



House District(s) 1st & 2nd

Senate District(s) 5

**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:

Gregory House Programs
 Dba:

Street Address:

200 N. Vineyard #A310; Honolulu, HI 96817

Mailing Address:

200 N. Vineyard #A310; Honolulu, HI 96817

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name Jonathon Berliner

Title Executive Director

Phone # 808-592-9048

Fax # 808-628-6937

E-mail jonb@gregoryhouse.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:

Community Residential Program: funding request for last 30% of funds required for property acquisition for the property used for the Community Residential Program.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2019: \$ 650,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ _____

FEDERAL \$ 1,983,950.15

COUNTY \$ _____

PRIVATE/OTHER \$ _____

TYPE

JON BERLINER, EXECUTIVE DIRECTOR

NAME & TITLE

JANUARY 19TH, 2018

DATE SIGNED

JAN 13 2018
 3:17 PM



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

- 1. A brief description of the applicant's background:** Located on the Island of O'ahu in the State of Hawai'i, Gregory House Programs (GHP) is a highly-regarded housing and social service agency for people living with HIV/AIDS (PLWH) in Honolulu County. Incorporated in 1988 and recognized by the IRS as a 501(c)(3) (Tax ID 99-0265111), GHP has fulfilled its mission "*to provide affordable housing assistance and support services to PLWH in Hawai'i*" for nearly thirty years. It does so through the provision of high quality, culturally responsive, and consumer driven programs. Services provided by GHP are designed to provide low barrier housing access for the most socio-economically disenfranchised and highest risk members of the HIV/AIDS community - those often not welcomed by the traditional social service systems.

Nearly 400 individuals receive housing and related support services through GHP each year – some of the poorest and most needy members of our community. However, it's never sufficient to simply provide shelter for homeless, chronically homeless, or at risk for homelessness PLWH. According to the U.S. Department of Housing and Urban Development, "housing should be used as a structural intervention to improve health outcomes for PLWH."¹ Consistent with this and the agency vision that "PLWH in Hawai'i have safe and stable housing with access to supportive services they need to lead satisfying lives with dignity," Throughout the last three decades GHP has expanded from an 11-person transitional shelter to the nine-program full-service provider it is today. Specific programs and services included in GHP's organizational structure include:

- A. Gregory House:** A transitional shelter operating since 1988 offering adults who are, or are at risk for homelessness a safe, clean, and healthy environment as they begin to prepare themselves for long term or permanent housing. More than 500 PLWH have called Gregory House home for up to two years.
- B. Temporary Shelter & Emergency Assistance:** For up to two weeks, GHP provides emergency shelter for homeless PLWH through its Temporary Shelter Program. Participants are accommodated at the YMCA or an economy type hotel for up to two weeks while more stable arrangements are arranged. The Emergency Assistance Program provides PLWH emergency financial assistance for rent, security deposits, or to assist with keeping tenant utilities on. Both programs have been operating since 1989. Combined, the programs have served over 500 PLWH.
- C. Rent Subsidy Program:** For 27 years, GHP has provided temporary rent subsidies for participants to establishing a foundation for independent living. Since beginning in 1989 nearly 1,000 people have benefited from this program.



- D. **Housing for People with HIV/AIDS:** The GHP's HOPWA program has been providing tenant based rental assistance for nearly 60 households each month since 1996.
- E. **Community Housing Services:** Since 2002, GHP has aided with rental applications, housing searches, inspections, and applications for subsidies like Section 8.
- F. **Shelter Plus Care:** Shelter plus care provides permanent supportive housing and coordinated case management for forty-four households of formerly homeless individuals and families. It has been operating since 1994.
- G. **Community Residential Program:** The Community Residential Program opened in 2005. The CRP emphasizes access to unsheltered homeless PLWH who also suffer from mental illness and/or substance abuse. The CRP provides bridge and transitional housing for individuals with active mental illness and/or current substance misuse.
- H. **Save the Food Basket:** Assumed by GHP in 2012 to prevent its closure, this program is designed to supplement the nutrition and diet needs of PLWH with low to very low income without which would not otherwise have access to food.
- I. **Coordinated Statewide Homeless Initiative:** In 2016, GHP provided individuals and families financial assistance toward security deposits, rent and utilities to prevent homelessness or help people out of homelessness. The state funds distributed by Aloha United Way assisted people on the brink of homelessness, including, but not limited to PLWH.

