

House District(s) 9

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): DEPARTMENT OF HUMAN SERVICES

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Ka Hale A Ke Ola Homeless Resource Centers, Inc.

Db/a:

Street Address: 670 Waiale Road, Wailuku HI 96793

Mailing Address: 670 Waiale Road, Wailuku HI 96793

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MONIQUE R YAMASHITA

Title Chief Executive Officer

Phone # (808) 446-8133

Fax # (808) 244-0821

E-mail monique.yamashita@khako.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL
- OTHER

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

Construction for renovations and improvements to an existing building and construction for a new building to increase capacity for Permanent Supportive Housing on Maui.

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2019: \$1,694,246

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 \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE

[REDACTED SIGNATURE]

MONIQUE R. YAMASHITA, CEO

1/17/2018

AUTHORIZED SIGNATURE

NAME & TITLE

DATE SIGNED

JAN 19 2018 [Handwritten Signature]

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Attachments:

- Budget forms
- Declaration Statement
- Organizational chart
- Certificate of Good Standing
- Map of the area
- Cost estimate for the project

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

Ka Hale A Ke Ola Homeless Resource Centers, Inc. (KHAKO), respectfully submits this capital improvement proposal to the State Legislature Grant in Aid (GIA) program. This project will improve the capacity of KHAKO to assist homeless residents on the island of Maui, with the goal to move people from homelessness to permanent housing.

1. A brief description of the applicant's background;

The mission of KHAKO, formerly the Maui Economic Concerns of the Community, Inc., is "to provide programs and services that break the cycle of homelessness on Maui." KHAKO is Maui's principal homeless services provider, and operates Maui's only Continuum of Care (CoC) program for homeless persons. Over the past 15 years, it has consistently been a major contributor to the CoC process on Maui, assuming a leadership role in coordinating the formation of the community-based CoC planning/advocacy coalition, actively recruiting other agencies to participate in the ongoing process.

KHAKO has two sites that provide supportive housing services: KHAKO Central in Wailuku and KHAKO Westside in Lahaina. KHAKO is Hawaii's first HUD-approved continuum-of-care facility for homeless persons, and has been recognized with numerous HUD Best Practice awards and serves as a model project that has been replicated nationally. KHAKO has been a recipient of State Stipend Program funds for over 15 years and has consistently met or exceeded all standards and requirements.

The KHAKO service delivery strategies are based on nationally and locally recognized continuum-of-care models demonstrated to be effective in addressing the complex issues associated with homelessness in a comprehensive, holistic manner. This approach goes beyond the provision of basic shelter and sustenance needs for homeless persons, by providing a series of structured programs and services that are focused on instilling the skills, knowledge and experience that are necessary to support self-sufficiency and promote positive, healthy life choices. These services include the following array of services:

- Housing Navigation, Housing Specialists and Housing Retention services.
- Primary-care medical clinic (Westside)
- Daycare for children, including a Head Start program (Central)
- Relapse Prevention Classes
- Money Magic (budgeting education classes)
- Step Up Classes (how to maintain clean units)

- Employment Prep and referrals
- Rental Assistance
- Housing location assistance

2. The goals and objectives related to the request;

The goal of this project is to add 8 units for Permanent Supportive Housing to the housing inventory on Maui for individuals that are chronically homeless.

Capital improvements will be made to KHAKO's main Wailuku site, known as KHAKO Central. This facility is located at 670 Waiale Road, Wailuku, Maui (TMK 3-8-46:21). This is a 48,000 sq. ft. facility on five acres of land that has 8 buildings, with the current capacity of 72 units (32 two bedroom, 40 studios).

Renovations will be made to Building 9 at the Central site. The objectives of this project are:

- Construct 8 new micro units for Permanent Supportive Housing;
- New classroom for educational activities and a computer lab for residents to conduct job and housing searches;
- New maintenance department room; and
- New donation room with household items for residents.

3. The public purpose and need to be served;

According to the Homeless Service Utilization Report by the University of Hawaii, Center on the Family¹, 82% of the homeless on Maui were served with emergency shelter services, and only 51% were served with transitional housing. There is a clear need to increase the inventory of emergency and transitional units available for the homeless on Maui.

This project will increase the inventory of Permanent Supportive Housing for the most vulnerable community members who are chronically homeless. Permanent Supportive Housing is a type of subsidized housing intended for people with disabilities who have experienced or are at risk of homelessness. It combines an affordable place to live with voluntary social services, usually on-site and provided by case-management professionals. Such housing has been proven effective for those who have difficulty living independently and are likely to fall back into homelessness without extra support.

