

**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:

Kauai Humane Society

Amount of State Funds Requested: \$ 382,920

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

With extremely limited access to affordable spay and neuter services, Kaua'i is facing an epidemic in terms of our homeless pet population. As the only open-admission animal shelter on the island, the Kauai Humane Society feels it is our responsibility to solve this problem. We want to provide support to pet owners on Kaua'i to help them afford spaying or neutering their pets, so we are seeking funding to subsidize as well as increase the availability of our spay and neuter services.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 0

Private/Other: \$ May request at a later date

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

\$ 0

Unrestricted Assets:

\$ 734,232.65 as of 12/31/19

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:

PO Box 3330

City:

Lihue

State:

HI

Zip:

96766

Contact Person for Matters Involving this Application

Mirah Horowitz

Name:

Mirah Horowitz

Title:

Executive Director

Email:

mirah@kauaihumane.org

Phone:

808.632.0610 x 106

Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

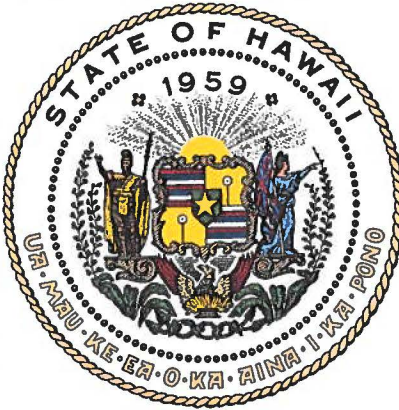
Tanya Ramseth, Development Director

Name and Title

1/13/2020

Date Signed

received
01/15/2020



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

KAUAI HUMANE SOCIETY

was incorporated under the laws of Hawaii on 05/06/1952 ; 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 07, 2020

Director of Commerce and Consumer Affairs

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

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

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2019.

Please see page 2 for our Certificate of Good Standing.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes.

Please see page 3 for our Declaration Statement.

3. Public Purpose

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

(1) The name of the requesting organization or individual;

Kauai Humane Society (KHS)

(2) The public purpose for the grant;

There are two public purposes for this grant:

1. Provide subsidized spay/neuter services to Kaua'i pet owners, and
2. Reduce pet overpopulation on the island of Kaua'i in order to improve the quality of life for both our two and four legged residents.

For more details, please see item 3 in Section II.

(3) The services to be supported by the grant;

This grant will support subsidized spay/neuter services for dog and cat owners on the island of Kaua'i as well as increase the availability of these services. Specifically, it will enable KHS to offer free spay/neuter surgeries, only charging pet owners for the cost of microchipping and licensing, and will make these services available to residents four days per week. Currently, KHS offers one day of spay/neuter services to the public each week (these services are offered at a lower cost than private veterinarians on the island

charge), but many residents are still unable to afford this service. The residents who can afford the cost of the spay/neuter services at KHS must oftentimes wait weeks or months for an appointment. There is currently no other organization on the island of Kaua'i that offers low-cost or subsidized spay/neuter services for pet animals. For more details, please see item 3 in Section II.

(4) The target group; and

As the only open-admission animal shelter on the island of Kaua'i, KHS serves all island residents (roughly 72,000). When it comes to providing services, we do not discriminate. However, we anticipate the demographic that this grant will serve the most is low-income residents. For more details, please see item 4 in Section II.

(5) The cost of the grant and the budget. [L 1997, c 190, pt of §3; am L 2014, c 96, §6]

We are seeking a \$382,920 grant from the State. \$147,420 will be used for staffing needs and \$235,500 will be used to cover the cost of supplies needed to perform spay/neuter surgeries. For more details, please see the Budget information included in Section IV.

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

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

The Kauai Humane Society (KHS) is a local, independent 501(c)3 non-profit organization. Since 1952, we have served the County of Kaua'i as the only open-admission animal shelter on the island. Our average annual intake is over 3,500 animals. We work tirelessly to support pet owners in our community by educating our community about responsible pet ownership, including the importance of spay and neuter, while saving the lives of our shelter animals through adoptions and transfers. We work hard to keep animals with their owners when life circumstances threaten to separate people from their pets and place animals in adoptive homes when they are surrendered or come to us as strays.