2. **The goals and objectives related to the request: Capital Project Description:** Gregory House Programs (GHP) acquisition project involves the purchase of the property and facilities at 1096 and 1098 Young Street in Honolulu. The fee simple property has a total of 7,090 square feet of land that includes one cottage with three bedrooms and 1 bath, and two small apartment buildings that make up a total of 2 - three bed/1 bath units, 4 - two bed/1 bath units, and 4 - one bed/1 bath unit for a total of 3,896 square feet interior livable space. GHP has an existing lease at the acquisition property for its CRP services and the owner listed the property specifically for GHP's acquisition.

June 14, 2017, Gregory House Programs was awarded \$1,983,950 by the Hawai'i Community Reinvestment Corporation for the acquisition. This award equates to approximately 75% of the total acquisition cost of \$2,632,805 purchase amount (inclusive of all closing costs). The U.S. Department of Housing and Urban Development (HUD) has completed the official Environmental Review on the property.

1. **Program Description:** The acquisition property is the site GHP operates its Community Residential Program (CRP) – supportive bridge / transitional shelter for those who are diagnosed with HIV/AIDS and are homeless / chronically homeless and struggle with substance misuse and/or mental illness. In addition to having a safe place to live, CRP provides supportive services designed to prevent recurrence of homelessness, and to progress each client towards independent living. These services include case management, re-engagement with primary and specialty care providers, psychiatric care, access to health and financial benefits, navigation to permanent housing, employment services, and more. Historically services provided by GHP have been exclusively for people living with HIV/AIDS (PLWH) and their families.



However, in late 2016 and in response to Honolulu's housing crisis, GHP's Board of Directors authorized the expansion of its target community. While GHP will continue to focus services to PLWH, should the demand for this population end, GHP will work with the general population with the focus of those that are homeless and medically fragile and challenged with the aforementioned.

The CRP has been operating since 2005 and can house up to 14 residents at any given time for up to two years. In 2017 the CRP was home to 33 residents (individuals, couples, and families) and there is always a wait-list for program participants. One-hundred percent (100%) of participants are at or below the Hawai'i 100% FPL. Of the program participants 68% were of ethnic minority – of which 46% self-report as Native Hawaiian/Pacific islander followed by Caucasian (32%), Asian (11%), and smaller amounts of African American and Native American/Alaska Native. Seventy percent of these are 45 years old or more (56% 45-59; 14% 60+) and 30%. All GHP's CRP participants are homeless, chronically homeless, at risk for homelessness and experience substance misuse and/or mental illness.

Through acquisition of the Young Street property, GHP permanently preserves this property for our homeless community's most disenfranchised members.

2. The specific goals and objectives related to this request is to provide supportive bridge housing for up to 14 individuals at any given time and up to 35 individuals in a year through GHP's Community Residential Program (CRP). There is always an extremely high demand for CRP beds and services in the HIV community, and oftentimes has a wait list to enter the program, especially since CRP emphasizes low barrier access for homeless PLWH experiencing mental health and/or substance misuse barriers. Each CRP resident participates in structured activities that include: Comprehensive case management, individual and group life skills, relapse prevention, substance abuse counseling, and reintegration. Coordination services will include: Housing; linkages to primary & specialty medical care, access to pharmaceutical assistance, medication adherence programs, psychotherapeutic services; health & social assessments; enrollment assistance; advocacy; financial and eviction prevention counseling; and housing retention services. These services continue for program participants even after they have transitioned toward independent living to ensure continuity and successful maintenance of housing status.
3. **The public purpose and need to be served:** The purpose of GHP's proposed project is to ensure readily accessible supportive housing for people who are medically fragile and multi-diagnosed with mental illness and/or substance abuse through its Community Residential Program. The Community Residential Program, operating since 2005, is supportive bridge housing that's home for up to 14 PLWH at any given time, and up to 35 PLWH in a year.

