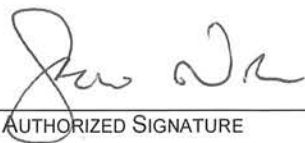


Application Submittal

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



Jeffrey Nash, Executive Director

January 18, 2022

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

**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:

Habilitat, Inc.

Amount of State Funds Requested: \$ 94,400

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

The grant will support building clinical staff capacity with experiences needed to be highly effective and advance to optimum senior levels. The staff provide all day-to-day intensive treatment services and assist treatment participants to advance to the reentry phase.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 0

Private/Other: \$ 0

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

\$ 0

Unrestricted Assets:

\$ 9,171,800

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 801

City:

Kaneohe

State:

HI

Zip:

96744

Contact Person for Matters Involving this Application

Name:
Jeffrey Nash

Title:
Executive Director

Email:
jnash@habilitat.com

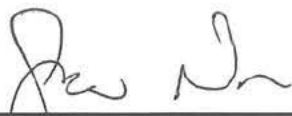
Phone:
(808) 235-3691

Federal Tax ID#:

██████████

State Tax ID#

██████████



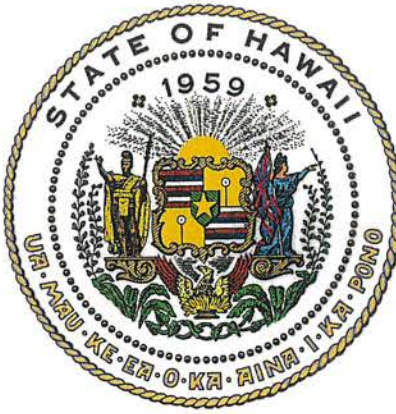
Authorized Signature

Jeffrey Nash, Executive Director

Name and Title

1/18/2022

Date Signed



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

HABILITAT, INC.

was incorporated under the laws of Hawaii on 06/01/1971 ; 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: December 27, 2021

Director of Commerce and Consumer Affairs

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

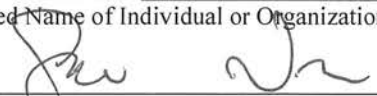
The undersigned authorized representative of the applicant certifies the following:

- 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.

Habilitat, Inc.
(Typed Name of Individual or Organization)


(Signature)

2/18/22
(Date)

Jeffrey Nash
(Typed Name)

Executive Director
(Title)

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, 2021.

See attached.

2. Declaration Statement

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

See attached.

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](#).

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

| | |
|---|--|
| The name of the requesting organization or individual | Habilitat, Inc. |
| The public purpose for the grant | Long-term residential treatment addressing cycles of homelessness, addiction and incarceration through comprehensive and evidence-based treatment, safe housing, intensive workforce development and structured reentry preparedness and support. |
| The services to be supported by the grant | The grant will support building clinical staff capacity with experiences needed to be highly effective and advance to optimum senior levels. The staff provide all day-to-day intensive treatment services and assist treatment participants to advance to the reentry |

| | |
|--------------------------------------|---|
| | phase. |
| The target group | Highly vulnerable populations that include adults 18 years and older to overcome chronic and long-term homelessness, addiction and incarceration. |
| The cost of the grant and the budget | \$94,400 |

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:

Since 1971, Habilitat has helped thousands of people to overcome homelessness, addiction and incarceration. Our mission is to guide and empower individuals to make positive choices in their own lives. We started with 8 residents in a donated Kailua home and grew into what is now the largest capacity residential treatment center in the state with 150 beds. Habilitat is the only treatment program that prepares residents for successful community reintegration through comprehensive treatment, stable housing, intensive workforce training and structured individual reentry planning. By graduation, each resident will have completed a minimum 200 group sessions and hundreds of hours of individual therapy, 4,000 workforce development hours, 1680 hours of lifestyle education and 192 reentry sessions. Habilitat's graduation requirements include full-time employment, stable housing, sobriety, and free of any justice involvement. Five years after graduation, 63% of Habilitat's graduates report continued success—a rate three times the national average.