KHS runs a variety of programs to serve both two and four legged island residents, including public lower-cost spay and neuter, a limited Spay and Neuter Assistance Program (SNAP) for low-income residents, monthly low-cost vaccination and microchip clinics, a Shelter Dogs on Field Trips Program, an A.L.O.H.A. Transfer Program, Critter Camp for kids, Hunter Education, Direct Release & Quarantine, emergency boarding for pets, cremation services, pet bereavement support meetings, and more.

KHS currently has 8 board members, 40 staff members (this includes full time, part time, and seasonal), and 144 active volunteers. We are in the process of recruiting 2 more board members and hiring an additional 8 employees in order to better serve our community and care for our animals.

2. The goals and objectives related to the request;

We have four goals related to our request:

1. Improve accessibility to spay/neuter services for all Kaua'i pet owners – Currently, limited accessibility to affordable spay/neuter services on Kaua'i is contributing to our island's pet overpopulation problem. Our goal is to increase the public's accessibility to affordable spay/neuter services.
2. Increase the number of spay/neuter surgeries KHS performs annually – We want to perform more public spay/neuter surgeries at our facility. We currently perform spay/neuter surgeries three days per week, only one of which is for privately owned animals. With one vet and one vet tech, we can provide 10-15 surgeries per day. We aim to increase our spay/neuter capacity starting in November of 2020, enabling us to perform approximately 2,355 total public spay/neuter surgeries in FY 2021.
3. Address pet overpopulation on Kaua'i – By improving accessibility to affordable spay/neuter services and increasing the total number of spay/neuter surgeries we perform annually, we will be able to help reduce pet overpopulation on Kaua'i.
4. Reduce euthanasia rates for animals on Kaua'i - Spay and neuter is the only proven method of reducing the number of unintended litters and resulting pet overpopulation. With fewer animals coming into our shelter, fewer animals will be euthanized.

The single obstacle to reaching these goals is resources. Our objective with this grant is to hire the staff and secure the resources needed to offer more spay/neuter appointments to Kaua'i pet owners. Specifically, we plan to hire a full time Spay/Neuter Veterinarian as well as a full time Spay/Neuter Veterinary Technician so we can perform public spay/neuter surgeries four days per week. This will make appointments more readily available to residents.

In addition, we plan on providing subsidized spay/neuter services to all residents in FY 2021, only charging for the microchipping and licensing components of this service. We charge \$40-\$125 for spay/neuter surgeries depending on the species, sex, and size of the animal. We then require all animals who are spayed/neutered at our facility be licensed and microchipped, which costs pet owners an additional \$20 for microchipping and \$17 for licensing. By providing free spay/neuter surgeries, we can reduce the total cost of our spay/neuter services by 52%-77%, ensuring that all residents can have their pets spayed/neutered, microchipped, and licensed at an affordable rate.

3. The public purpose and need to be served;

Kaua'i is dealing with an epidemic in terms of our homeless pet population. With a limited number of residents and a lack of pet friendly housing, there are not enough homes to accommodate the island's current pet population. When you factor in the high cost of spay/neuter surgeries at private veterinary clinics, a cost that is contributing to an unmanageable volume of unaltered pets and strays, the magnitude of the issue Kaua'i faces in terms of both assisting pet owners by providing a basic surgery for their pets as well as controlling the animal population grows substantially.

How does this impact the public? There is an undeniable need for access to affordable spay/neuter services on Kaua'i. This is a need that no organization on the island currently meets and KHS is regularly forced to turn away pet owners who want to spay or neuter their pets. Despite our efforts, we simply cannot serve this public need with our current, limited funding. While we have a contract with the County of Kaua'i to provide animal control and sheltering services, this contract specifically prohibits us from using County funds to spay and neuter privately owned animals. The only aspect of spay/neuter the contract helps with pertains to animals that come into the shelter as part of the County contract.

