

**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: Hale Kipa, Inc. Hale Kipa, Inc.

Amount of State Funds Requested: \$ 130,200.00

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

For more than 54 years Hale Kipa has been providing safety net services to youth, young adults and their families in the State of Hawaii. Hale Kipa has never charged for its services, instead Hale Kipa has found a way to provide consistent, quality services through contracts (85%) and supplemental funding provided by foundations, local businesses, and the community. One of our biggest challenges over the years has been filling the gap our State contracts to not cover - in this case upgrading our technology. Hale Kipa is in desperate need of replacing staff computers and updating software.

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:
\$ 14,633,000

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:
91-2128 Old Fort Weaver Road
City: State: Zip:
Ewa Beach Hawaii 96706-1911

Contact Person for Matters Involving this Application	
Name: Venus Kau'iokawēkiu Rosete-Medeiros	Title: President & Chief Executive Officer
Email: venus@halekipa.org	Phone: (808) 589-1829 x101

Federal Tax ID#: ██████████	State Tax ID#: ██████████
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Authorized Signature

Venus Kau'iokawēkiu Rosete-Medeiros, President & CEO

Name and Title

January 17, 2024

Date Signed



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: Hale Kipa, Inc.

DBA/Trade Name: Hale Kipa, Inc.

Issue Date: 01/12/2024

Status: **Compliant**

Hawaii Tax#: [REDACTED]
New Hawaii Tax#: [REDACTED]
FEIN/SSN#: XX-XXX1499
UI#: XXXXXX1263
DCCA FILE#: 18427

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII 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, 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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

HALE KIPA, INC.

(Typed Name of Individual or Organization)



(Signature)

January 17, 2024

(Date)

Venus K Rosete-Medeiros, President & Chief Executive Officer

(Typed Name)

(Title)

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) Hawaii Compliance Express Certificate (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



VENUS KAU'IOKAWEKIU ROSETE-MEDEIROS,
PRESIDENT & CHIEF EXECUTIVE OFFICER

01/15/2024

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

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. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

Please see attached Certificate of Vendor Compliance dated January 12, 2024.

2. Declaration Statement

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

Please see attached Declaration Statement of Applicants for Grants Pursuant to Chapter 42F, Hawaii Revised Statutes dated January 15, 2024.

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](#).

Hale Kipa confirms that these funds, if appropriated, will be used for the public purpose of providing services for the youth, young adults, and families served by Hale Kipa.

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;

Hale Kipa was founded in 1970 by a group of concerned O`ahu citizens and community groups to operate a single group shelter for runaway, throwaway, and homeless adolescents in need. Today, after consistently responding to an array of community needs focusing on at-risk youth and their families, it now offers 22 programs statewide, serving over 1,500 youth annually (unduplicated) that includes independent and transitional living, street & community outreach, foster care, therapeutic services, mentoring programs, and other services for youth and young adults, ages 5-25, in child welfare, juvenile justice, and children's mental health services. In addition, in October 2023 Hale Kipa opened its 'Ohana Resilience Services at Hale Ku

Ola for houseless pregnant and parenting families. The agency's mission is to provide opportunities and environments that strengthen and encourage youth, their families, and the community to actualize their potential and social responsibility.

With an annual operating budget of \$8.5M and 125 staff, the agency plays a vital role in Hawaii's social welfare safety net. Youth and families who work with Hale Kipa do not pay for services and the agency depends upon government and private sources to fund its operations. With an array of residential and non-residential services for at-risk youth that spans an entire continuum of need, Hale Kipa remains committed to a community-based framework of support. Since so many of the young people and families we serve are trauma victims either directly or vicariously, our team is trained in Trauma-Informed Care and Safety Care approaches. We see the potential of all of those we serve, and we respect cultural backgrounds. Most importantly, we recognize our youth, young adults and families are neither their histories nor their behaviors and they are in fact bundles of potential.

The Board, CEO, and staff bring years of knowledge, experience, and expertise to this project and bear the responsibility of bringing it to fruition.

