

House District 60
Senate District 60

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:

Nanakuli Housing Corporation

Street Address:
91-1041 Midway Street
Kapolei, HI 96707

Mailing Address:
P.O. Box 17489
Honolulu, HI 96817

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name PAIGE KAPIOLANI BARBER

Title Executive Director

Phone # 808/842-0770

Fax # 808/842-0780

E-mail alohakap@gmail.com

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:

NA KUKULULUKUMUHANA (POOLING TOGETHER OF EVERYONE'S RESOURCES FOR THE PURPOSES OF A GREATER GOOD/PROJECT)

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$266,036

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 \$ _____

PAIGE KAPIOLANI BARBER, EXECUTIVE DIRECTOR
NAME & TITLE

1-20-2017
DATE SIGNED



RECEIVED

1/20/17 *ogz*

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;

Nanakuli Housing Corporation (NHC) is a 501(c)(3) non-profit organization. The mission - every Hawaiian, regardless of their economic status, will build their personal assets through home ownership. NHC was formed in 1989 by Nanakuli residents to rehab homes in the community. NHC is a certified HUD-Approved Housing Counseling Agency. It is governed by a Board of Directors, and managed by Executive Director, Paige Kapiolani Barber. Six experienced full-time staff deliver services to participants of low to moderate income. Over the last 10 years NHC has served over 5,000 people statewide through training on financial literacy, loan and mortgage application, permitting, foreclosure prevention, and home repair and maintenance. Our Vision is that every Hawaiian family will have a home.

2. The goals and objectives related to the request;

Objective 1: To provide 20 households with accessibility retrofits over a 12-month period to meet the needs of the disabled family member(s).

NHC will verify income level, and % of housing cost burden. If a participant meets the requirements, we provide an intake form and assess their individual situation. NHC will assist families in completing at least one accessibility project on their home. Our project manager/home repair specialist will do an accessibility needs assessment with each household to and will assist families with their projects, ensuring code compliance and proper permitting, where necessary. These 20 households will receive repairs or modifications to increase mobility, safety and retention in their home, reducing their chance for homelessness.

Objective 2: To provide financial literacy trainings and counseling to 20 households over a 12-month period to increase financial stability

For these same 20 households, there will be four 3-hour workshops a year in September, October, February, and May. Case management is open to all eligible participants. The counselor meets with each household for the initial appointment to discuss needs, analyze the financial situation, and create an Individual Service Plan (ISP). The plan includes steps to create a budget, fix a credit score, repay debt, build assets, and deal with any other obstacle that is preventing a family to obtain a rental or mortgage. The counselor meets with families every 2 to 4 months. During those meetings, counselors provide financial counseling and discuss with participants their progress on the ISP.

3. The public purpose and need to be served;

According to the 2013 Census, Hawaii had approximately 204,700 people over the age of 65. The American Health Association estimates that about 12%, or 23,750 need long-term care. By 2030, estimates suggest that the kupuna population will increase to about 475,000, with almost 40,000 needing long-term care. Many of these kupuna are aging in place, and living in households with other family members because they lack the means for the high cost of private care. The obstacles they face include accessibility in their own home, many because they lack the capacity and money in order to modify their homes. With a lack of accessibility, these kupuna are losing their connection to their community due to the compounding effects of isolation. Isolation and lack of mobility lead to a poorer quality of life, depression, reduced health and a greater risk for death.

In working with low to moderate income families, we have seen the lack of financial capacity impact the family's ability to maintain their homes to the point of creating unhealthy and unsafe living conditions. There is usually a kupuna in the household, often physically challenged with limited access within and outside the home due to their disability. The needs of the family are usually so great that addressing the accessibility needs of their kupuna is low on the priority list.

The data shows the proposed geographic area contains significant numbers of the target population, and this population has a high need for the proposed services, as it is disproportionately underserved in Hawaii.

4. Describe the target population to be served; and

Under this project, NHC will serve households that have at least one kupuna with accessibility challenges that critically encumber them to access parts of their homes and communities. These households will have low to moderate income and pay more than 30 percent of their income on housing costs.

5. Describe the geographic coverage.

The Island of Oahu, with a focus on the Waianae and Nanakuli regions.

