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Central Oahu Youth Services Association, Inc. (COYSA)
66-528 Haleiwa Road
Haleiwa, HI 96712
(808) 637-9344 / fax (808) 637-3050
execdir@coysahi.org



January 14, 2018

Senate Committee on Ways and Means
State Capitol, Rm. 208
Honolulu, HI 96813
Attn: GIA

Re: 2018/2019 GIA

Dear representative:

Please find one original of COYSA's proposal for Shelter Homes-Phase 2: Interior Renovations. We are requesting \$461,872 to complete the fixes started under a previous GIA, focused on health and safety and ADA compliance. These homes will be for youth, ages 12 to 17, referred by the Dept. of Human Services, Child Welfare or the Judiciary, Family Court.

We appreciate your consideration.

Sincerely,



Linda L. Ikeda, PhD, MSW
Executive Director

Board Members:
President: Florentino Tamondong
Vice President: Paul Wescott
Treasurer: Neal Ikeda
Secretary: Teresa Cramer
Lorenn Walker

House District(s) 47
Senate District(s) 23

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:

Central Oahu Youth Services Association, Inc.

Dbas:

Street Address: 66-528 Haleiwa Road, Haleiwa, HI 96712

Mailing Address: same

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name LINDA L. IKEDA

Title Executive Director

Phone # 808 637-9344

Fax # 808 637-3050

E-mail likeda@coysahi.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:

SHELTER HOMES-PHASE 2: INTERIOR RENOVATION

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2019: \$ 461,872

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 \$ _____

NOTE: NEW SERVICE FOR BLDG #3, EXISTING FOR #2 & #4

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE

AUTHORIZED SIGNATURE

LINDA L. IKEDA, EXECUTIVE DIRECTOR

NAME & TITLE

1-16-18

DATE SIGNED

JAN 19 2018 *LO* 3:35 PM

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2018 to June 30, 2019

Applicant: Central Oahu Youth Services Assn.

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	13,272			
2. Payroll Taxes & Assessments	1,593			
3. Fringe Benefits	1,858			
TOTAL PERSONNEL COST	16,723			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	4,000			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Audit	3,000			
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	7,000			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	414,427			
TOTAL (A+B+C+D+E)	461,872			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	461,872	Linda L. Ikeda	808 637-9344	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested		[REDACTED]	1/15/18	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
TOTAL BUDGET	461,872	Linda L. Ikeda Executive Director		
		Name and Title (Please type or print)		

Application for Grants

Please check the box when item/section has been completed. 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;

Central Oahu Youth Services Association, Inc. (COYSA) is a 501 (c)3 community-based non-profit incorporated in 1980. COYSA provides emergency shelter and support services to youth, ages 12 to 17, referred by the Department of Human Services, Child Welfare Services (DHS/CWS) and the Judiciary, First Circuit Family Court (FC). Located in Haleiwa, COYSA runs the only emergency shelter program for youth in the Central Oahu/North Shore area. Referrals are accepted from throughout Oahu and the neighbor islands.

2. The goals and objectives related to the request;

COYSA has been operating two eight-bed shelter homes—House #2 for girls and House #4 for boys, and will soon open a third, House #3, also for eight youth. Note: House #3 was used for offices when Building #1 (to the far right in rendering) fell into disrepair in 2013/14. See below.



Existing Site Layout Sketch
for Central Oahu Youth Services Association
Conceptual Rendering Date: 11/21/17

58-3

While a 2014/15 GIA covered numerous health and safety fixes and ADA improvements to these three structures, much of the work was focused on House #4 and on the exteriors—largely because we had insufficient funds. This left

- House #2 (Sky) without the planned replacement of windows (from louvered to pane, with escape and rescue openings) and of the original (now, 25 year-old) flooring and bathroom fixtures
- House #3 (Aina) without kitchen counters or fresh paint, and
- House 4 (Ocean) without repairs to its now dated and worn kitchen and bathroom, in continual use since the 1980's.

This request of \$461,872 will cover these improvements, resulting in a clean, durable, and functional space—re-conceptualized for its particular use and serviceable for years to come.

3. The public purpose and need to be served;

The population of abused, neglected, abandoned, and homeless youth, ages 12 to 17, has been identified by the City and County as vulnerable and a high priority for both facilities and services (Consolidated Action Plan, City and County of Honolulu, July 2015 to June 2020). The renovation proposed here will allow COYSA, a nonprofit providing emergency shelter and services to youth since 1980, to continue operation of its shelter homes through essential health and safety fixes to existing facilities. Further, the minimal fixes to House #3 (Aina), previously serving as office space, will allow COYSA to increase its bed capacity from 16 to 24 (three houses accommodating 8 youth, each).