Throughout the last ten years the state has experienced a severe housing shortage resulting in unheard of numbers of unsheltered homeless individuals and families. The median income in Honolulu County is \$86,600. This is more than eleven times the average annual income (\$7,560) of GHP program participants who are the poorest and most needy members – often not welcome by the traditional housing solution. The average GHP program participant earns



more than four times less than the U.S. Department of Housing and Urban Development's FY 2017 income limits for "very low income"². According to the City & County of Honolulu *Five-Year Consolidated Plan & Action Plan* 41% of Honolulu's households experience a housing cost burden (expending more than 30% of income on housing). In comparison, 94% of GHP program participants experience housing cost burdens. The Hawaii Fair Market Rent (FMR) for an average two-bedroom apartment is \$1,830 and without exceeding 30% of income on housing expenses the "state housing wage" would need to be adjusted to \$38.12 per hour for the Honolulu Metropolitan Statistical Area (MSA). This would be the equivalent of 3.6 full time jobs at Hawai'i's minimum wage of \$10.10/hr (2.7 FTE to afford a 1 bedroom).³

With statistics like these, there is no wonder that Hawai'i has the second highest homelessness rate in the nation (554/100,000), nearly 24% higher than New York, and 60% higher than California.⁴ Obtaining and maintaining housing is a challenge for everyone, however, this is particularly true for those with disabling disease and mental illness or substance abuse indicators. It is well known that stable housing is a key indicator for positive health outcomes, especially for PLWH as "studies indicate being homeless or marginally-housed is common among PLWH and associated with poorer levels of HAART (highly active anti-retroviral therapy) access and sub-optimal treatment outcomes⁵." However, it isn't as simple as providing someone with shelter and per the U.S. Department of Housing and Urban Development "housing should be used as a structural intervention to improve health outcomes for PLWH⁶..."

Securing and maintaining housing in Hawai'i's socio-economic climate is difficult for most consumers, but imagine the challenge for those who are chronically homeless and are medically fragile. As would be expected, homeless consumers have increased hospitalization rates and typically require longer inpatient stays. For these, homelessness diminishes the effectiveness of their inpatient treatment once discharged and returned to homelessness.⁷ Ultimately this creates a cycle that worsens health outcomes and housing status; and places unnecessary financial burden on healthcare systems (through longer than needed stays or recurring admissions). Locally, it cost Straub Hospital between \$30,000 and \$50,000 in 2016 to house homeless discharged with post-discharge recovery needs.⁸ Since 2013 Queens Hospital has averaged \$81 million a year on health care for the homeless.⁵

It isn't difficult to find evidence that mental illness and substance misuse play a profound role in homelessness. Additionally, it has been well demonstrated that stable shelter is a key indicator for positive medical and behavioral health outcomes. Yet in Hawai'i 20% of 'counted' homeless report a serious mental illness, of which 63% are unsheltered. Similarly,

² U.S. Department of Housing & Urban Development; FY 2017 Income Limits Documentation System; Honolulu County.

³ Out of Reach 2017: Hawai'i; National Low Income Housing Coalition

⁴ United States Interagency Council on Homelessness; State Data Map 2016.

⁵ Milloy, M., Marshall, B. D., Montaner, J., & Wood, E. (2012). Housing Status and the Health of People Living with HIV/AIDS. *Current HIV/AIDS Reports*, 9(4), 364-374. doi:10.1007/s11904-012-0137-5

⁶ HUD, HOPWA In Focus, December 8th, 2016.

⁷ Han B, Wells B. Inappropriate emergency department visits and use of the health care for the homeless program services by homeless adults in the northeastern United States. *J Public Health Manag Pract*.2003;9: 530-537.

⁸ Consillio, K. "Cost of Homeless Care Increases." *Star Advertiser*, September 7th, 2016. <http://www.staradvertiser.com/2016/09/07/hawaii-news/cost-of-homeless-care-increases/>



18% report substance abuse disorders, of which 71% are unsheltered.⁹ Mental illness and substance misuse alone are significant barriers to stable housing but the inclusion of poorly maintained HIV/AIDS status amount to critical need. There is very little data specific to homeless or at-risk for homelessness PLWH experiencing mental health and substance misuse. However, based on historical experience more than 95% of CRP residents have active mental health and/or substance abuse complications at the time of enrolling. Of these, 75% were disengaged from primary, HIV specialty, and behavioral health care with unmanaged disease. This is a direct result of their combined mental health and/or substance misuse and housing status.