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

- In months 1 through 3, NHC will work with our community partners and past participants to recruit at least 20 households to participate in this project. Our partners in the State Department of Human Services TANF program, Queen Lili'uokalani Children's Center, DHLL, past participants and direct mail pieces have proven useful in the recruiting of families for our programs;
- In months 3 through 5, NHC will have an orientation and determine the needs and goals for each of the 20 households. Families will be provided information on the program and asked to commit to completing the activities. Once they commit, they complete an intake package that starts their case file, both paper based and electronic. They are then scheduled for individual meetings with our Financial Advisor/Counselor and our Project Manager/Home Repair Specialist. Each family will develop an action plan that will detail their steps in the program;
- In months 3 through 10, NHC will provide training in financial literacy, financial capability and mortgage default intervention counseling. All 20 families will complete training;
- In months 5 through 12, NHC will assist families in completing at least one accessibility project on their home. Our project manager/home repair counselor, will assist families with their projects, hiring outside assistance as required. Each of the 20 families will work within a \$7,000 budget for their necessary accesibility updates;
- In months 5 through 12, NHC will provide case management support to the 20 households and make referrals to other agencies as requiried. NHC actively collaborates with different agencies and organizations in order to help with complex needs of our participants. For the last decade, NHC has worked closely with the Queen Lili'uokalani Children's Center, U.S. Department of Agriculture, Home Street Bank, State of Hawaii Department of Human Services/social workers, and Department of Hawaiian Home Lands. NHC frequently refers Native Hawaiian families, so they can receive additional financial and social support (TANF, SNAP, and other benefits), rehab and home loans, and mortgages. It ensures that the target population receives all necessary services for a family to maintain financial and housing stability;
- In month 11 through 12, NHC will schedule and coordinate a gathering to celebrate the accomplishments of the 20 families. We will be providing each household with a \$150 credit, good toward the purchase of construction materials at NHC's Baseyard Hawaii construction recycle-reuse center at Sand Island to continue their home repair projects, outside of the scope of work of this grant.
- Ongoing through month 12, NHC will implement its ongoing evaluation process to make sure that the services are delivered efficiently and succesfully. We do evaluations with each training activity, and at the end of each household home repair. Input is compiled and provided to our trainers. Program enhancements are made as needed and noted for future program delivery.

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

NHC has been in operation for 27 years. It has an established schedule, budget, and timeline for each project and year. The organization has experience with delivering trainings and workshops. Therefore, the probabilities of not delivering the proposed project are minimized. However, NHC does have a contingency plan for potential risks:

- Staff – all staff are cross-trained in case of illness/emergencies, absence, or turn-over. We have three counselors to lead trainings and provide individual counseling. There are two skilled trainers to lead the home repairs. This way, we always have trained staff ready to step in.
- Participation – NHC provides trainings and counsels to hundreds of Hawaiians each year. Our broad outreach through partners, collaborators, businesses and cultural organizations will ensure a high level of participation. NHC will continuously conduct outreach and notify the public about the workshops.
- Space – NHC’s facilities can accommodate all proposed participants per event. If for any reason our facilities cannot hold a workshop, NHC has existing partnerships with the Queen Lili’uokalani Children’s Center and can use their facilities.
- Information Breach – Currently, NHC utilizes Rx Office, an online data management platform, to maintain client intake, financial and contact data. Access to Rx Office is password protected and used on our computers, which are enabled with an encryption key. The counselors also keep hard copies of records. These files are kept confidential and housed in a locked, fireproofed vault in a secure area of the office. NHC has adopted the National Industry Standards for Home Owner Education and Counseling. Each staff member has committed to and signed off on the Code of Ethics. The safeguards ensure that only authorized NHC staff has access to the information. Because of these precautions, NHC hasn’t experienced an information or identity breach in its many years of serving the community.
- Rescheduling of events – in case of mass illness, inclement weather (hurricane, floods, or other unforeseen circumstances), NHC has flexibility in the project timeline to reschedule an event.
- Lack of funding – NHC will continuously apply for funding to meet the needs of our community.

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.

All project documents will guide the monitoring and evaluation activities to verify outputs and outcomes. NHC monitors and evaluates its activities at two levels – individual and programmatic.

Individual level – NHC collects and compiles individual files on all participants. When participants enter the program, they provide eligibility documentation – state issued ID, pay stub,

bank statements, mortgage statements, tax returns, W2, and other relevant documentation. During the counseling session, the counselors and participants examine household expenses, savings, and credit reports. Together, they create an action plan to improve the financial situation. During the training period, participants attend the workshops and work with NHC home repair specialists to inspect their houses and establish a repair plan for the accessibility issues. All these activities are documented in each participant’s file and organizational records to track outputs and outcomes. Participant files will be kept in the administrative offices under lock and key to ensure security of sensitive information and for audit and reporting.