4. Describe the target population to be served; and

COYSA serves youth, ages 12 to 17, referred by the State (Dept. of Human Services, Child Welfare, and the Judiciary, First Circuit, Family Court).

5. Describe the geographic coverage.

Though the shelter homes are located in Haleiwa (District 2), referrals—through Child Welfare and Family Court—are accepted from throughout the State.

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;

COYSA is requesting a GIA to renovate three existing shelter homes. Funds will cover conceptual planning and design; repair and replacement of windows and flooring (House #2); and kitchen renovations, bathroom improvements, and new interior paint (Houses #2, #3, and

#4). When complete, each shelter home will accommodate up to eight youth, provide a common dining and study area, and provide durable and functional age-appropriate bedroom spaces, bathrooms, laundry areas, and living rooms.

To achieve this, COYSA will turn to **Shimokawa and Nakamura (s+n)**—a full-service architectural firm with experience in creative and visionary design of hotels, custom homes, and industrial/commercial facilities—to design, help with the bid process, and provide construction administration services. Though experienced in grand projects, s+n has already proven itself attentive to the constraints of COYSA's budget and schedule, without compromising its aim for quality. (See attached page on lead architect, Peter Uchiyama, and firm.)

Internally, COYSA will rely on its **Executive Director**, who will devote a portion (10%) of her time to Project, contribute to design selections, work closely with the Facilities Manager in coordinating the Project, and be responsible for reports to funder; **Bookkeeper**, who will devote a portion (20%) of her time to manage Project accounting and records; and **Facilities Manager**, who will devote a portion (20%) of his time to ensuring the safety and security of the grounds and equipment.

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

First quarter (July to Sept. 2018)

Planning (architectural drawings, appraisals, necessary surveys, bidding of subcontractors for specialized work)
Continual capital campaign
Oversight and compliance

Second and Third quarters (Oct. to Dec. 2018, Jan. to Mar. 2019)

Replace windows; demo existing kitchen cabinetry; install bathroom and kitchen fixtures; interior finish (paint), floors (vinyl plank)
Continual capital campaign
Oversight and compliance

Fourth quarter (Apr. to June 2019)

Final checks, certificate of occupancy
Continual capital campaign
Oversight and compliance

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

The selection of Shimokawa + Nakamura (s+n) as architectural firm will help to ensure, not only a quality outcome, but integration of economic, social, and cultural values. S+n will assist with

matters of budget management, leveraging of funds, planning, development and implementation, oversight, and compliance.

S+n will also assist the ED in conducting process and outcome reports and other documents, as required by funders. Attention will be paid to:

- compliance with contract terms
- meeting of performance measures
- accuracy and completeness of documentation
- adherence to required operating procedures and practices, and
- effectiveness and efficiency—in performance, impact, design, administration, and fiscal management.

General Contractors for work under this Project will be selected through a bidding process, developed and approved by the Board of Directors. All contractors will have the appropriate licenses and accreditations.

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.

Measures of effectiveness

First quarter (July to Sept. 2018)

complete architectural plans, submit plans for approval, begin permitting procedures
submit required reports

Second and Third quarters (Oct. to Dec. 2018, Jan. to Mar. 2019)

begin renovation/repairs
submit required reports

Fourth quarter (Apr. to June 2019)

punch list/inspections
certificate of occupancy
produce/submit required reports

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
- a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))

- c. Equipment and motor vehicles ([Link](#))
- d. Capital project details ([Link](#))
- e. Government contracts, grants, and grants in aid ([Link](#))

See Appendix.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2019.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
100,000	115,685	200,000	46,187	461,872

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2019.

See Appendix.

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, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2019 for program funding.

See Appendix.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2017.

Unrestricted current assets as of Dec. 31, 2017: \$152,720

IV. Experience and Capability

1. 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.

COYSA has over 35 years of experience in providing residential and support services to state-referred youth, ages 12 to 17, affected by abuse, neglect, and caretaker absence. This includes management of multiple government and private grants from the Dept. of Human Services, Child Welfare Services; Family Court, First Circuit; State Office of Community Services; Hawaii Community Foundation; and Aloha United Way, among others.

With regard to capital grants, COYSA recently completed a \$400,000 renovation project under a 2014/15 GIA (awarded in 2015), covering health and safety fixes and ADA upgrades (to two of three) existing shelter home structures. These and previous grants, both capital and operating, are listed here.

