph.D, National Development and Evaluation Specialist, has over 20 years of experience in the field of homeless services. He is responsible

for the procurement of residential services, financial oversight, and evaluation of U.S.VETS - Hawai'i operations.

Kim Cook, Psy.D., Executive Director, has worked with U.S.VETS for 6 years and is responsible for the fiscal, programmatic, and clinical operations of U.S.VETS – Barber's Point. She will also be responsible for quality assurance monitoring as it relates to the contract's standards. With regard to her experience, she has worked with individuals with severe mental illnesses and medically fragile clients for over 15 years.

Jamie Henry, MBA, Operations Manager, manages all financial and administrative needs of U.S.VETS – Barber's Point. Jamie has over 20 years of experience in budgeting, forecasting and financial analysis, 16 of those years working in the non-profit sector. Jamie has extensive experience in human resources, facilities management, and policy and procedure development.

Duke Ma'ele, BA, Emergency Housing Program Coordinator, currently manages 5 U.S.VETS – Barber's Point Emergency Housing contracts to include remote contract in Guam and Kaua'i. The Emergency Housing Coordinator is responsible for the direct management and supervision of the delivery of comprehensive clinical-based case management services and residential assistance. Duke is the designated administrative staff member for this project who is contacted for program or after hour emergencies. As a 20-year retired army veteran, Duke exhibits a thorough understanding of working with veterans in the capacity of which we serve.

Doreen Tavai-Bright, BA, Case Manager, has 15 plus years' experience providing case management services to a wide range of clients. Doreen's experience in the human services field allows her to be a strong advocate for her clients. She works closely with clients to assist and guide them in achieving their highest level of independence.

**Attached are staff resumes and an organization chart that details the basic structure of staff for the proposed 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. *Attached.*

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.

Stephen Peck, Chief Executive Officer \$146,895
Darryl J. Vincent, Chief Operating Officer \$114,835
Judith Biggs, Vice President, Development \$110,965

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.

Pending litigation is employee-related which we cannot disclose due to confidentiality issues.

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. *Not applicable.*

C. 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. *Not applicable.*

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2016-17 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2016-17, but
- (2) Not received by the applicant thereafter.

U.S.VETS – Barber’s Point has access to the National U.S.VETS’ development team to assist in pursuing other sources of funding should a grant not be renewed and/or the amount of funding be reduced. U.S.VETS, both nationally and locally

has committed funds to hire a development team whose sole purpose is to raise funds through grants (both government generated and private foundations) and fundraising activities through-out the fiscal year. In addition, the site's executive leadership team look for new funding opportunities on a regular basis. Should this grant not be renewed, U.S.VETS – Barber's Point will tap into these resources.

E. 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, 2015. *Attached.*

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2016 to June 30, 2017

Applicant: United States Veterans Initiative

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	67,916	0	0	0
2. Payroll Taxes & Assessments	9,508	0	0	0
3. Fringe Benefits	6,792	0	0	0
TOTAL PERSONNEL COST	84,216	0	0	0
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	0	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	951,800	0	0	0
5. Staff Training	1,200	0	0	0
6. Supplies	2,700	0	0	0
7. Telecommunication	1,800	0	0	0
8. Utilities	34,500	0	0	0
9. Repairs & Maintenance	36,000	0	0	0
10. Vehicle Expense	4,800	0	0	0
11. Food	27,000	0	0	0
12. Furniture	25,000	0	0	0
13. Mileage	600	0	0	0
14. Stipend	4,800	0	0	0
15				
16				
17				
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19				
20				
TOTAL OTHER CURRENT EXPENSES	1,090,200	0.0	0	0
C. EQUIPMENT PURCHASES	0	0	0	0
D. MOTOR VEHICLE PURCHASES	25,000	0	0	0
E. CAPITAL	0	0	0	0
TOTAL (A+B+C+D+E)	1,199,416	0	0	0
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	1,199,416	Jamie Henry (808) 872-2987 Name (Please type or print) Phone		
(b) Total Federal Funds Requested	0	[Redacted] January 21, 2016 Signature of Authorized Official Date		
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	0			
TOTAL BUDGET	1,199,416	Kim Cook, Psy.D., Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES
 Period: July 1, 2016 to June 30, 2017