Gregory House Programs has nearly thirty years of experience providing housing and related services, and more than a decade housing those with substance abuse and mental health barriers. On O'ahu, there is a critical housing shortage for PLWH, particularly those who also experience chronic homelessness in addition to mental illness and/or substance misuse. *At GHP's CRP, no one is ever turned away or disqualified due to mental health status or current/active substance abuse.*

The Community Residential Program, was funded under HUD's Supportive Housing Program (SHP) since 2005, and funding ended in 2016 due to HUD's decision to reallocate funds from transitional housing programs to Housing First-modeled permanent supportive housing programs for chronically homeless. The Governor's homeless office assisted GHP with funds to keep CRP running until February 2017, and since then, GHP has been piecing together private foundation funds and Ryan White funds to pay for leasing and support services; however, it has not been enough to fully staff the program and provide the whole range of services needed by the participants who have medical, psychiatric, substance use rehabilitation and reintegration needs.

Describe the target population to be served: The target population to be served by the FY 2019 Grant in Aid are homeless PLWH with mental illness and/or substance abuse barriers. There is limited data on PLWH in Hawai'i, however, as of December 31st, 2015, Hawai'i had a cumulative total of 4,676 HIV infection cases. The prevailing risk factor (71%) is male-to-male sexual contact followed by 15% injection drug use or a combination of injection drug use and male-to-male sex. In 2015 the HIV infection rate was 7.3/100,000 (12.4/100,000 for men only; 1.6/100,000 for female only) which is an increase of 2.6/100,000 since 2014. Seventy-three percent (73%) of all HIV infections were diagnosed in Honolulu County¹⁰ and 88% of those were adults aged 18-54 years of age.

At the time of this writing GHP's has 342 active clients of which 68% are of racial and ethnic minority (46% Native Hawaiian or Pacific Islander; 11% Asian, and 11% African American or Native American) and 32% are of Caucasian descent – this is representative of GHP's historical demographical experience. Nearly 90% of GHP program participants experience some level of mental illness and/or substance misuse.

⁹ 2016 Homeless Point-in-Time Count. State of Hawai'i. January 24th, 2016

¹⁰ Hawai'i Department of Health 2015 HIV Surveillance Program; August 2016
https://health.hawaii.gov/harmreduction/files/2013/05/2015sur_HIVfactsheet_and_rep_final.pdf



- 5. Describe the geographic coverage:** The Community Residential Program is centrally located in the Makiki neighborhood and serves all of Honolulu County. Individuals are eligible regardless of which island they live on, however, they must be willing to relocate to O'ahu.

II. Service Summary and Outcomes

Through the support of FY 2019 Grant in Aid funds, GHP will provide up to 14 individuals at any one time and up to 35 individuals in one year, with supportive bridge housing that emphasizes access for homeless individuals experiencing substance abuse or mental health related barriers. The program is designed to be consistent with a low barrier, housing first approach. Throughout the fiscal year, the CRP will maintain a 94% occupancy rate. *No one is ever turned away or disqualified due to mental health status or current/active substance abuse.*

- 1. Describe the scope of work, tasks and responsibilities:** For more than a decade CRP has been meeting the complex and ever-changing needs of individuals who are homeless who also experience chronic and disabling medical conditions, mental health, and/or substance abuse related barriers. The CRP provides a low barrier, housing first approach knowing that successful long-term housing is highly dependent upon fulfilling an urgent need for immediate shelter – regardless of mental health and/or substance abuse status. The CRP program has an average wait time of about two weeks; clients pending space at CRP who are living outdoors are accommodated at the YMCA, YWCA, or other housing program while waiting.

Each CRP resident participates in structured activities with trained specialists that include: Comprehensive case management, individual and group life skills, relapse prevention, substance abuse counseling, and reintegration. Coordination services will include: Housing; linkages to primary & specialty medical care, access to pharmaceutical assistance, medication adherence programs, psychotherapeutic services; health & social assessments; enrollment assistance; advocacy; financial and eviction prevention counseling; and housing retention services. *These services continue for program participants even after they have transitioned toward independent living to ensure continuity and successful maintenance of housing status.*

- 2. Provide a projected annual timeline for accomplishing the results or outcomes of the service:** The proposed services already exist and those supported by FY 2019 Grant in Aid funding will be ongoing throughout the fiscal period.
- 3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results:** Quality assurance, evaluation, and improvement is a core process for GHP. The organizational culture creates an understanding that the housing status of clients is positively impacted by the efficacy, quality, and safety of services delivered. This is further reinforced in the organizations belief that quality assurance and evaluation comes from all facets of the agency including: 1) Program participants; 2) Service delivery; 3) Program oversight; 4) Administrative & fiscal



management; and 5) Facilities. Because of this the scope of GHP’s quality and evaluation activities center on indicators agency-wide and uses data from the following sources:

- a. Annual consumer satisfaction surveys
- b. Resolution of client grievances
- c. Employee satisfaction
- d. Client outcomes
- e. Monthly, quarterly, and annual program, administrative, and fiscal reports.
- f. Community needs assessments
- g. Client chart reviews
- h. Compliance & Risk Management

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 following list of measures of effectiveness will be the base for progress reporting to the state through the expending agency:

- A. Total number of enrolled program participants
- B. Monthly occupancy rates
- C. Percent of total who maintained enrollment throughout the project period
- D. Percent of total who transitioned to permanent housing (or care home if applicable)
- E. Percent of total who realized medical stability as a result of program participation
- F. Total number of hours of comprehensive case management per enrolled client
- G. Total number of housing navigation services per enrolled client
- H. Total number of enrolled clients who have realized and maintained increased mental health stability and reduced substance abuse at three, six, nine, and twelve months.
- I. Percent of participants with documented improved tenancy skills and financial stability.

III. Financial

Budget

- 1. The following required budget forms are attached below:
 - a. Budget request by source of funds
 - b. Personnel salaries and wages
 - c. Equipment and motor vehicles
 - d. Capital project details
 - e. Government contracts, grants, and grants in aid

- 2. Anticipated quarterly funding requests for the fiscal year 2019.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$650,000				



3. Other sources of funding that they are being sought fiscal year 2019:

No other sources of funding will be sought for this program in FY19.

4. Tax Credits: Not applicable, GHP have not received, nor does it anticipate applying for any state or federal tax credits.

5. 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:

Department of Human Services State Homeless Shelter Program 2/1/17 – 7/31/2018 DHS-18-HPO-1005-SA04 \$171,000.00 June Tong, 586-7254	Department of Human Services State Homeless Shelter Program 8/1/2016 – 1/31/2017 DHS-14-HPO-1005-SA04 \$57,000.00 Paul Ruddell, 586-7070
Department of Human Services State Homeless Shelter Program 8/1/15 – 7/31/2016 DHS-14-HPO-1005-SA02 &SA03 \$114,000.00 Paul Ruddell, 586-7070	Department of Human Services State Homeless Shelter Program 8/1/14 – 7/31/2015 DHS-14-HPO-1005-SA01 \$114,000 Paul Ruddell, 586-7070
HUD Continuum of Care Program 12/1/16 – 5/30/18 CT-DCS-1700179 \$539,536.00 Thayer Goya, 768-7772	HUD Shelter Plus Care Continuum of Care Program 9/1/15 – 11/30/16 HI0019L9C011407 \$335,498.00 Stephanie Kaimana, 457-4680
HUD Continuum of Care Program 9/1/14 – 11/30/15 HI0019L9C011306 \$342,346.00 Stephanie Kaimana, 457-4680	HUD FY2015 HOPWA 12/1/15 – 11/30/2018 HI-H15-0010 \$1,390,650.00 Marsha Ito, 457-4679
HUD FY2012 HOPWA 12/1/12 – 11/30/2015 HI-H12-0008 \$1,390,650.00 Marsha Ito, 457-4679	Department of Health Alcohol and Drug Abuse Division, Grant in Aid 7/1/17 – 6/30/2018 ASO 18-074 \$325,000.00 Dixie Thompson, 692-7510

6. Balance of GHP unrestricted current assets as of December 31, 2017: \$373,497.00.



IV. Experience and Capability

- 1. Necessary Skills and Experience:** Gregory House Programs is the only agency in Hawai'i with the skill, expertise, and proven track record to provide specialized supportive housing services for homeless, chronically homeless, and at risk for homelessness PLWH. Since incorporation in 1988, GHP has sculpted its organizational structure based on the rapidly changing housing needs of PLWH. As a result of constant adaptation and three decades of experience, GHP has acquired a history of demonstrated and verifiable success in serving their community. This same history includes significant success in collaborative efforts, grants management, and in being good stewards of federal, state, city, and privately awarded grant money.

