

House District 1-7

Senate District 1-4

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:  
Hawaii County Economic Opportunity Council  
Db/a:

Street Address: 47 Rainbow Drive

Mailing Address: 47 Rainbow Drive  
Hilo, Hawaii 96720

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name JOHN SAPLAN

Title Transportation Manager

Phone # 808 961-2681 ext. 100

Fax # 808 935-9213

E-mail jsaplan@hceoc.net

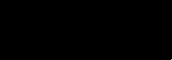
3. TYPE OF BUSINESS ENTITY:

- 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:

REQUEST FOR FUNDING TRANSPORTATION OPERATIONS

4. FEDERAL TAX ID #: 

5. STATE TAX ID #: 

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 118,324.00

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 \$ \_\_\_\_\_

FEDERAL \$ \_\_\_\_\_

COUNTY \$ \_\_\_\_\_

PRIVATE/OTHER \$ \_\_\_\_\_

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE



AUTHORIZED SIGNATURE

JAY T. KIMURA - EXECUTIVE DIRECTOR

NAME & TITLE

1/13/17  
DATE SIGNED



RECEIVED

1/17/17 ma

## APPLICATION FOR GRANTS

### I. BACKGROUND and SUMMARY

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

Hawaii County Economic Opportunity Council (HCEOC) is a private non-profit organization established in 1965 and qualifies as a Community Action Agency (CAA) governed by a tri-partite board of directors made up of 12 members equally representing public, private and community sectors and is dedicated to alleviating poverty on the Big Island.

For over 40 years HCEOC has been recognized as a transportation provider serving the elderly, low-income, and physically disabled persons of the County of Hawaii to access medical services, nutrition sites, shopping, places of employment, financial institutions and governmental agencies.

During that time, HCEOC developed and continues to develop – expertise and working relationships with other community agencies to coordinate provision of transportation services. These agencies include:

- Government/Public: County Office of Aging, County Elderly Activities Division, County Parks and Recreation Dept. – Nutrition Programs, County of Hawaii Mass Transit Agency, and State Department of Health.
- Private: Hilo and Kona ARC (Association of Retarded Citizens), Brantley Center, Hilo Adult Day Care, Easter Seals, Vocational Rehabilitation, Salvation Army, Dialysis Centers, Drug rehabilitation centers, Veteran's Center, Hui Malama Oihi.

HCEOC has a Memorandum of Agreement with other service providers. HCEOC will continue to coordinate with other people and private resource agencies and government offices to find ways to overcome identified gaps in services and to assure continuation of efficient Transportation Service to the maximum number of disadvantaged residents.

HCEOC is also the only agency on Hawaii Island that exclusively transports the elderly and disabled to County Of Hawaii Nutrition program sites for meals and assists in the delivery of nutritious, fresh or frozen meals to these Hawaii County citizens.

#### 2. The goals and objectives related to the request.

Funding sources in maintaining the HCEOC transportation program has been depleting steadily the past several years primarily due to limited financial resources

in government and private grants and contracts. It has been difficult to maintain transportation services required to keep the agency operations functional. Although HCEOC has two major County of Hawaii contracts, 1) Mass Transit, and 2) Nutrition Program, the funds are not enough to cover the cost of operations throughout the fiscal year. Because of this shortfall, funds that are available through the State of Hawaii, Office of Community Service and the federal Community Service Block Grant are diverted to assist the transportation program and compromises other agency programs.

Approximately 5,000 residents are presently facing severely restricted access to their basic needs and have little or no transportation alternatives. Our goal here at HCEOC is to assist these citizens so they can visit medical centers, nutrition sites, shop for necessary supplies, and for social activities. Here are some factors that our services are necessary for Hawaii County:

- The sheer geographic size and the distance between travel points. Hawaii County encompasses 4,028 square miles, twice the size of all the other five islands combined:

<u>Hawaii:</u>	<u>4,028 square miles</u>
Maui:	728 square miles
Oahu:	597 square miles
Kauai:	552 square miles
Molokai	250 square miles
Lanai:	141 square miles

- The demise of the sugar industry created voids that acutely affected the elderly, disabled, and impoverished residents of isolate "pocket" communities numbering more than 4,000 persons.
- Substandard roads (steep, narrow and unpaved) has strained HCEOC's buses and vans. Despite prudent use and maintenance, vehicles became worn much quicker than those driven on paved roads.
- Lack of transportation alternatives: Hawaii County Mass Transit-Hele On bus service is restricted to highway travel and cannot negotiate the narrow, winding, unpaved roads where the elderly and disabled reside in the former plantation camps, and most of our clients are unable to conveniently reach the highway bus stop. Some must walk two or more miles to the highway bus stops.