During the program, NHC tracks participants' attendance of the workshops and progress on their home assignments and action plan. Graduation from the workshops and completion of an individual action plan provides data on the number of participants enrolled and graduating from the program. Data on increase of credit score and/or savings from individual files provides a count on how many people improved their financial situation. The counselors will follow up (phone call or in person) with participants on how well participants did their home repairs/implemented the knowledge from the trainings at home.

NHC staff also tailors each workshop to meet the needs of each cohort of participants. The organization collects written and oral feedback on trainings after each event to tailor the content and give the knowledge and skills each cohort needs. Participant feedback also serves as an evaluative measure for ongoing program adjustment or improvement.

Programmatic level – NHC staff combines all the data from each individual participant to monitor individual progress and how well the program serves all participants. The data, collected from multiple sources, gives a comprehensive picture of the overall programmatic progress. The staff meets bi-weekly to discuss individual cases and programmatic activities. During those meetings, the staff discusses any changes or additional support required to provide to each participant and to tailor the program. Besides the in-house review, as applicable, program efforts are reviewed annually by a third-party auditor and random files audited by the staff of our funders.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request. **Please 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
31,877.75	101,369.41	101,369.41	31,419.41	266,036

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2018.
 - US Department of Housing & Urban Development
 - Office of Hawaiian Affairs
 - Native American Housing & Self Determination Act
 - DHHL

- Atherton Foundation
- Hawaii Community Foundation
- Queen Lili'uokalani Children's Center
- Hawaii Department of Human Services – TANF
- Harry & Jeanette Weinberg Foundation

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. **Not Applicable**
5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.

\$260,031.06

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.

NHC has extensive experience in grant management. Since 2004 NHC raised over \$6 million and successfully delivered results on 28 grants from the Office of Hawaiian Affairs, Administration for Native Americans, Department of Hawaiian Homelands, Consuelo Foundation, State of Hawaii Grant-in-Aid, Department of Housing and Urban Development, City and County of Honolulu, and other agencies. NHC has internal capacity to implement and monitor its grants, and provide all necessary financial and programmatic reports. Since 1988, NHC has served over 67,000 people statewide through training on financial literacy, loan and mortgage application, permitting, foreclosure prevention, home repair and maintenance, and home replacement.

Over the last 10 years, NHC has increased its effort in providing core services, including: 3,000 individuals trained in Homeownership and Financial Literacy; 226 families prequalified for mortgages, and 363 families obtained mortgages; 30 families qualified for Rehab loans; and 1,378 individuals graduated from Self-Help Home Repair. NHC has repaired 383 homes, replaced 14 homes, installed 8 solar systems, and distributed over \$500,000 of construction materials to participants. In the last year alone, 16 families were able to stay in their homes and

avoid homelessness after being counseled in Mortgage Foreclosure Intervention & Default Counseling.

NHC has also collaborated with Native Hawaiian communities and designed several affordable, green turnkey house plans. NHC completed its first Kawelo cottage in Nanakuli, Oahu, in 2013 and is working with the Department of Hawaiian Home Lands to build more homes in Waianae.

NHC is a certified HUD-Approved Housing Counseling Agency, and has the capacity to pre-qualify Hawaiians for mortgages and loans from U.S. Department of Agriculture, U.S. Housing and Urban Development, and State of Hawaii Department of Hawaiian Home Lands. NHC is a one-stop shop for anyone; from people who are only thinking of becoming a renter, to families that are buying a house, or families that are about to lose their homes. NHC has proven experience in conducting the proposed activities and delivering meaningful results for the Hawaiian community.

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.

NHC has two facilities – Kalaeloa in Kapolei and Baseyard Hawaii on Sand Island. The Kalaeloa facility is for training families and to house our program staff. The 12,000+ sq. ft. center has five classrooms that can hold up to 400 people, a workshop space, and a keiki room for childcare during trainings. The facility isn't compliant with American with Disabilities Act (ADA) requirements; however, alternate entry points and portable ADA bathroom facilities provide accommodations for people with disabilities. The facility is equipped with all necessary classroom and office equipment (tables, chairs, boards, phone, Internet, computers, copy/fax machine, etc.). The Baseyard is a construction material re-use center. NHC collects donated surplus construction materials and distributes them to low-income households for home repair and home construction. The Baseyard has retail and office space, equipped with tables, chairs, computers, phone, Internet, etc. It is not ADA compliant. NHC provides a ramp and makes other accommodations to make the space accessible.

Orientation and classes are held at our location in Kapolei. Counseling is done at our Kapolei site, but can also be performed at our Sand Island facility. Overall, the organization has facilities adequate for the proposed project and can provide reasonable accommodations to assure delivery of services to those participants with physical limitations in compliance with ADA requirements.

