

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db:

Moiliili Community Center

Amount of State Funds Requested: \$ 20,000.00

Brief Description of Request (Please attach word document to back of page if extra space is needed):

To build a wall to create a secured storage area for the crafts and materials sold at our craft fairs.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ 106,278.00

Private/Other: \$ _____

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 437,500.00

Unrestricted Assets:

\$ 295,646

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
 Other Non Profit
 Other

Mailing Address:

2535 South King Street

City: Honolulu State: HI Zip: 96826

Contact Person for Matters Involving this Application

Name:
Nadine Nishioka

Title:
Executive Director

Email:
nadenen@moililicc.org

Phone:
808-955-1555

Federal Tax ID#:
[REDACTED]

State Tax ID#
[REDACTED]



Authorized Signature

Nadine N. Nishioka, Executive Director

Name and Title

01/18/19

Date Signed

received
1/18/19 2:48p [initials]

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - 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](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



AUTHORIZED SIGNATURE

Nadine N. Nishioka
Executive Director

PRINT NAME AND TITLE

01/18/19

DATE

I. BACKGROUND AND SUMMARY

The Moiliili Community Center (MCC) is a private, non-profit agency that provides the residents of Moiliili and the surrounding communities (primarily those living in Census Tract 1-37, the areas from Hawaii Kai to Ward Avenue) with support, services, and programs to enhance individual, family, and community life. It traces its roots to the founding of a Japanese language school in a private home in the late 1800's and the purchase of the present site in 1928. Founded as a council in 1942, it was formally chartered as an association in 1945 and renamed the Moiliili Community Center in 1965.

The Moiliili Community Center runs a variety of programs for children to seniors, which include: the Children and Families Program, the Japanese Language Program, the Senior Center Program, the Kupuna Support Program, and the Hidden Treasures Thrift Store. The Center also provides social and service groups use of MCC facilities to conduct their meetings and activities.

The Center is comprised of three buildings: a three-story main building with 18 rooms (8 of which are multi-purpose classrooms), the two-story Harry & Jeanette Weinberg Building, and the Old Studio. The main building holds the majority of the Center's activities and programs with roughly 500-600 people participating every day.

One of the classrooms in the main building also serves as a storage space for our seniors' crafts and materials which are used to help raise funds for the Center; currently it is separated from the rest of the classroom by a line of tables and a makeshift wall consisting of a clothing rack with a material draped over it, with a "Do Not Enter" sign taped to it. Though other groups and classes who use the classroom are usually respectful and know not to touch any of the seniors' crafts and materials, the items are still easily accessible and unsecured. Through Grants-in-Aid, we would like to build a wall to create a secure room to store the seniors' crafts and materials.

II. SERVICE SUMMARY AND OUTCOMES

The installation of the wall will require the removal of the asbestos from the ceiling and floor. We have looked into contractors to find the best affordable bids that would meet our needs. Once a date is scheduled for the project, the classes will be informed so they can remove their personal items/equipment from the room. Center equipment will be temporarily stored in another classroom during construction.

A. TIMELINE

We estimate it will take two weeks to complete the asbestos removal and installation of the wall. The project will take place during the latter portion of the second quarter when there are less people at the Center as the Senior Center Program will be on holiday break.

B. QUALITY ASSURANCE AND EVALUATION

A lock will be installed on the door providing access to the storage room. The keys will be secured in the Senior Center office and main office and will only be signed out to seniors authorized to enter the storage room.

III. FINANCIAL

A. Budget

- 1. Budget for FY2020 – Form Attached**
- 2. Budget Justifications – Personnel: Salaries & Wages B – Not Applicable**
- 3. Budget Justification – Equipment and Motor Vehicle - Not Applicable**
- 4. Budget Justification – Capitol Project Details – Form Attached**
- 5. Government Contracts And/Or Grants – Form Attached**

B. Anticipated quarterly funding requests for fiscal year 2020:

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
0	20,000	0	0	20,000

C. Other Funding Sources for FY2020:

As noted in the attached budget sheets, we anticipate a State grant of \$106,278 contracted through the City and County of Honolulu Elderly Affairs Division, with the State Executive Office on Aging under the State Department of Health.

We have a balance of \$295,646 of our unrestricted assets as of December 31, 2018.

