



**THE TWENTY-NINTH LEGISLATURE
 APPLICATION FOR GRANTS
 CHAPTER 42F, HAWAII REVISED STATUTES**

House District(s) 1st & 2nd

Senate District(s) _____

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 Jon Berliner

Title Executive Director

Phone # 808-592-9048

Fax # _____

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, transitional shelter for homeless individuals experiencing substance abuse and mental health barriers.

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2019: \$ 325,000

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 \$ 439,000

FEDERAL \$ 55,000

COUNTY \$ _____

PRIVATE/OTHER \$ 33,000

TYPE: [REDACTED]

JON BERLINER, EXECUTIVE DIRECTOR

NAME & TITLE

JANUARY 19TH, 2018

DATE SIGNED

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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 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:** 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 areas 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 income²." 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

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/>



'counted' homeless report a serious mental illness, of which 63% are unsheltered. Similarly, 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.

- 5. 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

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



experience some level of mental illness and/or substance misuse.

- 6. 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
\$81,250	\$81,250	\$81,250	\$81,250	\$325,000



3. **Other sources of funding that they are being sought fiscal year 2019:**
 - a. Federal Ryan White Care Act: \$100,000.00
 - b. Program Revenue: \$14,000.00

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 8/1/16 – 1/31/2017 DHS-14-HPO-1005-SA04 \$57,000.00 Paul Ruddell, 586-7070	Department of Human Services State Homeless Shelter Program 8/1/2015 – 7/31/2016 DHS-14-HPO-1005-SA02 & SA03 \$114,000.00 Paul Ruddell, 586-7070
Department of Human Resources State Homeless Shelter Program 8/1/14 – 7/31/2015 DHS-14-HPO-1005-SA01 \$114,000.00 Paul Ruddell, 586-7070	Department of Human Resources State Homeless Shelter Program 8/1/13 – 7/31/14 DHS-14-HPO-1005 \$114,000 Paul Ruddell, 586-7070
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 Continuum of Care Program 9/1/13 – 11/30/14 HI0019L9C011205 \$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 the 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 sources mentioned above in the list of federal, state, and county government contracts, grants and grants in aid.

2. **Facilities:** The Community Residential Program is located on three lots on Young Street in the Makiki area. There is a total of 14 living units that include: (2) one bedroom units at 400sf; (3) two bedroom units at 600sf each, and (2) three bedroom units at 900sf each. Each unit has on-site, in-room kitchen and sanitary facilities, private locking storage in each unit, and has 24-hour on-call staffing. The CRP currently has a long-term lease agreement for the properties and is in the early stages of planning for the purchase of the site.

V. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

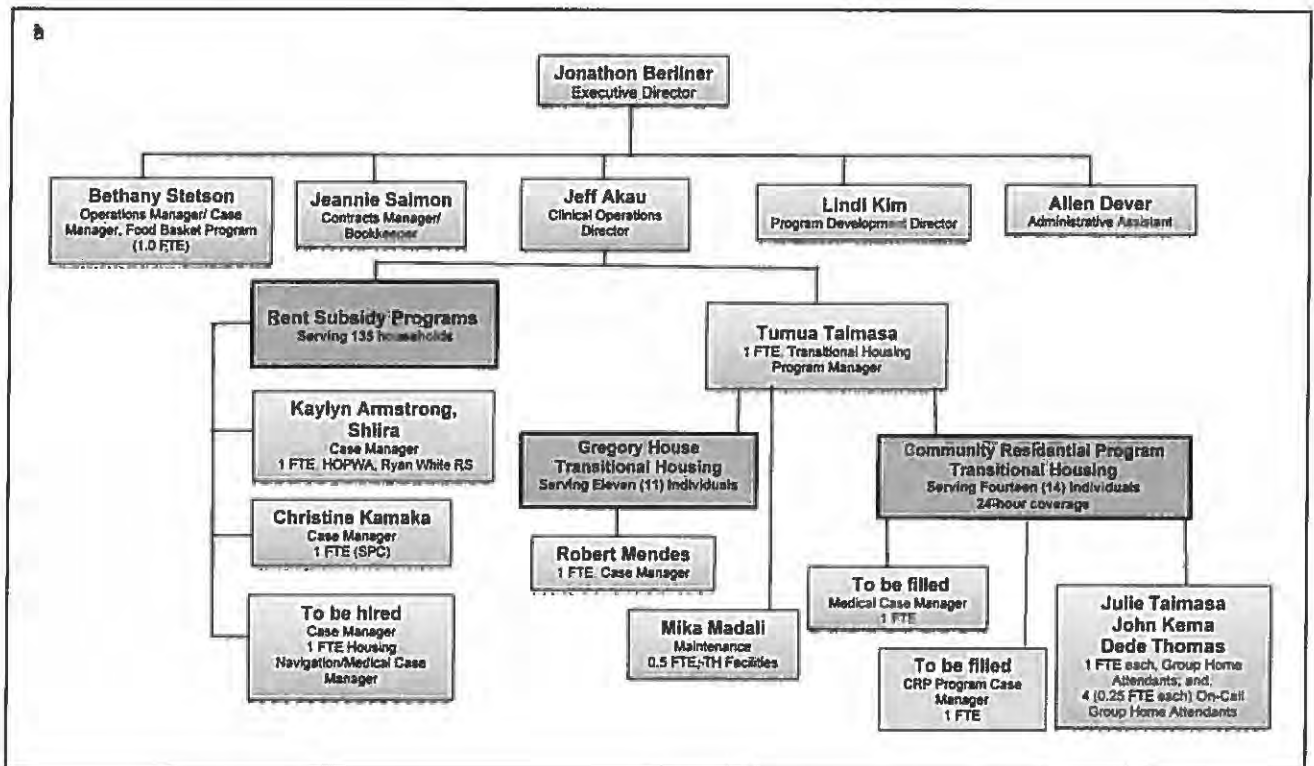
- a. **Clinical Director:** Responsible for all elements of client services. This includes supervision of the Transitional Housing Manager, all case managers, as well as any contract staff or consultants pertaining to clinical/program work. The Clinical Director works in concert with the Executive Director to ensure program compliance, data collection, reporting and other administrative functions. Bachelor's degree required or minimum of ten years of experience working with homelessness programs, medically fragile individuals and those with substance abuse and mental health diagnoses required.
- b. **Transitional Housing Manager:** Coordinates direct service provision, facilities management and supervises all group home attendants and maintenance staff. The Transitional Housing Manager is supervised by the Clinical Director. Bachelor's degree required or minimum of 5 years of experience working with homelessness programs, medically fragile individuals and those working with substance abuse and mental health diagnoses required.



- c. **Medical Case Manager:** Coordinates care, provides individual case planning, advocates for services and provides 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 plans. The Medical Case Manager is supervised by the Clinical Director. Bachelor's degree required or minimum 2 years of experience working with homelessness programs, medically fragile individuals and those working with substance abuse and mental health diagnoses required.
- d. **CRP Program Case Manager:** Works under the direction of the Clinical Director and processes applications, administers funds and maintains client records and statistical information. The case manager coordinates and collaborates with other service provider agencies throughout the State of Hawai'i; develops service plans with clients, facilitates referrals, advocates for client needs and provides financial counseling, tenancy skills and housing navigation. Bachelor's degree required or minimum 2 years of experience working with homelessness programs, medically fragile individuals and those working with substance abuse and mental health diagnoses required.
- e. **Home Attendant:** Provides on-site coverage and support services, including medication monitoring, psychosocial support and housing navigation. Home attendants report to the Transitional Housing Manager. Associate's degree required or minimum 1 year of experience working with homelessness programs, medically fragile individuals and those working with substance abuse and mental health diagnoses required.
- f. **Maintenance:** Maintains and manages the transitional shelter facility, including general repairs, cleaning and preparing units for new program participants, pest control and coordination of outside contractors (plumbers, sanitation, etc.). The Maintenance person reports to the Transitional Housing Manager. Minimum of 2 years of experience maintaining residential properties and coordinating contracted services.



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 CRP 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.