Capital projects include:

Year	Contract No.	Administrator	Amount
2011	CT-DCS-1000160	Stephen Karel	\$273,000.00
2011-2012	CT-DCS-1100214	Stephen Karel	\$87,500.00
2015-2017	OCS-CIP-15-14	Jovanie de la Cruz	\$400,000.00

Program grants include:

Year	Contract No.	Administrator	Amount
Jul2014-Jun2015	DHS-11-POS-363	Kenwyn Kaahaaina	\$365,695.00
Jul2014-Jun2015	JUD12-060	Anona Gabriel	\$31,345.00
Jul2015-Jun2016	DHS-16-POS-3041	Christine Gamboa	\$440,000.00
Jul2015-Jun2016	JUD16-100	Anona Gabriel	\$45,000.00
Jul2016-Jun2017	DHS-16-POS-3041	Christine Gamboa	*\$245,410.00
Jul2016-Jun2017	JUD16-100	Anona Gabriel	*\$11,250.00

*decrease related to temporary closure for renovation.

2. 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.

Licensing. COYSA 's shelters are licensed annually by the Dept. of Human Services (DHS) as Emergency Shelters/Child Care Institutions, serving as short-term/temporary placements for youth in immediate need. Placements range from a couple of days to several months, depending on the availability of appropriate referrals upon discharge. (See Appendix for licenses.)

Lease. The lease for the Haleiwa property, managed by the City and County Dept. of Community Services (DCS), was recently renewed through 2021 (a 5-year extension). The

use of the property is limited to residential and support services for abused, neglected, and homeless youth, ages 12 to 17. (We have had conversations with DCS, though, about changing the age limitations, so as to additionally serve unaccompanied homeless youth, ages 18 to 21 or 23.)

Shelter facilities. House #4 (Ocean) has five bedrooms, accommodating eight youth; two bathrooms with showers (one, fully ADA accessible), a large kitchen, living room, dining area, and laundry/recreational room (which may be converted to a classroom). House #4 also has a large deck facing the grounds.

The former office building, House #3 (Aina), was renovated in 2012 and offers four bedrooms, to accommodate two youth each; two large bathrooms with showers (one, fully ADA accessible), a commercial size kitchen, dining/meeting room, pantry, laundry area, lanai, and storage areas.

House #2 (Sky) has five bedrooms, accommodating eight youth; two bathrooms with tubs and showers, a large living room, kitchen, dining area, laundry area, and storage. Built on stilts over a flood plane, this building (unlike the other shelter homes) cannot be made accessible. It has, however, served as a youth home for the past 25 or so years and, with necessary repairs, can remain serviceable for years to come.

A fourth structure, Building #1, has fallen into disrepair and is beyond salvage. The current plan is demolition and possible rebuild into a multiuse facility, appropriate for classroom, meeting, recreational and other use.

These buildings are situated on a large lot, directly across from Haleiwa Elementary School. The location is removed from the commotion of the city, near bus lines, and within walking distance to the beach and shops. The spaciousness of the grounds, several large trees, a grassy area, and the recently built deck invite outdoor activities. (See site rendering on page 1.)

V. Personnel: Project Organization and Staffing

1. 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.

COYSA's 24/7 operations require a minimum of 10 residential staff to cover two shelter homes. These direct service staff include a full time Program Director (PD), four full time Residential Staff, and five part time/on call Residential Staff. Additionally, COYSA employs a full time Executive Director (ED), .50fte Bookkeeper, and .50fte Facilities Manager.

Note: Only 10% of the ED's time, 20% of the Bookkeeper's time, and 20% of the Facilities Manager's time will be covered under this proposed grant. The time of these staff will be particular to the Phase 2 Renovation Project and critical to its success.

Staff Qualifications

Clinical staff. Clinical staff—including the ED, PD, and MSW interns—are or will become knowledgeable about trauma populations, evidence-based and best practices, crisis management, state mandates, contract requirements, and funder expectations. The ED has trained in mental health, both child and adult; holds an MSW from UCLA with focus on child welfare and PhD in social welfare from UH Manoa with focus on program evaluation; and has worked with community-based nonprofits for over 30 years. The Program Director will hold a master's and have experience in service provision, program development, and supervision.

Residential staff. Residential staff will have experience in providing residential and other services to youth affected by violence or abuse; and will be interested in modifying conventional practices and procedures in favor of gender-responsive, trauma-sensitive, and culturally relevant programming.