¹ Yuan, S., Stern, I. R., & Vo, H. (2012). Homeless Service Utilization Report: Hawai'i 2012. Honolulu: University of Hawai'i, Center on the Family.

4. Describe the target population to be served; and

After five years of a steady increase in the number of sheltered and unsheltered homeless, these populations decreased in the annual Statewide Homeless Point-in-Time survey.²

Year	Sheltered	Unsheltered	Total
2017	395	501	896
2016	484	661	1,145
2015	505	632	1,137
2014	445	514	959
2013	421	455	875
2012	420	454	874

As the main homeless service provider on Maui, we are proactively working to address the growing population of homeless individuals and families.

	Sheltered	Unsheltered	Total
Singles	102	480	600
Family individuals	275	21	296
All individuals	395	501	896
Family households	80	7	87

5. Describe the geographic coverage.

The island of Maui.

² State of Hawaii, Homeless Point-in-Time, January 22, 2017, Bridging the Gap and Partners in Care.

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;

Funding from the GIA program will enable KHAKO to demolish and construct Building 9. This structure is over 20 years old, and the cost of completely rebuilding this structure is more efficient and cost effective than making renovations. Improvements will increase the inventory of Permanent Supportive Housing units available to individuals experiencing homelessness.

Building 9 will be demolished to maximize the space currently occupied by the structure, and add program activity and maintenance spaces. The new building will include these features:

- On the first floor there will be: a classroom for youth and educational activities and computer lab with internet access for residents to conduct job and housing searches; maintenance department utility room; and a donation room with household items for residents.
- On the second floor, 8 units for Permanent Supportive Housing.

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

Timeline

Task	Year 1			
	Q1	Q2	Q3	Q4
Advertise/Post Bids				
Complete bidding process, secure contractors				
Architectural Planning and Engineering				
Permitting Process				
Construction				
Equipment				
Project completed				

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 Chief Executive Officer (CEO) will act as the owner's representative in this project, and together with the architect and general contractor will be responsible for monitoring and evaluating the renovation project. Quality assurance includes the following:

- Weekly status meetings of the owner's representative, architect, plant operations manager and general contractor.
- Monthly reports by the CEO/owner's representative to the Board of Directors of KHAKO to ensure that the project is proceeding in the forecasted timeframe and within the approved budget.
- Ongoing oversight and evaluation by the general contractor to ensure that construction standards are as required by the State of Hawaii and applicable code, and that the facility is being constructed per specifications.
- Measures to ensure compliance with applicable labor laws and proper documentation of expenditures.

In addition to the evaluation and monitoring of the renovation, the CEO and Chief Financial Officer (CFO) work together to ensure that capital funding and renovation expenses are properly processed on a timely basis, and that the project stays within budget. Each year KHAKO undergoes a financial audit by certified public accountants to ensure that the organization complies with Generally Accepted Accounting Principles.

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.

Effectiveness of this project will be determined by the following:

- Completion of design and construction tasks within the projected timeline, as evaluated by the CEO/owner's representative and architect/contractor. See the tasks and timeline for specific details. Progress towards completion of this project will be conducted on a monthly basis.
- The expenses are incurred on a timely basis, in the categories of costs as projected in the attached budget. Expenditures will be monitored on a monthly basis by the CEO and CFO.

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](#))

The required budget sheets are attached.

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
\$423,561.50	\$423,561.50	\$423,561.50	\$423,561.50	\$1,694,246

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

KHAKO submitted a request to the Maui County Community Develop Block Grant program for the repair and maintenance required by other structures at the Central site. It does not cover Building 9.

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.

KHAKO has not received any state or federal tax credits within the prior three years, and has not applied for or anticipates applying for any state or federal tax credits pertaining to any capital project.

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.

KHAKO has a contract with the State of Hawaii, the Homeless Shelter Grant, RFP HMS-224-17-03-HPO to provide safe, immediate, and temporary shelter and services for people who are homeless or at-risk of homelessness, with the goal of obtaining permanent housing. The initial contract term is February 1, 2017 through July 31, 2018, with annually renewals based on satisfactory performance. The contract for the Westside Lahaina site is \$1,125,597. The contract for the Central Wailuku facility site is \$1,462,503. No capital funding is included in this grant.

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

\$558,204

IV. Experience and Capability

1. Necessary Skills and Experience

Experience and capability. As Hawaii's first HUD-approved continuum-of-care facility for homeless persons, KHAKO has been recognized with numerous HUD Best Practice awards and serves as a model project that has been replicated nationally. KHAKO has been a recipient of State Stipend Program funds for over 15 years and has consistently met or exceeded all standards and requirements associated with the State's homeless programs.

