

House District 5,6
Senate District 8,9,10,11

THE TWENTY-NINTH 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: Arc of Maui County

Db/a: _____

Street Address: 95 Mahalani, Ste. 17, Wailuku, HI 96793

Mailing Address: 95 Mahalani, Ste. 17, Wailuku, H 96793

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name ROBERT LANE

Title Chief Executive Officer

Phone # 808-242-5781 x203

Fax # 808-244-4061

E-mail rob@arcofmaui.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:

ARC OF MAUI COUNTY RESIDENTIAL GROUP HOME SOLAR PV INSTALLATION PROJECT

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$421,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ _____
FEDERAL \$ _____
COUNTY \$ _____
PRIVATE/OTHER \$ 27,994

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[REDACTED]

ROBERT LANE, CEO
NAME & TITLE

1-18-2017
DATE SIGNED



RECEIVED
1/20/17
Ma

Application for Grants

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

I. Background and Summary

1. A brief description of the applicant's background

Arc of Maui County was established in 1954 as a parents and concerned citizens to help address the unmet service needs of intellectually and developmentally disabled residents of Maui County. Over the last 60 years Arc has assisted hundreds of Maui County families and steadily expanded the level of services available to our disabled clients and their families. As the number of intellectually and/or developmentally disabled adults residing in Maui County continues to increase and the level of service support required has become more complex and intensive, Arc has steadily expanded its resource base and initiated new service strategies to meet the supportive service and residential needs of our clients. Our agency currently provides the following services: 1) Residential Group Home Program; 2) DD Waiver Services Program (Adult Day Health, Respite, Personal Assistance Services, Behavioral Health and Nursing Services); 3) Employment Services; and 4) Transportation Services. Arc has consistently maintained a qualified professional staff of administrators, program specialists and service providers that work directly with clients and their families to ensure a consistent level of care, support and assistance appropriate to the needs of each individual's circumstances. Administratively, Arc has developed record-keeping, accounting and reporting policies, procedures and tracking systems that are aligned with Federal, State and County rules and regulations to ensure compliance with bookkeeping and reporting requirements.

2. The goals and objectives related to the request

The mission of Arc of Maui County is to promote the human rights of people with intellectual and developmental disabilities and actively support programs and services that ensure full inclusion and participation in the community throughout life. To accomplish this mission Arc has consistently expanded and enhanced the level of services available in response to the changing needs of our client base. As Maui's population has grown, the number of intellectually and developmentally disabled individuals that require the specialized services provided by Arc has significantly increased and a higher level of assistance and support is required to address the behavioral issues associated with a progressively diverse and complex range of disabilities (including cerebral palsy, down syndrome, autism spectrum disorders, ADHD, etc). A core component of Arc's service strategy is the Residential Group Home Program, which provides appropriate long-term housing supplemented by supportive services for intellectually and developmentally disabled adults (over 18 years old) in 6 large group homes scattered throughout the community. These group homes, which are supported by trained Arc staff on a 24 hour/7 day

a week basis, enable severely disabled adults to live independently in a "family-style" setting and reach their full potential as participating, contributing members of the community. Each resident receives ongoing case management and personalized assistance to address their specific needs, including personal hygiene, food preparation, nursing services, medication supervision, transportation, employment and referrals to health and social service providers. Each group home is licensed by the State Department of Health as either a Domiciliary or Intermediate Care facility with full wheelchair accessibility.

The costs associated with operating a fully-staffed, 24 hour/7 day Residential Group Home Program have continually increased from year to year and while Arc has consistently secured the funding necessary to support these increases from our primary sources (DOH, Medicaid, HUD), in recent years the level of services required by our clients has intensified and Arc is challenged to provide a more complex range of services without corresponding increases in program funds. This is largely due to an increase in the number of clients referred to Arc who are diagnosed with Autism Spectrum Disorders, Downs Syndrome and other developmental disabilities that require more intensive, specialized supportive services. To meet the challenge of maintaining a high level of appropriate service for these clients without the assurance of corresponding funding increases, Arc has adopted a policy of taking steps to stabilize ongoing operational costs, such as utility and maintenance costs for the Residential Group Home Program (6 homes) with the objective of maximizing the funding that is available for allocation to direct services and programs. The proposed project, which will convert all 6 group homes to 100% solar generated electricity, will eliminate a substantial monthly operating cost (that would otherwise continue to escalate) and result in an average savings of \$48,000 annually. This savings can be utilized to supplement direct services and program funding to help ensure that Arc is able to maintain an appropriately high level of services for all of our clients, regardless of the complexity of their needs.

3. The public purpose and need to be served

Based on the most recent State DOH/DDD reports, there are as many adults in Maui County that have been identified as severely intellectually and/or developmentally disabled. Many of them reside in family homes with relatives as their primary care providers. As these individuals age and their supportive service needs escalate, many families are unable to provide the level of specialized care that is necessary to support their development as adults and reach their full potential as members of the community. Arc's Residential Group Home program offers the most appropriate housing option for many of Maui's severely disabled adults whose families are no longer able to properly address their special needs, by providing independent living with intensive supportive services that facilitate full-inclusion in the community. Arc is the only agency in Maui County that has the specialized experience, capacity and accreditation to effectively address the complex and changing needs of intellectually and developmentally disabled persons residing in Maui County and their families. The proposed project will result in significant operational cost savings that will enable Arc to allocate more resources to maintaining a high level of direct services to our clients.