Administrative staff. The Bookkeeper holds a degree in accounting, is skilled in the use of Excel and QuickBooks, and is familiar with nonprofits and general office procedures. The Bookkeeper reports to the ED, responsible for oversight of client and service data and production of reports to funders.

Supervision. The ED and PD oversee clinical and support services. These staff will conduct regular supervision sessions with direct service providers, approve service plans, check that progress notes are completed and connected to the plans, review and revise service plans as necessary, and put into place essential policies and procedures.

Training. COYSA covers, in initial trainings to staff

- the organization's history, its target population
- expectations and responsibilities of staff; the duties of each shift
- agency policies and procedures; house rules for the shelters
- housekeeping expectations; food safety; workplace safety
- intake and exit procedures; confidentiality and case record keeping
- emergency, runaway, and critical incident protocol
- CPR and first aid; dispensing of medications
- dealing with troublesome youth behaviors (e.g., swearing, fighting, theft)
- substance abuse; suicidality, self-harm, and depression; anger and aggression
- working with LGBTQ youth; the importance of socializing; use of praise.

Subsequent trainings cover

- ethics and boundaries; strength-based rule violation protocol

- safety and security, physical and psychological; the importance of self-care
- power struggles and how to avoid them; the negative consequences of labeling
- complex trauma and its lasting effects; basics of trauma-informed care
- aggression replacement; the problems with seclusion or restraints
- and the importance of including youth in planning, decision making, etc.

2. 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.

The chart includes Community Health Worker interns, enrolled in an Apprenticeship program at Kapiolani Community College. These interns will work under COYSA's ED. See Appendix.

3. 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.

COYSA is run by a volunteer board. The Executive Director earns \$45,000 at .75fte and \$60,000 at 1.0fte. The Program Director, not yet hired, will earn roughly \$32,760 if hired at .75fte and \$43,680 if hired at 1.0fte.

VI. Other

1. 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.

COYSA is not involved in any litigation procedures and has no litigation history.

2. 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.

See Appendix for Childcare Institution (CCI) licenses, covering Houses #2 and #4. We are in the process of securing new licensing for House #3.

3. 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.

No; the grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2018-19 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2018-19, but
- (b) Not received by the applicant thereafter.

The funds requested here should be adequate to complete the **repairs** to Building #2. Once the facility is ready for occupancy, on-going maintenance of the building and grounds will be covered by the operating grants. Additionally, COYSA has a .50fte Facilities Manager, who helps to ensure that the site remains safe and functional.

With regard to **operations**, COYSA has 35 years of experience providing emergency shelter and services to 100 to 120 youth per year, ages 12 to 17. This work, stemming from the founder's work with homeless youth in Wahiawa, has been supported by multiple grants from various government agencies and private funders, including the Department of Human Services, Child Welfare Services (DHS/CWS); the Judiciary, Family Court, First Circuit (FC); the City and County of Honolulu (C&C), managing the property lease; Aloha United Way (AUW); Friends of Hawaii Charities and others. These grants are audited annually.

Come July 2018, the proposed start of the grant term, COYSA will have re-opened one and newly opened another of its shelter homes under DHS/CWS; and will have hopefully gained program support through the Office of Youth Services (OYS). Come April 2019, a third shelter home (House #2) should be ready for operations, under these same grants or possibly HUD/Housing First. This—pending a change to our lease terms—would allow COYSA to house self-referred youth, now turned away.

Our plan is to continue to serve youth, ages 12 to 17, while additionally serving "older youth," ages 18 to 23, through programs supporting: unaccompanied homeless, pregnant and parenting, and at-risk LGBT youth. These subgroups have been identified as priorities, both nationally and locally, yet are lacking beds and services. Programmatically, the inclusion of "older youth" mentors (for instance, former foster or at-risk youth, now progressing in academic or vocational programs) can help the agency avoid the pitfall of "deviancy training," the downside of congregate care for similarly troubled youth.

5. 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, 2017.

See Appendix for Certificate of Good Standing.

6. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

See Appendix for Declaration Statement.

7. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

The renovation request made here is in support of an emergency shelter facility for youth and possibly "older youth"—abused, neglected, abandoned, or unaccompanied homeless.

Appendix

Budget Justification - Personnel Salaries and Wages

Budget Justification - Capital Project Details

Government Contracts, Grants, and/or Grants in Aid

Architect/Firm

Child Care Institution Licenses

Organizational Chart

Certificate of Good Standing

Declaration Statement

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2018 to June 30, 2019

Applicant: Central Oahu Youth Services Assn.

