

House District 30

Senate District 15

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):

I. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:  
Susannah Wesley Community Center  
Dba:

Street Address:  
1117 Kaili St.; Honolulu, HI 96819  
Mailing Address:  
Same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name RONALD M. HIGASHI  
Title Executive Director  
Phone # 808-847-1535  
Fax # 808-847-0787  
E-mail rhigashi@susannahwesley.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:

CONSTRUCTION FOR FACILITY REPAIRS, RENOVATIONS AND OTHER IMPROVEMENTS,

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 147,750

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 \$ 84,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[REDACTED]

RONALD M. HIGASHI, EXECUTIVE DIRECTOR  
NAME & TITLE

01/20/17  
DATE SIGNED



RECEIVED  
1/20/17 na

## 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;

Susannah Wesley Community Center (SWCC) was launched in 1899 with funds from the National Methodist Women's Home Missionary Society to teach English and sewing to Japanese women in Waipahu. A few years later SWCC became a home for girls. In 1919 SWCC moved to its present Kaili Street site in Kalihi-Palama, where a training school was built that accommodated over a hundred girls of various ethnic backgrounds and ages. To meet changing needs, SWCC was reorganized into a multi-service center in 1957. In the following years, SWCC was involved in providing outreach services for the "War on Poverty", Head Start, study hall programs, outreach services for the growing number of immigrants from the Pacific Basin, a demonstration project for the elderly which was adopted and expanded by the City and County of Honolulu and an alcohol/substance abuse program providing outpatient services and prevention education.

Since 1984, SWCC further expanded through the addition of new sites, services and programs. Notable among these were sites in Waipahu for SWCC's Youth Intake Center and Immigrant Service Program, work at the Juvenile Crime Prevention Division of the Honolulu Police Department, the "Job Help Store" in Waipahu, work with children of alcoholics, and youth gang prevention in Kalihi and Waipahu.

The Immigrant and Refugee Support Services Program (IRSSP) was started in 1990 with funding from the Department of Health's Adult Mental Health Division and continues to the present. Beginning in 1993, partnerships were developed with the state's Diamond Head, Kalihi-Palama and Leeward/Central mental health centers, which provided SWCC bilingual case managers with office space and other supports. These public-private partnerships have increased access to and utilization of the state's treatment resources by limited and/or non-English speaking Chinese, Filipino, Korean, Samoan, Laotian and Vietnamese adults. In 2001, SWCC expanded on its bilingual capacity by beginning the Bilingual Counseling and Assessment Program (BCAS). With on Filipino speaking

Master's Degree level counselor, BCAS served limited or non English speaking families in the Kalihi Palama area.

Through a public-private partnership with the Child and Adolescent Mental Health Division's (CAMHD) Leeward Oahu Family Guidance Center (LOFGC), SWCC expanded its mental health services to children and adolescents in 1995 by providing administrative and fiscal services for resources from the Hawaii Ohana Project. This demonstration project focused on child and family-centered, community based, and culturally competent local systems of care for youngsters with SED in the Leeward Oahu and Waianae Coast mental health catchment areas. Soon after the end of the federally funded Ohana Project in 1999, SWCC contracted with CAMHD to provide behavioral health services to Felix class children and their families. When responsibility for the program moved to the DOE, SWCC also made the transition by contracting with the DOE to provide behavioral health services to schools in the Farrington and Roosevelt complexes.

As SWCC expanded its mental health services, it also began to focus on the development of services to youth through the Youth Service Center concept. SWCC presently operates the YSC as part of the Hui Malama Ohana, a collaboration of four agencies – Hale Kipa, Inc., Parents & Children Together and the KEY Project. The YSC is supported and supplemented by the Youth Employment Project which is housed and operated from SWCC.

In 2005 SWCC collaborated with CAMHD and the University of Hawaii in securing funds and implementing a transitional program for older youth. Project Ho'omohala was established to address the needs of youth with mental health issues as they transitioned into adulthood. At the same time, SWCC also collaborated with the Office of Youth Services, Hale Kipa, the Police Department, the Family Court, the Prosecutor's Office and the City's Department of Community Services to offer evening counseling to first time juvenile offenders. As a supplement to these programs, SWCC sought and received funding for a homebased parenting program. This program was based on an adaptation to the best practice "Parenting Adolescents Wisely".

