

House District _____
Senate District _____

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:

Dbn: Island of Hawaii YMCA

Street Address: 300 W. Lanikaula Street, Hilo HI 96720

Mailing Address: Same

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MICHAEL MORRIS

Title President/CEO

Phone # 808-242-9007

Fax # 808-243-1622

E-mail mike@mauiymca.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:

RENOVATIONS OF THE ISLAND OF HAWAII YMCA IN HILO. BUILDING IS OVER 50 YEARS OLD AND NEED OF REPAIRS.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 1,000,000

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 \$ 1,000,000

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

MICHAEL MORRIS, PRESIDENT/CEO

NAME & TITLE

JANUARY 16, 2017

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

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;

Throughout Hilo, countless people know the YMCA. But there's so much more to our Y than one might think.

From exercise to social needs, from childcare to volunteerism, from preschool to preventive health, the Y doesn't just strengthen our bodies. It strengthens our community.

The Y is so much more than a gym. It's a cause, dedicated to youth development, healthy living and social responsibility.

For 97 years, we've been proud to help our neighbors learn, grow and thrive. Yet we're called to do so much more.

Hilo faces new challenges that create a greater need than ever for the work we do every day. Fortunately, where some see obstacles, we see opportunities for our members, volunteers and staff to make a difference.

But we need your support to make it happen. Together, we can achieve so much more.

2. The goals and objectives related to the request;

We believe Hilo can be so much more. Every day, we take on the challenges that will shape our community's future—challenges like arthritis prevention, childhood obesity, and the diabetes epidemic.

Together with our 190 members, our 50 volunteers, and our friends and partners throughout the community, we make Hilo stronger by focusing on three priorities: youth development, healthy living and social responsibility.

3. The public purpose and need to be served;

All kids deserve the opportunity to discover who they are and what they can achieve, under the guidance of adults who care about them and believe in their potential. We see every interaction with young people as an opportunity for learning and development.

Parents want to bring their kids to the Y so they can exercise but there is underdeveloped space for the kids to play and learn. A newly remodeled Childwatch area and Youth restrooms would provide for families and others in Hilo. Single moms, Seniors watching grandchildren, and the entire family can all come and play at the Y with a Childwatch room.

These are just a few of the many ways we help young people form healthy habits, develop their skills and build strong relationships. Remodeling infrastructure and expanding to include a Childwatch and Youth restrooms area can provide:

- Expanding successful programs to reach more people who need them, with a focus on the most vulnerable in our community
- Help young people develop self-esteem, character values and leadership qualities by providing innovative and nurturing youth programs and offering strong environmental connections through YMCA camp programs
- Creating a community that support healthy living by addressing childhood obesity and chronic disease among children and adults and supporting their physical, intellectual and spiritual strength
- Instilling an ethic of volunteerism by providing opportunities for Hilo to give back and serve the community

Health and well-being are all about balance. That's why we help people and families build and maintain healthy habits for spirit, mind and body in their everyday lives.

- The Y's Enhanced Fitness has proven to be very effective in preventing arthritis among our seniors. Lack of funding has made it challenging to provide the proper equipment and training to create this much needed program. By helping young people, adults, families and seniors from all backgrounds improve their health and well-being, we build a stronger Hilo every day.

Replacing roofs and improving sewers doesn't seem like the solution to developing a healthier community. But replacing and repairing this kind of infrastructure allows the Y to focus on what they do best, building a stronger community.

The Y's Enhanced Fitness helps to prevent arthritis among seniors and provides an avenue to diabetes prevention. Without infrastructure improves and equipment these life changing programs set on the back burning.

- 4. Describe the target population to be served; and
Single adults, Seniors age 55 and over, and the major focus on families with school age children.
- 5. Describe the geographic coverage.
Hilo, HI, which has residents with income below the poverty level in 2013 at 22.7%, while the State was 14.5%.

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;
The Island of Hawaii YMCA will use the resources of its board of directors and the knowledge of the CEO to work with design professionals to develop architectural plans, all the necessary studies and permits to increase in size to grow its ability to provide expanded programs and services for the community.