### 3. The public purpose and need to be served.

Public purpose is to provide mobility to the elderly, disabled and low-income individuals to public and private service facilities to include visits to doctors,

hospitals, government offices, financial institutions, senior centers, nutrition sites, and for shopping, funerals and other essential transportation needs.

HCEOC maintains District Council Boards (DCB) in each of the four districts where transportation service is provided. DCB's is made up of low-income residents and supporters from low-income neighborhoods who meet regularly to review programs and services and to advise HCEOC administration. Each DCB elects a director, who along with HCEOC's tripartite Board of Directors, DCB directors are an essential part of the governing board and are one of the features that distinguishes CAA's throughout the State of Hawaii: HCAP – Honolulu Community Action Program, MEO – Maui Economic Opportunity, KEO – Kauai Economic Opportunity, from other non-profit organizations that may also serve the low-income population.

4. Describe the target population to be served.

The target population to be served is over 5,000 and includes the following: low-income, elderly and mentally and/or physically disabled persons. HCEOC also contracts to assist Medicaid clients with private service providers such as Logisticare. Passengers benefit from safe, supervised, punctual, convenient and comfortable curb to curb, and if qualified, door to door transportation for their basic human needs and activities in East and West Hawaii.

5. Describe the Geographic Coverage.

HCEOC transportation service covers 60 pocket communities in a widely disbursed 260 mile geographic perimeter. Starting in Hilo proper, communities in the Hamakua coast, Waimea and Kohala towns, Waikoloa, North and South Kona, Kau and Puna districts are areas of service.

Hawaii County 4,028 square miles is roughly the size of the state of Connecticut. Hawaii County is more than the size of all other islands combined. Elderly, disabled residents are isolated by the island's size and long distance to services as well as their lack of mobility. Many clients live alone. For the population severed, HCEOC Transportation Services is a life line to essential services and helps ameliorate the impact of physical and psychological isolation.

HCEOC is also the only agency on Hawaii Island that exclusively transports the elderly and disabled and assists in the delivery of nutritious, fresh or frozen meals to these Hawaii County citizens.

HCEOC transportation provides a range of services from identifying the special needs population to implementing point-to-point and specialized transportation service. Clients are picked up at home, delivered to destinations (medical treatment,

including dialysis and rehabilitation centers, County nutrition sites, adult day care, social/recreational activities, government offices and shopping centers) and then returned to home at no cost to the qualified population. Some HCEOC vehicles are equipped with wheelchair lift to safely load and unload passengers in wheelchairs. Besides living on roads where County Hele-on buses cannot traverse, most riders live too far from County bus stops, or lack the means to get to the highway stops.

## II. Service Summary and Outcomes

### Tasks and Responsibilities

1. HCEOC staff conducts outreach to inform low-income families about available services and provide intake on potential transportation participants.
2. The daily bus service provides point-to-point service from off-highway communities to:
  - Medical facilities
  - County Nutrition Centers
  - Adult rehabilitative programs
  - Adult supervision, such as ARC of Hilo and ARC of Kona and Easter Seals
  - Government services including post offices
  - Banks, shopping and recreational sites
  - HCEOC Transportation Services is mostly provided between the hours of 6:00 a.m. and 5:30 p.m. Monday through Friday, but also includes some holiday service, such as persons needing dialysis service.
3. Community Outreach
  - Attend community meetings, private organizations and senior clubs/centers to explain transportation services.
  - Coordinate with other service agencies who provide referrals of underserved low-income persons, potential clients for transportation service.
  - Cross-promote transportation service through other HCEOC programs and through other partner agencies.
  - Obtain referrals from HCEOC District Council Boards of persons needing transportation service.