State Homeless Shelter Program

Contract number: DHS-18-HPO-5020
DHS- 18-HPO-5021
Contract agency: DHS
Contact person: Ana Piloton
Tel. 808-586-7070
Email apiloton@dhs.hawaii.gov
1010 Richards St., Ste. 512
Honolulu, HI 96813

Description: Providing emergency and transitional shelter and services for those who are homeless and/or at-risk of homelessness on the Island of Maui.

Emergency Solutions Grant- Emergency Shelter

Contract number: DHS-18-HPO-5045
Contract agency: DHS
Contact person: Judy Y. Ishida
Tel. 808-586-7064
Email jishida@dhs.hawaii.gov
1010 Richards St., Ste. 512
Honolulu, HI 96813

Description: Provide Emergency Shelter and services for those who are homeless and/or victims of domestic violence.

Life Skills Training and Employment Preparation

Contract number: DHS-15-ETPO-2156
Contract agency: DHS
Contact person: Kimberly Arista, Program Specialist
Tel. 808-586-7060
Email karista@dhs.hawaii.gov
820 Mililani Street, Suite 606
Honolulu, HI 96813

Description: Provide life skills training and employment preparation services for those who are homeless. (Contract completed.)

Central and Westside Operations, and Step Up Program

Contract number: G4363
Contract Agency: County of Maui
Contact Person: Luz Domingo – Grants Mgmt.
Tel. 808-270-7807
Email grants.hhc@mauicounty.gov
2200 Main St
One Main Plaza Building, Suite 601
Wailuku, HI 96793
Description: Provides Emergency Shelter, Transitional Housing Program and lastly Permanent Housing, for those who are homeless.

Addiction Recovery Management

Contract number: G4361
Contract Agency: County of Maui
Contact Person: Luz Domingo – Grants Mgmt.
Tel. 808-270-7807
Email grants.hhc@mauicounty.gov
2200 Main St
One Main Plaza Building, Suite 601
Wailuku, HI 96793
Description KHAKO's Addiction Recovery Management Program (ARM) aims to support sobriety, reducing the harm related to substances by learning how to make healthier life style changes and focuses on self-sufficiency to facilitate access to and retention of permanent housing

2. Facilities

KHAKO Central. KHAKO has site control of the Central facility, subject of this GIA proposal. This site is safe, secure, located within walking distance of the bus line, and compliant with ADA, state and local health, safety and building, fire code laws, and regulations. It is accessible 24 hours a day, 7 days a week, and staffed by Resource Center Workers to ensure the safety of clients. The accommodations include the following:

- 88 units (14 units are fully accessible, handicap equipped living units).
- A dormitory unit that can accommodate 32 single men.
- A dormitory unit that can accommodate 10 single women.
- Combined emergency/transitional space for up to 325 people.
- Child care center.
- Complete kitchen facilities in the studio and two bedroom units.
- Complete dining room facilities, including walk-in refrigerator/freezer
- Classroom facilities for ongoing training, with computers and internet access.
- Counseling offices.
- Administrative offices.

This project will increase the housing inventory for individuals in the community experiencing chronic homelessness from 72 to 80.

KHAKO Westside. KHAKO has a second, smaller site, at 15 Ipu‘Aumaka Lane, Lahaina, Maui (TMK 2-4-6:015). In 2002, KHAKO developed the KHAKO Westside Center and Affordable Housing Project in Lahaina. The project was built in phases over a period of 4 years with final completion of long-term rental unit buildings in 2006. KHAKO Westside has 36,000 square feet of space in five buildings, on five acres of land. The accommodations and supportive services housed include the following:

- 48 units: 24 two-bedroom and 24 studio units (six units are fully accessible, handicap equipped living units).
- A dormitory unit that can accommodate 32 single men.
- A dormitory unit that can accommodate 10 single women.
- Combined emergency/transitional space for up to 210 people.
- Child care center.
- Medical clinic facilities.
- Complete kitchen facilities in the studio and two bedroom units.
- Complete dining room facilities, including walk-in refrigerator/freezer.
- Classroom facilities for ongoing training, with computers and internet acc
- Counseling offices.
- Administrative offices.

No improvements will be made to KHAKO Westside in this project.

V. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

CEO Monique Yamashita will oversee this project. She has over 15 years of experience working with individuals and families in the community at various levels. Ms. Yamashita has worked for such human services agencies as Maui Youth & Family Services, Child Welfare Services, The Domestic Violence Action Center, the Salvation Army, and Women Helping Women, and in the private sector as a Human Resources Coordinator for two corporations. She has an Associates in Science Degree in Human Services from UH Maui College, Bachelor of Arts Degree in Social Sciences from UH West Oahu, and Master's in Social Work degree from UH Manoa (scheduled to graduate in December 2016). Ms. Yamashita has been with KHAKO since 2016, is responsible for providing administrative support and oversight for all KHAKO programs and projects, including direct supervision of administrative staff.

KHAKO will conduct a competitive bid process to procure the services of design and construction professionals that are duly licensed and experienced to successfully complete a capital project of similar size and scope.

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 organizational chart is included as an attachment.

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.

Compensation for KHAKO's CEO in fiscal year 2018 is \$106,026 plus taxes and fringe benefits.

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.

KHAKO does not have any pending litigation to which it is a party, and does not have any outstanding judgments.

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.

KHAKO is an IRS 501(c)3.

3. Private Educational Institutions

Not applicable. KHAKO will not use the grant 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

In the event the full amount of funding is received for the fiscal year 2018-19, KHAKO will complete the project. Maintenance expenses are included in the operating budget, and will ensure Building 9 is kept in optimum condition to serve the community of Maui.

In the event KHAKO receives less than the amount requested, it will assess whether to proceed with portions of the proposed project, and proactively seek other sources of funding.

(b) **Not received by the applicant thereafter.**

Capital funding for Building 9 is requested only for fiscal year 2018-2019.

5. **Certificate of Good Standing (If the Applicant is an Organization)**

The Certificate of Good Standing is attached.

6. **Declaration Statement**

The Declaration Statement is executed by the Executive Director, and attached.

7. **Public Purpose**

This grant will be used for a public purpose, as required by Hawaii Revised Statutes.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2018 to June 30, 2019

Applicant: Ka Hale A Ke Ola Homeless Resource Centers, Inc.

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				
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TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	1,694,246			
TOTAL (A+B+C+D+E)	1,694,246			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	1,694,246	Monique Yamashita		808-446-8133
(b) Total Federal Funds Requested		Name (Please type or print)		Phone
(c) Total County Funds Requested		[REDACTED]		1/17/2018
(d) Total Private/Other Funds Requested				Date
TOTAL BUDGET	1,694,246	Monique Yamashita, Chief Executive Officer		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2018 to June 30, 2019

Applicant: Ka Hale A Ke Ola Homeless Resource Centers, Inc.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2018 to June 30, 2019

Applicant: Ka Hale A Ke Ola Homeless Resource

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
Not applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2018 to June 30, 2019

Applicant: Ka Hale A Ke Ola Homeless Resour

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			43,700			
LAND ACQUISITION						
DESIGN			76,230			
CONSTRUCTION			1,574,316			
EQUIPMENT						
TOTAL:			1,694,246			
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Apika Hale A Ke Ola Homless Resource Ctrs., Inc.

Contracts Total: 3,129,869

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Homeless Shelter Grant	2/1/2017	DHS/HPO	State	1,693,333
2	Emergency Solutions Grant - Emergency Shelter	7/1/2017	DHS/HPO	State	32,536
3	Central and Westside Operations Grant	7/1/2017	DHHC	County of Maui	517,000
4	Addiction Recovery Management	7/1/2017	DHHC	County of Maui	50,000
5	Employment Support Services	7/1/2017	Maui United Way	n/a	10,000
6	Rental Assistance Program	7/1/2017	DHHC	County of Maui	205,000
7	CDBG Staircase project (CIP)	6/1/2017	CDBG	County of Maui	327,000
8	CDBG Renewal Proj Phase II (CIP)	11/1/2017	CDBG	County of Maui	295,000
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**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Ka Hale A Ke Ola Homeless Resource Centers, Inc.

(Typed Name of Individual or Organization)



(Signature)

January 17, 2018

(Date)

Monique Yamashita

(Typed Name)

Chief Executive Officer

(Title)



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs

Vendor Name: Ka Hale A Ke Ola Homeless Resource Centers, Inc.

DBA/Trade Name: Ka Hale A Ke Ola Homeless Resource Centers, Inc.