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2016-2017	FY: 2017-2018	FY:2018-2019	FY:2018-2019	FY:2019-2020	FY:2020-2021
PLANS	10,500.00		54,800.00			
LAND ACQUISITION						
DESIGN			46,907.85			
CONSTRUCTION	389,500.00		312,719.00			
EQUIPMENT	30,000.00					
TOTAL:	430,000.00		414,426.85			
JUSTIFICATION/COMMENTS:						
Equipment - in-kind donation from SlumberWorld of 24 bed frames/mattresses + cash donation from Friends of HI Charities for furnishings						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Central Oahu Youth Services Assn.

Contracts Total: 1,276,330

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Youth emergency shelter Bldg#3 (17 mo) / Program	2/1/18 - 6/30/19	DHS/CWS	State	396,667
2	Youth emergency shelter Bldg#4 (15 mo) / Program	5/1/18 - 6/30/19	DHS/CWS	State	326,667
3	Service Learning - Shelter & Comm / Program	7/1/18 - 6/30/19	OYS	State	88,611
4	Phase 2: Interior Renovations / Capital	7/1/18 - 6/30/19	GIA	State	339,385
5	Classroom Devel & Incentive Proj / Program	10/1/18 - 9/30/19	GIA	Honolulu	125,000
6					
7					
8					
9	Though COYSA had a previous grant with DHS/CWS, now in year 3, we have not yet entered into contract.				
10	Classroom Development (GIA) and Service Learning (OYS) support have been requested; not awarded.				
11	Phase 2: Interior Renovations is the request for capital support being made here.				
12					
13					
14					
15					
16					
17					
18					
19					
20					

Peter E. Uchiyama, AIA, LEED Green Associate
Principal

Education

Portland State University - Pre Architecture
University of Idaho
Bachelors of Architecture (BArch)
Moscow, Idaho

Professional Registration

State of Hawaii, No. 8706

Professional Affiliations

American Institute of Architects (AIA)
Council of Education Facility Planners International
LEED Exam Development Subject Matter Expert

Experience

Throughout his architectural career, Mr. Uchiyama has been involved in a number of different project types and is able to provide a unique perspective on various projects and design methodologies. Having worked for a large institution, he has been integrating architectural concepts and ideals into Strategic Planning, Master Planning, Project Management, Facilities Management and Architectural design.

As the Capital and Facilities Planner and Senior Capital Program Manager for Kamehameha Schools (KS), Mr. Uchiyama, developed a unique methodology to provide Planned Facilities Maintenance and Management. During his time at KS, he was responsible for the development of a planned facilities maintenance methodology that would preserve the assets of the school while providing foresight to future cost and allow the user to make informed decisions at a significantly higher level.

Among his most notable projects:

- Waikiki Beach Marriott Resort and Spa Hotel Renovation
- Pulama Lanai - Richard's Market
- Foodland Farms - Ala Moana
- Kamehameha Schools – Heeia Preschool: The first LEED Silver building for Kamehameha Schools
- Kamehameha Schools – Sustainability Master Plan
- Kamehameha Schools Keauu Campus Master Plan and Phase 1
- Ewa Beach International Golf Club

Contact Info:
955-3373 ext 111
peter@snllc.us

STATE OF HAWAII
DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES DIVISION

CENTRAL OAHU YOUTH SERVICES ASSOCIATION, INC. HOUSE IV
65-490 HALEIWA RD
HALEIWA, HI 96712

is hereby granted a

PROVISIONAL

Certificate of Approval

to operate a child-caring institution for not more than 8 FEMALE children,

to be over 12 years of age

and under 18 years of age. This Certificate is issued for the period

JANUARY 30, 2018

to

MARCH 30, 2018

unless sooner revoked for cause, and is granted in accordance with Section 346-17,

Hawaii Revised Statutes.



PANKAJ BHANOT

By



DHS 1667
02/00

STATE OF HAWAII
DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES DIVISION

CENTRAL OAHU YOUTH SERVICES ASSOCIATION, INC. HOUSE II
66-514 HALEIWA RD
HALEIWA, HI 96712

is hereby granted a

PROVISIONAL

Certificate of Approval

to operate a child-caring institution for not more than 8 MALE children,

to be over 12 years of age

and under 18 years of age. This Certificate is issued for the period

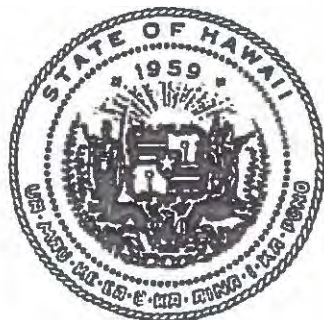
JANUARY 30, 2018

MARCH 30, 2018

to

unless sooner revoked for cause, and is granted in accordance with Section 346-17,

Hawaii Revised Statutes.