Inform community through the following:

- Print notices in newsletter
- Distribute signs on public or community bulletin boards
- Public service announcements
- Word of mouth, on-line social networking

- District Supervisors (DS) coordinate with fellow service agencies and resource center to address passenger needs
  - DS, utilizing SHAH software, review, process and file application forms to determine eligibility and transportation needs; analyze routes to create most efficient trip services; receive passenger requests and generates daily schedules; tabulate daily and monthly trip/mileage logs; maintain employee records and other documents; maintain communication between HCEOC administration and Transportation staff; provide data and feedback as necessary to the administration.
  - DS conducts regular maintenance and service checks, and schedules repairs to ensure efficient performance and safe operability.
  - Drivers conduct daily vehicle maintenance checks
  - DS arrange driver improvement training twice a year and conduct-in service training for staff as necessary.
  - DS ensures that district maintains a corps of substitute drivers to replace regular drivers when out sick or on authorized leave.
  - Drivers assist passengers to board and disembark from vehicles, including the loading and unloading of their belongings.
  - HCEOC Deputy Director ensures that HCEOC complies with all federal, state and county rules and regulations regarding vehicle licensing and registration, safety checks and equipment.
  - Specialized services may be provided for special events and/or other client's needs outside of normal operating hours.
4. The capital funding requested for vehicles will sustain HCEOC's Transportation Program to promote a healthy way of life for the Big Island's elderly, disabled, low-income persons for another 20 years.

## 5. TIMELINE

HCEOC's Transportation program operates weekdays, as well as, for weekend elderly functions. The agency conducts client enrollment, program assessment and vehicle maintenance continuously throughout the year. District supervisors ensure fulfillment of transportation activities to meet goals and objectives' – safe, timely and courteous transport of elderly, disable and working poor persons from home to destination and back.

## 6. QUALITY ASSURANCE AND EVALUATION PLANS

(HCEOC utilizes SHAH software program: SHAH Software has been developing systems for transportation management and client tracking for more than twenty years. The suite of products combined to create a comprehensive, web-based information system for transportation providers. Each agency select the modules that will best suit its needs. The system always includes functionalities for client registration, trip

reservations and scheduling, dispatching, trip billing, menu-driven reports, easy Ad Hoc report creation, vehicle and driver tracking, vehicle maintenance and maintenance reminders, driver training and training reminders, and more.)

Evaluation methodology consists of monitoring daily transportation program activities, recording statistics (passenger name, where to where, mileage, reason for trip), documenting services performed, keeping records, maintaining individual client information files and documenting program accomplishments

- Passengers are able to express their opinions and suggest improvements via HCEOC suggestion forms available in each vehicle.
- HCEOC central staff analyzes and compiles these forms for reporting purposes.
- HCEOC conducts "rider satisfaction surveys" throughout the year
- HCEOC maintains grievance policies and procedures that are available for riders to review.
- Periodic reports will be made as required
- Annual reports will be compiled and submitted to the funding source within 30 days of the end of the fund calendar year.

Actual accomplishments of the program are reviewed and compared to the stated program goals, objectives and outcomes on a monthly basis by transportation staff, District Supervisors and Executive Director. DS meets daily with drivers to discuss transportation routes, ridership and ways to improve services. HCEOC maintains detailed records of all transportation services. Passenger quotes and scheduled runs are established for all drivers. Drivers are required to check vehicles at the beginning (Pre-trip inspection) and end of (Post-trip inspection) each day, log passengers transported, miles traveled, number of passengers, number and types of trips taken, and destinations of each trip segment.

Daily passenger service statistics are compiled, reviewed and compared against program goals, objectives and outcomes on a monthly basis by HCEOC staff, department supervisors and the Deputy Director of Community Services. Monthly/quarterly reports are compiled and submitted to the funding source. In addition, the District Council Boards and HCEOC Executive Committee to review program accomplishments at bi-monthly meetings and make recommendations to the Board of Directors.

## 7. MEASURES OF EFFECTIVENESS (Per year)

<u>Service Segment</u>	<u>Unit of Measurement</u>	<u>Total Unit</u>	<u>Number of Persons Served, Unduplicated</u>
Elderly	Passenger trips*	1,450,000	3,500
Disabled	Passenger trips*	170,000	400
Working Poor	Passenger trip*	28,000	100

\*-- Passenger trip = Discrete segment of travel from passenger boarding to disembarking.