In addition to organizational skill, GHP have acquired a long list of verifiable experience of program implementation, project management, and program monitoring and oversight. Since incorporation, federal, state, county, and private grants have been GHP's core funding and with each has demonstrated quality & successful service as well as excellent administrative and fiscal stewardship. Recent verifiable experience includes programs supported by the programs mentioned above in the list of all federal, state, and county government contracts.

Gregory House Programs has nearly thirty years of experience providing housing and related services, including housing those with complex medical needs, substance abuse and mental health barriers. GHP has experience providing rental assistance to PLWH on Oahu, Maui, Kauai and Hawai'i, and has also assisted PLWH relocate from neighbor islands to Oahu to gain access to life-saving medical care. In the State of Hawai'i, there is a critical housing shortage for PLWH, particularly those who also experience mental illness and/or substance misuse. **At GHP, no one is ever turned away or disqualified due to mental health status or current/active substance abuse.**

- 2. Facilities:** The Rental Subsidy Program uses rental housing in the community and does not have designated facilities for this project.

V. Personnel: Project Organization and Staffing

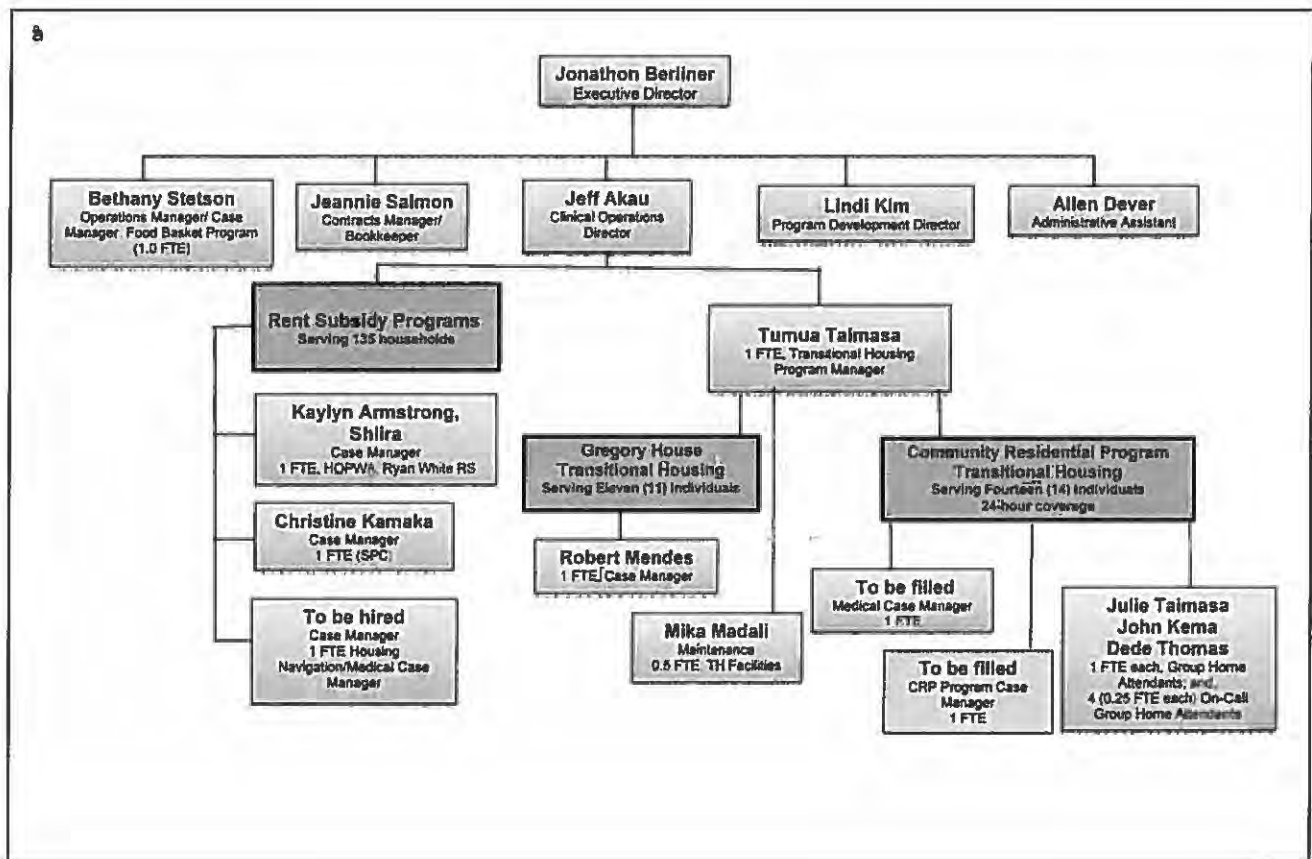
- 1. Proposed Staffing, Staff Qualifications, Supervision and Training:** Gregory House Programs has assembled a highly effective, qualified, and competent team to operate its Rental Subsidy Program and serve its clients. Specific positions include:
 - a. Housing Navigator/Medical Case Manager:** The Housing Navigator/Medical Case Manager, a key position in the FY 2019 Grant in Aid request, is the primary contact for program participants enrolled in the program. The housing navigator/medical case manager will advocate for services, coordinate care, provide individual case planning and support to the program participants to ensure access to and utilization of medical, dental, behavioral health and substance abuse services clients need, including enrolling clients in medical insurance. The housing navigator/medical case manager also provides linkages to permanent, affordable housing services; maintains