4. Describe the target population to be served;

The residents of Arc's 6 group homes, all of whom are intellectually and developmentally disabled adults (over 18) and are Medicaid recipients, will benefit directly from the proposed project. Due to the nature of their disabilities, which include Autism Spectrum Disorders, Down Syndrome and other developmental disabilities, these residents require a relatively high level of supervision and supportive services. In addition to assisting residents address health and social service needs, Arc coordinates various employment related and recreational programs in which all group home residents are encouraged to participate. Five homes have a maximum occupancy of 5 persons (5 bedroom homes) and one home has maximum occupancy of 4 persons (4 bedroom home) for a total of 29 residents who will directly benefit from the proposed project (Note: Total number of 29 residents is "point-in-time" and over the useful life of the project the number of beneficiaries will increase based on turnover of tenants).

5. Describe the geographic coverage.

Arc of Maui County provides a comprehensive range of services throughout Maui County, including the remote rural communities of Hana and Molokai. In addition to operating Adult Day Health programs in Wailuku, Waiehu, Kahului and Kihei, Arc currently owns and operates 6 Residential Group Homes located in Waiehu, two in Kahului, Kihei, Lahaina and Maunaloa (Molokai).

II. Service Summary and Outcomes

1. Describe the scope of work, tasks and responsibilities;

The proposed project will involve the installation of Solar PV systems supplemented by power storage units with sufficient capacity to provide 100% of the electricity for the 6 group homes operated by Arc. Specifically, the Arc Group Home Solar PV Project will consist of the following components: 1) Installation of Solar PV systems at 5 Group Homes (Maunaloa, Malaihi, Kanaloa, Kihei and Mana - Note: System already in place at Lahaina group home), the system size for each home, on average is 60 PV panels while one home requires almost 90 PV panels, will provide 100% of electricity required for each home based on average actual usage; and 2) Installation of Sunverge PV Backup Storage units with built-in inverters at 6 Group Homes to ensure maximum efficiency of Solar PV systems in meeting all electrical needs. This project will result in substantial cost savings that will help ensure the continued operational viability of the Residential Group Home Program. It is estimated that this project will result in operational cost savings of approximately \$480,000 over the next 10 years (Average \$4,000 per month x 12 month x 10 years), which will enable Arc to allocate additional resources to support program enhancements and maintain a consistently high level of appropriate services for severely disabled adults participating in the Residential Group Home Program.

The initial planning for the proposed project has already been accomplished, including the sizing and cost estimates for Solar PV systems and storage units for each group home. The project will be accomplished by qualified contractors selected through a competitive procurement process

with supervision from a Project Manager provided by Arc to coordinate of the project and ensure that it is completed in accordance with all specifications and requirements in a timely, cost-efficient manner. The Project Manager (CEO) will be responsible for managing all aspects of the project, including direct supervision of contractors, scheduling, ongoing inspection of work, ensuring compliance with all applicable codes, regulations and requirements, review and approval of all invoices and change orders and final inspections. Arc's administrative staff will work closely with the Project Manager to coordinate all record-keeping, accounting and reporting functions and ensure compliance.

The installation of Solar PV systems that will generate all of the electricity for Arc's 6 Residential Group Homes is based on the agency's commitment to providing the highest level of service to residents of Maui County in the most cost-efficient manner possible. As a direct service provider that partners with the State of Hawaii to meet the special needs of intellectually and developmentally disabled individuals and their families, Arc has an obligation to adhere to best practice management standards that minimize operational costs while maintaining a high level of appropriate services for each client. The complexity and intensity of the supportive services required to meet the needs of our client base continually change and the cost of providing long-term housing with 24 hour/7 day care and supervision continues to increase each year. This project will immediately eliminate a major ongoing operational expense (electricity) associated with the Residential Group Home Program and help stabilize the overall cost of operating the program. The project is also consistent with the State's objective of promoting energy conservation and energy efficiency in all publicly funded programs and projects.

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

The proposed project is a straight-forward equipment installation at existing facilities that can be completed in a minimal period of time. Upon securing a funding commitment, Arc will initiate a competitive bidding process (in accordance with State procurement requirements) to ensure the most qualified contractor at the most competitive price. This process will be accomplished in 60 days or less. Subject to availability of all materials, the actual installation of the Solar PV systems and storage units for all 6 Group Homes can be completed in 60 – 90 days pending Maui Electric Company's approval. Arc's Project Manager will work closely with and provide direct supervision to the contractor selected to ensure the timely completion of the entire project.

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

The Arc Project Manager (CEO) will manage all aspects of this project, including direct supervision of contractors and ongoing inspection of all work, to ensure the project is completed in accordance with all specifications and applicable standards in a reasonable period of time. The objective of the competitive bidding process is to secure a properly licensed, qualified contractor that will accomplish the work in a professional manner at the most competitive cost. This is a relatively straight-forward project involving the installation of equipment (Solar PV systems) to improve an existing facility (group homes) and Arc will employ best practice

management principals in coordinating the project to ensure that it is completed in a timely, cost-efficient 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.