2. The goals and objectives related to the request:

At Habilitat, the house managers on the clinical team are front line counselors, working daily to influence and mentor each resident through daily group sessions, individual counseling, seminars and other activities integral to the treatment program. In addition to maintaining positive relationships with each program participant and acting as positive role models for the community, Habilitat's house managers directly deliver the curricula that leads residents to a positive, pro social lifestyle. The house managers are responsible for coordinating the day-to-day schedules of all participants, and monitoring and reporting residents' daily progress. They mentor and train qualified residents in the function of the front desk operations and other important facility responsibilities. In addition to delivering the treatment curricula, house managers are responsible for all related administrative duties, including monitoring, evaluating and providing detailed

reports related to participants' progress and advancement. The COVID 19 protocols greatly affected some of our long-term senior staff. Due to health concerns exacerbated by COVID exposure in large group settings, our senior house manager and facility director recently resigned. This left us with a junior house management team, now requiring us to intensively train and coach, and build capacity among the team to bring the clinical team to an optimal level for delivery of services. The goals and objectives of this request is to engage a rigorous and accelerated training program for current house managers in order for them to gain the experiences and skills necessary to be highly effective as well as advance to senior positions. While Habilitat maintained its direct level of services and population, we understand the need to build the long-term capacity of our house management staff for the clinical team to operate at optimum. During this time, we will also rebuild our fiscal capacity to pre-COVID volumes in order to return to a position of self-sufficiency in the clinical department. The goals and outcomes of this request will be met during the year of the grant period.

3. The public purpose and need to be served:

For over 50 years, Habilitat has helped thousands of people to overcome addiction and go on to live productive lives. We are one of a few remaining long-term residential treatment centers in the U.S., and one of even fewer that provides intensive workforce development training. Marketable skills, a livable wage and stable housing are critical to reentry preparedness and a life beyond addiction. Hawaii ranks third in the nation for drug crime sentencing with at least 50% of all prison sentences being drug-related, and fifth in the nation for the longest prison sentences served by drug offenders—an average of nearly eight years. Most drug sentences served in Hawaii (98.4%) are prison-only with no education, employment training or reentry programming. Many of Hawaii's community problems are rooted in addiction. Related social and conditions such as chronic homelessness, criminal activity, and domestic violence directly correspond to addiction. In Hawaii, positive methamphetamine workplace drug testing accounts for 410% greater than the national average and costs to taxpayers exceed \$500M annually. New numbers also indicate increased use of amphetamine and cocaine among Hawaii's workers. Diagnostic Laboratory Services (DLS) does quarterly workforce drug testing and reports a 27% increase in the use of amphetamines, a 46% jump in cocaine use and a 70% increase in the use of synthetic urine used to mask the presence of drugs. Factor in workplace unproductivity and injury, healthcare and public safety, and the costs increase exponentially. Among Hawaii's chronically homeless, women and children are the fastest growing segment of the population. Many women report domestic violence, unemployment and addiction as leading causes in their circumstances, and they are especially vulnerable to sexual and violent assault on the streets. Female inequality in the workplace often makes a living wage and stable housing out of reach. Among major ethnic groups in Hawaii, Native Hawaiians are disproportionately homeless, incarcerated and addicted. The average life expectancy for Hawaii's homeless is 53 years old; 30 years less than the general population. When surveyed, the majority of Hawaii voters agree homelessness and addiction is getting worse. This is validated by rising costs, such as the chronically homeless are the highest utilizers of Medicaid in