2. The goals and objectives related to the request;

Hale Kipa is seeking funding to replace outdated technology to enhance the efficiency, productivity, and overall operational capacity of the organization. The current technology infrastructure poses limitations, hindering our ability to deliver high-quality services and support to our community effectively. This grant application seeks to address these challenges and usher in a new era of technological advancement aligned with our mission.

Goals:

1. Technological Modernization:

- *Objective:* To replace outdated hardware and software, ensuring that our organization operates on a modern and secure technology foundation.
- *Rationale:* Upgrading our technology infrastructure is essential to keep pace with industry standards, enhance staff productivity, and optimize service delivery to our community.

2. Improved Staff Productivity:

- *Objective:* To provide staff with updated and efficient tools, promoting a more streamlined workflow.
- *Rationale:* Outdated technology has resulted in frequent system downtime and inefficiencies, hindering our staff's ability to fulfill their responsibilities effectively. By upgrading, we seek to empower our team with reliable and modern tools to enhance their productivity.

3. Enhanced Data Security:

- *Objective:* To strengthen data security measures and safeguard sensitive information.
- *Rationale:* The outdated technology poses a potential security risk, and upgrading is crucial to protect client data, maintain confidentiality, and comply with industry regulations.

4. Improved Client Services:

- *Objective:* To leverage advanced technology to enhance the quality and accessibility of services offered to our community.
- *Rationale:* Upgrading our technology infrastructure will enable us to implement innovative solutions, offer remote services, and improve communication channels, ensuring that our clients receive the best possible support.

5. Capacity for Growth:

- *Objective:* To build a scalable and adaptable technology infrastructure that accommodates future growth.
- *Rationale:* Our current technology limitations hinder our ability to scale operations and respond effectively to the evolving needs of our community. Upgrading will position us for sustainable growth and long-term success.

Outcomes:

1. Increased Efficiency:

- *Expected Outcome:* Reduction in system downtime and improved operational efficiency.
- *Measurement:* Percentage decrease in reported technology-related disruptions.

2. Enhanced Data Security:

- *Expected Outcome:* Strengthened data security protocols and compliance with industry standards.
- *Measurement:* Successful implementation of updated security measures and zero reported data breaches.

3. Improved Service Accessibility:

- *Expected Outcome:* Enhanced accessibility of services to our community, including remote service options.
- *Measurement:* Increased number of clients served through new technology-enabled channels.

4. Staff Satisfaction:

- *Expected Outcome:* Increased staff satisfaction and morale due to improved working conditions.
- *Measurement:* Positive feedback from staff members regarding the usability and reliability of the upgraded technology.

5. Sustainable Growth:

- *Expected Outcome:* A scalable technology infrastructure that supports the organization's growth.
- *Measurement:* Successful implementation of technologies that facilitate expansion without compromising efficiency.

Conclusion:

The goals and objectives outlined in this grant proposal align with our commitment to providing exceptional services to our community. By replacing outdated technology, we aim to create a more efficient, secure, and adaptable technological environment that empowers our staff and enhances our capacity to fulfill our mission effectively.

3. The public purpose and need to be served;

Hale Kipa is unwavering in its commitment to empowering Hawaii's youth to overcome challenges and achieve their full potential. As we strive to provide exceptional services to our community, it has become evident that the technological tools available to our dedicated staff are in need of an upgrade. This grant application seeks to address the public purpose and critical need to replace outdated staff technology, recognizing that investing in our staff is fundamental to the positive outcomes we aspire to achieve for the youth we serve.

Public Purpose:

1. Strengthening Support Services:

- *Rationale:* Hale Kipa's dedicated staff members play a pivotal role in delivering essential support services to youth facing adversity. Upgrading their technological tools will fortify their ability to provide timely, efficient, and impactful services that address the unique needs of each individual.

2. Enhancing Program Efficiency:

- *Rationale:* A modern technology infrastructure for our staff is essential for the efficient management of programs and resources. This, in turn, enables streamlined processes and allows staff to dedicate more time to direct service delivery and engagement with youth.

3. Fostering Innovation in Programming:

- *Rationale:* Empowering our staff with up-to-date technology fosters innovation in program development and implementation. It enables them to explore creative solutions and adapt services to meet the evolving needs of the youth we serve.