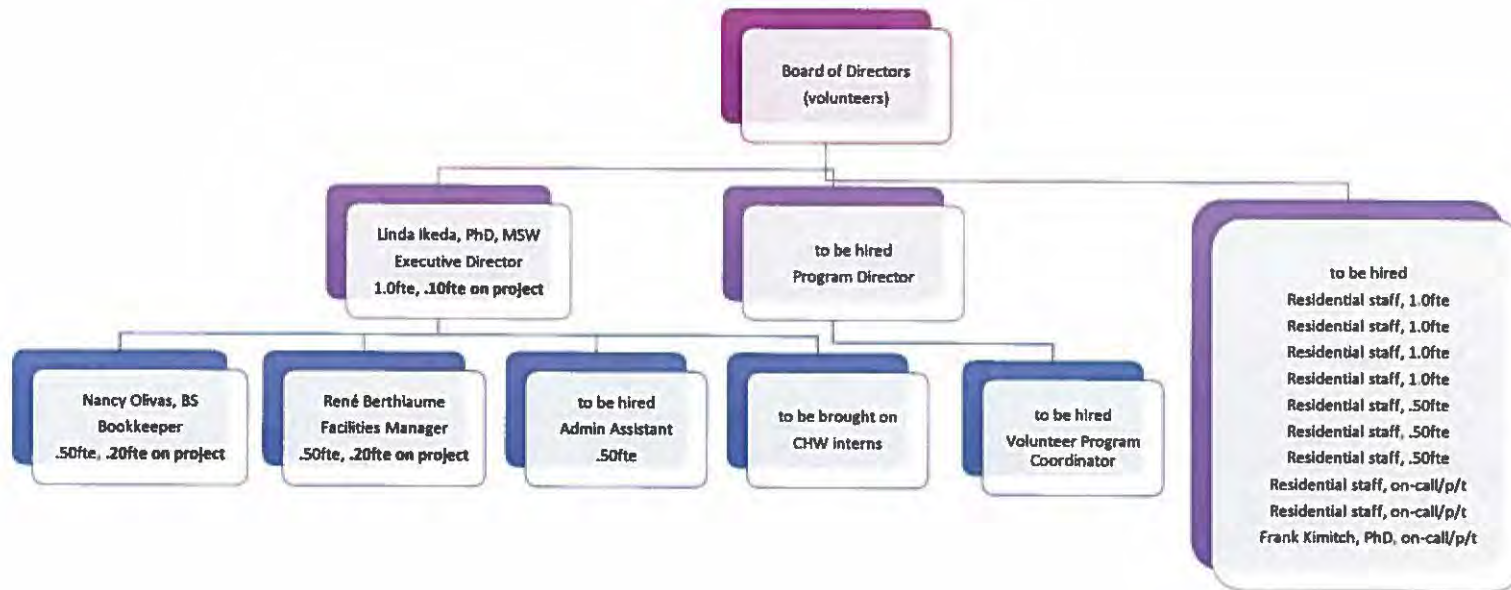
PANKAJ BHANOT

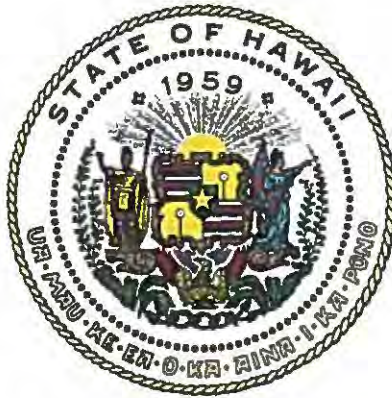
By



DHS 1667
02/00

Central Oahu Youth Services Association, Inc. (COYSA)
2018
Organization Chart
Emergency Shelter Program





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

CENTRAL OAHU YOUTH SERVICES ASSOCIATION

was incorporated under the laws of Hawaii on 02/13/1980 ; 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 15, 2018

Cathleen P. Awata-Cole

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED 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.

Central Oahu Youth Services Association, Inc.

(Typed Name of Individual or Organization)

(Signature)

Linda L. Ikeda

(Typed Name)

Rev 12/2/16

1-15-18

(Date)

Executive Director

(Title)