In FY 2019 alone, we took in 3,307 animals, 2,784 of which were unaltered. 67% of the surrenders we received were not spayed or neutered. These numbers speak for themselves, demonstrating that both our organization as well as our island as a whole are struggling with an undeniable pet overpopulation problem.

The residents and animals of Kaua'i desperately need access to additional, affordable spay/neuter services. As the only open-admission shelter on the island, we feel it is our responsibility to find a way to serve that need. The purpose of this request is to help us meet that need.

4. Describe the target population to be served; and

Our organization serves the roughly 72,000 residents of Kaua'i and their pets. We do not discriminate based on any demographics, including financial status.

That being said, the population we serve most frequently includes residents with limited incomes. Due to extraordinarily high costs of living, people working multiple jobs to get by, and an 8.5% poverty rate according to the United States Census Bureau, many residents on Kaua'i cannot afford basic medical care for their pets, including spay and neuter. These people work 2-3 jobs and hunt to put food on the table. While these individuals might be convinced of the importance of spay/neuter, they often cannot afford the \$400+ surgeries offered at private vet clinics on the island.

5. Describe the geographic coverage.

KHS is the only open-admission animal shelter on the island of Kaua'i. Our immediate geographic coverage is island-wide, however we also facilitate transfers and adoptions for our shelter animals to locations on the mainland.

III. 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;

The scope of work, tasks and responsibilities for the spay/neuter surgeries are as follows: The veterinary staff brings animals to the clinic area from the reception area. Animals are weighed and placed in kennels in the clinic recovery area. The Spay/Neuter Veterinarian prepares the anesthetic medication and the Spay/Neuter Veterinary Technician administers it. The Spay/Neuter Veterinarian performs the surgery and Spay/Neuter Veterinary Technician monitors the animal's anesthesia and recovery. The animal is placed in a recovery kennel and then is returned to its owner once deemed safe.

The scope of work, tasks, and responsibilities for public spay/neuter surgery scheduling are as follows: The Veterinary Assistant takes calls and inquiries from the general public, scheduling surgeries, taking the deposit for microchipping and licensing if needed, and relaying information about drop off/pick up times as well as prep/safety information to the pet owner. The veterinary assistant will also implement the protocol of maintaining a formal waitlist and will document the preferred days each person added to the waitlist requests when they try to make an appointment.

The scope of work, tasks, and responsibilities for monitoring metrics and success are as follows: At the end of each week, the Spay/Neuter Veterinarian and Spay/Neuter Veterinary Technician will compile the data on how many public spay/neuter surgeries were performed, how many people were waitlisted or turned away, and what days surgeries were performed.

The scope of work, tasks, and responsibilities for marketing our increase in spay/neuter services are as follows: Once per week, our Marketing and Communication Specialist will share a post or story on our social media channels, telling people about our spay/neuter services. She will also arrange for an article to be published in The Garden Island newspaper, alerting people to our subsidized spay/neuter services and the increase in appointment availability.

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

July 2020 through September 2020: Advertise new open full-time Spay/Neuter Veterinarian and full-time Spay/Neuter Veterinary Technician positions. Evaluate applications, interview applicants, and make final hiring decisions. The Marketing and Communication Specialist will begin advertising that subsidized spay/neuter appointments are available one day per week and our current part-time Spay/Neuter Veterinarian will begin performing these subsidized spay/neuter surgeries.

October 2020: Start training new hires in Kauai Humane Society protocols for spay/neuter surgeries (anticipated training time is two weeks). In the final half of the month, the Marketing and Communication Specialist will begin promotions for increased spay/neuter appointments and the new hires will begin performing surgeries to assist the current veterinary team as needed. The Veterinary Assistant will begin scheduling appointments for public spay/neuter and maintaining the waitlist.

November 2020: Begin the increased offering of public spay/neuter surgeries four days per week. The Marketing and Communication Specialist will continue promoting the increase in spay/neuter appointments. The Spay/Neuter Veterinarian and Spay/Neuter Veterinary Technician will begin monitoring necessary metrics to ensure the program is running successfully. The Veterinary Assistant will continue scheduling appointments and maintaining the waitlist.