4. Professional Development Opportunities:

- *Rationale:* Investing in staff technology is an investment in their professional development. Access to modern tools and resources enables ongoing training, skill development, and ensures that our staff remains well-equipped to support the diverse needs of our youth population.

Urgent Need to be Served:

1. Obsolescence of Current Technology:

- *Challenge:* The current technology utilized by our staff is quickly becoming obsolete and increasingly unreliable, hindering their ability to perform their duties effectively.
- *Impact:* Addressing this need is critical to maintaining a high level of service quality and ensuring that staff can fully engage with and support the youth in their care.

2. Risk of Disruptions in Service Delivery:

- *Challenge:* Outdated technology poses a significant risk of disruptions in service delivery, impacting the continuity and reliability of the support provided to our youth.
- *Impact:* The urgency to replace this technology is underscored by the need to mitigate potential disruptions and ensure seamless access to critical services for the youth we serve.

3. Alignment with Organizational Goals:

- *Challenge:* Outdated staff technology creates a misalignment with our organizational goals of providing innovative and effective support services to youth.
- *Impact:* Addressing this need is essential for aligning staff capabilities with organizational objectives, resulting in enhanced outcomes for the youth we aim to serve.

Conclusion:

While the equipment sought through this grant may be for staff use, its impact directly influences the quality and effectiveness of the support services provided to the youth at Hale Kipa. By investing in the technological tools needed by our dedicated staff, we are investing in the well-being and future success of Hawaii's youth.

4. Describe the target population to be served; and

Youth and young adults, ages 5-25 and families.

5. Describe the geographic coverage.

Hale Kipa's main Campus is located at 91-2128 Old Fort Weaver Road, Ewa Beach, Hawaii 96706. We provides services on Oahu, Molokai, Hawaii Island and Kauai.

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 for the replacement of outdated technology at Hale Kipa is comprehensive, addressing critical aspects to enhance our staff's capacity to serve our youth effectively. The proposed project encompasses the following key elements:

1. Vendor Selection and Procurement:

- Engage in a transparent and competitive vendor selection process to identify a technology provider that aligns with Hale Kipa's mission and requirements.
- Facilitate the procurement of updated hardware and software solutions, ensuring compatibility with the organization's workflow and service delivery goals.

2. Technology Integration and Training:

- Implement a seamless integration of the new technology into existing systems and workflows.
- Provide comprehensive training sessions for staff members to ensure a smooth transition and maximize the utilization of upgraded tools.

3. Data Migration and Security Enhancement:

- Execute a data migration plan to securely transfer essential information from outdated systems to the new technology infrastructure.
- Implement enhanced security measures to safeguard sensitive data and maintain compliance with industry standards and regulations.

4. Ongoing Support and Maintenance:

- Establish a robust support mechanism, including a dedicated helpdesk and maintenance schedule, to address any issues promptly and ensure continuous functionality.
- Provide ongoing training opportunities to staff, keeping them abreast of the latest features and best practices for utilizing the upgraded technology.

Tasks and Responsibilities:

Project Manager (IT/IS Director):

- Oversee the vendor selection process and procurement.
- Manage the overall implementation, integration, and training phases.
- Coordinate data migration and security enhancement efforts.
- Ensure the establishment and effectiveness of ongoing support and maintenance.

IT Team (IT/IS Director and IT Manager):

- Implement the technology integration plan.
- Execute data migration and enhance security measures.
- Provide ongoing support, troubleshooting, and maintenance.

Training Facilitators (IT/IS Director and IT Manager):

- Develop and deliver customized training sessions for staff.
- Create training materials and resources.
- Conduct follow-up sessions to address specific user needs.

Staff Members:

- Actively participate in needs assessment interviews and training sessions.
- Provide feedback on the usability and functionality of the new technology.
- Collaborate with the IT team to ensure a smooth transition and report any issues promptly.

Outcomes and Measures of Effectiveness:

The anticipated outcomes of this project are as follows:

1. Improved Staff Efficiency:

- Measure: Reduction in time spent on technology-related issues.
- Outcome: Enhanced staff efficiency and increased focus on direct service delivery to youth.

2. Enhanced Service Delivery:

- Measure: Increase in positive outcomes.
- Outcome: Improved service delivery and impact on the well-being of our youth.

3. Strengthened Data Security:

- Measure: Zero reported data breaches or security incidents.
- Outcome: Sustained trust and confidence in Hale Kipa's commitment to data security.

4. Technology Adoption and Utilization:

- Measure: User engagement and utilization metrics.
- Outcome: High adoption rates and effective use of upgraded technology tools by staff.

5. Ongoing Support and Maintenance Effectiveness:

- Measure: Timely resolution of reported issues and feedback.
- Outcome: Consistent functionality and minimized disruptions, ensuring continuous support for staff.

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

ACTIVITY	PERSON RESPONSIBLE	TIMELINE
A. Contract Activities		
Finalize GIA Contract with State	CEO/COO	September 2024
Ensure Policies & Procedures are updated and reflect any contractual agreements	COO	September 2024
B. Order & Receive Equipment	IT/IS Director	October- November 2024
C. Inspect, Test & Prepare Equipment	IT/IS Staff	November 2024
D. Deploy Equipment and Train Staff	IT/IS Staff	November 2024 – January 2025

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

The Council of Accreditation evaluates a range of administrative (ethical, risk, fiscal, information technology/information systems) and program standards and Hale Kipa (HK) has consistently adhered to identified best practice standards. The following components highlight how HK audits, evaluates, and improves: a) process of service delivery and b) outcomes. It focuses on ensuring that internal procedures and contractual agreements are followed, how data collection is done and how to use data to evaluate services and make course alterations as needed.

- Monthly Utilization Management (MUM): HK conducts MUM reviews to assure that documentation requirements and standards are being met.
- Quality Case Review: Service review assuring that client documentation is strength-based and complete, outcomes are observable, measurable, and participant-specific and there is evidence of collateral services. This supplements weekly supervisory and team meetings when participant progress and barriers are addressed.
- Internal Program Development: Staff meet regularly to review and document the quality of program/service operations, structure, contractual/funding mandates, best practices, policies, procedures, learning opportunities, client trend analysis, and other topics. The Chief Program Officer (CPO) and/or Chief Operating Officer (COO) monitors adherence to the contracts and agency procedures in weekly supervision with the Program Directors who do the same with the staff. Quarterly consumer satisfaction and Health, Engagement and Wellness (HEW) surveys are also reviewed and used for program improvements.
- Continuous Quality Improvement Advisory Groups: Staff and Board of Director groups meet monthly to quarterly to review Hale Kipa's Continuous Quality Improvement Plan goals, outcomes, and activities.

Additional Quality Assurance/Quality Improvement Activities Related to Program Implementation and Evaluation:

- Internal compliance to COA and licensing policies; includes strict confidentiality and incident report procedures.
 - Timely documentation and approval process.
 - Data collection tools (excel sheet, Electronic Health Records) that ensure Hale Kipa collects required data. Hale Kipa has been able to provide numbers and back-up for outputs and outcomes statistics. Measures look at engagement, wellness, progress.
 - Quarterly progress reports allow the program to track milestones to determine its positive effect and quarterly reflection enables staff to make program adjustments if progress is stalled or when faced with unanticipated barriers. The following outcomes will be tracked through the Electronic Health Records platform and tracking sheets completed by staff: Documenting all requests for shelter, quick admission of all eligible youth into shelter and providing each of them with assessments and development of safety and service plans. Each resident will be linked to additional support services, assisted with meeting their goals and finding more permanent housing; follow up calls to assess status of youth post-discharge.
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.

Measures of Effectiveness:

1. Technology Adoption Rate:

- Measure: Percentage increase in the adoption of upgraded technology by staff.
- Rationale: This measure assesses how effectively staff members transition to and utilize the new technology, indicating the overall success of the implementation.

2. Service Delivery Efficiency:

- Measure: Reduction in time spent on technology-related issues and administrative tasks.
- Rationale: This measure evaluates the impact of the upgraded technology on staff efficiency, directly contributing to improved service delivery to youth.