Applicant: United States Veterans Initiative

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Case Manager	1.00	\$35,000.00	100.00%	\$ 35,000
Veteran Service Assistant	1.00	\$21,944.00	100.00%	\$ 21,944
Veteran Service Assistant	0.50	\$10,972.00	100.00%	\$ 10,972
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				67,916
JUSTIFICATION/COMMENTS: Two veteran service assistants (VSA) needed to transport clients to medical appointments, Vetetran's Administration meetings, etc. VSA's will also deliver meals to each location daily.				

**BUDGET JUSTIFICATION
PERSONNEL: PAYROLL TAXES, ASSESSMENTS, AND FRINGE BENEFITS**

Applicant: United States Veterans Initiative

TYPE	BASIS OF ASSESSMENTS OR FRINGE BENEFITS	% OF SALARY	TOTAL
PAYROLL TAXES & ASSESSMENTS:			
Social Security	As required by law	As required by law	
Unemployment Insurance (Federal)	As required by law	As required by law	
Unemployment Insurance (State)	As required by law	As required by law	
Worker's Compensation	As required by law	As required by law	
Temporary Disability Insurance	As required by law	As required by law	
		14%	\$ 9,508
SUBTOTAL:			
FRINGE BENEFITS:			
Health Insurance	Total Personnel -		
Retirement	Total Personnel -		
		10%	\$ 6,792
SUBTOTAL:			
TOTAL:			\$ 16,300
JUSTIFICATION/COMMENTS:			

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2016 to June 30, 2017

Applicant: United States Veterans Initiative

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS: Equipment not budgeted.				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Seven passenger mini van	1.00	\$25,000.00	\$ 25,000.00	25,000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 25,000.00	25,000
JUSTIFICATION/COMMENTS: Mini van will be used to transport clients to and from appointments with physicians and with the Veteran's Administration. The mini van will also be used to transport supplies (as needed) and daily meals to clients.				

**BUDGET JUSTIFICATION
PROGRAM ACTIVITIES**

Period: July 1, 2016 - June 30, 2017

Applicant: United States Veterans Initiative

DESCRIPTION	AMOUNT	JUSTIFICATION/COMMENTS
Food Costs	27,000	Budgeted \$2,250 per month for client meal program.
Furniture	25,000	Estimated \$1,000 per unit for 25 new permanent housing units.
Gas	3,600	Gas for mini-van budgeted at \$300 per month.
Lease/Rental of Space	951,800	1. Direct space cost for the programs's two HOPTEL homes budgeted at \$3,200 per month for each home. 2. Direct space costs for 25 permanent housing units at \$2,500 per unit per month plus security deposit.
Mileage	600	Estimated at \$50 per month.
Repair & Maintenance	36,000	Ongoing repairs and maintenance for each home and permanent housing sites on O'ahu.
RM Monthly Stipend	4,800	Monthly stipend for one Resident Monitor (RM) per house.
Staff Training	1,200	Estimated \$100 per month for required staff training.
Supplies	2,700	Budgeted \$225 per month for office supplies and a purchase of one laptop computer for the case manager.
Telecommunications	1,800	Monthly charge for two cell phones at \$75 each.
Utilities	34,500	Includes water/sewer at \$200/month/house, electricity at \$250/month/house, and phone/cable for \$125/month/house for the two HOPTEL sites. Also included is utilities for three permanent housing sites on O'ahu.
Vehicle Maintenance	1,200	Normal vehicle maintenance and repairs budgeted at \$100 per month.
Total:	1,090,200	

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: United States Veterans Initiative

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: 2014-2015	FY: 2015-2016	FY:2016-2017	FY:2016-2017	FY:2017-2018	FY:2018-2019
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS: Capital improvements not budgeted.						

