

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

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: DbA:

Moiliili Community Center

Amount of State Funds Requested: \$ 50,000.00

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

The Kupuna Support Program (KSP), an adult daycare program at the Moiliili Community Center (MCC), is located on the third floor of MCC's main building. MCC would like to move the program to the first floor as it would be easier for the participants to access and poses less difficulties transferring the Kupuna in the case of an emergency. Currently, one of the first floor classrooms has a section of the room which is unused as it instead functions as a storage space for equipment such as chairs and tables. MCC is requesting funding to build a wall to create a separate classroom.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

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

\$ 487,500.00

Unrestricted Assets:

\$ 325,241.00

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: State: Zip:

Honolulu HI 96826

Contact Person for Matters Involving this Application

Name:
Nadine Nishioka

Title:
Executive Director

Email:
nadinen@moiliilicc.org

Phone:
(808) 955-1555

Federal Tax ID#:

██████████

State Tax ID#

██████████


Authorized Signature

Nadine N. Nishioka, Executive Director

RECEIVED
1/17/20
Name and Title

01/16/20
Date Signed

3:15 pm

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.

The Kupuna Support Program (KSP) is an adult daycare program at MCC that offers a place for Kupuna 62 and older to stay active through exercise and various recreational and stimulating activities, helping them maintain their current level of performance and independence and preventing the need for advanced care. Most of the activities take place in the KSP classroom located on the third floor, though twice a week the participants join the Senior Center chair exercise class which takes place in the multi-purpose classroom on the first floor. Transferring the Kupuna is manageable because of the elevator at one end of the building. However, having the class on the third floor poses a problem in times of emergency as the closest meeting point requires everyone to go down a small flight of stairs, a task that is difficult for some of the Kupuna. MCC would like to move the Kupuna Support Program down to the first floor to make transferring easier and less strenuous for our Kupuna, but currently lack the classroom space to hold the class.

The first floor multi-purpose classroom is used for a variety of programs and activities throughout the week: In the morning the classroom is used for Senior Center classes or seminars and also hosts the meals program; in the afternoon the Children & Families Program has their afterschool program; and in the evenings and weekends other facility

users rent the classroom for their activities. One section of this spacious room is not utilized as it is instead used to store the tables, chairs, and other equipment for the activities held in the classroom. This section is approximately the same size of the current KSP classroom. Through Grants-in-Aid, we would like to build a wall to create a separate room for the Kupuna Support Program. Creating this new classroom will help provide easier access for the Kupuna participants and also minimally impact the programs currently using the classroom.

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 stored in storage sheds located behind the main building.

A. TIMELINE

We estimate it will take a month 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

There will be a door built in the wall separating the KSP classroom from the rest of the multi-purpose classroom; this will provide easy access for the Kupuna when they join the Senior Center activities. A lock will be installed on the door to secure the classroom when it is empty. Keys will be provided to authorized staff members of the Kupuna Support Program.

III. FINANCIAL

A. Budget

- 1. Budget for FY2021 – 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 2021:

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
0	0	50,000	0	50,000

C. Other Funding Sources for FY2021:

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 \$325,241 of our unrestricted assets as of December 31, 2019.

IV. EXPERIENCE AND CAPABILITY

A. Necessary Skills and Experience

In May 2017, the Senior Center Program had its office renovated. All the office equipment was moved out and stored in other classrooms so the contractors could work on the room; the Senior Center office was temporarily moved to one of the first floor classrooms. The contractors removed the asbestos from the ceiling and floors, replacing the floor with carpeting. General repairs were also made during

the renovation and the room was repainted to give it a fresh, new look. Renovating the Senior Center office took about two week to complete.

MCC also recently underwent a construction project converting their dirt lot into a parking lot. The dirt lot was used as a place for our participants to park their cars. However, because of the uneven footing from tree roots, gravelly surface, and uneven curbs, the dirt lot posed potentially hazardous for our participants walking through it. MCC worked with the City and contractors to plan and construct a parking lot that was safe and per City regulations. Before the construction period MCC informed all its participants of the project, letting them know there would be limited parking on site and suggested other means of getting to the Center. MCC worked with nearby organizations to obtain parking for the staff, providing more parking for our participants. The project took over three months to be completed.

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 Statues**

Attached.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

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 & Maint.				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Occupancy				
10. Professional Fees				
11. Printing				
12. Transportation/Travel				
13. Other Expenses				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	50,000			
TOTAL (A+B+C+D+E)	50,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	50,000	Norberto S. Sulpico Jr. 808-955-1555		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		 01/16/20		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	50,000	Nadine N. Nishioka, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Moililli Community Center

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: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			50,000.00			
EQUIPMENT						
TOTAL:			50,000.00			
JUSTIFICATION/COMMENTS:						
Renovation of Room 105 (multi-purpose room) to accommodate adult daycare program						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Moiliili Community Center

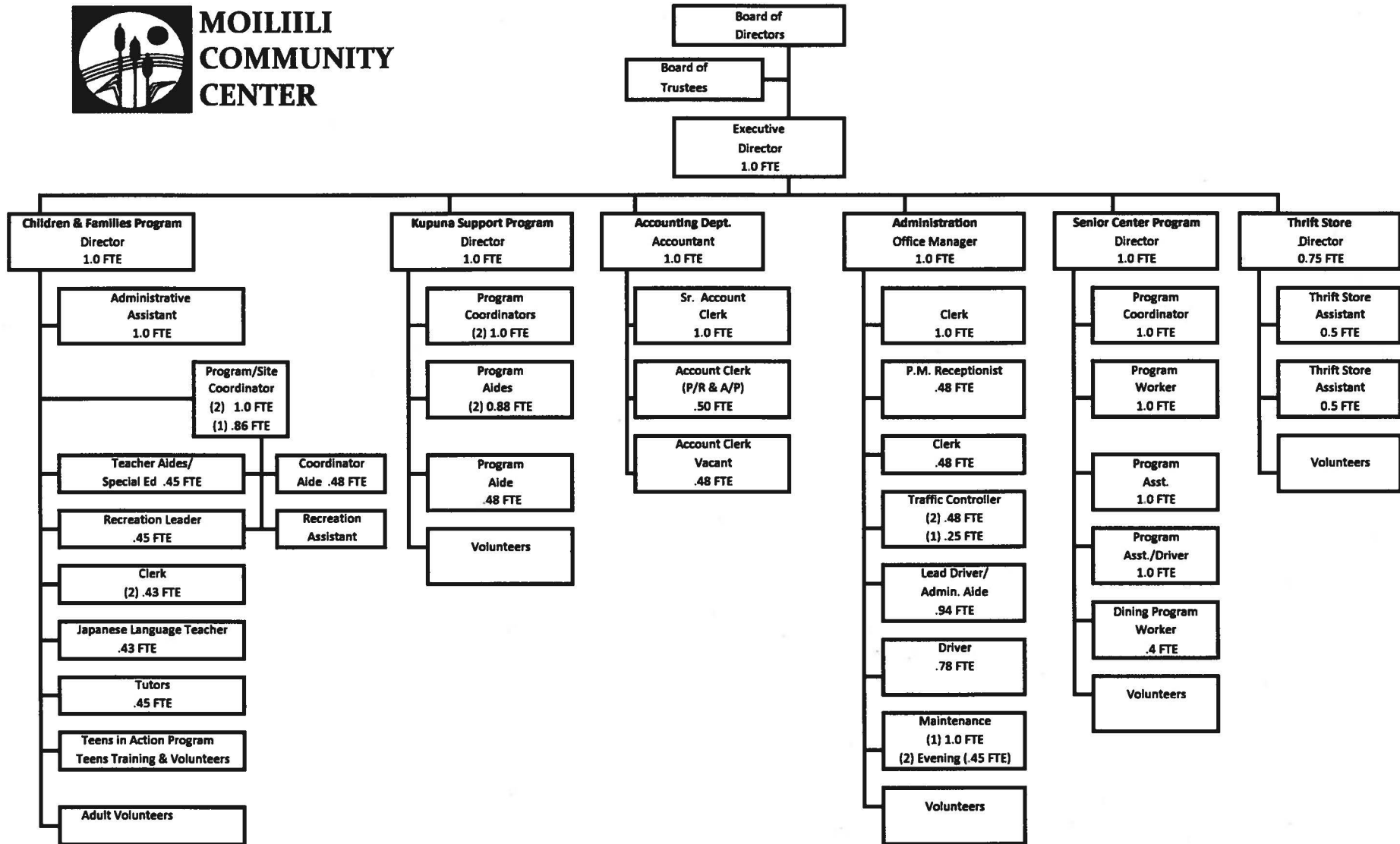
Contracts Total: 256,277

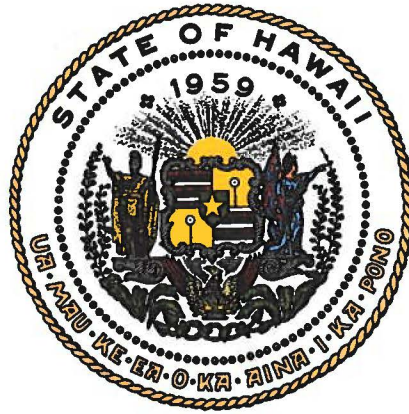
	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	MA-DCS-1800108	7/1/19 to 6/30/20	Elderly Affairs Division	City & County of Honolulu	106,277
2	MCC2019A09	7/1/18 to 6/30/20	Executive Office on Aging	State of Hawaii	150,000
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**MOILIILI
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: November 20, 2019

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

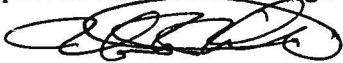
The undersigned authorized representative of the applicant certifies the following:

- 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.

Moiiliili Community Center
(Typed Name of Individual or Organization)


(Signature) 01/16/20
(Date)

Nadine N. Nishioka
(Typed Name) Executive Director
(Title)