Arc will work closely with the State agency officials to ensure the information needed to monitor and evaluate the project's accomplishment is provided in a format acceptable to the State. Upon completion of the Solar PV system installations at all 6 Residential Group Homes, Arc will maintain monthly records of the electrical consumption, amount of electricity generated by Solar PV systems and estimated cost savings for each home. An annual report will be prepared and submitted to the State showing the cumulative annual amount of electricity generated by the Solar PV systems and total annual cost savings.

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

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2018.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$210,500	\$210,500			\$421,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2018.

The organizational budget for FY2017-18 will not be approved by the Board of Directors until March 2017. A copy of the Approved Operating Budget for FY2016-17, which lists all funding sources for FY2016-17. The funding sources for FY2017-18 are anticipated to remain at approximately the same level.

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.

SEE ATTACHED FY2016-17 APPROVED OPERATING BUDGET (which lists all federal, state and county government contracts and grants projected for FY2016).

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.

SEE ATTACHED BALANCE SHEET

IV. Experience and Capability

A. Necessary Skills and Experience

Arc of Maui County was established in 1954 by a group of parents and concerned citizens who sought services for their children with developmental disabilities when none were available. Our agency is the shared vision of many dedicated parents, family members, people with disabilities, staff and advocates from the community and across the nation. Our mission is to promote and protect the human rights of people with intellectual and developmental disabilities. We actively support programs and services that assure full inclusion and participation in the community throughout life. The agency currently provides the following services:

1) Residential Group Homes - Arc owns and operates 6 group homes that are licensed by the State Department of Health and provide round the clock supportive services (24/7) by trained Arc staff to meet the individual needs of each residents.

2) DD Waiver Services - Arc provides a full variety of Waiver Programs that include: Adult Day Health Program (8am-2pm Mon-Fri); Personal Assistant Services 1&2; Respite Programs; Behavioral Health and Nursing Services. Services are provided on Maui including rural Hana; on Molokai and Lanai.

3) Employment Services - Pre-Vocational and Supported Employment. Arc holds a Special Minimum Wage Certificate by the State Department of Labor for our "Helping Hands" pre-vocational work program. We produce items that are for sale in more than twenty stores on Maui.

4) Transportation Services - Currently Arc has four lift vans with wheelchair capacity, seven mini vans and one sedan.

As Maui's population has grown, the number of intellectually and developmentally disabled individuals that require the specialized services provided by Arc has significantly increased and a higher level of assistance and support is required to address the behavioral issues associated with a progressively diverse and complex range of disabilities (including cerebral palsy, down syndrome, autism spectrum disorders, ADHD, etc). Arc has responded to the increased need for services by gradually enlarging our core direct service programs, which serve disabled children, adults and their families; and expanding our Residential Group Home program to provide more community living opportunities for severely disabled adults whose families are unable to provide the necessary level of care to address their complex needs. Arc is committed to continuing to expand this program in response to the level of need in the community and will continue to make every effort to minimize and stabilize operational costs for the Group Homes while maintaining a high level of appropriate services for each resident.

B. Facilities

In addition to owning and operating 6 large Residential Group Homes that are located throughout Maui County (Wailuku, Kahului, Lahaina, Kihei and Molokai), Arc of Maui County currently leases approximately 2,395 s.f. in the J. Walter Cameron Center community service facility to provide appropriate space for programs (Adult Day Health Program) and offices for Arc staff.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

Arc's CEO will be responsible for managing and coordinating all aspects of this project, with administrative assistance (i.e. record keeping, reporting) provided by the CFO.

The CEO (Rob Lane) is responsible for managing all aspects of agency operation, community networking and serving as a liaison with the Arc Board of Directors. Rob Lane has over 20 years of executive level experience in the administration and management of programs and projects serving special needs individuals. His experience includes providing the leadership and management for several successful large service provider agencies, coordinating various capital projects (i.e.- property acquisition, facility development, rehabilitation/improvements) and managing multiple public and private funding sources to support service programs. As Project Manager, Rob will work closely with the staff and residents of each Group Home to schedule and accomplish the installations with minimal disruption to the residents.

The CFO (Nancy Segundo) is responsible for all accounting, record-keeping and reporting functions associated with the Arc programs and projects. Nancy has been with Arc since 1997 which has provided extensive experience in administering the financial and record-keeping activities for public and private grant programs including the State DOH Home and Community-based Services Program, Federal Medicaid programs and County of Maui Line-Item, Affordable Housing Fund and CDBG funds.

B. Organization Chart

The organization chart showing staff and lines of authority for Arc of Maui County is 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.

Chief Executive Officer - \$90,226

Chief Financial Officer - \$85,267

Program Director - \$64,437

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.

Arc of Maui County is not a party in or subject to any pending litigation or outstanding judgements.

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.

Arc of Maui County currently operates 3 licensed Intermediate Care Facilities (Hale Kanaloa, Hale Kihei, Mana Ola Na Keanuenue) and 3 licensed Domiciliary Home Facilities (Hale Lahaina, Hale Maunaloa, Hale Malaihi).

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 2017-18 the activity funded by the grant if the grant of this application is: (1) Received by the applicant for fiscal year 2017-18, but (2) Not received by the applicant thereafter.