Issue Date: 01/17/2018

Status: Compliant

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#:

UI#:

DCCA FILE#:



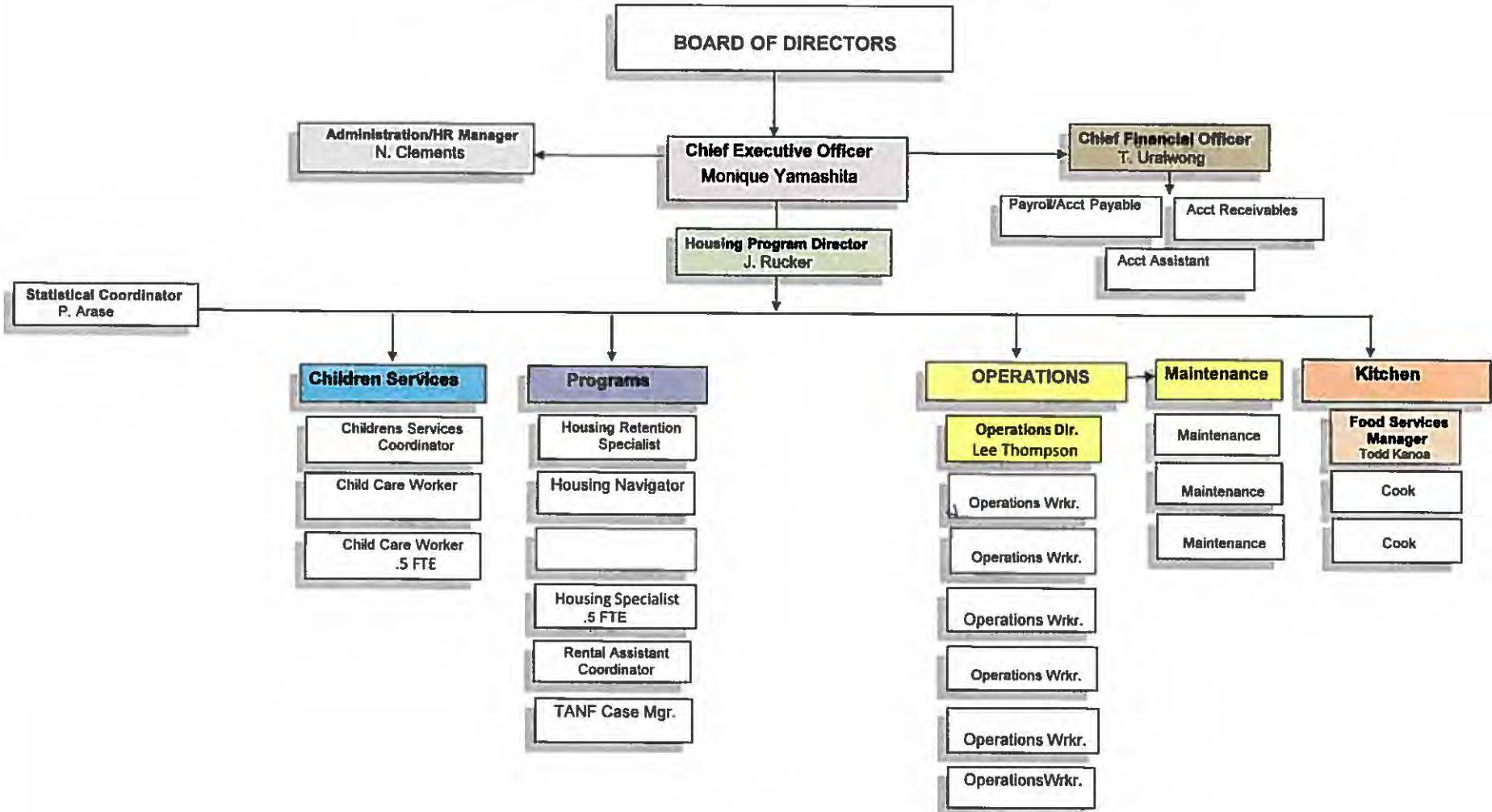
Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