On July 14, 2017, The Hawai'i Community Reinvestment Corporation finalized its Approval for Grant Award, awarding GHP \$1,983,950.15 to purchase the property at which it operates the CRP. The \$1,983,950 award is contingent however on GHP being able to raise a minimum of a 25% match (\$495,987.54), per the grant agreement. The GHP is actively working to raise the additional revenue needed for the purchase and once complete an additional \$135,000 of operational funds would be freed up (current annual lease costs) for the operation of the program.

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—Community Residential Program

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total DHS Shelter Funds Requested (c)	Program Rents (d)
A. PERSONNEL COST				
1. Salaries	130,000	25,000	55,000	8,000
2. Payroll Taxes & Assessments	20,800	4,000	8,800	1,280
3. Fringe Benefits	23,400	4,500	9,900	1,440
TOTAL PERSONNEL COST	174,200	33,500	73,700	10,720
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	500		1,300	
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	95,000	20,000	20,000	
5. Staff Training	150			
6. Maintenance & Repair	1,000		1,000	
7. Telecommunication	3,650		6,500	
8. Utilities	25,000		5,000	
9. Supplies	5,000		1,500	280
10. Motor Vehicle Expense	5,000		1,500	
11. Furnishings	3,000		1,000	
12. Contractual Services-Therapists	7,500	1,500	2,000	
13. Group Activities	5,000		500	
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	150,800	21,500	40,300	280
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	325,000	55,000	114,000	11,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	325,000	Jeannie Salmon 592-9029		
(b) Total Federal Funds Requested	55,000	[REDACTED]		
(c) Total Other State Funds Requested	114,000			
(d) Total Private/Other Funds Requested	22,000	Signature of Authorized Official		
TOTAL BUDGET	516,000	Jonathon Berliner, Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2018 to June 30, 2019

Applicant: Gregory House Programs - Community Residential Program

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Clinical Director	1.0 FTE	\$65,000.00	15.00%	\$ 9,750.00
Transitional Housing Manager	1.0 FTE	\$50,000.00	50.00%	\$ 25,000.00
Medical Case Manager	1.0 FTE	\$55,000.00	40.00%	\$ 22,000.00
CRP Program Case Manager	1.0 FTE	\$33,000.00	50.00%	\$ 16,500.00
Group Home Attendant	1.0 FTE	\$27,000.00	50.00%	\$ 13,500.00
Group Home Attendant	1.0 FTE	\$27,000.00	50.00%	\$ 13,500.00
Group Home Attendant	1.0 FTE	\$27,000.00	50.00%	\$ 13,500.00
On-Call Group Home Attendant	.25 FTE	\$6,000.00	50.00%	\$ 3,000.00
On-Call Group Home Attendant	.25 FTE	\$6,000.00	50.00%	\$ 3,000.00
On-Call Group Home Attendant	.25 FTE	\$3,000.00	30.00%	\$ 900.00
On-Call Group Home Attendant	.25 FTE	\$2,700.00	50.00%	\$ 1,350.00
Maintenance Person	.50 FTE	\$16,000.00	50.00%	\$ 8,000.00
				\$ -
				\$ -
TOTAL:				130,000.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2018 to June 30, 2019

Applicant: Gregory House Program -Community Residential Program

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Resident Transportation Van -Maintenance, insurance	1.00	\$6,500.00	\$ 6,500.00	5,000.00
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 6,500.00	5,000
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2018 to June 30, 2019

Applicant: Community Residential Program

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	N/A					
LAND ACQUISITION						
DESIGN	N/A					
CONSTRUCTION	N/A					
EQUIPMENT	N/A					
TOTAL:	N/A					
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Gregory House Programs --- Community Residential Program Contracts Total: 567,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Community Residential Program	7/1/17 to 6/30/18	Dept of Health, Alcohol & Drug Abuse Div	State Funds	325,000
2	Community Residential Program	2/1/17 to 7/31/18	Dept. of Human Services	State Funds	171,000
3	Ryan White Funds	4/1/17 to 3/30/18	Dept of Health	U.S. Funds	71,000
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**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.

Gregory House Programs

(Typed Name)			
Jonathon Berliner		<i>1/19/18</i>	(Date) 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