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 program will be directed and managed by NHC's staff of six (6) full-time employees and key volunteers. These key staff members with more than 150 years of combined relevant experience are the backbone of NHC's operations.

Paige Kapiolani Barber, Executive Director/Housing Counselor and Case Manager will provide overall leadership and management for this project, case management, outreach and recruitment, monitoring and evaluation and reporting. She holds a Bachelor of Arts, a Certificate in Non-Profit Management, and is a certified HUD counselor. She has managed NHC for the last 12 years, bringing in over \$6 million dollars in grants and awards during that time.

Marlene Among, Program Director holds a Bachelor of Arts and over 30 years of experience in program and grant management. She will be responsible for the project implementation, coordination, organizing training, outreach and recruitment, monitoring and evaluation, and reporting.

Clarence Kalima, Case Manager/Financial Advisor has a Bachelor of Science and over 18 years in the financial/banking arena. He is responsible for delivering financial trainings, counseling, and case management, and assisting 'Ohana with attaining short and long-term financial goals.

Jessica Mount, Fiscal Officer, holds a Bachelor of Arts and has over 10 years of fiscal and grants management experience in the private and non-profit sectors. She is responsible for the accounting, procurement, and expenditures of NHC's programs. She will also support the training efforts for financial literacy as a trainer, which will bring the number of Financial Advisors to three and allow to serve the maximum number of participants.

Eugene Kawelo, Home Repair Counselor, has 35 years of construction experience and is a licensed General Contractor with the State of Hawaii. Mr. Kawelo delivers NHC's self-help home repair trainings and will provide individualized assistance to participants on accessibility repairs and modifications.

Wilbert Barber, Home Repair Counselor, has over 40 years of experience managing a steel construction company. He is a master welder and fabricator, builder, draftsman and teacher. Mr. Barber delivers NHC's self-help home repair trainings and will provide individualized assistance to participants on accessibility repairs and modifications.

Key Volunteers – Kuuipo Johnson, Kylie Kaeo, Sasha Morales, John Raimondi, Waianae Hawaiian Civic Club, US Veterans Administration, Hawaii Special Effects, Noa Pacific Construction & Nakoa Construction

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. **Please see 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.

- Paige Kapiolani Barber, Executive Director - \$60,000
- Marlene Among, Program Director - \$55,000
- Jessica Mount, Fiscal Manager - \$55,000

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. **Not Applicable**

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.

NHC is recognized as a HUD-Approved Housing Counseling Agency, and our staff is certified through the National Community Reinvestment Coalition to deliver Housing Counseling Services, Foreclosure Default & Prevention Services, Pre-Purchase Home Education, Post-Purchase Home Education, Financial Capacity & Credit Repair. Additionally, on staff we have a Certified Hawaii Licensed Contractor, Master Welder and USDA Loan Packager.

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. **Not Applicable**

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 attached**

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

Applicant: Nanakuli Housing Corporation

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	84,250			
2. Payroll Taxes & Assessments	9,496			
3. Fringe Benefits	8,835			
TOTAL PERSONNEL COST	102,581			
B. OTHER CURRENT EXPENSES				
1. Postage	350			
2. Insurance	3,150			
3. Printing & Reproduction	625			
4. Lease/Rental of Space	6,120			
5. Supplies	2,900			
6. Telecommunication	2,250			
7. Utilities	8,060			
8. Construction Materials	140,000			
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TOTAL OTHER CURRENT EXPENSES	163,455			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	266,036			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	266,036	Jessica Mount 808/842-0770		
(b) Total Federal Funds Requested		[Redacted]		
(c) Total County Funds Requested		[Redacted]		
(d) Total Private/Other Funds Requested		Signature of Authorized Official 1-20-2018		
TOTAL BUDGET	266,036	Paige Kapiolani Barber Date		
		Name and Title (Please type or print)		

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Nanakuli Housing Corporation

Contracts Total: 217,054

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Pre-purchase Housing Counseling Services	10/10/15-03/31/2017	Department of Housing & Urban Development (HUD)	U.S.	17,054
2	Lease Foreclosure Default & Prevention Counseling	01/01/16-TBD	Department of Hawaiian Homelands (DHHL)	U.S.	100,000
3	Self-Help Home Repair	01/01/17-12/31/2017	Department of Health & Human Services - TANF	Hawaii	100,000
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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, 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.

Nanakuli Housing Corporation
(Typed Name of Individual or Organization)
 _____
(Signature) 1-20-2017
(Date)

Paige Kapiolani Barber Executive Director
(Typed Name) (Title)

Nānākuli Housing Corporation

Organization Chart