December 2020-June 2021: Repeat November 2020 tasks from December 2020 through June 2021, making adjustments to public appointment availability days as needed based on demand.

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

Our new Spay/Neuter Veterinarian and Spay/Neuter Veterinary Assistant will be responsible for recording the metrics associated with our increase in spay/neuter efforts. They will record the number of surgeries by day.

In the first two months of increased public spay/neuter appointments, we intend to alternate the days of the week we offer services to the general public. To ensure we are providing services when they are most in demand, we will evaluate which days received the most bookings from residents and fine-tune appointment availability based on that information.

Since our Spay/Neuter Veterinarian and Spay/Neuter Veterinary Technician will spend a full day each week completing paperwork and reviewing metrics, they will be able to monitor and make adjustments to

appointment availability as needed throughout FY 2021. This will enable us to continue improving our results by providing services on the days that are most convenient to residents.

We will also make adjustments to our marketing and advertising strategies if our subsidized services aren't being maximized each week.

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.

Over the course of FY 2021, we will monitor and report effectiveness to the State agency using the following metrics:

1. Year Comparative Number of Public Spay/Neuter Surgeries - We will compare the number of public spay/neuter surgeries in FY 2021 vs FY 2020 by month as well as annually. If we are able to perform more public spay/neuter surgeries in FY 2021 as compared to FY 2020, we will know we achieved our goal of making spay/neuter services more accessible to residents.
2. Monthly Public Spay/Neuter Surgeries - We will compare the month over month growth in the number of public spay/neuter surgeries we perform in FY 2021. If the number of surgeries increases each month (or holds steady), we will know our increased appointment availability and marketing strategies are working.
3. Shelter Intakes - We will monitor our intakes on a monthly, quarterly, and annual basis to determine how our increased public spay/neuter efforts are impacting our intakes during the funding period.

Beyond 2021, we will evaluate how the grant funding continues to impact the total number of intakes (both strays and owner surrenders) as well as the number of unaltered pets that come into our shelter in subsequent years. We know it may take time to see the impact our increased spay/neuter efforts have on our intakes and understand this impact may not be entirely clear during the funding period. However, if we see our intake numbers trending down over time, we will know the increase in our spay/neuter offerings has helped move us in a positive direction in terms of controlling our island's pet population.

IV. 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
 - b. Personnel salaries and wages
 - c. Equipment and motor vehicles
 - d. Capital project details
 - e. Government contracts, grants, and grants in aid

Please see pages 15-19 for budget forms detailing the cost of this request.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$19,500	\$109,140	\$127,140	\$127,140	\$382,920

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.

We are seeking funding for fiscal year 2021 from:

1. The County of Kaua'i - We have a contract with the County of Kaua'i to provide animal control and sheltering services that we are negotiating to renew for FY 2021. This contract does not cover public low-cost spay/neuter, SNAP surgeries, or spay/neuters we must perform on owner surrenders.
2. Kaua'i Island Utility Cooperative - We have a contract with Kaua'i Island Utility Cooperative for our Save Our Shearwaters program that we are negotiating to renew for FY 2021.
3. We will continue to request donations from the public throughout FY 2021.
4. While we are not currently seeking other federal, state, county, or private grant funding for FY 2021, we will review grant opportunities and apply for opportunities in which the funding entity has priorities that align with our FY 2021 goals.

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.

KHS is a nonprofit organization, so no state or federal tax credits have been granted since we are tax-exempt.

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 2021 for program funding.

KHS has been granted a government contract from the County of Kaua'i annually for the past 3+ years. This contract requires KHS provide animal control and sheltering services to the County of Kaua'i. We are in the beginning stages of negotiations to renew this contract for FY 2021.

KHS has also been granted a Kaua'i Island Utility Cooperative contract for Save our Shearwaters (SOS) annually for the last 3+. SOS is the only Federal and State permitted facility on Kaua'i approved to rehabilitate native Hawaiian species and was initiated by the Hawai'i Department of Land and Natural Resources/Division of Forestry and Wildlife in 1979. We are in the beginning stages of negotiations to renew this contract for FY 2021.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.