IV. EXPERIENCE AND CAPABILITY

A. Necessary Skills and Experience

As the Moiliili Community Center has been in operation for 116 years, we understand the importance of sustainability, to be able to continue to service and assist the community. In addition to grant funding we receive from the City and State, the Center raises funds through other venues such as the Hidden Treasures Thrift Store, which sells items donated to the Center, and from user of our facilities from various organizations for a fee; these include organizations such as Alcoholics Anonymous, the Hawaii Lions, dance organizations, and other organizations. The Senior Center raises funds through various rummage sales and craft sales.

The crafts sold at our craft fairs are made by our seniors in the Senior Center Program; the crafts range from dish towels to traditional Japanese woven necklaces to handmade rugs. The seniors who make the crafts enjoy the activity not only for its recreational aspect, but also because it allows them to keep their bodies and minds sharp by providing them the opportunity to be socially active among their fellow peers on a daily basis. As a way to support the Center, these seniors donate the crafts they make to be sold at our senior craft fairs. A dedicated group of seniors comes in once or twice a week to sort through and price the crafts and materials the Center receives as donations.

B. Facilities

In the main building on the first floor, the largest multi-purpose room is utilized by our meals program which serves about 50 hot lunches daily to seniors. Two classrooms and the Administrative offices are also on the first level. On the 2nd floor there are four classrooms which are utilized daily by seniors for a variety of activities in the mornings until 2:30 pm; one of these classrooms also holds the seniors' crafts and materials. In the afternoon, all classrooms are utilized by children attending Japanese-language school and MCC's after school program. The Senior Center and Children & Families Program offices are maintained on the 2nd floor. Located on the 3rd floor is a studio (with a wooden floor) designed and equipped with mirrors, fans, and mats for classes in dance as well as exercises such as tai chi, dance, and martial arts. There is also a lounge/meeting room, a classroom utilized daily by the Kupuna Support Program which is an adult day care program under MCC, and two leased offices. Facility users and numerous service organizations use the various rooms for meetings and activities in the evenings or on the weekends outside of normal business hours. The main building has stairs on both ends of the building and an elevator. All men's and women's restrooms on all three floors are wheelchair accessible.

V. PERSONNEL: PROJECT ORGANIZATION AND STAFFING

A. PROPOSED STAFFING, STAFF QUALIFICATIONS, SUPERVISION AND TRAINING

Not Applicable

B. ORGANIZATION CHART

Attached are:

Organization-Wide Organization Chart

C. COMPENSATION

Not Applicable

VI. OTHER (cont'd)

A. Litigation

This agency is not a party to any pending litigation, nor do we have any outstanding judgements.

B. Licensure or Accreditation

Not applicable.

C. Private Educational Institutions

Not applicable.

D. Future Sustainability Plan

Not applicable.

E. Certificate of Good Standing

Attached.

F. Declaration Statement, Applicants for Grants and Subsidies, Chapter 42F, Hawaii Revised Statutes

Attached.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: Moiliili Community Center

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
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 & Repairs				
4. Lease/Rental of Space				
5. Professional Fees				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Postage				
10. Occupancy				
11. Printing				
12. Travel				
13. Conference, Convention & Meeting				
14. Other Expenses				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	20,000			
TOTAL (A+B+C+D+E)	20,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	20,000	Norberto S. Sulpico	808-955-1555	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested			01/18/19	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
TOTAL BUDGET	20,000	Nadine N. Nishioka - Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: Moiliili Community Center

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			\$20,000.00			
EQUIPMENT						
TOTAL:			\$20,000.00			
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Moiliili Community Center