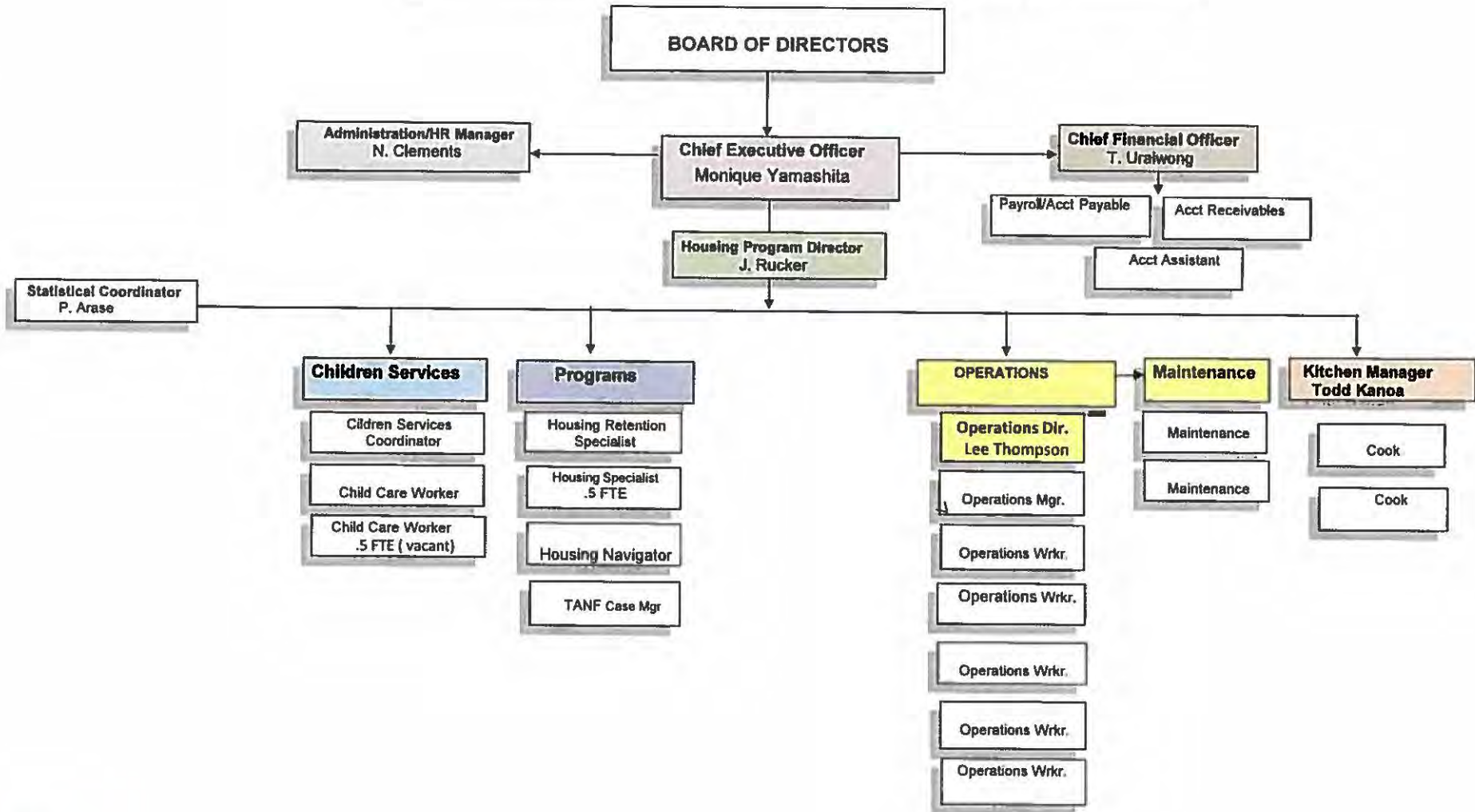
Status Legend:

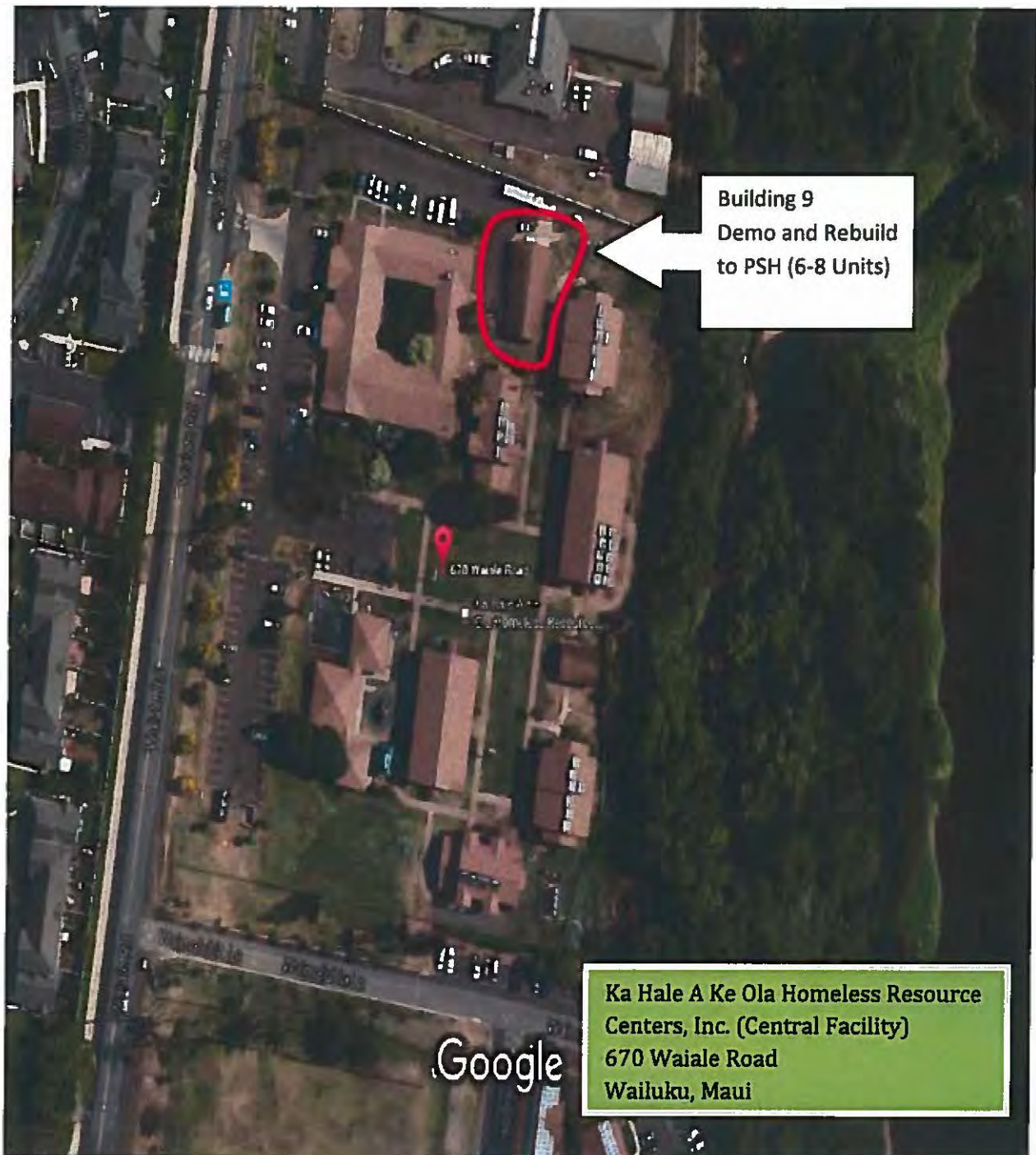
Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

Ka Hale A Ke Ola Homeless Resource Centers, Inc.
 670 Waiale Road Wailuku, HI 96793
Organizational Chart - Central Facility



Ka Hale A Ke Ola Homeless Resource Centers, Inc.
 15 Ipu'Amakua Lane, Lahaina, HI 96793
Organizational Chart - Westside Facility





Grant in Aid 2018

- Increase Permanent Housing Inventory on Maui by 6 – 8 units (studio's)
- Repair and renovation is necessary to ensure safety and FMR standards as a rental unit.
- Permanent Supportive Housing (PSH) under Housing First Model will be reserved for the chronically homeless.
- DHS HPO will work with KHAKO in transitioning Transitional Shelter Units to PSH.
- Rent Revenue from PSH will reduce dependence on State funding to operate facility.

January 14, 2016



CONSULTING CIVIL ENGINEERS
305 SOUTH HIGH STREET, SUITE 102
WAILUKU, MAUI, HAWAII 96793
PHONE: (808) 242-0032

**Ka Hale Ake Ola Homeless Resource Centers, Inc.
670 Waiale Road
Wailuku, Hawaii 96793**

Attention: Mr. Steve Miller, Board President

**Subject: Proposed Additions to Ka Hale Ake Ola
T.M.K.: (2) 3-8-046: 033
Wailuku, Maui, Hawaii**

In response to your request, we are pleased to submit this fee proposal to provide professional civil engineering and surveying services for the subject project. Based on our site meeting and the information provided, we are proposing the following scope of services.

1. Conduct a site reconnaissance to review the existing site conditions and the two areas for possible expansion.
2. Review the plans and other information available for the original Ka Hale Ake Ola (KHAO) project.
3. Study Area 1 by the existing storage building area to the north of existing Building No. 2 and Area 2 in the open area to the south of existing Building No. 8.
4. Determine the physical constraints, infrastructure needs and other cost factors needed to develop new buildings consisting of 12 to 16 studios at each Area.
5. Prepare a civil assessment of the sitework, water, fire protection, sewer, drainage and access improvements needed to support the proposed buildings.
6. Submit the assessment report to the Client and provide follow up consultation as required.
7. Revise and finalize the report to address any comments/recommendations from the Client.