Arc of Maui County is dedicated to providing a comprehensive range of support and assistance for intellectually and/or developmentally disabled children and adults, Arc has established a solid track record in service delivery that has enabled the agency to consistently secure the funding resources necessary to support its operations. Arc currently supports an annual operating budget of over \$4.3 million with 93% of total funding derived from 3 public sources (State DOH Home and Community-based Services Program – 48%; Medicaid Health Care – 40%; and HUD Tenant Assistance Program – 5%). Arc works closely with representatives of DOH/DDD, Medicaid and HUD to ensure compliance with all requirements and performance standards and it is anticipated that these funding sources will continue to provide primary support for Arc over the long-term. The GIA funds requested in this proposal will be utilized to support a one-time improvement project involving the installation of Solar PV systems and storage units at 6 Residential Group Homes, and the project will actually result in a significant decrease in the agency's monthly operating costs.

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, 2016.

PLEASE SEE ATTACHMENTS

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

Applicant: Arc of Maui County

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. Project Management				10,000
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	421,000			17,994
TOTAL (A+B+C+D+E)	421,000			27,994
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	421,000	Robert Lane	244-5781	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested			1-18-2017	
(d) Total Private/Other Funds Requested	27,994	Signature of Authorized Official	Date	
TOTAL BUDGET	448,994	Robert Lane, CEO		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: Arc of Maui County

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: 2015-2016	FY: 2016-2017	FY:2017-2018	FY:2017-2018	FY:2018-2019	FY:2019-2020
PLANS						
LAND ACQUISITION						
DESIGN						
SOLAR PV/STORAGE INSTALLATION			421000	17994		
PROJECT MANAGEMENT				10000		
TOTAL:			421,000	27,994		
JUSTIFICATION/COMMENTS: Total Project Cost = \$448,994 - Breakdown: \$300,994 for Solar PV Installation at 5 Group Homes, \$138,000 for Storage Unit Installation for 6 Group Homes, and \$10,000 for Project Management. This proposal requests \$411,884 from State GIA and Arc will contribute \$27,110 from agency reserves.						

Revised

ARC OF MAUI COUNTY: OPERATING BUDGET - FISCAL YEAR 07/2016 to 06/30/2017

Budget # 2 "Actual" means 9 months actual PLUS 3 months projected	1 ORIGINAL 7/15 - 6/16	2 ACTUAL 7/15 - 6/16	3 PROPOSED 7/16 - 6/17
INCOME			
DD/MR Waiver	2,178,131	2,234,043	2,278,724
ICF Program	1,733,384	1,733,384	1,733,384
ICF Program PPS Increase	0	45,114	45,114
ICF Budget Rebasng Increase	22,064	0	0
Social Security			
Cost Share (ICF)	89,401	89,676	90,564
Cost Share (Waiver)	4,440	4,448	4,448
Social Security/SSI	89,602	90,356	91,048
Rental Income			
HUD Tenant Assistance	219,611	221,429	238,808
Lahaina Budget Increase	14,000	15,015	0
Client Rent	75,009	74,258	75,001
DOM Subsidy from DOH	76,906	77,116	77,116
Grants			
Hotel Charity Walk	3,705	3,660	3,526
DOT Van Grant	0	0	0
HCF for Polly Smith	500	500	500
Fred Baldwin Grant	10,000	0	10,000
HC & S	0	7,500	0
Friendly Isle United Fund	0	0	1,500
Affordable Housing	0	0	290,430
Hawaii Community Foundation	0	0	12,500
Weinberg Foundation	0	0	32,474
Dorvin Leis Unitrust	0	0	21,249
Vocational Program	14,293	12,840	12,000
Fundraising	0	3,076	3,384
Int, Div & Investments	5,606	5,409	5,409
Cont, Don and Miscellaneous	2,800	2,446	2,446
TOTAL INCOME	4,539,452	4,620,271	5,029,625
EXPENSES			
Salaries	842,406	925,967	925,967
2% Salary Increases	17,910	17,910	9,260
Payroll	1,909,422	1,926,703	1,926,703
2% Payroll Increases	40,084	40,084	19,267
FICA	214,951	222,666	220,412
SUTA	22,479	13,388	6,048
W/C	48,723	52,591	57,964
TDI	18,826	19,501	19,304
Health Care	410,237	453,679	476,363
Retirement	48,374	47,257	54,000
Insurances	36,696	41,002	37,841
Staff Training & Incentives			
Staff Training	2,014	2,142	2,184
Staff Incentives	25,500	27,306	28,671
Taxes, Licenses & Permits	7,918	6,582	6,582
Fire Protection	754	1,039	1,039
Pest Control	2,183	1,932	1,951
Office Rent	60,733	57,218	59,861
Storage	1,284	1,284	1,284
Audit	24,218	23,961	22,396