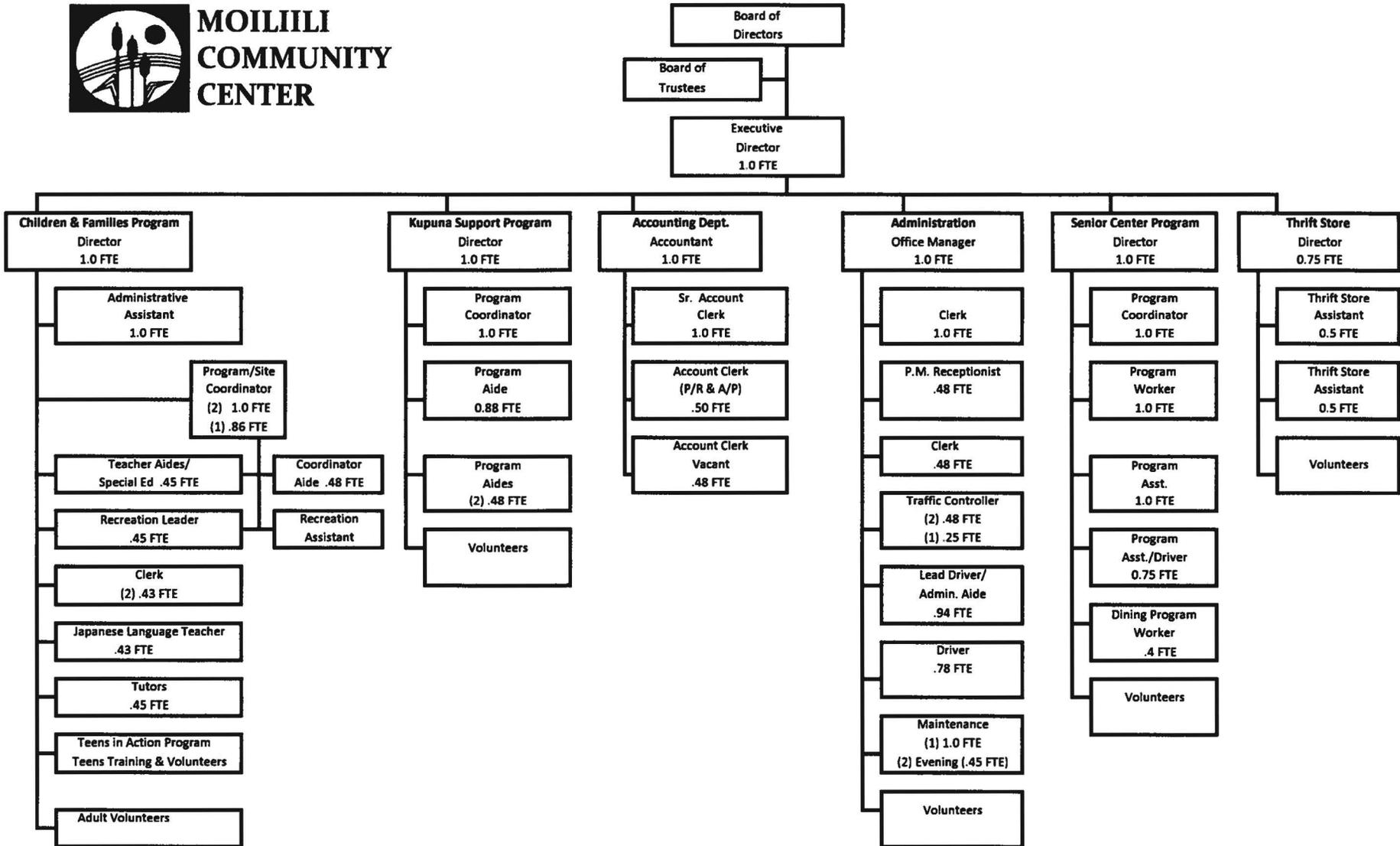
Contracts Total: 386,278

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	MCC2018A09	July 1, 2017 to June 30, 2019	Executive Office on Aging	State	130,000
2	MCC2019A09	July 1, 2018 to June 30, 2019	Executive Office on Aging	State	150,000
3	MA-DCS-1800108	July 1, 2018 to June 30, 2019	Elderly Affairs Division	City & County of Honolulu	106,278
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MOILILI COMMUNITY CENTER

ORGANIZATIONAL CHART





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

MOILILI COMMUNITY CENTER

was incorporated under the laws of Hawaii on 03/09/1945 ; 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 09, 2019

Director of Commerce and Consumer Affairs

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

The undersigned authorized representative of the applicant certifies the following:

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

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

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

Moiliili Community Center

(Typed Name of Individual or Organization)

(Signature)

Nadine N. Nishioka

(Typed Name)

Rev 12/2/16

01/18/19

(Date)

Executive Director

(Title)