Hawaii, with 4% consuming 61% of our \$2B budget, and the highest utilizers spend an average of \$82,000 per year. In contrast, stable housing decreases Medicaid costs by 43-73% and potentially results in an annual Medicaid savings of \$300,000,000. Hawaii's admission for drug treatment is four times greater than the national average, yet most services remain inaccessible, short-term and/or outpatient based—leaving people ill-prepared to overcome addiction. For every \$1 invested in substance abuse treatment, taxpayers save at least \$7 in education costs. \$11.54 is saved in combined medical and social costs and \$5.60 is returned in reduced public assistance. 60-75% of people on parole are violated for technical reasons, particularly drug use. The largest economic benefit of treatment is in avoiding incarceration and victimization costs. Diversion to treatment bring significant cost savings and offer greater promise for decreased recidivism and increased reentry success. Nationally, as an example, if only 10% of eligible prisoners are diverted to treatment, \$4.8B would be saved annually. Hawaii is on par with high numbers of incarcerated adults convicted of non-violent, drug-related crimes, often classified for low level or community supervision, including treatment. The average base cost to incarcerate one person is \$70k and people are released without housing, job training or reentry assistance. At Habilitat, it costs \$24,000 a year to treat one individual and over 90% of residents are admitted free of charge—we do not bill medical insurance, the state or city. Habilitat operates on a multiple income stream model, including major fundraising events and social enterprise. As a result, historically, we have covered half of our operating expenses and never turn away anyone due to inability to pay for treatment. We, in fact, admit 94% of residents free of charge, saving taxpayers over \$7M a year.

4. Describe the target population to be served:

Habilitat serves some of Hawaii's most vulnerable populations. Although our residential population fluctuates, our current population is representative: 65% were homeless prior to admission (48% chronically homeless for 10 or more years); 72% percent were incarcerated (65% convicted felonies); one-third are court-mandated; 31% are parents of at least one child; 39% are Native Hawaiian or Pacific Islander; 37% were unemployed for at least one year prior to admission; and residents average 33 years old. The vast majority have struggled with long-term addiction to methamphetamine (56%), heroin (33%) and/or alcohol (11%). Most residents spent decades living in severe crisis prior to admission. After many failed attempts to break chronic cycles of homelessness, substance use, and incarceration, most come to Habilitat after going without some of the most basic human needs including food, shelter and clothing. We understand the severity of substance disorders and the associated costs. Overcoming substance disorders require a high degree of accountability, responsibility and work ethic if a person is to gain long-lasting and transformational change. Habilitat is designed to challenge the individual at every level and it is not easy. Graduates often claim that it was the hardest, yet most rewarding experience of their lives. Substance use disorders are treatable problems that do not have to cost people their lives and taxpayers a fortune. People do recover when provided with long-

term treatment, workforce training, reentry support and the right motivation in the proper environment.

5. Describe the geographic coverage:

Habilitat is located in a residential neighborhood in Kaneohe, Oahu. We admit residents from all 50 U.S. states and operate a free 24-hour national hotline. The majority of our residents are Hawaii residents. During treatment, all of Habilitat’s residents establish deep community and professional relationships; most choose to live and work in Hawaii after graduating from the program.

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:

| Scope of Work | Tasks and Responsibilities | Results and Outcomes | Measures of Effectiveness |
|---|---|---|--|
| Provide long-term residential treatment to residents overcoming homelessness, addiction and incarceration | Provide comprehensive, evidence-based cognitive and behavioral treatment to residents | Residents successfully move from the comprehensive treatment phase to the reentry phase | # of residents advancing from the treatment phase Comparison of outcomes during grant period and prior year Weekly self-reported progress, monthly clinical progress reports, monthly vocational progress reports, weekly one on one, weekly group support sessions. |
| House managers to gain skills and experiences to be highly effective and prepared to advance to the next level in their | Rigorous and accelerated training for all house managers | Each house manager demonstrates they are highly effective in their position and advance to the next level | # of hours of work experience # of hours in clinical training # of hours in clinical |

| | | | |
|----------------------|--|--|---|
| respective positions | | | coaching Monthly staff progress reports Year-end evaluation and advancement |
|----------------------|--|--|---|

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

| Outcome | Timeline |
|--|---------------------|
| Residents successfully move from comprehensive and intensive treatment phase to reentry phase. | 1 year grant period |
| House managers gain the experiences and skills necessary to be highly effective and advance to the next level. | 1 year grant period |
| Rebuild clinical department experience and training hours. | 1 year grant period |