KHS had a \$734,232.65 balance of its unrestricted current assets as of December 31, 2019.

V. Experience and Capability

1. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

As the only open-admission animal shelter on Kaua'i, KHS has provided more spay/neuter surgeries to Kaua'i animals than any other veterinary clinic or rescue organization combined. Our staff has the skills, abilities, and knowledge needed to properly execute this request and continue serving our community by providing critically needed spay/neuter services to Kaua'i. We have determined what our facility is capable of accommodating in terms of the total number of spay/neuter surgeries we can perform each day. We determined our goals and funding needs for this request based on those capabilities.

Over the past three calendar years, KHS has run a low-cost spay/neuter program, performing close to 1,500 surgeries, as well as a Spay/Neuter Assistance Program that has served roughly 65 low-income residents. We have also spayed or neutered over 3,450 stray and owner surrender intakes.

In 2017, we partnered with Animal Balance and the Kauai Community Cat Project (KCCP) to host a Mobile Animal Sterilization Hospital (MASH) clinic on our lawn, spaying/neutering 600 animals in six days. We hosted an additional MASH clinic in 2018 with Animal Balance and KCCP.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

Our veterinary clinic has the capacity to spay/neuter up to 15 animals per day and houses a preparation room, an operating room, and a separate recovery room with stainless steel cages. We have an autoclave that is used to clean and steam sterilize our spay/neuter instruments and we use sterilization indicator strips placed inside the instrument pack as well as indicator tape on the outside to ensure sterility. Our facility houses single-use drapes, scrubs, caps, masks, and sterile surgeon's gloves in addition to the medication and sutures needed to perform each surgery.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

As it pertains to this request:

1. Executive Director Mirah Horowitz oversees all Directors and Managers in addition to making hiring decisions. Ms. Horowitz will be responsible for evaluating and hiring a full-time Spay/Neuter Veterinarian and a full-time Spay/Neuter Veterinary Technician. As the Executive Director of the Kauai Humane Society and the Executive Director of Lucky Dog Animal Rescue, Ms. Horowitz has extensive experience in running an animal welfare organization, including hiring staff and providing them with the training to ensure they do their job to the best of their ability. Ms. Horowitz oversees Dr. Dawn Ushio.
2. Dr. Dawn Ushio will be responsible for training and overseeing the two new hires. With over 20 years of experience, Dr. Ushio serves as KHS's Director of Shelter Medicine and works for KHS full time. She has performed thousands of spay/neuter surgeries in her time at KHS and has proven her ability to train new hires repeatedly over the past 20 years. Dr. Ushio trains and oversees all other veterinarians and veterinary technicians.
3. Dr. Sharon Gottfried is a veterinarian and has worked for KHS for five years on a part-time basis. She has been a licensed veterinarian for over 22 years and a board-certified specialist in Small Animal Surgery for 15 years. She will assist with training new hires if needed.
4. Alexandria Taogoshi was KHS's Lead Vet Tech prior to becoming KHS's Animal Programs Manager. She continues to assist with spay/neuter surgeries once per week and has five years of experience, enabling her to help train a new Spay/Neuter Veterinary Technician if needed.
5. We have four additional veterinary technicians who have been with KHS for anywhere from two months to three years that can assist with spay/neuter surgeries if needed.
6. Krystal Buck is KHS's Veterinary Assistant and will be responsible for scheduling spay/neuter surgeries and maintaining the waitlist. She has worked at KHS for seven months.
7. Alexandra Monks is KHS's Marketing and Communications Specialist and will be responsible for publicizing KHS's increase in subsidized spay/neuter appointment availability. She has worked for KHS for five months and has a Bachelor's Degree in Business Administration from LIM College.
8. We will hire a Spay/Neuter Veterinarian as well as a Spay/Neuter Veterinary Technician to perform 40-60 public spay/neuter surgeries per week. They will also be responsible for recording and evaluating metrics in order to improve our results. Our new Spay/Neuter Veterinarian will be required to have a degree in veterinary medicine as well as a license and will be trained by Dr. Ushio and/or Dr. Gottfried. Our new Spay/Neuter Veterinary Technician will be trained by Dr. Ushio, Dr. Gottfried, and/or Alexandria Taogoshi pending their availability.