- a. Elderly – minimum of 4,000 elderly will be provided transportation to medical and other professional services, consumers and recreational, adult day care and/or nutrition sites.
- b. Disabled – minimum of 400 disabled persons will be provided transportation to rehabilitative and independent living centers.
- c. Working poor- minimum of 200 employed low-incomed persons without vehicles will be transported to and from work.

### III. FINANCIAL

#### Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable to detail the cost of request. See budget forms attached.

2. Operational Request Only

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$29,581	\$29,581	\$29,581	\$29,581	\$118,324

3. The applicant shall provide a listing of all other sources of funds that they are trying to obtain for fiscal year 2017-2018.

### IV. Experience and Capability

#### A. Necessary Skills and Experience

- Agency:  
HCEOC was established in 1965 as an 501C non-profit Community Action Agency, whose mission statement is to alleviate poverty by providing services and programs for our low-income, elderly, and disabled citizens in Hawaii County. A primary source of service needed to fill was and has always been transportation. HCEOC has fulfilled contracts to provide these services, and presently, is under County of Hawaii Mass Transit, County of Hawaii Office of Aging – Nutrition Division, Logisticare – a medical service provider contracts of which Logisticare contract is presently under re-negotiations. Previously, HCEOC assisted HeadStart with transportation services as well. During this period 1965 to present, there has been very qualified managers overseeing the program, and very experienced and capable drivers under employment. Throughout the years, program directives, protocols have been developed and refined where procedures presently are clearly defined.



- **Personnel:**  
Presently, HCEOC employs 18 drivers, of which 10 are CDL certified, with plans in the future to have all drivers CDL licensed. There is an East Hawaii Bus Supervisor, who has over 25 years of service, and a West Hawaii Supervisor who has over 40 years of service. The Transportation Manager is a retired Dept. of Education Student Transportation Administrator with over 25 years of service. Seven drivers has over 20 years of service, and 15 has over 10 years of service. The mechanic in charge has necessary credentials and has been employed for over 15 years. All indicates HCEOC personnel is a veteran staff with many years of transportation experience.  
As stated, HCEOC has presently three contracts that specifies transportation services to Hawaii County citizens. Of the three, the Hawaii County Mass Transit contract is in its initial year of a three year contract – but a continuation of several contracts of this type that was provided service by HCEOC to Hawaii County. The Office of Aging Nutrition program is also a continuation of services provided that has been ongoing for several years. Logisticare contract is presently under review and being re-negotiated. The Headstart program was terminated and taken over by another firm several years ago.

## **B. Facilities**

HCEOC has 4 office locations, in Naalehu town there is a office building on 7,000 square foot parcel, In Honokaa town a similar office building and parcel of 6,000 square foot parcel, in Kona's office is similar to the rest. In Hilo, the main office of HCEOC is located at 47 Rainbow Drive, across of the Rainbow park. This main office sits on 3 acres of land, and plans are under way to build a storage and repair structure in the mauka end of this lot. Plans are being developed to build a repair and storage building with three (3) repair bays, offices, restrooms, storage area and a driver lounge. Presently, the mechanic repairs vehicles in the grounds parking areas. Funding is through governmental and legislative assistance.

## **V. Personnel: Project Organization and Staffing**

### **A. Proposed Staffing, Staff Qualifications, Supervision and Training**

The primary administrator will be our Executive Director of HCEOC, and he would provide administrative direction. Next in line would be the Transportation Manager. Qualifications for Transportation Manager would be to oversee and make the major decisions with the Executive Directors approval. Under the Transportation Manager would be the staff Bus Supervisors – it is their directive to certify new drivers and to oversee processing of new clients.

Mechanic is directly under the Area Supervisors Drivers are listed in years of service, so seniority prioritizes those with years of service. The Transportation Manager is responsible for training the drivers and keep them abreast of any new rules and regulations in the driver certification and transportation industry. The amount of drivers needed would be commensurate with the needs of contract specification, and any qualifications and certification of the drivers would be as listed in the contract specifications for driver qualifications.