Susannah Wesley Community Center (SWCC)'s Kalihi Palama Juvenile Assessment Center (KPJAC) began in 2015, and is part of the Ho'opono Mamo Citation Process that is a juvenile justice diversion program. KPJAC works in collaboration with the Honolulu Police Department, specifically District 5 that consists of the areas from Nuuanu to Moanalua, who issue a civil citation to juveniles when they are apprehended for a first time law violation or a status offense. Once processed through KPJAC, case managers will assist the youth and their families to develop and implement individualized goals. Each individualized goal is created by the youth in order to address their challenges and focus on creating a pathway to success, through the support of our community partners. Since the start of the program, KPJAC has assisted hundreds of youth and their

families avoid the juvenile justice system and instead matched them with the proper supports. KPJAC looks forward to continued success so we can keep on providing support to the youth and families in our community.

Since 2011, SWCC has been providing assistance to victims of human trafficking. Recently, SWCC has joined with Parents and Children Together (PACT) and Hale Kipa to form the Trafficking Victim Assistance Program (TVAP). TVAP, Hawaii is victim centered and coordinates our approach to address the individualized needs of our clients through quality case management services.

2. The goals and objectives related to the request;

The goal of this request is to assure program participants, users and staff a safe and secure facility for their activities.

The objectives include:

- a. Repair areas of the facility that are in disrepair
- b. Renovate the parts of the facility that need to be changed
- c. Make improvements in the facility that assure safety

3. The public purpose and need to be served;

The services provided by SWCC are intended to focus on all users of the facility. Youth and their families living in at-risk situations are a primary focus of this effort. These youth are frequently over-represented in the juvenile justice system, at risk for participation in gangs, substance abuse, and other risky behaviors, and are more likely to fail in school than youth in other areas. SWCC serves many youth through the programs mentioned earlier, but it also serves youth by providing after school care, recreational and educational activities.

SWCC is also the home of many of the various immigrant groups in Hawaii, as these individuals are offered services such as English as a Second Language classes, assistance with various matters such as immigration status, legal needs and help with everyday living. Our Immigrant Services staff include bilingual speaking in Ilocano, Chinese, Vietnamese and Japanese.

SWCC also serves as a gathering place for civic and community groups to gather. Among those using the facility for meetings or activities are AARP (for assistance in tax preparation), the Filipino Jaycees, a Bonsai Club, a Coin Club, several club volleyball teams, a Filipino dance group and the Cactus Club.

4. Describe the target population to be served; and

**Participant Profiles.** Listed below are some common characteristics and risk factors that are typical of the youth to be served at SWCC Youth Service Center site.

Risk Level I	Risk Level II	Risk Level III
<ul style="list-style-type: none"> <li>• From non-nuclear/single parent families</li> <li>• Chaotic family life</li>   <li>• From over-represented ethnic group</li> <li>• Qualify for free/reduced school lunch</li> <li>• Poor academic achievement</li> <li>• Poor school attendance</li>   <li>• Latch key children</li>   <li>• Lack of parental support and supervision</li>   <li>• Exposed to violence at home and in community</li> <li>• Lack of involvement in school and community activities</li> </ul>	<ul style="list-style-type: none"> <li>• All of the risk factors of Level I, plus;</li> <li>• Participation in risky behaviors</li> <li>• Substance abuse</li>   <li>• Early sexual behavior</li> <li>• Emerging gang behavior</li>   <li>• School drop out</li>   <li>• Status offenses</li>   <li>• Criminal behavior</li> </ul>	<ul style="list-style-type: none"> <li>• Runaway or homeless youth</li> <li>• High rate of alcohol and drug use</li> <li>• High rate of unemployment</li> <li>• Experience in judicial system</li> <li>• History of abuse</li>   <li>• Involved in street business (prostitution, hustling, stealing, etc.)</li> <li>• More young pregnant/parenting mothers</li> <li>• Increase in violent/aggressive behavior</li> <li>• Increase in no. of clients in jail</li> </ul>

**Ethnicity Data (Youth Served by SWCC)**

African American	Asian	Caucasian	Hawaiian/Pt. Hawaiian	Filipino	Pacific Islander
.004%	17.1%	.006	14.2%	53.4%	14.2%

5. Describe the geographic coverage.

Kalihi has many of the characteristics of an urban “inner city”. The area has fewer owner-occupied units, a higher than average household size, lower educational levels, more single parent families and higher welfare dependency compared with the rest of Honolulu and the state.

Occupationally, Kalihi is predominately a blue collar and service worker community with 81% of the residents working in these occupations. 39% of persons 35 years or older did not graduate from high school, 30% have graduated from high school and less than 32% of those graduating from high school go on to higher education.