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.

Please see page 20 for our organization chart.

3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

1. Executive Director - \$92,000 (Note: Our Executive Director is currently working as a consultant with a \$40,000 per year consultant fee plus travel reimbursement. The Board has budgeted \$92,000 for this position in FY 2021.)
2. Director of Shelter Medicine (Veterinarian) - \$70,000
3. Director of Finance - \$65,000

VII. 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.

KHS has no pending litigation or outstanding judgments to which we are a party.

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.

There is no license or accreditation required to operate an animal shelter. However, as it pertains to this request, our Director of Shelter Medicine, Dr. Dawn Ushio, is a licensed veterinarian who received her veterinary degree from UC Davis. Dr. Sharon Gottfried is a licensed veterinarian and a board-certified specialist in Small Animal Surgery. Dr. Gottfried received her veterinary degree from the University of Pennsylvania.

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.

KHS does not support or benefit any sectarian or non-sectarian private educational institutions.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2020-21 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2020-21, but

(b) Not received by the applicant thereafter.

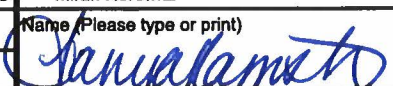
If we receive funding for FY 2020-21 but do not receive funding from the State thereafter, we intend to sustain our increased spay and neuter efforts through:

1. **Increased Funding from the County of Kaua'i - We plan to show the County of Kaua'i how improved spay/neuter efforts reduce our intakes as well as the need for animal control and sheltering services while benefiting residents. Reducing the pet population on Kaua'i will ultimately reduce the funding we need from the County, saving them money in the long run. We believe that having the data to show them that spay/neuter will reduce costs will cause them to invest in these efforts in the short term in order to better their bottom line in the future. Their increase in funding will enable us to sustain this program beyond FY 2021.**
2. **Fundraising - We plan to offset any remaining costs through grants and fundraising.**

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Kauai Humane Society

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	\$109,200.00			
2. Payroll Taxes & Assessments				
3. Fringe Benefits	\$38,220.00*			
TOTAL PERSONNEL COST	\$147,420.00			
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	\$235,500.00			
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	\$235,500.00			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	\$382,920.00			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$382,920.00	Mirah Horowitz 808.632.0610 x 106		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	\$382,920.00	Tanya Ramseth, Development Director		
		Name and Title (Please type or print)		

*Note: The formula we use to calculate the total cost of an employee combines fringe benefits as well as payroll taxes & assessments into one number. Therefore, the number listed for fringe benefits includes payroll taxes & assessments.

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Kauai Humane Society

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Spay/Neuter Veterinarian	\$154,440.00	\$115,830.00	100% OF TIME	\$ 115,830.00
Spay/Neuter Veterinary Technician	\$42,120.00	\$31,590.00	100% OF TIME	\$ 31,590.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				147,420.00

JUSTIFICATION/COMMENTS:

These positions will begin week one of Q2 and will be 40 hours per week. Both positions will spend 32 hours per week providing public spay/neuter services as well as 8 hours per week on paperwork, data recording, and data analysis to improve results.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Kauai Humane Society

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Kauai Humane Society

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: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