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

| Current State | Improvement/Outcome | Monitoring and Evaluation |
|---|--|---|
| The majority of program participants have experienced decades of chronic homelessness, addiction and incarceration without the foundation necessary for successful community reintegration. | House managers coordinate the daily treatment curricula for delivery to treatment residents, including seminars, daily activities, one on one and group counseling and special interest sessions. House managers act as role-models and maintain positive relationships with program participants. | # of house manager training hours |
| | Program participants build a recovery foundation as they receive positive information and practical solutions through all methods of therapeutic counseling, leading them to a positive, pro social lifestyle and advancement to the reentry phase. | # of program participant hours in group and individual counseling, and specialized sessions |

| | | |
|--|--|---|
| <p>Prior to treatment, program participants have lived with unresolved and unaddressed trauma that directly connects to their experiences with homelessness, addiction and incarceration</p> | <p>House managers provide participants with all aspects of the treatment program; residents build a recovery foundation that is catalyst to advancing from the treatment to reentry phase of the program</p> | <p>Weekly self-reported progress reports, monthly clinical progress reports, monthly vocational progress reports, weekly one on one, weekly group support sessions.</p> |
| <p>Habilitat is currently rebuilding the clinical staff capacity</p> | <p>House managers are trained with the necessary skills and experience to be highly effective and advance to the next level</p> | <p>Staff progress reports and # of training hours # of staff promoted to senior positions, including senior house manager</p> |

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.

Executive Director Jeff Nash will oversee the outcomes and results of the project. CSAC-licensed interim clinical supervisor, Becky Harrison, will support the day-to-day activities of the house management team as each house manager gains the necessary skills and experience required to be highly effective and advance to the next level in their positions. Effectiveness of the grant will be measured by the number of residents who progress through from the treatment to reentry phase, advancement of each house manager to the next level, and rebuilding the clinical department's experiential hours and skills back to pre-COVID levels.

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 (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)

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2023.

| Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 | Total Grant |
|-----------|-----------|-----------|-----------|-------------|
| \$23,100 | \$23,100 | \$24,100 | \$24,100 | \$94,400 |

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.

(Pending) - City and County of Honolulu Grant-in-Aid 2022-2023 to support construction workforce development training.

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.

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 2023 for program funding.

(Received): City and County of Honolulu Grant-in-Aid 2019-2020; City and County GIA 2020-2021.

(Pending): City and County of Honolulu Grant-in-Aid 2022-2023 to support construction workforce development training.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.

Unrestricted current assets at 12/31/2021 = \$7,001,000. Total unrestricted assets at 12/31/2021 = \$9,171,800.

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.

Habilitat has 19 full-time staff, most of whom are experienced and equipped to provide services at every level of the program. Executive Director Jeff Nash is experienced in clinical and administrative operations of addiction treatment and behavioral health programs. Mr. Nash has managed numerous projects throughout his 25-year tenure at Habilitat. The grant funding will support building capacity of the house management team, which includes 3 house managers and 1 resident intern, all of whom coordinate and supervise a very productive daily curriculum for treatment phase residents. The house manager team also assists in the supervision of the clinical aspects of resident treatment programming and perform all related duties in support of Habilitat's clinical department. Currently, Becky Harrison, long-time Director of Marketing who is a CSAC-licensed clinical supervisor, is assisting with interim supervision of the house managers. Our senior house manager and facility manager recently retired early due to ongoing concerns about COVID and Ms. Harrison is supporting the house management team as we build the team to capacity. Other clinically trained staff, who have graduated this program, are also temporarily adjusting their primary functions to assist the house crew with their duties. Prior to the pandemic, Habilitat's clinical team had a combined 10 years of experience and 2,600+ hours of coaching. Currently, the house manager team have a combined 4 years of experience and 1,000 hours of coaching. Habilitat remains in good standing with the State of Hawaii's Office of Health Care Assurance, and we are licensed by the State of Hawaii Health Department's Alcohol and Drug Abuse Division (ADAD) as a Special Treatment Facility. Habilitat is audited and inspected annually by the Office of Health Care Assurance (OHCA), ADAD and external financial auditors.

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.