18% of the households are under the national poverty level. There are three major low income public housing complexes within Kalihi. These housing sites are described by the State of Hawaii, University of Hawaii, Center on the Family, West Honolulu Community Profile 2001 report as lying within the “neediest neighborhoods” within West Honolulu.

Traditionally a community with a high immigrant population, Kalihi continues to attract immigrants and is a primary entry point for many new arrivals. The community is home to a high population of Filipino, Samoan, Tongan, Micronesian and Asian families. Many of these families face not only language barriers, but literacy barriers as well.

## **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. The Building and Grounds committee along with the Executive Director shall have oversight and responsibility for all repair, maintenance and improvement activities
2. See Attachments for timeline.
3. As indicated above, the Building and Grounds Committee along with the Executive Director shall have oversight of all activities related to this project.
4. The Chair of the Building and Grounds Committee shall report on all activities to the Board of Directors on a bimonthly basis. The Executive Director or his designate shall report to the funding Department on a monthly basis.

## **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
36,938	36,938	36,937	36,937	147,750

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

See Attached.

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.

None

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

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

\$131,472

#### **IV. Experience and Capability**

##### **A. Necessary Skills and Experience**

N.A.

##### **B. Facilities**

The agency operates primarily from its main site located at 1117 Kaili Street in Kalihi. This 70,000 sq. ft. site houses the administrative and program operations. This facility has, within the last decade, expanded to a total of approximately 18,000sq. ft. under the roof. The original and older section was constructed in 1967 and a newer section was added in 1997. The site provides offices, a variety of program and meeting spaces which includes:

- A large multi-purpose room in which, among other things, daily meals, in coordination with a nutrition agency, are served to senior citizens
- A dedicated recreation and lounge area outfitted with a variety of recreational equipment
- An arts and crafts room with a kiln
- A dedicated computer lab equipped with fourteen computers
- A 6,000 sq. ft. gymnasium
- Office space for approximately seven administrative staff members
- Office space for approximately 14 program staff members
- A program records room
- A staff library
- Three shared interview spaces
- A large centralized reception area

This property is leased to the center for a 20 year period by the General Board of Global Ministries of the United Methodist Church. The General Board of Global Ministries of the United Methodist Church has designated this property for use as a mission agency providing social service to the community. As a result, any purchase of service contracts SWCC enters into does not include any rental cost for the facility, and therefore provides some savings for the purchaser.



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

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

The Board of Directors chair of the Building and Grounds Committee and the Executive Director shall lead the renovation and repair project. The chair is a retired architect with many years of experience in Hawaii.

**B. Organization Chart**

See Attachment.

**C. Compensation**

Ronald Higashi, Executive Director	\$80,000/year
Dominic Inocelda, Administrator	\$71,400/year
Carol Imanaka, Administrator	\$70,250/year

**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.

Susannah Wesley Community Center is accredited by the Council on Accreditation through April 30, 2019.

**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.

**D. Future Sustainability Plan**

The Building and Grounds Committee shall develop a plan of sustainability to the Board of Directors in June, 2018.

**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.

# ATTACHMENTS

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

**Applicant: Susannah Wesley Community Center**

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
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				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	232,550			
<b>TOTAL (A+B+C+D+E)</b>	232,550			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	147,750	Ronald Higashi	808 847 7191	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested		[REDACTED]	01/19/17	
(d) Total Private/Other Funds	84,800	Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	232,550	Ronald Higashi      Executive Director	01/19/17	
		Name and Title (Please type or print)		



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Susannah Wesley Community Center

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>			\$ -	
<b>JUSTIFICATION/COMMENTS:</b>				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>			\$ -	
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Susannah Wesley Community Center

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	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	0	0	0	0
CONSTRUCTION	0	0	147750	84800	0	0
EQUIPMENT	0	0	0	0	0	0
<b>TOTAL:</b>			<b>147,750</b>			
<b>JUSTIFICATION/COMMENTS:</b>						