3. Youth Outreach and Impact:

- Measure: Increase in the number of youth served during and post-implementation.
- Rationale: Assessing the growth in the number of youth served provides insights into the program's ability to reach and positively impact the target population.

4. Data Security Compliance:

- Measure: Zero reported data breaches or security incidents.
- Rationale: Ensuring compliance with data security standards and the absence of breaches demonstrates the program's commitment to safeguarding sensitive information.

5. Training Effectiveness:

- Measure: Percentage of staff completing the training program successfully.
- Rationale: This measure evaluates the effectiveness of the training program in preparing staff to use the upgraded technology efficiently.

6. User Satisfaction Surveys:

- Measure: Positive feedback from staff through satisfaction surveys.
- Rationale: Collecting feedback through surveys provides a qualitative measure of staff satisfaction with the new technology, helping to identify areas for improvement.

7. Timely Issue Resolution:

- Measure: Average time taken to resolve reported technology-related issues.
- Rationale: Monitoring the efficiency of issue resolution ensures that staff experiences minimal disruptions and can continue their work seamlessly.

8. Accessibility and Inclusivity:

- Measure: Assessment of technology accessibility for all staff members, including those with diverse needs.

- Rationale: This measure ensures that the upgraded technology is inclusive, catering to the needs of all staff members regardless of their abilities.

9. Budget Adherence:

- Measure: Adherence to the budget allocated for the technology replacement program.
- Rationale: Staying within budgetary constraints demonstrates responsible fiscal management, providing assurance to the State agency regarding resource utilization.

10. Continuous Improvement Initiatives:

- Measure: Number of continuous improvement initiatives implemented based on staff and user feedback.
- Rationale: Demonstrating a commitment to ongoing improvement ensures that the program remains responsive to evolving needs and challenges.

These measures collectively provide a comprehensive view of the program's effectiveness, impact on service delivery, and the successful adoption of upgraded technology by staff, ultimately contributing to Hale Kipa's mission and objectives.

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 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$0.00	\$117,180	\$0.00	\$13,020	\$130,200

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

The following is a list of agency-wide funding sources:

- Annual Pa'ina fundraiser
- Private foundations including McInerney Foundation (\$100,000), Bank of Hawaii Foundation (\$50,000), Atherton Family Foundation (\$35,000), Cooke Foundation (\$50,000), Clarence T.C.

Ching Foundation (\$75,000), Harry & Jeanette Weinberg Foundation (\$100,000), and other local and national foundations as appropriate.

- Federal grants and appropriations.
- Voluntary donations – All donations are welcomed and are used to support program operations.
- AUW and Combined Federal Campaign for program operations.

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. Hale Kipa is a 501(c)(3) not-for-profit organization, and as such, has not been granted any state and/or federal tax credits.

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 2025 for program funding.

See attached *Government Contracts, Grants, and/or Grants In Aid*.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

The balance of unrestricted current assets as of December 31, 2023 (unaudited) is \$13,377,850.00.

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.

Hale Kipa began as an emergency shelter for runaway, abused and neglected girls and women and has for 54 years provided a range of outreach, prevention, and residential programs for Hawaii's youth. Because of its service experience, resource array, and history of working successfully with State agency personnel, Hale Kipa has been able to offer pilot programs, such as our new endeavor to embed hydroponic and aquaponic farming into our daily curriculum and operations and support families and the community with our 'Ohana Resilience Services at Hale Ku Ola. Hale Kipa has a long history of collaborative relationships with other nonprofits, small businesses, State and County agencies, local universities, and our volunteers.

Specifically, Hale Kipa's IT/IS Department is comprised of an IT/IS Director and IT Manager; their combined experience surpasses 50 years of experience. Hale Kipa's Chief Operating Officer has over 35 years experience with nonprofits and small business management, community work, and oversees the IT/IS

Department. Hale Kipa's Chief Executive Officer has over 30 years of experience working with nonprofits, communities, and in education.

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.