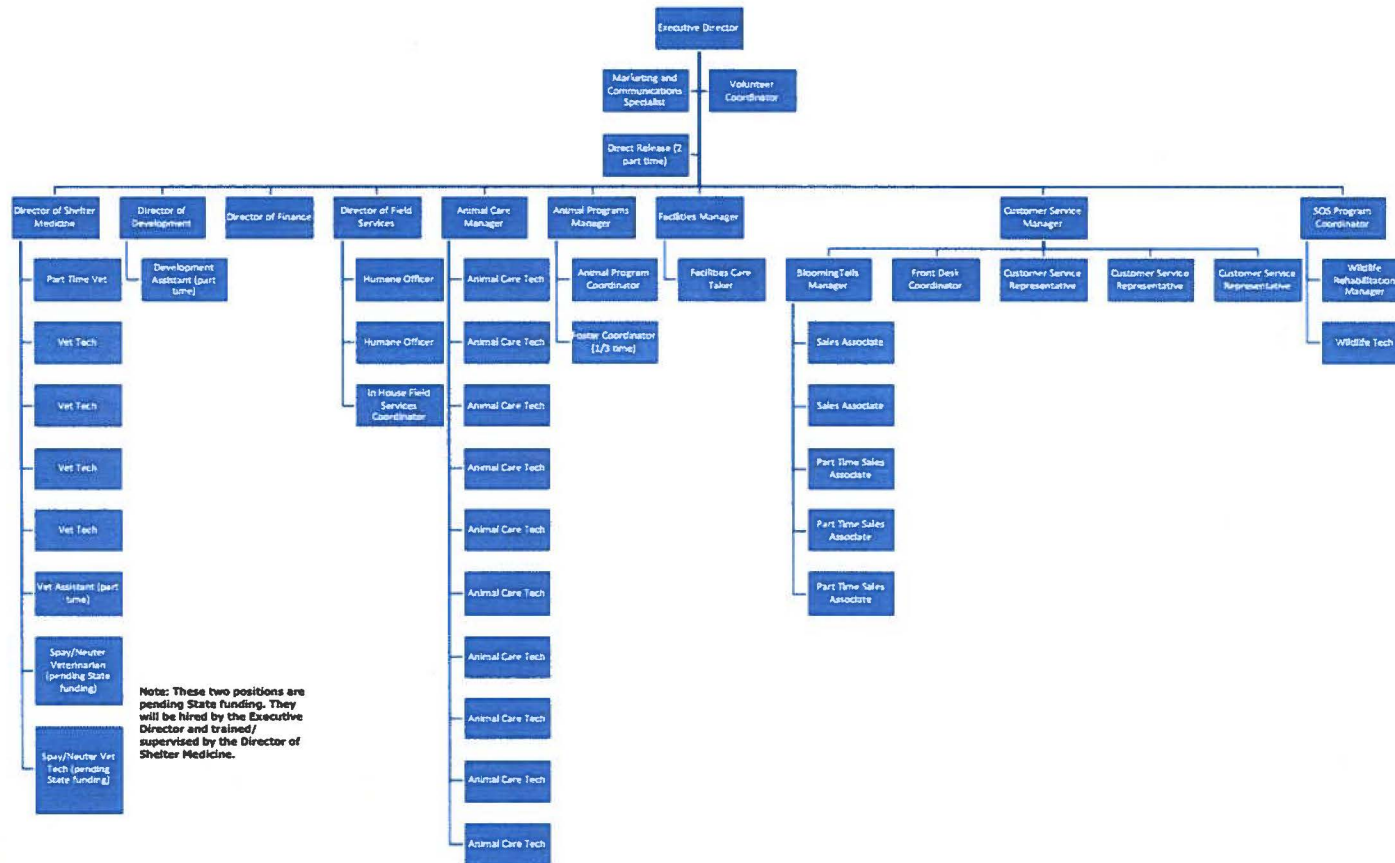
Not Applicable

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Kauai Humane Society

Contracts Total: 1,386,780

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Animal Control/Sheltering Contract	7/1/19-6/30/20	County of Kaua'i	Kaua'i	\$1,073,000.00
2	Save Our Shearwaters	7/1/19-6/30/20	KUIC	Kaua'i	\$313,780.00
3	Animal Control/Sheltering Contract	7/1/20-6/30/21	County of Kaua'i	Kaua'i	In negotiations
4	Save Our Shearwaters	7/1/20-6/30/21	KUIC	Kaua'i	In negotiations
5					
6					
7					
8					
9					
10					
11					
12					
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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



TANYA RAMSETH, DEVELOPMENT DIRECTOR

1/13/2020

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE