

**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:

The Kaua'i Humane Society

Amount of State Funds Requested: \$400,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):
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 or low-cost spay/neuter surgeries and vaccinations and will make these services available to residents four days a week. Currently, KHS offers one or two days of public low-cost surgeries per week so residents must oftentimes wait weeks for an appointment due to limited availability. There is currently no other organization on the island that offers consistent low-cost or subsidized spay/neuter services for pet animals.

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:

\$\$1,272,999

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: State: Zip:
Lihue HI 96766

Contact Person for Matters Involving this Application

| | |
|----------------------------------|------------------------------|
| Name: Nicole Schaefer Crane | Title: Executive Director |
| Email: Nicole@kauaihumane.org | Phone: 808-632-0610 X 106 |

Federal Tax ID#:

[REDACTED]

State Tax ID#

[REDACTED]

received
1/21/22 10:30a PKT



Authorized Signature

Nicole Schafer, Executive Director

Name and Title

01/19/2022

Date Signed

Application Submittal Checklist

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

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing


AUTHORIZED SIGNATURE

Nicole Schafer, Executive Director
PRINT NAME AND TITLE

01/19/2022
DATE

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.

Certificate of Good Standing is included in this attachment.

2. Declaration Statement

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

Declaration Statement is included in this attachment.

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;
The Kauai Humane Society (KHS)

2. The public purpose for the grant;
There are several public purposes for this grant:

- a) Provide subsidized or no-cost spay/neuter services to Kaua'i pet owners, and
- b) 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.
- c) Provide subsidized or no-cost vaccinations for pets to stay healthy, prevent communicable diseases, and to help families avoid evictions from housing.

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 or low-cost spay/neuter surgeries and vaccinations, only charging pet owners for the cost of microchipping if financial criteria are met, and will make these services available to residents four days a week. Currently, KHS offers one or two days of public surgeries (at a much lower cost than private veterinarian clinics on the island), 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 for an appointment due to limited availability. There is currently no other organization on the island that offers consistent low-cost or subsidized spay/neuter services for pet animals.

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.

The cost of the grant and the budget.

We are seeking \$400,000 from the State. \$180,000 will be used for staffing needs and \$220,000 will be used to cover the cost of the supplies needed to perform spay/neuter surgeries. For more details, please see the Budget information included in this attachment.

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 3,000 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, Direct Release & Quarantine, emergency boarding for pets, cremation services, and more.

KHS currently has 10 board members, 41 staff members (this includes full time, part time, and seasonal), and 110 active volunteers. We are in the process of hiring additional employees in order to better serve our community and care for our animals.

2. The goals and objectives related to the request;

We have many goals related to our request that lead to the same objective of reducing the number of unwanted pets on the island and animals that ultimately find themselves in the shelter:

1. 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 exclusively 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 2022 and continuing for the following 6 months, enabling us to perform approximately 2,700 total public spay/neuter surgeries in FY 2023 (three times the amount of FY 2021).
2. Provide low-cost or free vaccinations to owned pets on the island, not only combating preventable diseases that can often lead to overwhelming veterinarian bills or surrendering to KHS due to the cost of treatment, but to also assist those who need proof of current vaccinations to keep pets in their rental homes.
3. Offer assistance with transportation to/from the shelter for spay/neuter surgeries. We have noticed an increased inability to bring owned pets into the shelter for surgeries due to transportation hurdles, often in our houseless or low-income communities. By providing transportation assistance either through Uber or a taxi service reimbursement or as a last resort one of our KHS vehicles, we hope to remove any additional barriers to bringing a pet in for surgery.
4. Increase the level of care provided to the animals that end up in the shelter awaiting their forever home. By having fewer animals surrendered, the number of animals in care should be reduced allowing for more individualized care to be provided to the animals in the shelter. Animals that have been well socialized, exercised, and cared for by staff lead to shorter lengths of stay, and animals that have behavioral issues will have access to the quality of care that will allow those issues to be addressed and corrected, resulting in the ability to find a home much faster.

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 seasonal or relief Spay/Neuter Veterinarian as well as a full time seasonal or relief Spay/Neuter Veterinary Technician so we can perform public spay/neuter surgeries four days per week for 6 months. This will make appointments more readily available to residents.

In addition, we plan on providing subsidized spay/neuter services to all residents in FY 2023 based on income, only charging for the microchipping component of this service to those in need. We typically charge \$40-\$125 for spay/neuter surgeries depending on the species, sex, and size of the animal. State and County law require all animals to be microchipped, which costs pet owners an additional \$20. By providing free or low-cost spay/neuter surgeries, we can reduce the total cost of our spay/neuter services by an

average of 77%, ensuring that all residents can have their pets spayed/neutered and microchipped 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 and vaccination 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 and only contributes a small percentage.

In FY 2021 alone, KHS took in 1,312 cats (over 70% of which were less than 1 year old) and 1,033 dogs for a total of 2,345 animals, 1,443 of which were unaltered and needed to have surgery prior to rehoming. For the first half of FY 22, KHS has spayed or neutered over 1,000 shelter animals. 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 a 9.9% 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 their table. While these individuals might be convinced of the importance of spay/neuter, they often cannot afford the \$800+ 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 and vaccine scheduling are as follows: The pet owner secures the appointment via our online scheduling tool, which also allows them to select any vaccines that might be needed and the required microchip service (if the pet does not have one already). If an individual does not have access to the internet, we are able to sign them up for an appointment in person or over the phone.

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, what days surgeries were performed, and how many vaccines were administered. The Customer Services Manager will report on how many spay/neuter surgeries were subsidized and how many were at no-cost to the owner as well as reporting on any transportation costs to assist owners with bringing their animals in for their appointment.

The scope of work, tasks, and responsibilities for marketing our increase in spay/neuter and vaccine 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 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. Participants in our free community vaccine clinics which target houseless encampments and low-income neighborhoods, will also be offered free spay/neuter surgery vouchers and transportation assistance if needed.

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

July 2022 through October 2022: Advertise new open seasonal full-time Spay/Neuter Veterinarian and full-time seasonal Spay/Neuter Veterinary Technician positions. Evaluate applications, interview applicants, and make final hiring decisions. The Marketing and Communication Specialist will begin advertising that additional subsidized spay/neuter appointments will be available soon.

November 2022: Start training new hires in Kauai Humane Society protocols for spay/neuter surgeries (anticipated training time is one week). 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. 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.

December 2022-April 2023: Continue to offer low-cost or free surgery services four days a week adjusting 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 seasonal 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 and vaccines by day.

In the first two months of increased public 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 adjust appointment availability as needed throughout FY 2023. This will enable us to continue improving our results by providing services on the days that are most convenient to residents.

We will also adjust 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 2023, we will monitor and report effectiveness to the State agency using the following metrics:

1. Year Comparative Number of Public Spay/Neuter Surgeries and Vaccines - We will compare the number of public spay/neuter surgeries and vaccines in FY 2022 vs FY 2023 by month as well as annually. If we are able to perform more public spay/neuter surgeries in FY 2023 as compared to FY 2022, we will know we achieved our goal of making spay/neuter services more accessible to residents.
2. Monthly Public Spay/Neuter Surgeries and Vaccines - We will compare the month over month growth in the number of public spay/neuter surgeries and vaccinations we perform in FY 2023. 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 2023, 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 (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 |
|-----------|-----------|-----------|-----------|-------------|
| \$20,000 | \$110,000 | \$135,000 | \$135,000 | \$400,000 |

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.
We are seeking funding for fiscal year 2023 from:
 - a) 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 2023. This contract does not cover public low-cost spay/neuter, SNAP surgeries, or spay/neuters we must perform on owner surrenders.
 - b) We will continue to request donations from the public throughout FY 2023.
 - c) While we are not currently seeking other federal, state, county, or private grant funding for FY 2023, we will review grant opportunities and apply for opportunities in which the funding entity has priorities that align with our FY 2023 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 receive for fiscal year 2023 program funding.
KHS has been granted a government contract from the County of Kaua'i annually for the past 4+ years. This contract requires KHS to provide animal control and sheltering services to the County of Kaua'i.
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.
As of December 31, 2021, the current assets were \$1,272,999.

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 (even with our clinics being closed to the public due to COVID-19 shutdowns), as well as a Spay/Neuter Assistance Program that has served roughly 65 low-income residents. We have also spayed or neutered over 3,500 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. In 2021, we provided facility space to the Good Fix Program sponsored by Greater Good Charities who performed almost 1,700 spay/neuter surgeries in less than 2 weeks.

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 22 animals per day and houses a preparation room, 2 operating rooms, 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, Nicole Schafer Crane, oversees all Directors and Managers in addition to making hiring decisions. Mrs. Crane will be responsible for evaluating and hiring a full-time seasonal or relief Spay/Neuter Veterinarian and a full-time seasonal or relief Spay/Neuter Veterinary Technician. As the Executive Director of the Kauai Humane Society, she 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.
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 full-time veterinarian. 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. Caitlyn Winfield is KHS's Lead Veterinary Technician. She assists with spay/neuter surgeries twice a week and has five years of experience, enabling her to help train a new Spay/Neuter Veterinary Technician if needed.
4. We have four additional veterinary technicians who have been with KHS for anywhere from two months to four years that can assist with spay/neuter surgeries if needed.
5. Caitlin Fowlkes 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 over a year and has a bachelor's degree in Print Journalism and Photography from Marshall University.
6. We will hire a seasonal or relief Spay/Neuter Veterinarian as well as a seasonal or relief 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. Our new Spay/Neuter Veterinary Technician will be trained by Dr. Ushio, and/or Caitlyn Winfield 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.