Preliminary				
ARC OF MAUI COUNTY: OPERATING BUDGET - FISCAL YEAR 07/2016 to 06/30/2017				
Budget # 2 "Actual" means	1	2	3	
9 months actual PLUS	ORIGINAL	ACTUAL	PROPOSED	
3 months projected				
	7/15 - 6/16	7/15 - 6/16	7/16 - 6/17	
Office Supplies	21,247	22,341	22,788	
Prog Supplies & Activities	41,365	53,303	54,903	
Postage	1,871	2,246	2,291	
Telephone and Internet	9,696	9,856	10,053	
Vocational Wages	5,487	6,494	3,000	
Vocational Expenses	8,269	6,348	8,000	
Cleaning	1,011	2,698	1,800	
Home Repairs	12,391	15,138	18,166	
Garbage Disposal	6,407	7,471	7,471	
Vehicle Maintenance	13,699	20,537	26,698	
Gas and Mileage				
Gasoline	15,868	13,389	13,657	
Mileage	58,995	61,556	61,556	
Client Personal Allowance	21,180	23,335	23,335	
Advertisement	300	1,010	1,010	
Administrative	3,130	804	804	
Food Allowance	132,710	128,653	128,653	
Client Rent	75,009	74,258	75,001	
Consultants	17,596	11,901	16,901	
Contributions and Membership	10,000	5,883	7,000	
Legal	4,000	4,375	1,500	
Travel/Air	3,400	3,591	3,591	
Shipping and Handling	0	1,098	1,098	
Conferences and Meetings	1,276	1,550	1,550	
Finance Charges	2,050	2,570	2,570	
Depreciation	85,055	80,951	80,951	
Special Projects:				
Aquaponics Project	0	0	1,500	Maunaloa
Mana Renovations	10,000	0	10,000	Income deferred to fiscal year 2017
Home Renovations	0	0	290,430	Affordable Housing
Program Supplies and Services	0	0	12,500	Hawaii Community Foundation
Van Match	0	0	32,474	Weinberg Foundation
Program Services	0	0	21,249	Dorvin Leis Unitrust
TOTAL EXPENDITURES	4,296,725	4,443,570	4,819,598	
Balance	242,727	176,701	210,026	

ASSETS

CASH

1113-01	PEX CARD - MAIN	\$ 86.80	
1114-01	PEX CARD - VALERIS SLY	\$ 100.00	
1115-01	PEX CARD - SAM CHARLES	\$ 300.00	
1116-01	PEX CARD - RON HOVIOUS	\$ 99.76	
1117-01	PEX CARD - SUZIE HOLTZMAN	\$ 141.49	
1118-01	PEX CARD - STEVE BROWN	\$ 200.00	
1120-01	PEX CARD - MAKANA GARAGANZA	\$ 500.00	
1120-02	PEX CARD - JILL KOLLIST	\$ 100.00	
1120-03	PEX CARD - RAYVEN KAHAE	\$ 150.00	
1120-04	PEX CARD - GREG SHEPHARD	\$ 100.00	
1120-05	PEX CARD - STEPHANIE KEALOHA	\$ 100.00	
1120-06	PEX CARD - CHRISTOPHER TEMPERLY	\$ 100.00	
1122-01	AMERICAN SAVINGS BANK - VOCATIONAL ACCOUNT	\$ 24,656.25	
1125-14	PETTY CASH (VENDING) - VOCATIONAL	\$ 25.00	
1126-01	AMERICAN SAVINGS CHECKING ACCOUNT (SPECIAL)	\$ 191,614.02	
1127-01	MUTUAL OF AMERICA INSTITUTIONAL FUND	\$ 2,600.38	
1129-01	CLIENT ALLOWANCE ACCOUNT	\$ 11,505.77	
1131-01	AMERICAN SAVINGS BANK CHECKING (NEW)	\$ 111,949.77	
1132-01	AMERICAN SAVINGS BANK - HALE MAUNALOA CHECKING	\$ 3,360.70	
1164-01	FRANK FREDA CLIENT NEEDS ACCOUNT	\$ 1,289.93	
1165-01	SAFeway-GIFT CARD ADVANCE	\$ 3.53	
1166-01	COSTCO- GAS CARD	\$ 679.54	
1185-01	WAILUKU FEDERAL CU - CD - (2 YEARS)	\$ 243,400.95	
1186-01	WAILUKU FEDERAL CU - SAVINGS	\$ 50.86	
1187-01	VALLEY ISLE COMMUNITY FCU - CD - (1 YR)	\$ 235,791.54	
1188-01	VALLEY ISLE COMMUNITY FCU - SAVINGS	\$ 50.42	
1191-30	RESERVE FOR REPLACEMENTS-LAHAINA HUD	\$ 19,858.97	
1191-40	RESERVE FOR REPLACEMENTS-KIHEI HUD	\$ 4,598.27	
1191-50	RESERVE FOR REPLACEMENTS-MANA HUD	\$ 4,530.43	
1191-60	RESERVE FOR REPLACEMENTS-KANALOA HUD	\$ 1,713.26	
1193-01	HI USA FCU - SAVINGS	\$ 106.19	
1195-01	HI USA FCU - CD (1 YEAR)	\$ 120,110.42	
1196-01	HI USA FCU (1 YR JUMBO CD)	\$ 126,388.43	
1197-01	MAUI FEDERAL CREDIT UNION - SAVINGS	\$ 100.26	
1198-01	MAUI FEDERAL CREDIT UNION - 1 YR CD	\$ 100,901.67	
1199-01	MAUI FEDERAL CREDIT UNION - 1 YR CD	\$ 102,909.46	
1200-01	MAUI FEDERAL CREDIT UNION - 1 YR CD	\$ 40,351.27	
1202-01	FIRST HAWAIIAN BANK - 1 YR CD	\$ 60,301.16	
1203-01	FIRST HAWAIIAN BANK - 1 YR CD	\$ 153,843.47	
1204-01	HAWAII NATIONAL BANK - 2-YR CD	\$ 240,962.63	
1206-01	BANK OF HAWAII - 1 YR CD	\$ 100,000.00	
	Total CASH:		\$ 1,905,632.60