**B. Organization Chart**



**C. Compensation**

The top three paid officers/employees of the agency

- Executive Director: \$61,800 (1.5% TIME TO CONTRACT) = \$927
- Deputy Director: \$51,500 (3.0% TIME TO CONTRACT) = \$1,545
- Fiscal Officer: \$50,980 (3.5% TIME TO CONTRACT) = \$1,784

**VI. Other**

**A. Litigation**

NOT APPLICABLE

**B. Licensure or Accreditation**

NOT APPLICABLE

**C. Private Educational Institution**

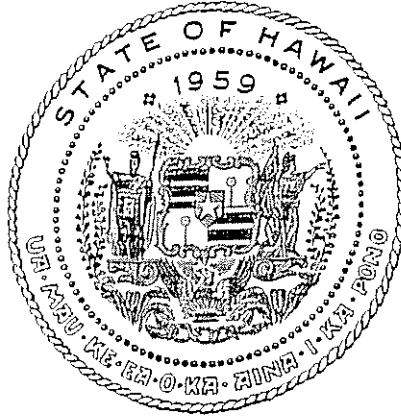
The grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

**D. Future Sustainability Plan**

It is the goal to continue to pursue funding streams to sustain the operations of the transportation program beyond the 2017-2018 fiscal year. Funding streams include, working with County of Hawaii Mass Transit Division, County of Hawaii Office of Aging, Logisticare, Federal, County and State Grants as they are available and in keeping with the mission statement of HCEOC transportation department.

**E. Certificate of Good Standing (If Applicant is an Organization)**

The Certificate of Good Standing from the Director of Commerce and Consumer Affairs dated no earlier than December 1, 2016 is attached with this application.



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

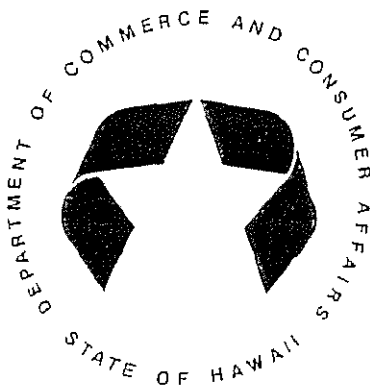
HAWAII COUNTY ECONOMIC OPPORTUNITY COUNCIL

was incorporated under the laws of Hawaii on 05/27/1965 ; 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 09, 2017

Director of Commerce and Consumer Affairs



## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

Applicant: Hawaii County Economic Opportunity Council  
Transportation Program

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	83,615	92,851	352,922	
2. Payroll Taxes & Assessments	15,912	27,150	74,183	
3. Fringe Benefits	11,706	4,420	49,408	
<b>TOTAL PERSONNEL COST</b>	<b>111,234</b>	<b>124,420</b>	<b>476,513</b>	
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	0	350	1,200	
2. Insurance	640	3,225	8,500	
3. Lease/Rental of Equipment	200	60	500	
4. Lease/Rental of Space	120	550	2,500	
5. Staff Training	0	180	500	
6. Supplies	400	1,191	8,653	
7. Telecommunication	200	1,000	3,000	
8. Utilities	540	2,700	7,000	
9. Vehicle Maintenance & License	1,340	6,685	20,000	
10. Vehicle Oil & Gas	3,100	15,598	50,484	
11. Audit Services	250	836	2,500	
12. Contractual Services	300	1,156	2,850	
13. Mileage	0	50	300	
14. Postage	0	100	500	
15. Repair & Maintenance - Space & Equip	0	1,270	6,500	
16. Subsistence / Per Diem	0	230	500	
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>7,090</b>	<b>35,180</b>	<b>115,487</b>	
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>118,324</b>	<b>159,600</b>	<b>592,000</b>	
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	118,324	Mary Namaou, Fiscal Officer (808)932-2716		
(b) Total Federal Funds Requested	159,600	Name (Please type or print) _____ Phone _____		
(c) Total County Funds Requested	592,000	<div style="background-color: black; width: 150px; height: 20px; display: inline-block;"></div>		
(d) Total Private/Other Funds Requested		<div style="background-color: black; width: 150px; height: 20px; display: inline-block;"></div>		
		Signature of Authorized Official _____ Date 1/12/17		
<b>TOTAL BUDGET</b>	<b>869,924</b>	Jay T. Kimura, Executive Director		
		Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2017 to June 30, 2018