on-going housing stock inventory and relevant connections; navigates clients through the search, location, and relocation into permanent suitable housing for independent living; works with clients to coordinate financial arrangements between clients and landlords; ensures rentals are consistent with HUD standards, and more. This staff person will also work closely with federal and state housing programs and facilitate applications to appropriate housing programs.

- b. **Clinical Director:** The Clinical Director will perform the administrative functions related to the management of the Temporary Rental Assistance Program, including training and supervision of the Housing Navigator/Medical Case Manager, working directly with the most complex program participants, and collaborating with agencies in the community.

2. Organization Chart





3. **Compensation:** Gregory House Programs is governed by a volunteer Board of Directors. The following staff are the three highest paid employees of the organization, none of which will be funded by the request.

1. **Jon Berliner, Executive Director:** \$116,689.00 per year
2. **Accountant, Jeannie Salmon:** \$68,246.00 per year
3. **Program Development, Lindi Kim:** \$62,400.00 per year

VI. Other

1. **Litigation:** Gregory House Programs is not currently involved in any pending or active litigation.
2. **Licensure or Accreditation:** Not applicable. Special licensure, accreditation, or other requirements are not necessary to operate the program or provide services.
3. **Private Educational Institutions:** The GHP request will not be used to support or benefit a sectarian or non-sectarian private educational institution.
4. **Future Sustainability Plan:** Mentioned earlier, the Community Residential Program has been in operation for more than a decade and has operated on government contracts, foundation grants, and private donations. This has been an effective method of sustainability which GHP will continue to implement.
5. **Certificate of Good Standing:** Attached below
6. **Declaration Statement:** Attached below
7. **Public Purpose:** The proposed project will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2018 to June 30, 2019

Applicant: Gregory House Programs

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	\$650,000	\$1,983,950		
TOTAL (A+B+C+D+E)	\$650,000	\$1,983,950		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$650,000	Jonathon Berliner	592-9048	Phone
(b) Total Federal Funds Requested	\$1,983,950			1/19/18
(c) Total County Funds Requested				Date
(d) Total Private/Other Funds Requested		Signature of Authorized Official		
TOTAL BUDGET	2,633,950	<i>Jonathon Berliner</i> Name and Title (Please type or print) <i>Executive Director</i>		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2018 to June 30, 2019

Applicant: Gregory House Programs

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
N/A				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				N/A
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2018 to June 30, 2019

Applicant: Gregory House Programs

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2018 to June 30, 2019

Applicant: _____

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: 2016-2017	FY: 2017-2018	FY:2018-2019	FY:2018-2019	FY:2019-2020	FY:2020-2021
PLANS						
LAND ACQUISITION		\$ 1,983,460.00	\$ 650,000.00			
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:		\$ 1,983,460.00	\$ 650,000.00			
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Gregory House Programs

Contracts Total: 1,983,460

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Property Acquisition	14-Jun-17	Hawaii Community Reinvestment Corp		\$ 1,983,460.00
2					
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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.

Gregory House Programs

(Typed Name)

(Signature)



1/19/18
(Date)

Jonathon Berliner / Executive Director

(Typed Name)

(Title)



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

GREGORY HOUSE PROGRAMS

was incorporated under the laws of Hawaii on 07/13/1988 ; 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 10, 2018

Director of Commerce and Consumer Affairs