ACCOUNTS RECEIVABLE

1212-15	A/R- HALE MANALOA	\$ 151,631.44
1216-01	A/R - J WALTER CAMERON CENTER	\$ 200,000.00
1225-01	A/R-MISCELLANEOUS	\$ 13,251.00
1231-01	A/R - HALE MAUNALOA FOR SECTION 811	\$ 7,000.00
1231-15	A/R - HALE MAUNALOA	\$-339.80
1249-01	A/R - SECTION 811	\$ 61,332.36
1291-01	A/R-ACS	\$ 280,887.36
1292-01	A/R-DOH FOR WAIVER SERVICES	\$ 133,825.31
1293-01	A/R-DOH (ACT 162)	\$ 28,240.40
1293-13	A/R-DOH (ACT 231)	\$-2,232.00
1693-01	ALLOWANCE FOR DOUBTFUL ACCOUNTS	\$-5,062.15

Balance Sheet
As of 12/31/2016

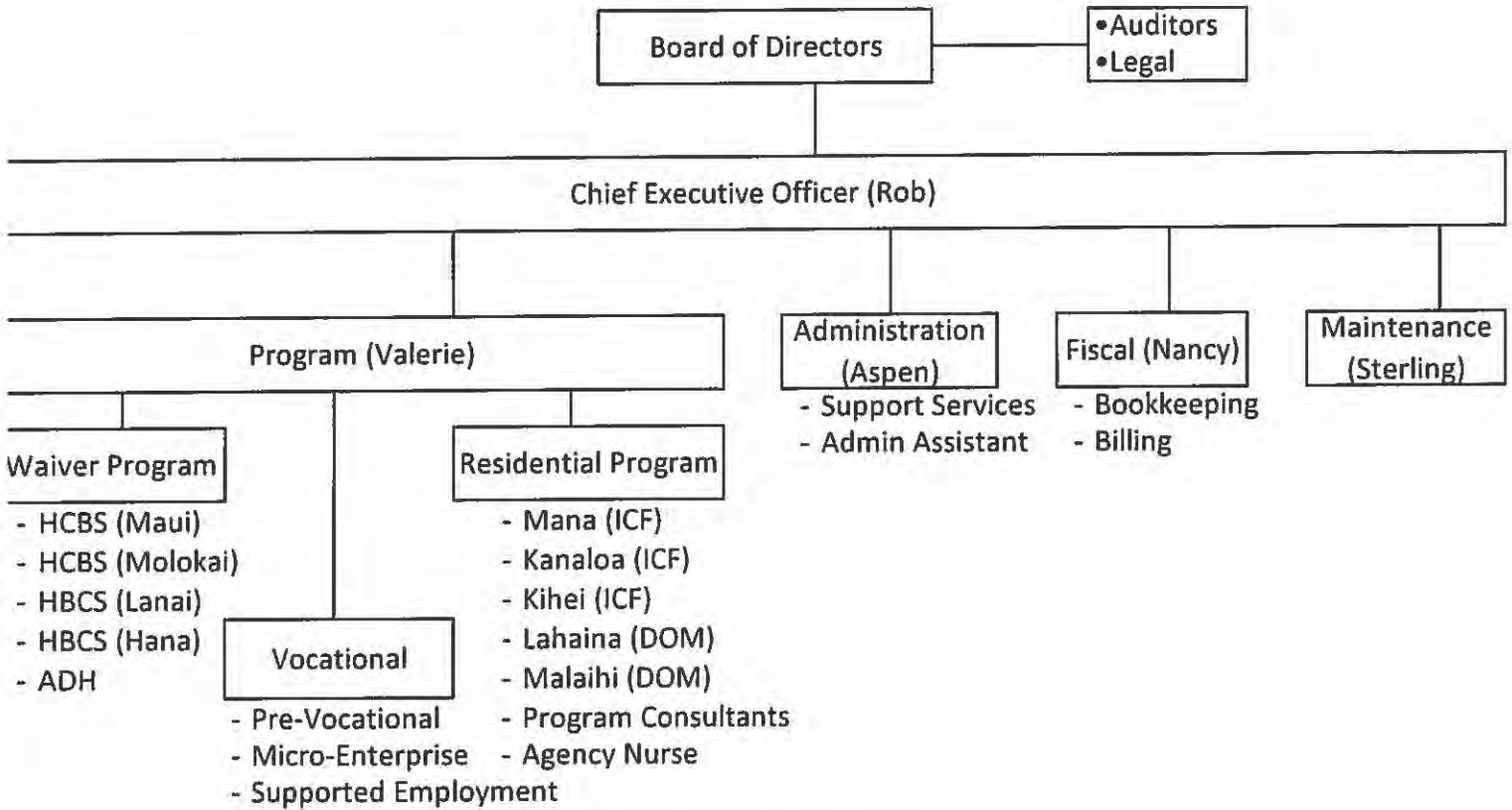
ARC OF MAUI COUNTY (ARC)