Applicant: Hawaii County Economic Opportunity Council  
 Transportation Program

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
District Supervisor - East Hawaii	1.00	\$33,000	20%	\$6,600
District Supervisor - West Hawaii	1.00	\$33,000	20%	\$6,600
Driver YM - East Hawaii	1.00	\$26,478	10%	\$2,648
Driver TT - East Hawaii	1.00	\$26,478	10%	\$2,648
Driver AC - EH Hamakua	1.00	\$26,998	10%	\$2,700
Driver GC - EH Hilo	1.00	\$26,998	10%	\$2,700
Driver RC - EH Hilo	1.00	\$26,998	10%	\$2,700
Driver DH - EH Hilo	1.00	\$26,478	10%	\$2,648
Driver MN - EH Hilo	1.00	\$26,478	10%	\$2,648
Driver MT - EH Hilo	1.00	\$26,998	10%	\$2,700
Driver CL - EH Hilo	1.00	\$26,478	10%	\$2,648
Driver DA - EH Hamakua	1.00	\$26,998	10%	\$2,700
Driver WC - West Hawaii	1.00	\$26,478	10%	\$2,648
Driver FL - WH Ka'u	1.00	\$26,998	10%	\$2,700
Driver JP - WH Ka'u	1.00	\$26,998	10%	\$2,700
Driver AP - WH Kona	1.00	\$26,998	10%	\$2,700
Driver JP - WH Kona	1.00	\$26,478	10%	\$2,648
Driver DV - WH Kona	1.00	\$26,478	10%	\$2,648
Transportation Clerk I	1.00	\$26,478	20%	\$5,296
Transportation Clerk II	1.00	\$26,478	20%	\$5,296
Transportation Manager	1.00	\$47,700	20%	\$9,540
Transportation Mechanic	1.00	\$37,517	20%	\$7,503
<b>TOTAL:</b>				<b>\$83,615</b>
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: Hawaii County Economic Opportunity Council

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

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

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: Hawaii County Economic Opportunity Council

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	N/A - Not Applicable					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						



**GOVERNMENT CONTRACTS AND / OR GRANTS**

Applicant: Hawaii County Economic Opportunity Council

Contracts Total: -

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1					
2	IFB # 3341 - Hawaii County Mass Transit Agency:	1-Jan-17	County of Hawaii Mass Transit	Hawaii	\$592,000/yr.
3	Provide on demand transportation services for the Elderly,				
4	disabled, low-income population throughout Hawaii County				
5					
6					
7					
8	Contract No. c005366 - Hawaii County Office of Aging,	Oct. 1, 2016 through	County of Hawaii Office of	Hawaii	\$159,600/yr.
9	Nutrition Program:	Sept. 30, 2017	Aging		
10	Provide transportation for the Elderly to County nutrition sites,				
11	delivery of meals to citizens, and for food shopping				
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**BUDGET JUSTIFICATION  
PERSONNEL: PAYROLL TAXES, ASSESSMENTS, AND FRINGE BENEFITS**

Applicant/Provider: Hawaii County Economic Opportunity Council

Service Activity: Transportation Program

Contract No.: \_\_\_\_\_  
(As Applicable)

TYPE	BASIS OF ASSESSMENTS OR FRINGE BENEFITS	% OF SALARY	TOTAL
<b>PAYROLL TAXES &amp; ASSESSMENTS:</b>			
Social Security	As required by law	7.65%	6,397
Unemployment Insurance (Federal)	As required by law	exempt	0
Unemployment Insurance (State)	As required by law	3.61%	3,019
Worker's Compensation	As required by law	6.00%	5,017
Temporary Disability Insurance	As required by law	1.77%	1,480
SUBTOTAL:			15,912
<b>FRINGE BENEFITS:</b>			
Health Insurance		11.00%	9,198
Retirement		3.00%	2,508
SUBTOTAL:			11,706
<b>TOTAL:</b>			<b>27,618</b>
<b>JUSTIFICATION/COMMENTS:</b>			


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

The undersigned authorized representative of the applicant certifies the following:

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

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

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

Hawaii County Economic Opportunity Council  
(Typed Name of Individual or Organization)  
 \_\_\_\_\_  
(Signature) / (Date) 1/13/17

Jay T Kimura \_\_\_\_\_  
(Typed Name) (Title) 01/13/2017