The building renovations is estimated to be \$1 million with funding coming from State. The Board of Directors and CEO of the Y will be responsible for raising the additional funding from individuals and foundations if needed.

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

All permits, designs and studies will take up to nine months to complete

Proposed Timeline:

| | |
|--------------------------|--------------|
| Design, studies, permits | 8/17 – 5/18 |
| Bid Submittals | 12/17 – 5/18 |
| Construction Phase | 5/18 – 12/18 |

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

Bids will be submitted for the project and reviewed by the Y's Facility Committee. The Facility Committee will recommend a contractor to the Y's Board of Directors. The Board will review the proposal and vote on the selection of a contractor.

Quality assurance of the project shall be reviewed, monitored and evaluated by the CEO of the Y weekly, the Y's Facility Committee monthly and then by the Y's Board of Directors monthly.

YUSA, with 165 years of building Y's, provides extensive information on buildings and renovations and will be consulted on a regular basis.

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.

The Y's CEO will submit request for payments reviewed by the Y's Finance Committee for all construction needs. Reports to the State will be submitted as required during the project and upon completion of the project, the Y will forward a final report as required.

The final report will be completed once all projects listed below are accomplished:

- Remodel and create a Childwatch room
- Add additional Bathrooms to accommodate children and adults
- Y's Enhanced Fitness training and equipment
- Replacing the existing roof and gutters
- Upgrading and improving the sewer system to include drywells
- Add additional A/C units for childcare areas
- Replace fencing to secure childcare areas
- Replacing flooring in Multipurpose Room
- Improve outdoor lighting to include parking lot

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
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 |
|-----------|-----------|-----------|-----------|-------------|
| 50,000 | 350,000 | 500,000 | 100,000 | |

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2018.
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.
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.
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.

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.

The Island of Hawaii YMCA has a proven track record of serving the community in a myriad of programs and services, since it opened in 1919. With the backing of the national organization, YUSA, for professional training and staff development to enhance continuing education, the Island of Hawaii YMCA is limitless as to experience and services opportunities.

The YUSA has a building facility department that provides excellent advice on construction. Over the last 165 years the Y has built many buildings completed renovations and currently has over 2,800 facilities nationally. In addition to using YUSA as a resource the Maui Family YMCA will be lending a hand in reviewing the process to include financing, expenditures and bid process.

B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

The Island of Hawaii YMCA facility in Hilo was built February 13, 1966 as the first of three phases. The first phase included current building including a

commercial kitchen, multipurpose room, weight/exercise room, childcare center and admin offices. The current facility is operated on land owned by the Y.

The second phase was to include a pool, locker rooms and racquetball courts and the third phase a gymnasium. No additions and few renovations have been done since the original building in 1966.

All current Y facilities meet ADA requirements as well the new construction.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

The Y has 165 years of experience in building facilities. In addition to the Y staff and board of directors, the Y will use the YUSA, a local Y building committee and construction specialist with local volunteers knowledgeable in construction.

Once the renovations are completed the Y will be prepared to hire staff to develop and implement programs like arthritis prevention and diabetes prevention to help in developing a healthier community.

The Y uses the San Diego Y and the Maui Family Y as training partners for staff and volunteers. In addition, YUSA has an extensive online training curriculum for a myriad of Y programs.

The renovations will allow the Y to create 2 full-time, 2 part-time staff and 40 additional volunteers to develop and implement programs and services. It is estimated that participation will increase over 50% in the first three years of operation.

B. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

See attached for Organizational Chart

C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

President/CEO \$55,000
Administrative Assistant \$35,000

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.

None

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.

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

The Island of Hawaii is a self-sufficient non-profit organization with revenues sources from Membership dues, Program fees, contributions and various grants.

- (2) Not received by the applicant thereafter.
This project is not possible without the funding of the State.