	Total ACCOUNTS RECEIVABLE:		\$ 868,533.92
OTHER CURRENT ASSETS			
1320-01	PREPAID INSURANCE	\$ 3,230.34	
1325-01	PREPAID EXPENSES	\$ 11,633.96	
1670-01	SECURITY DEPOSIT	\$ 4,752.69	
	Total OTHER CURRENT ASSETS:		\$ 19,616.99
FIXED ASSETS			
1530-02	OFFICE EQUIPMENT	\$ 1,022.72	
1609-01	MOLOKAI LAND	\$ 103,823.11	
1610-01	LAND	\$ 212,133.00	
1611-01	LAND (MALAIHI)	\$ 104,160.00	
1621-01	IMPROVEMENTS	\$ 137,781.68	
1625-01	HALE 'O EKOLU	\$ 609,214.60	
1627-01	HALE MAUNALOA GROUP HOME	\$ 1,494,771.07	
1630-01	OFFICE EQUIPMENT	\$ 61,225.64	
1631-01	OFFICE EQUIPMENT-PICL	\$ 1,989.45	
1635-01	EQUIPMENT	\$ 20,103.48	
1650-01	FURNITURE AND EQUIPMENT	\$ 57,663.43	
1671-30	PHOTOVOLTAIC SYSTEM - LAHAINA	\$ 26,123.53	
1673-01	2007 TOYOTA SIENNA-HANA	\$ 20,660.91	
1674-01	GENERATORS	\$ 6,220.80	
1675-01	SOLAR WATER HEATING SYSTEM (MALAIHI)	\$ 6,354.13	
1678-01	2007 FORD VAN - KIHEI	\$ 58,855.00	
1679-01	2007 VAN-MANA	\$ 58,855.00	
1680-01	2013 MV-1	\$ 58,512.00	
1681-01	2010 TOYOTA SIENNA	\$ 24,900.78	
1682-01	1994 FORD COLLINS	\$ 7,900.00	
1685-01	2002 FORD - CC ADH	\$ 8,144.05	
1688-01	2011 CHEVY IMPALA	\$ 3,976.13	
1689-01	2005 TOYOTA SIENNA - MANA ADH	\$ 24,481.26	
1698-01	2008 CHEVY UPLANDER	\$ 2,775.00	
1702-01	2007 CHEVROLET UPLANDER	\$ 4,212.38	
1703-01	2006 CHEVROLET UPLANDER	\$ 3,913.37	
1800-01	BUILDING	\$ 918,975.00	
1805-01	ACCUMULATED DEPRECIATION	\$ -1,266,569.10	
	Total FIXED ASSETS:		\$ 2,772,178.42
	Total ASSETS:		\$ 5,565,961.93
LIABILITIES			
CURRENT LIABILITIES			
2100-01	ACCRUED PAYROLL	\$ 22,423.59	
2101-01	ACCRUED VACATION	\$ 108,249.92	
2110-01	ACCOUNTS PAYABLE	\$ 22,499.54	
2110-15	ACCOUNTS PAYABLE	\$ 0.20	
2117-01	A/P - ARC OF MAUI FOR HALE MAUNALOA SEC 811	\$ -1,613.34	
2122-01	STATE W/H: ARC	\$ -3.15	
2126-01	OTHER PAYROLL ACTIVITIES	\$ 6,391.18	
2138-01	A/P-CLIENT ALLOWANCE ACCOUNT	\$ 32.00	
2140-01	STATE UNEMPLOYMENT DUE	\$ 1,434.27	
2141-01	A/P-MISCELLANEOUS	\$ 50.00	
2150-01	MUTUAL OF AMERICA	\$ 47.66	
2151-01	AFLAC INSURANCE	\$ 478.96	
2190-10	DEFERRED REVENUE	\$ 10,000.00	
	Total CURRENT LIABILITIES:		\$ 169,990.83

	Total LIABILITIES:		\$ 169,990.83
EQUITY			
3130-01	PROJECT EQUITY	\$ 255,356.09	
3132-01	TEMPORARILY RESTRICTED EQUITY	\$ 5,000.00	
3136-01	EQUITY	\$ 15,871.86	
3136-02	EQUITY - FY 2017	\$ 200,000.00	
3200-01	RETAINED EARNINGS - PRIOR	\$ 4,027,030.45	
3200-01	Retained Earnings-Current Year	\$ 273,516.18	
3201-01	PROJECT EQUITY-PRIOR	\$-129,885.55	
3202-01	UNRESTRICTED NET ASSETS	\$ 749,149.00	
	Total EQUITY:		\$ 5,396,038.03
	Total LIABILITIES & EQUITY:		\$ 5,566,028.86



2017 Organizational Chart



Employee Breakdown as of PRE 12.31.16

- Full-time (40 hours) - 62
- Part-time Plus (36-39.75) - 19
- Part-time (20-35.75) - 19
- Partial Part-time (less than 19.75) - 30
- Relief - 11

TOTAL EMPLOYEES: 142

Revised: 01.13.17



STATE OF HAWAII
DEPARTMENT OF HEALTH

LICENSE

THE ARC OF MAUI, INC. is hereby granted a license to operate an
Intermediate Care Facility for Individuals with Intellectual Disabilities (HALE KANALOA)
at 450 B Kanaloa Avenue, Kahului, Hawaii 96732
with a capacity of 5 beds. This license is valid for One Year
ending February 28, 2017 unless revoked for just cause.