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: United States Veterans Initiative

Contracts Total:

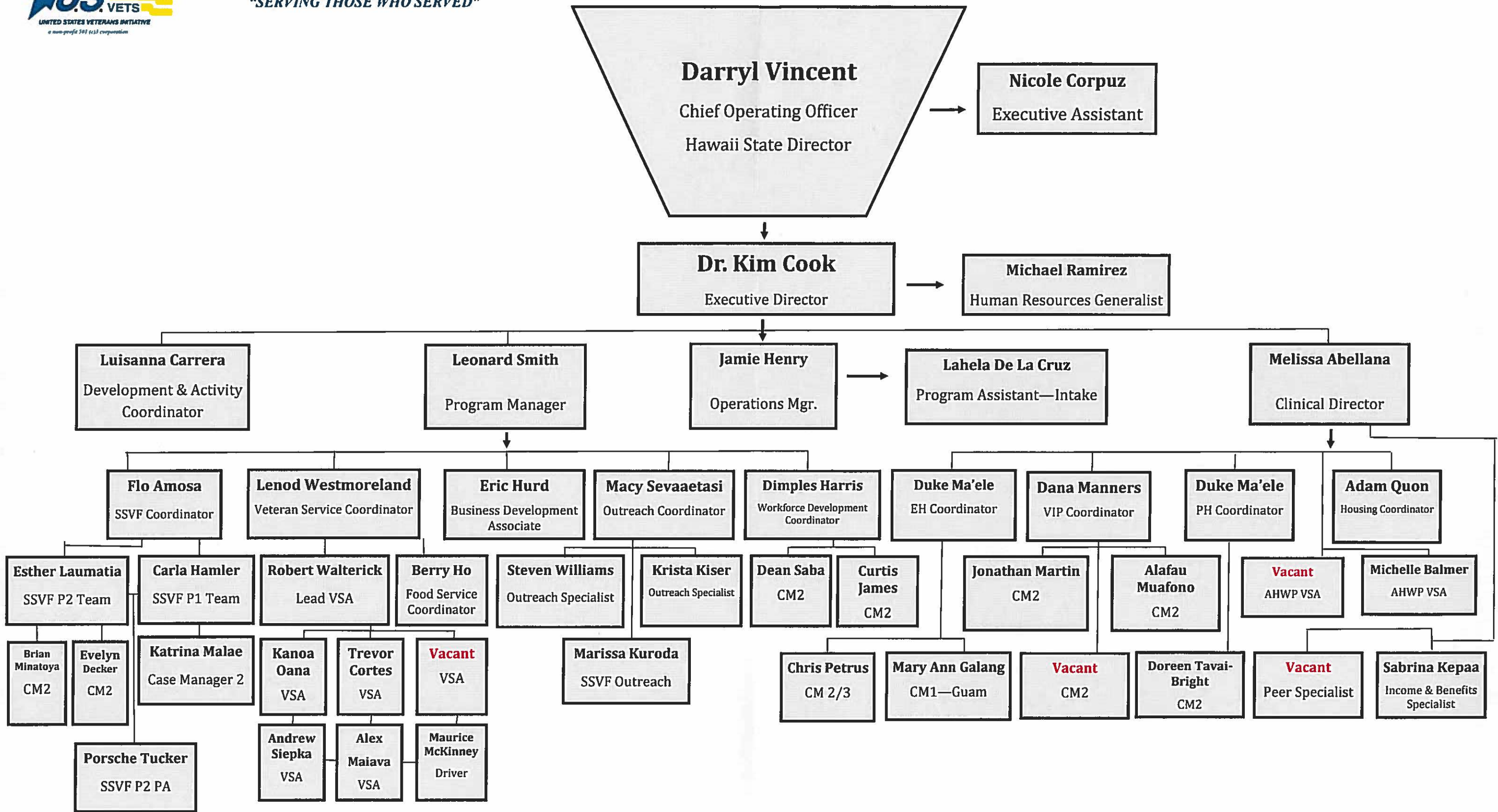
8,237,772

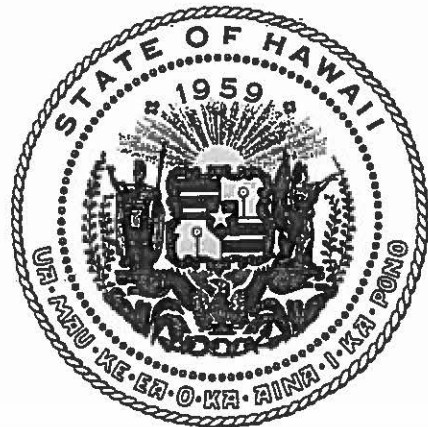
	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	Will Seek FY17 Renewal (Y) (N)	CONTRACT VALUE
1	Veteran's In Progress - transitional housing	7/1/15-6/30/16	Department of Veteran Affai	U.S.	Yes	\$ 1,549,557
2	ADVANCED Hawaii Women's Program - transitional housing for women veterans	7/1/15-6/30/16	Department of Veteran Affai	U.S.	Yes	237,177
3	Veteran's In Progress - transitional housing	8/1/15 - 7/31/16	Housing & Urban Development	U.S.	Yes	321,438
4	Permanent Housing for Disabled Veterans	9/1/15 - 8/31/16	Housing & Urban Development	U.S.	Yes	133,066
5	CHAMPS - Housing for chronically homeless	6/1/15 - 5/31/16	Housing & Urban Development	U.S.	Yes	244,709
6	HOPTTEL - Ewa - temporary housing for veterans	7/1/15 - 6/30/16	Department of Veteran Affai	U.S.	Yes	146,000
7	HOPTTEL - Guam - temporary housing for veterans	7/1/15 - 6/30/16	Department of Veteran Affai	U.S.	Yes	173,375
8	HOPTTEL - Kauai - temporary housing for veterans	7/1/15 - 6/30/16	Department of Veteran Affai	U.S.	Yes	164,250
9	HOPTTEL - Honolulu Seniors - temporary housing for veterans	9/28/15 - 9/27/16	Department of Veteran Affai	U.S.	Yes	155,500
10	HOPTTEL - Honolulu - temporary housing for veterans	9/28/15 - 9/27/16	Department of Veteran Affai	U.S.	Yes	155,500
11	HOPTTEL - Hilo- temporary housing for veterans	9/14/15 - 9/13/16	Department of Veteran Affai	U.S.	Yes	164,700