The fee to provide the services listed herein is \$6,040.00. We will provide KHAO with a 25% professional discount, thereby reducing our fee for the project to \$4,530.00. Reimbursable expenses such as printing, reproduction, etc., will be invoiced at cost. The State tax will be added to all fees and reimbursable expenses.

KHAO Homeless Resource Centers, Inc.
January 14, 2016
Page 2

As discussed, we solicited fees for topographic surveying services for the two Areas. If requested, Area 1 can be surveyed for a fee of \$1,600.00 and Area 2 for a fee of \$1,600.00.

If this proposal sets forth your understanding of the work required and is acceptable to you, please acknowledge by signing in the space provided below and return an executed copy to our office. Receipt of a signed contract will serve as our notice to proceed with the scope of services listed herein.

Thank you for considering our firm for this project and we look forward to working with you.

Sincerely,

OTOMO ENGINEERING, INC.

[REDACTED]

Stacy A. Otomo, P.E.
President

APPROVED AND ACCEPTED:

By: _____

Title: _____

Date: _____

**KA HALE A KE OLA
CONCEPTUAL EXPANSION PLAN
PRELIMINARY BUDGET ASSUMPTIONS**

BUILDING 2 REPRODUCTION AT SITE OF Child Care (16 Studios @ 270 sf ea)

SOFT COSTS

Architecture and Engineering (6% of cost)	74,927	
Civil Engineering	20,000	
Legal	8,000	
Insurance	10,000	
Construction Management	0	
Other (Contingency)	10,000	
Subtotal Soft Costs	122,927	

CONSTRUCTION

Building Shell	4451 SF	120	534,120	
Stairways	2 EA	32,000	64,000	
Electrical	16 EA	3,500	56,000	
Plumbing	16 EA	2,500	40,000	
Utilitiy Connections	1 LS	25,000	25,000	
Retaining Walls	1 LS	90,000	90,000	
Grading, Concrete, Sitework	1 LS	60,000	60,000	
Subtotal Building Shell	4451 SF	195	869,120	
Interior Improvements				
Framing & Drywall	4451 SF	12	53,412	
Flooring	4451	5	22,255	
Kitchens	16 EA	5,500	88,000	
Bathrooms	16 EA	4,500	72,000	
Contingency	16 EA	9,000	144,000	
Subtotal Interior Improvements	4451 SF	85	379,667	
			1,371,714	
General Conditions		12%	149,854	
			1,521,569	
Overhead & Profit		10%	152,157	
GET		4%	69,794	
TOTAL ESTIMATE	4451 SF	392	1,743,520	
	16 EA	108,970		

**KA HALE A KE OLA
CONCEPTUAL EXPANSION PLAN
PRELIMINARY BUDGET ASSUMPTIONS**

BUILDING 2 REPRODUCTION AT SITE OF BUILDING 9 (16 Studios @ 270 sf ea)

SOFT COSTS

Architecture and Engineering (6% of cost)			66,287
Civil Engineering			10,000
Legal			8,000
Insurance			10,000
Construction Management			0
Other (Contingency)			10,000
Subtotal Soft Costs			<u>104,287</u>

CONSTRUCTION

Demolition of Building No. 9	1152 SF	25		28,800
Building Shell	4451 SF	120	534,120	
Stairways	2 EA	32,000	64,000	
Electrical	16 EA	3,500	56,000	
Plumbing	16 EA	2,500	40,000	
Utility Connections	1 LS	25,000	25,000	
Grading, Concrete, Sitework	1 LS	30,000	30,000	
Subtotal Building Shell	4451 SF	168		<u>749,120</u>
Interior Improvements				
Framing & Drywall	4451 SF	12	53,412	
Flooring	4451	5	22,255	
Kitchens	16 EA	5,500	88,000	
Bathrooms	16 EA	4,500	72,000	
Contingency	16 EA	7,500	120,000	
Subtotal Interior Improvements	4451 SF	80		<u>355,667</u>
				<u>1,237,874</u>
General Conditions		12%		<u>136,030</u>
				<u>1,373,905</u>
Overhead & Profit		10%		137,390
GET		4%		63,021
TOTAL ESTIMATE	4451 SF	354		<u>1,574,316</u>
	16 EA	98,395		