This license is granted in accordance with provisions of the State Public Health laws and regulations.

Effective Date: March 1, 2016

Director of Health

Date Issued: February 24, 2016

By [Redacted]

Office of Health Care Assurance

OHCA # IMR-38
License is not transferable.

Waiver: Construction Requirements
11-99-7(k)



STATE OF HAWAII
DEPARTMENT OF HEALTH

LICENSE

THE ARC OF MAUI, INC.

is hereby granted a license to operate an

Intermediate Care Facility for Individuals with Intellectual Disabilities (HALE KIHEI)

at 179 Hale Kai Street, Kihei, Hawaii 96753

with a capacity of 5 beds. This license is valid for One Year

ending March 31, 2017 unless revoked for just cause.

This license is granted in accordance with provisions of the State Public Health laws and regulations.

Effective Date: April 1, 2016

Director of Health

Date Issued: March 1, 2016

By

Office of Health Care Assurance

OHCA # IMR-36

License is not transferable.



STATE OF HAWAII
DEPARTMENT OF HEALTH

REVISED

LICENSE

THE ARC OF MAUI, INC. is hereby granted a license to operate an
Intermediate Care Facility for Individuals with Intellectual Disabilities
(MANA OLA NA KEANUENUE)

at 450 Kanaloa Avenue, Kahului, Hawaii 96732

with a capacity of 5 beds. This license is valid for One Year

ending May 31, 2017 unless revoked for just cause.

This license is granted in accordance with provisions of the State Public Health laws and regulations.

Effective Date: June 1, 2016

Director of Health

Date Issued: June 16, 2016

By [Redacted Signature]

Office of Health Care Assurance

OHCA # IMR-37

License is not transferable.



STATE OF HAWAII
DEPARTMENT OF HEALTH
LICENSE

THE ARC OF MAUI is hereby granted a license to operate a

DEVELOPMENTAL DISABILITIES DOMICILIARY HOME (HALE LAHAINA)

at 5220 KOHI STREET, LAHAINA, HAWAII

with a capacity of 5 beds. This license is valid for ONE YEAR

ending NOVEMBER 30, 2017 unless revoked for just cause.

This license is granted in accordance with provisions of the state public health laws and regulations.

Effective Date: DECEMBER 1, 2016

Director of Health

Date Issued: OCTOBER 17, 2016

By

Office of Health Care Assurance

OHCA#50-D

Establish Date: 9/18/95

- > Post in a conspicuous place.
- > License is not transferable.
- > License shall be surrendered upon a suspension or revocation

AMBULATORY ONLY





STATE OF HAWAII
DEPARTMENT OF HEALTH
LICENSE

ARC OF MAUI COUNTY - MOLOKAI RESIDENCE is hereby granted a license to operate a
DEVELOPMENTAL DISABILITIES DOMICILIARY HOME (HALE MAUNALOA)

at 24 HOALUA STREET, MAUNALOA, HAWAII

with a capacity of 5 beds. This license is valid for TEN MONTHS
ending JANUARY 31, 2017 unless revoked for just cause.

This license is granted in accordance with provisions of the state public health laws and regulations.

Director of Health

Effective Date: APRIL 1, 2016

Date Issued: MARCH 23, 2016

OHCA#93-D

Establish Date: 2/5/15

- Post in a conspicuous place.
- License is not transferable.
- License shall be surrendered upon a suspension or revocation



Office of Health Care Assurance

FULLY AMBULATORY ONLY
(BEDROOMS #3, #4 AND #5)
AMBULATORY ONLY (BEDROOMS #1 AND #2)
APPROVED FOR TWO (2) WHEELCHAIR RESIDENTS
(BEDROOMS #1 AND #2)



STATE OF HAWAII
DEPARTMENT OF HEALTH
LICENSE

ARC OF MAUI COUNTY is hereby granted a license to operate a
DEVELOPMENTAL DISABILITIES DOMICILIARY HOME (HALE MALAIHI)

at 770 MALAIHI ROAD, WAILUKU, HAWAII

with a capacity of 4 beds. This license is valid for ONE YEAR

ending MAY 31, 2017 unless revoked for just cause.

This license is granted in accordance with provisions of the state public health laws and regulations.

Effective Date: JUNE 24, 2016

Director of Health

Date Issued: JUNE 24, 2016

By



Office of Health Care Assurance

OHCA#97-D

Establish Date: 6/24/16

- > Post in a conspicuous place.
- > License is not transferable.
- > License shall be surrendered upon a suspension or revocation

FULLY AMBULATORY ONLY
(BEDROOM #3)
AMBULATORY ONLY (BEDROOMS #1 AND #2)
APPROVED FOR TWO (2) WHEELCHAIR RESIDENTS
(BEDROOMS #1 AND #2)



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

ARC OF MAUI COUNTY

was incorporated under the laws of Hawaii on 08/24/1960 ; 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 13, 2017

Catharine P. Owaiki-Cole

Director of Commerce and Consumer Affairs