Hale Kipa owns nearly 4.25 acres of land located at 91-2128 Old Fort Weaver Road in Honouliuli, Ewa Beach, Oahu, Hawaii. Hale Kipa completed the construction of the Campus in December 2019 and moved in January 2020. Hale Kipa built this facility to include two 8-bed emergency shelters providing easy access for our youth, young adults, and families. In addition, Hale Kipa has two (2) transitional living programs and an independent living program for young adults within a mile of the Campus; the 'Ohana Resilience Services at Hale Ku Ola is within 3 miles, and two (2) other emergency shelter housing facilities within 10 miles of the Campus. Hale Kipa also leases an office at Kukui Center on the edge of downtown Honolulu and an office in Hilo on Hawaii Island.

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.

Hale Kipa's Chief Operating Officer will directly oversee this project. Its Director of IT/IS will be responsible for executing the project from start to finish and will supervise Hale Kipa's IT Manager during deployment and subsequent staff training. Once deployed, Hale Kipa's Director of IT/IS is also responsible for ongoing oversight, maintenance and upkeep of the equipment.

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 Agency Organizational Chart.

3. Compensation

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

CEO: \$160,000

CFO: \$110,000

CAO: \$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.

Hale Kipa is currently a named Defendant in Civil No. 3CCV-21-0000141. The Complaint alleges that Hale Kipa was negligent in failing to train 'Named Defendant, a licensed MHP to handle parental manipulation as 'Named Defendant, a licensed MHP acted as mental health therapist for children in custody disputes and Hale Kipa was negligent in failing to provide supervision or oversight to 'Named Defendant, a licensed MHP when 'Named Defendant, a licensed MHP was threatened by parents or psychologically abused by parents. This litigation is in the settlement phase. Hale Kipa denies all alleged allegations.

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.

Hale Kipa has current, valid Child Placing Organization and Child Caring Institution licenses issued by the State of Hawaii as needed. In addition, Hale Kipa is accredited by the Council of Accreditation, a nonprofit Accreditor of Human Services and has been in good standing since our original accreditation in 1999.

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 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, but
- (b) Not received by the applicant thereafter.

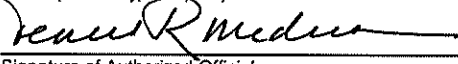
Hale Kipa has been providing quality, effective services to Hawaii's youth and young adults since the 1970s and has demonstrated the capacity to sustain services through difficult and challenging periods. The agency utilizes diversified funding from Federal, City, State and other agencies. By necessity, the agency consistently pursues funding from other sources; these supplemental funds are critical because government-funding sources, by themselves, are inadequate to cover the costs of operating. We have had to expand or shrink services depending on the availability of resources. There is a basic cost to operate a shelter even if only a single resident is being housed. Long ago, we made a commitment to the community to provide these unique services; as we have demonstrated in the past, we will utilize whatever sources and adjust current programs and services to ensure the continuation of these services.

No fees are assessed to program participants, so all program funding comes from grants, individual donations, congregational donations, private foundations, City & County of Honolulu and the State of Hawaii. Many of our hygiene supplies (deodorant, shampoo, etc.) are donated by community service organizations. We diversify our funding as much as possible to ensure financial longevity. Our fund development committee (comprised of board members and leadership) meets monthly to continue seeking new avenues and funding opportunities. All board members assist annually with fundraising events, donate annually, and provide individual donor lists for our annual appeal letter. If the State GIA award is not awarded for subsequent years, we will proceed with the program while utilizing other funding streams and continue to seek out other diversified revenues. Like most nonprofits we continue to seek out new funding streams while also engaging our stakeholders in continuing to support our youth, young adults, and families.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: HALE KIPA, INC.

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				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES	130,200			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	130,200			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	130,200	Tracy Janowicz (808) 589-1829 x130		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date 17-Jan-24		
TOTAL BUDGET	130,200	Venus K Rosete-Medeiros, President & Chief Executive Officer		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: HALE KIPA, INC.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not Applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: HALE KIPA, INC.

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Computers	90.00	\$800.00	\$ 72,000.00	
Monitors	180	\$125.00	\$ 22,500.00	
Webcams & Keybord/Mouse Combo	90	\$80.00	\$ 7,200.00	
Docking Stations	90	\$300.00	\$ 27,000.00	
Videoconferencing Camera Kit	1	\$1,500.00	\$ 1,500.00	
TOTAL:	451		\$ 130,200.00	
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, 2024 to June 30, 2025

Applicant: HALE KIPA, INC.