12	Respite - temporary housing for veterans	7/1/15 - 6/30/16	Department of Veteran Affai	U.S.	Yes	219,000
13	Supportive Services fro Veterans and Families - Honolulu	10/1/15 - 9/30/16	Department of Veteran Affai	U.S.	Yes	1,500,000
14	Supportive Services fro Veterans and Families - Rural O'ahu and Neighbor Islands	10/1/15 - 9/30/16	Department of Veteran Affai	U.S.	Yes	1,017,000
15	Homeless Veteran's Reintegration Program - employment program	7/1/15 - 6/30/16	Department of Labor	U.S.	Yes	200,000
16	Housing First Program	6/27/15 - 6/26/16	Department of Human Svcs.	State of Hawaii	Yes	1,562,500
17	Grants-in-Aid for transitional housing	10/1/15 - 9/30/16	Dept. of Community Svcs.	City & County of Honolulu	Yes	110,500
18	Emergency Solutions Grants - Emergency housing program	12/15/15 - 6/30/17	Dept. of Community Svcs.	City & County of Honolulu		41,000
19	State of Hawaii Stipend - transitional housing	8/1/15 - 7/31/16	Department of Human Svcs.	State of Hawaii	Yes	142,500
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"SERVING THOSE WHO SERVED"

Barber's Point Organizational Chart—Site Level





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

UNITED STATES VETERANS INITIATIVE

incorporated under the laws of California

was duly registered to do business in Hawaii as a foreign nonprofit corporation on 08/04/2004 , and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporation Act, regulating foreign 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 22, 2016



Director of Commerce and Consumer Affairs