Habilitat started with 8 residents in an older, donated home in 1971. That same year, we purchased our current 1.5-acre facility in Kaneohe with one usable building. Between 1979 and 1986, Habilitat built ten more buildings to accommodate for residential dormitories, staff living quarters and offices, an institutional kitchen, a full gym and aerobics center and education and workforce development training spaces. To offset operational costs, regular facility maintenance is conducted by residents and staff, further enabling us to continue prioritizing direct services. In March 2020, Habilitat postponed its \$1M, 3-year capital campaign, which was planned to address major deferred maintenance, and replace major equipment and facility items. In addition to postponing the campaign, we immediately shut down the facility two weeks prior to the state's initial mandate due to the pandemic. Prioritizing the health and safety of residents and staff made the decision simple, but it wasn't easy. Shutting down the facility and cancelling major fundraisers and the capital campaign meant the real possibility of a shutdown of services. However, we sustained by reducing expenses to the very basics, securing PPP loans and increasing our grant writing

efforts. Habilitat continued services without interruption or limitations and maintained 100% of our staff. Revenue dropped below 32%, and we are now working to restore workforce development and fundraising activities to previous volumes. Our goals and objectives for this request is to build the capacity of our clinical house manager team as we also rebuild our fiscal capacity, which declined significantly with the arrival of the pandemic. Due to concerns regarding COVID, our long-time senior house manager and facility director who supervised the clinical staff retired early. We are currently training one house manager to become the next clinical director, two junior house managers to move into senior house manager positions, and one resident intern who will be hired as a junior house manager after graduating the treatment program. The grant funding will be used to build our clinical staff capacity. While Habilitat has been able to maintain its level of services and population in spite of loss of revenue and other related COVID challenges, we need to build our staff to meet the long-term goals of having highly effective and trained staff, as well as a level of self-sufficiency that enables us to admit the majority of our residents free of charge; we fully expect to meet the goals and outcomes of the proposal with the support of the state GIA funding.

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.

Habilitat has long-term staff retention. Leadership teams are structured into therapeutic, vocational and administrative lines of authority. Many of the staff are themselves recovered addicts; passionately dedicating their lives to helping others overcome addictions through Habilitat's program. Habilitat's Board of Directors consist of ten community members, ranging from a retired Hawaii Supreme Court Justice to social workers to investment analysts, educators and business owners. Each member brings a wealth of expertise and unique community experience. We are recognized nationally, including by the National Institute on Drug Abuse for our success rates, which are three times the national average. Many of our local partners, including the Hawaii State Judiciary, recognize Habilitat as the "gold standard and a highly effective model that reduces incarceration recidivism and homelessness with some of Hawaii's toughest cases." The primary staff assigned to this project include Executive Director, Jeff Nash, who is experienced in clinical and administrative operations of addiction treatment and behavioral health programs. Mr. Nash has overseen the entire treatment curricula and trained and supervised all staff including counselors and house managers throughout his 25-year tenure at Habilitat. Interim Clinical Staff Supervisor Becky Harrison is CSAC-licensed and a long-term staff member of Habilitat. We are building the capacity of our house manager team: Ethan Kelly has been employed as a house manager for 2 years. He is training to be a senior house manager and the Facility Director, which will include supervision of clinical staff; Madeline Areford has been

employed as a house manager and our female coordinator for one year. She is currently training to become a senior house manager; Anthony Milikini was recently hired as a house manager and continues to be trained in the position with the intent of advancing to senior house manager position; Jordan Murawske is our resident intern who is in training with the clinical staff and is expected to be hired when he completes his intern training and graduates from the treatment program. All of Habilitat's house managers are graduates of Habilitat.

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.

See attached.

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.

| | |
|--------------------|---------------------|
| Executive Director | \$120,000-\$140,000 |
| Controller | \$80,000-\$100,000 |
| Construction RME | \$80,000-\$100,000 |

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.

Not applicable.

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.

Habilitat is the largest capacity treatment center in the State of Hawaii with 150 beds. We are licensed as a Special Treatment Facility by the State of Hawaii Health Department's Alcohol and Drug Abuse Division (ADAD). The State's Office of Health Care Assurance (OHCA) and ADAD audits and inspects Habilitat annually, using the following measures to evaluate Habilitat's outcomes: adherence to required procedures

for clinical processes, completeness of resident and staff records, medical and dietary processes, vocational training, facility maintenance, safety and physical upkeep.

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.