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.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

Applicant: The Island of Hawaii YMCA

| 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 Renovations/Construction | 1,000,000 | | | |
| 10 | | | | |
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| 12 | | | | |
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| TOTAL OTHER CURRENT EXPENSES | 1,000,000 | | | |
| C. EQUIPMENT PURCHASES | | | | |
| D. MOTOR VEHICLE PURCHASES | | | | |
| E. CAPITAL | | | | |
| TOTAL (A+B+C+D+E) | 1,000,000 | | | |
| SOURCES OF FUNDING | | Budget Prepared By: | | |
| (a) Total State Funds Requested | 1,000,000 | Mike Morris | 808-242-9007 | |
| (b) Total Federal Funds Requested | | Name (Please type or print) | Phone | |
| (c) Total County Funds Requested | |  | 1-16-17 | |
| (d) Total Private/Other Funds Requested | | Signature of Authorized Official | Date | |
| TOTAL BUDGET | 1,000,000 | President/CEO | | |
| | | Name and Title (Please type or print) | | |

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2017 to June 30, 2018

Applicant: Island of Hawaii YMCA

| POSITION TITLE | FULL TIME EQUIVALENT | ANNUAL SALARY A | % OF TIME ALLOCATED TO GRANT REQUEST B | TOTAL STATE FUNDS REQUESTED (A x B) |
|---|----------------------|--------------------|---|--|
| No funding for salaries is being requested. | | | | \$ - |
| | | | | \$ - |
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| TOTAL: | | | | |
| JUSTIFICATION/COMMENTS: | | | | |

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: Island of Hawaii YMCA

| DESCRIPTION EQUIPMENT | NO. OF ITEMS | COST PER ITEM | TOTAL COST | TOTAL BUDGETED |
|--------------------------------|-----------------|------------------|----------------------|-------------------|
| Arthritis Prevention Equipment | 1.00 | \$25,000.00 | \$ 25,000.00 | |
| Diabetes Prevention Equipment | 1 | \$75,000.00 | \$ 75,000.00 | |
| | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| TOTAL: | 2 | | \$ 100,000.00 | |
| 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: Island of Hawaii YMCA

| 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 | | | 15000 | | | |
| LAND ACQUISITION | | | | | | |
| DESIGN | | | 10000 | | | |
| CONSTRUCTION | | | 875000 | | | |
| EQUIPMENT | | | 100000 | | | |
| TOTAL: | | | 1,000,000 | | | |
| JUSTIFICATION/COMMENTS: | | | | | | |

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Island of Hawaii YMCA

Contracts Total: 50,500

| | CONTRACT DESCRIPTION | EFFECTIVE DATES | AGENCY | GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau) | CONTRACT VALUE |
|----|-----------------------------|------------------------|--------------------|--|-----------------------|
| 1 | Inovation Food Program | Sept. 2016 | Resource & Devmnt. | Hawaii County | 25,000 |
| 2 | Programs Grant | Oct. 2016 | County Council | Hawaii County | 12,000 |
| 3 | Family Visitation Program | Dec. 2016 | Contingency Fund | Hawaii County | 13,500 |
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**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

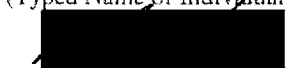
The undersigned authorized representative of the applicant certifies the following:

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

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

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

Island of Hawaii YMCA
(Typed Name of Individual or Organization)

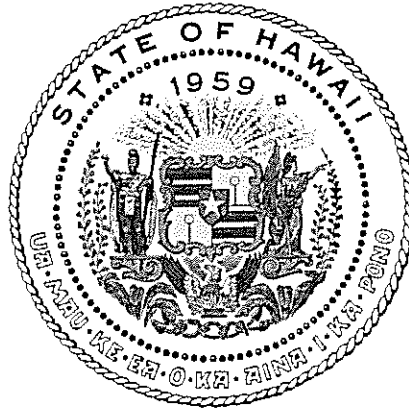


(Signature)

1-16-17

(Date)

Michael Morris
(Typed Name) President/CEO
(Title)



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

THE ISLAND OF HAWAII YMCA

was incorporated under the laws of Hawaii on 01/27/1959 ; 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 11, 2017

Catherine P. Awa-Cole

Director of Commerce and Consumer Affairs

Island of Hawaii Organizational Chart 2017