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: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENT Not applicable						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hale Kipa

Contracts Total: 21,325,938

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	CAMHD - Intensive In Home	7/1/18 - 6/30/24	DOH	State	Fee for service
2	CAMHD - Therapeutic Family Homes	7/1/18 - 6/30/24	DOH	State	Fee for service
3	Emergency Shelter Program	12/28/19 - 6/30/25	Dept of Human Services	State	5,325,000
4	Community Based Residential Services for Youth - Independent Living Program	7/1/19-6/30/25	Office of Youth Services	State	543,500
5	Community Based Residential Services for Youth - Emergency Shelter	7/1/19-6/30/25	Office of Youth Services	State	332,000
6	Community Based Outreach Advocacy - Oahu	7/1/19-6/30/25	Office of Youth Services	State	899,000
7	Community Based Outreach Advocacy - Kauai	7/1/19-6/30/25	Office of Youth Services	State	186,000
8	Aftercare Monitoring Program	1/1/22-12/31/25	Office of Youth Services	State	500,000
9	Kauai School Success	7/1/18-6/30/23	Office of Youth Services	State	250,000
10	Outreach Services for Homeless Youth	1/1/23-12/31/23	Dept of Human Services	State	250,000
	Outreach Services for Homeless Youth	1/1/24-12/31/24	Dept of Human Services	State	250,000
11	Transitional Living Program	7/1/22-6/30/24	Homeless Programs Office	State	479,780
12	Independent Living Program/Imua Kakou	7/1/22-6/30/24	Dept of Human Services	State	1,946,060
13	Independent Living Program/Trng Apts	7/1/19-6/30/23	The Judiciary	State	Fee for service
14	Emergency Shelter Program	7/1/19-6/30/23	The Judiciary	State	Fee for service
15	Kalihi Juvenile Assessment Center	3/1/22-2/28/24	Office of Youth Services	State	600,000
16	WRAP	7/1/19-6/30/24	Office of Youth Services	State	1,500,000
17	Housing First, Increment IV Project	5/13/20-5/14/23	City & County of Hon.	C&C of HON	410,738
	Housing First	5/15/23-5/15/24	City & County of Hon.	C&C of HON	182,013
18	Intensive Monitoring Program - Oahu	1/1/20-6/30/24	Office of Youth Services	State	900,000
19	Intensive Monitoring Program - Hawaii	1/1/20-6/30/24	Office of Youth Services	State	900,000
20	Emergency Shelter - HLAC	7/1/22 - 6/30/24	Office of Youth Services	State	800,000
21	Youth Homeless Demonstration Program	10/1/22-9/30/23	HUD	U.S.	195,496
	Youth Homeless Demonstration Program	10/1/23-9/30/24	HUD	U.S.	195,496
	CDBG Program	12/22/22-6/30/24	City & County of Hon.	C&C of HON	135,138
	ESG Program	6/30/23-6/30/24	City & County of Hon.	C&C of HON	128,391
	Ohana Resilience Services	8/31/23-8/30/24	DHHS ACF/OPRE	U.S.	500,000
22	Residential Shelter Complex in Ewa Beach	6/1/19 - 5/31/20	DLIR - OCS	State	750,000

23	Emergency Shelter Program	7/1/20-7/30/21	City & County of Hon.	C&C of HON	62,941
24	Trafficking Assessment Shelter	7/1/18-6/30/21	Dept of Attorney General	U.S.	1,181,644
25	YO!	7/1/19-6/30/21	Dept of Attorney General	U.S.	200,000
26	Intensive Monitoring Program - Kauai	10/1/16-3/31/21	Office of Youth Services	State	645,000
27	Emergency Shelter	7/1/21-9/30/23	City & County of Hon.	C&C of HON	626,748
28	Youth Homeless Demonstration Program	9/23/20-9/30/22	HUD	U.S.	390,993
29	Emergency Shelter for Youth	10/1/20-9/30/21	City & County of Hon.	C&C of HON	60,000
30					