Not applicable.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2022-23 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2022-23

Since 1971, Habilitat has operated on a self-sustainable model through major fundraisers and social enterprise. Historically, this has enabled us to cover 50% of our operating expenses and admit 94% of treatment participants free of charge. The proposed project is based on a one-time request and the outcomes expected include building clinical staff capacity while Habilitat rebuilds its fiscal capacity. The grant will help us to specifically train two of our four house managers to gain the necessary experience needed to become highly effective and advance to senior positions. The state GIA will assist in Habilitat's effort to build its clinical staff capacity to optimum as we also rebuild our fiscal health back to pre-COVID volumes.

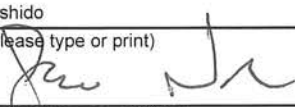
- (b) Not received by the applicant thereafter.

Habilitat is now overcoming the barriers resulting from the pandemic by training our house managers, two of whom will be supported by this grant. By the end the grant year, the current house managers will have the necessary experience and skills to advance toward senior house manager positions. Habilitat is also rebuilding our business model with new sources of sustainable income as we move forward from the two-year impact of the pandemic. Our proposed project is specific and based on a one-time request.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: Habilitat Inc. - Operating

| 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 | 73,600 | | | |
| 2. Payroll Taxes & Assessments | 6,400 | | | |
| 3. Fringe Benefits | 14,400 | | | |
| TOTAL PERSONNEL COST | 94,400 | 0 | 0 | 0 |
| 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 | 0 | 0 | 0 | 0 |
| C. EQUIPMENT PURCHASES | 0 | 0 | 0 | 0 |
| D. MOTOR VEHICLE PURCHASES | 0 | 0 | 0 | 0 |
| E. CAPITAL | 0 | 0 | 0 | 0 |
| TOTAL (A+B+C+D+E) | 94,400 | | | |
| SOURCES OF FUNDING | | Budget Prepared By: | | |
| (a) Total State Funds Requested | 94,400 | Joan Shishido (808) 235-7214 | | |
| (b) Total Federal Funds Requested | 0 | Name (Please type or print) Phone | | |
| (c) Total County Funds Requested | 0 |  1/18/22 | | |
| (d) Total Private/Other Funds Requested | 0 | Signature of Authorized Official Date | | |
| TOTAL BUDGET | 94,400 | Jeffrey Nash, Executive Director | | |
| | | Name and Title (Please type or print) | | |

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant: ___Habilitat, Inc. - Operating___

| DESCRIPTION EQUIPMENT | NO. OF ITEMS | COST PER ITEM | TOTAL COST | TOTAL BUDGETED |
|--------------------------|-----------------|------------------|---------------|-------------------|
| | | | \$ - | |
| N/A | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| TOTAL: | | | | |
| JUSTIFICATION/COMMENTS: | | | | |

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2022 to June 30, 2023

Applicant: _Habilitat, Inc. - Operating_

| 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: 2020-2021 | FY: 2021-2022 | FY:2022-2023 | FY:2022-2023 | FY:2023-2024 | FY:2024-2025 |
| PLANS | | | | | | |
| LAND ACQUISITION | | | | | | |
| DESIGN | | | | | | |
| CONSTRUCTION | | | | | | |
| EQUIPMENT | | | | | | |
| TOTAL: | 0 | 0 | 0 | 0 | 0 | 0 |
| JUSTIFICATION/COMMENTS: | | | | | | |

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Habilitat, Inc.

Contracts Total: 1,224,326

| | CONTRACT DESCRIPTION | EFFECTIVE DATES | AGENCY | GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County) | CONTRACT VALUE |
|----|-----------------------------|------------------------|-----------------------|--|-----------------------|
| 1 | Grant-in-Aid 2018/2019 | 10/1/18 - 9/30/19 | Dept of Community Svc | C&C Honolulu | 125,000 |
| 2 | Grant-in-Aid 2020/2021 | 12/1/20 - 11/30/21 | Dept of Community Svc | C&C Honolulu | 125,000 |
| 3 | Coronavirus Relief Fund | 3/1/20 - 12/30/20 | Dept of Treasury | U.S. | 974,326 |
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