**GOVERNMENT CONTRACTS AND / OR GRANTS**

App: Susannah Wesley Community Center

Contracts Total: 2,061,580

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY</b> (U.S. / State / Haw / Hon / Kau / Mau)	<b>CONTRACT VALUE</b>
1	Home Based Parenting and Family Counseling	1/1/15 - 12/31/15	DHS	State	100,000
2	Community Resource Centers & Acculturation Services	7/1/14 - 6/20/15	DHS, DOH, DLIR-OCS	State	402,731
3	Supported Case Management/Case Coordination	10/1/14 - 3/31/16	DOH-AMHD	State	358,096
4	Competency Based High School Diploma, Adult Basic Education, ESL	2/3/2014 - 2/2/15	DCS	Hon	166,053
5	Kalihi Palama School's Out Project	1/29/14 - 7/31/15	DLIR-OCS	State	90,000
6	Kalihi Palama School's Out Project	5/4/15 - 4/20/16	DLIR-OCS	State	90,000
7	WorkHawaii Juvenile Justice Center for At Risk Youth	9/1/14 - 4/30/16	DCS	Hon	400,000
8	Teen Pregnancy Prevention & Positive Youth Development	7/1/14 - 6/30/15	DHS	State	90,000
9	Truancy Prevention & In School Suspension	7/1/14 - 6/20/15	DHS	State	95,000
10	Services for Victims of Human Trafficking	11/19/12 - 12/31/15	OVS	U.S.	269,700
11	Summer Food Service Program		DOE	State	Fee for Service
12	National Human Trafficking Victim Assistance Program	10/1/11 - 9/30/12		U.S.	Fee for Service
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					

	Description	Quality	Unit	Unit Cost	Total Cost	Completed/ Other Fund/In-kind	Requested	Comments
	<b>Exterior Tree Trimming/Removal</b>							
	Trim Keawe tree at Mauka Parking	\$1	ls	\$3,725	\$3,725	\$3,725		
	Trim Keawe tree Ewa of ponding basin	\$1	ls	\$1,850	\$1,850	\$1,850		
	Trim Keawe between bldg and street	\$1	ls	\$700	\$700	\$700		
	Trim Monkeypod betw. bldg and street	\$1	ls	\$600	\$600	\$600		
	Trim Tamarand between bldg and street	\$1	ls	\$1,000	\$1,000	\$1,000		
	Remove Keawe at Makai side of Makai parking	\$1	ls	\$1,275	\$1,275	\$1,275		
	Remove 3- large royal palms at gym and ctyd.	\$1	ls	\$2,250	\$2,250	\$2,250		
	Trim existing Fiddlewoods at parking perimeter	\$1	ls	\$2,600	\$2,600	\$2,600		Habitat
	Remove Banyans at side yard	\$1	ls	\$2,200	\$2,200	\$2,200		Living Life Source Foundation
	Arborist Supervision	\$1	ls	\$1,500	\$1,500	\$1,500		
				subtotal	\$17,700	\$17,700		
	<b>New Gutter Work</b>							
	All Buildings	\$1	ls	\$32,000	\$32,000	\$32,000		
				subtotal	\$32,000	\$32,000		

	Description	Quality	Unit	Unit Cost	Total Cost	Complete or Other -NOIT-RING	Requested	Comments
	<b>Roofing Work</b>							
	Re-coating entire roof -Multi-Purpose Bldg	#####	sf	\$8	\$50,000		\$50,000	
	Youth center and Gym (assume no roofing work)			subtotal	\$50,000		\$50,000	
	<b>Gym</b>							
	Window at Mauka side door - broken	\$1	ea	\$300	\$300	\$300		
	Wall Speaker Makai Side - re-mount	\$1	ea	\$300	\$300	\$300		Habitat
	Repair or Replace all Jalousie Windows	\$10	ea	\$2,000	\$20,000		\$20,000	
				subtotal	\$20,600	\$600	\$20,000	
	<b>Youth Center</b>							
	Add Fresh Air Fans to Office AC spaces	\$1	ls	\$10,000	\$10,000		\$10,000	
				subtotal	\$10,000		\$10,000	
	<b>Multi-Purpose Building</b>							
	Replace Toilet Partitions Men's /Women's	\$1	ls	\$6,000	\$6,000		\$6,000	
	Accessible Ramp - Repair bent handrail	\$1	ls	\$500	\$500		\$500	
	Kitchen. WH flue penetration - make to code	\$1	ls	\$500	\$500		\$500	
	New Storeroom Ewa of Courtyard	\$1	ls	\$5,000	\$5,000	\$5,000		Habitat
	Replace Covered CtYd. 13 Light Fixtures	\$13	ea	\$150	\$1,950		\$1,950	
	Wood Jal. Windows - repair	\$15	ea	\$1,000	\$6,000		\$6,000	
	New Floor Covering	\$1,400	sf	\$10	\$14,000		\$14,000	
	Repair/Replace Sliding Doors	\$2	ea	\$8,000	\$16,000		\$16,000	
				subtotal	\$49,950	\$5,000	\$44,950	

	Description	Quality	Unit	Unit Cost	Total Cost	Complete, Other Unit/Item	Requested	Comments
	<b>Entire Building</b>							
	Tent termite treatment - whole building	\$1	ls	\$18,000	\$18,000		\$18,000	
				subtotal	\$18,000		\$18,000	
	<b>Storefront Door Work</b>							
	New Courtyard Entry "Storefront"	\$1	ls	\$17,200	\$17,200			UMC Women
	Remove existing Metal gate							
	New "store front" with double doors							
	Exterior to Corridor next to Reception							
	Replace with new "store front " type							
	with dbl doors and panic hardware inside							
	included above							
				subtotal	\$17,200	\$17,200		
	<b>Wood Door Work</b>							
	Exterior to Corridor next to Kitchen	\$1	ls	\$1,000	\$1,000		\$1,000	
	Add new panic hwre							
	Repair/replace door frame							
	Add Head Flashing at exterior							
	Exterior to Multi-purpose	\$1	ls	\$1,375	\$1,375	\$1,375		Habitat
	Replace with new door same hardware							
	Add Head Flashing At exterior							
	Exterior to Multi-purpose	\$1	ls	\$1,375	\$1,375	\$1,375		Habitat
	Replace with new door same hardware							
	Add Head Flashing at exterior							
	Exterior to Multi-purpose	\$1	ls	\$1,300	\$1,300	\$1,300		Habitat
	Replace with new door same hardware							
	Add Head Flashing at exterior							