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 - \$110,000
2. Veterinarian - \$70,000
3. Director of Finance - \$75,000

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, Dr. Dawn Ushio, is a licensed veterinarian who received her veterinary degree from UC Davis.

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.

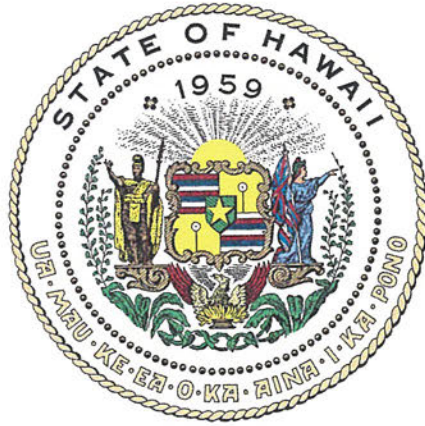
4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 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, but
- (b) Not received by the applicant thereafter.

If we receive funding for FY 2022-23 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 and vaccination efforts reduce our intakes as well as the need for animal control and sheltering services while benefiting residents. Reducing the pet population and improving the health of the owned pets 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/vaccinate 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 2023.
2. Fundraising - We plan to offset any remaining costs through grants and fundraising.
3. Decreased intake numbers - With this massive undertaking to spay/neuter thousands of animals on the island there should be a rapid decrease in the number of unwanted pets that come into our shelter. By having fewer animals to care for in the shelter, resources can be reallocated to maintaining a higher volume of owned pet surgeries performed.



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 19, 2022

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.

Kauai Humane Society

(Typed Name of Individual or Organization)



(Signature)

01/19/2022

(Date)

Nicole Schafer

(Typed Name)


Executive Director

(Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: The 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 | 150,000 | | | |
| 2. Payroll Taxes & Assessments | | | | |
| 3. Fringe Benefits | 30,000 | | | |
| TOTAL PERSONNEL COST | 180,000 | | | |
| 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 | 220,000 | | | |
| 7. Telecommunication | | | | |
| 8. Utilities | | | | |
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| TOTAL OTHER CURRENT EXPENSES | 199,000 | | | |
| C. EQUIPMENT PURCHASES | 21,000 | | | |
| D. MOTOR VEHICLE PURCHASES | | | | |
| E. CAPITAL | | | | |
| TOTAL (A+B+C+D+E) | 400,000 | | | |
| SOURCES OF FUNDING | | Budget Prepared By: | | |
| (a) Total State Funds Requested | 400,000 | Nicole Shafer 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 01/19/2022 | | |
| | | Date | | |
| TOTAL BUDGET | 400,000 | Nicole Schafer, Executive Director | | |
| | | Name and Title (Please type or print) | | |

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2022 to June 30, 2023

Applicant: The 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 | 100.00% | \$ 115,830.00 |
| Spay/Neuter Veterinary Technician | \$ 42,120.00 | \$34,170.00 | 100.00% | \$ 34,170.00 |
| | | | | \$ - |
| | | | | \$ - |
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| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| TOTAL: | | | | 150,000.00 |
| JUSTIFICATION/COMMENTS: | | | | |
| | | | | |

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant: The Kauai Humane Society

| DESCRIPTION EQUIPMENT | NO. OF ITEMS | COST PER ITEM | TOTAL COST | TOTAL BUDGETED |
|--|-----------------|------------------|---------------------|-------------------|
| Recovery Kennels and rolling platform | 3.00 | \$3,500.00 | \$ 10,500.00 | |
| Shipping | 3 | \$2,500.00 | \$ 7,500.00 | |
| Stackable Washer and Dryer for surgical drapes | 1 | \$3,000.00 | \$ 3,000.00 | |
| | | | \$ - | |
| | | | \$ - | |
| TOTAL: | 7 | | \$ 21,000.00 | |

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, 2022 to June 30, 2023

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

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: The Kauai Humane Society

Contracts Total: 1,360,294

| | CONTRACT DESCRIPTION | EFFECTIVE DATES | AGENCY | GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County) | CONTRACT VALUE |
|----|------------------------------------|------------------------|------------------|--|-----------------------|
| 1 | Animal Control/Sheltering Contract | 7/1/2020-6/30/2021 | County of Kaua`i | Kaua`i | 815,564 |
| 2 | Save Our Shearwaters | 7/1/2020-6/30/2021 | KIUC | Kaua`i | 305,197 |
| 3 | Animal Control/Sheltering Contract | 7/1/2021-6/30/2022 | County of Kaua`i | Kaua`i | 239,533 |
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ORGANIZATIONAL CHART