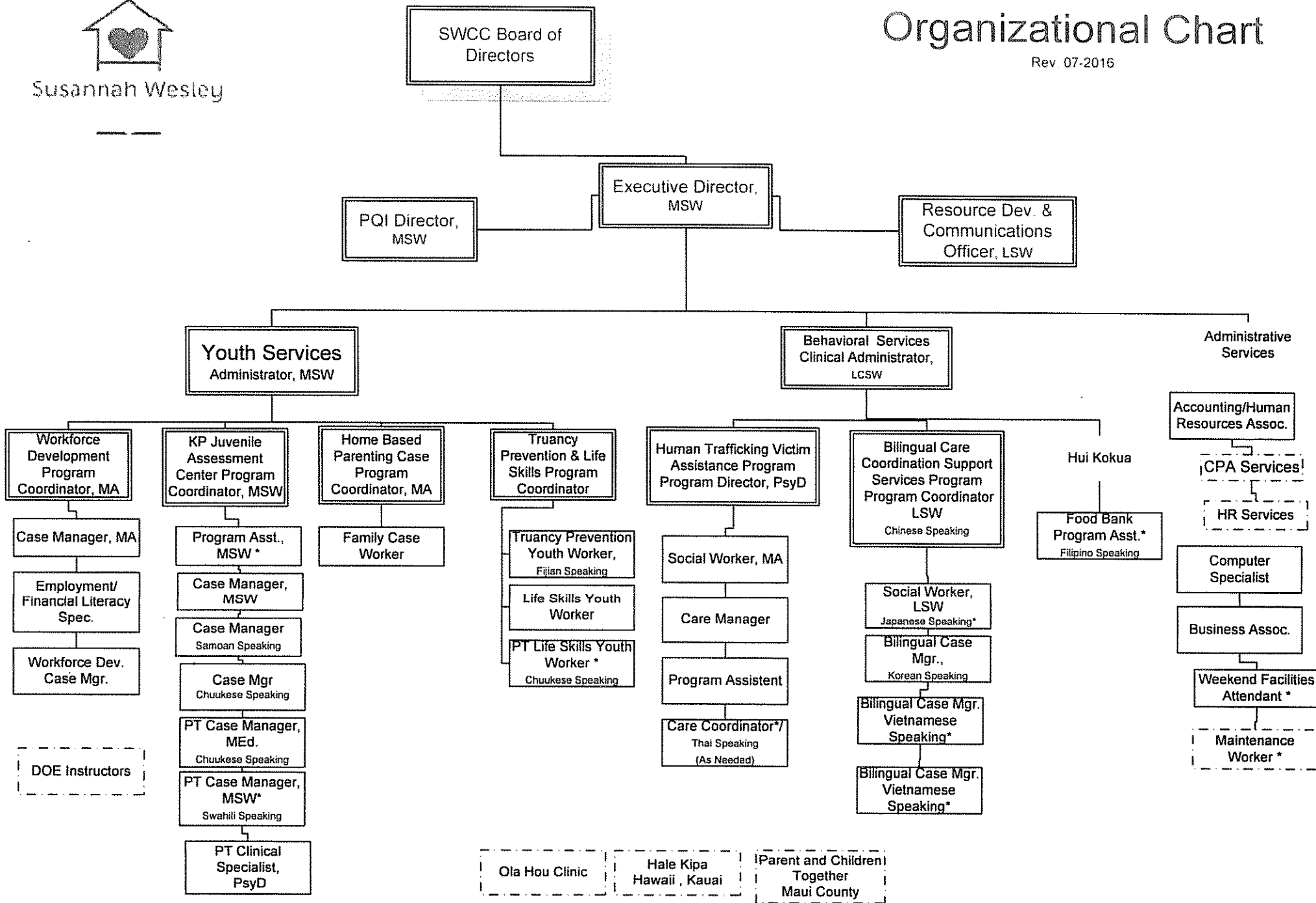
	Description	Quality	Unit	Unit Cost	Total Cost	Completed Unit LPC/TH/MSJC	Requested	Comments
	Makai Exit from Corridor	\$1	ls	\$1,500	\$1,500		\$1,500	
	Existing wide door 43.5"x 84" to remain							
	Add Panic Hardware							
	Change lock to open from inside always							
	Makai Exit from Craft room	\$1	ls	\$1,500	\$1,500		\$1,500	
	New door frame to replace termite damage							
	New Door with Existing hardware.							
	Women's @ Corridor #1	\$1	ls	\$800	\$800	\$800		Habitat
	Multi-purpose to Covered Courtyard	\$1	ls	\$800	\$800		\$800	
	Replace Door - same hardware							
	Covered Courtyard to Corridor #1	\$1	ls	\$900	\$900	\$900		Habitat
	Remove door							
	Wide door 43.5"x 84"							
	Multipurpose to Kitchen	\$1	ls	\$500	\$500	\$500		Habitat
	Repair sagging Door/frame							
				subtotal	\$11,050	\$6,250	\$4,800	
	<b>Electrical Work</b>							
	Youth Offices DH Side add outlets for AC units	\$1	ls	\$4,000	\$4,000	\$4,000		Habitat Elec
	connect to panel							
	Install exit sign at Ewa end of courtyard	\$1	ls	\$500	\$500	\$500		Habitat Elec
	Replace Covered Courtyard Ceiling Lights	\$13	ea	\$100	\$1,300	\$1,300		Habitat Elec
	Relocate exit sign at DH end of courtyard	\$1	ls	\$250	\$250	\$250		Habitat Elec
				subtotal	\$6,050	\$6,000		
	<b>TOTAL LIST</b>				\$232,550	\$84,800	\$147,750	

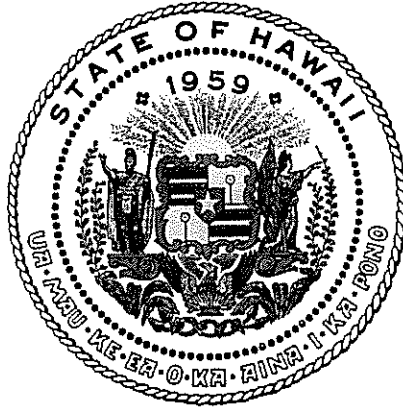


Susannah Wesley

# Organizational Chart

Rev. 07-2016





## 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

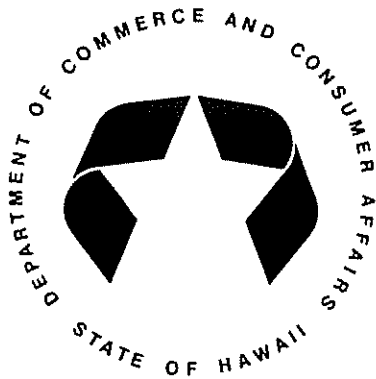
**SUSANNAH WESLEY COMMUNITY CENTER**

was incorporated under the laws of Hawaii on 02/14/1968 ;  
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

Director of Commerce and Consumer Affairs



**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.

Susannah Wesley Community Center

(Typed Name of Individual or Organization)



(Signature)

01.20.17

(Date)

Ronald M. Higashi

(Typed Name)

Executive Director

(Title)