

**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:

Partners In Care- Oahu Continuum of Care

Amount of State Funds Requested: \$ 150,000

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

Partners In Care aims to develop a Homeless Resource Web Portai that would allow community members to submit a detailed request for homeless outreach. This grant would also fund a position to manage and upkeep the portal.

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:

\$ 346,851.31

Unrestricted Assets:

\$ N/A

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:

200 N VINEYARD BLVD SUITE A-210

City: Honolulu State: HI Zip: 96817

Contact Person for Matters Involving this Application

Name: Laura Thielen	Title: Executive Director
Email: Laurat@partnersincareoahu.org	Phone: (808) 380-9444

Federal Tax ID#: [REDACTED]	State Tax ID# [REDACTED]
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Authorized Signature

Laura Thielen, Executive Director  
Name and Title

01/17/2024  
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:** PARTNERS IN CARE - OAHU CONTINUUM OF CARE

**DBA/Trade Name:** PARTNERS IN CARE - OAHU CONTINUUM OF CARE

**Issue Date:** 01/10/2024

**Status:** **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#: XX-XXX5573

UI#: No record

DCCA FILE#: 223645

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.

Partners In Care- Oahu Continuum of Care

\_\_\_\_\_  
(Typed Name of Individual or Organization)



(Signature)

01/17/24

(Date)

Laura E. Thielen

Executive Director

\_\_\_\_\_  
(Typed Name)

\_\_\_\_\_  
(Title)

## **I. Certification**

### **3. Public Purpose**

For more than a decade, homelessness on O'ahu has fluctuated between 4,000 and 5,000 people on any given night (Point In Time Count 2023). News headlines and reports have shown that the housing supply has not kept pace with the needs of our community and prices have skyrocketed past the ability of many citizens to find and maintain housing. This combination of factors along with the lack of community-based mental health and substance abuse programs has led to a crisis where more than 12,000 individuals are connected with homeless services over the course of a given year. Providers, community members, and policymakers have all brought attention to the crisis of homelessness, and over the last several decades, amazing work has been done to help our neighbors on the streets, but more is needed.

While there are a handful of shelters throughout the island of O'ahu, many choose not to go to the shelters due to overcrowding and rules that many are unable to adhere to due to mental health concerns, drug abuse, and history. This has led to a large portion of those experiencing homelessness being unsheltered on the streets, in communities, and on the beaches.

Outreach workers are the main connection to those who are unsheltered and often do not have the resources, time and ability to provide the care that is often needed.

Community members call regularly to share concerns about people in their community and believe that it is the responsibility of the providers to remove people from the streets, whether they are willing to go or not. Even when individuals decide to move off the streets, the lack of space in both the shelters and in truly affordable housing makes this movement impossible.

The current administration at both the city and the state as well as council members and legislators have made homelessness and affordable housing their top priorities and have initiated innovative solutions including tiny home villages – Kauhale – as well as bringing land property to the discussion table to provide more housing. While many of these initiatives are long term, providing outreach to those in the community and building trust so that when opportunities are available, people are ready to move is essential.

Every month, service providers and government agencies collectively receive dozens of calls (sometimes more) from residents from various regions requesting outreach services or general attention regarding a specific matter involving our homeless community. Many of these calls have few details and are often sent to the wrong person or agency. Providers often cannot go out immediately to assist

a person and this means sometimes that an opportunity is missed. By creating a main portal that all referrals can go through, streamlining requests and having a system in place for appropriate referrals is essential. With more information from community members coming into the portal, outreach workers can work collaboratively with the community to get updated information on individuals who are unsheltered and provide better care.

Please refer to the attachments at the end of this document for budget details.

## 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
  - b) Personnel salaries and wages
  - c) Equipment and motor vehicles
  - d) Capital project details
  - e) Government contracts, grants, and grants in aid
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



LAURA THIELEN, EXECUTIVE DIRECTOR

01/17/2024

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.**

Document is attached above this application.

#### **2. Declaration Statement**

Declaration is attached above this application.

#### **3. Public Purpose**

Public Purpose Statement is attached above this application.

### **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;**

Partners In Care was established in 1995 and became a 501c3 in May 2019. Partners In Care has more than 60 voting members and 200 individuals. Partners In Care's mission is to eliminate homelessness through open and inclusive participation and the coordination of integrated responses. Partners In Care is the lead applicant for the U.S. Department of Housing and Urban Development (HUD) related homelessness services and housing, and the "data warehouse" for service providers and the Landlord Engagement Program.

#### **2. The goals and objectives related to the request;**

Partners In Care aims to develop a Homeless Resource Web Portal that would allow community members to submit a detailed request for homeless outreach, including a description of the person observed and the location seen. This grant would also fund a position to upkeep the portal and ensure the appropriate providers are notified when requests come into the portal. This would streamline

the process of connecting those in need with a service provider, eliminating the need to pass those looking for assistance from person to person.

**3. The public purpose and need to be served;**

This project was chosen due to the high volume of calls that are received by various agencies, government offices and Partners In Care requesting outreach to people who are experiencing homelessness in the community.

A streamlined process is a high need for our entire community- providers, agencies, and residents alike, not only to allow for fair and timely action to assist our community's homeless concerns, but to improve our continuity of care. If all providers and agencies are trained to utilize this method of reporting, callers' concerns and needs will be addressed more rapidly and time will be saved for those reporting as they will not have to search for the "appropriate" person to pass their message along to.

**4. Describe the target population to be served; and**

Data pulled from the portal will assist in determining needs within the entire community as well as directing concerns to appropriate offices and providers. Through this coordinated effort, calls and concerns will be streamlined enabling more time providers spend working on the provision of services to those in need. This would also ensure a uniformed and streamlined process for reporting back to community members, those experiencing homelessness, government, and service providers.

**5. Describe the geographic coverage.**

This portal will benefit all service provider regions, city council districts, and communities on the island of O'ahu.

**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;**

Partners In Care has already begun to research software and programs using this type of technology in other regions. Partners In Care reached out to the Los Angeles Homeless Outreach Portal managers to inquire about their referral system, and plan to start with a simple electronic form with multiple fields including, but not limited to: Name, a self-description (government employee, concerned resident, self-referral, service provider, etc.), contact info. and a description box for any details.



Partners In Care plans to hire 1 FTE staff to track and manage submissions. They will gather reports daily, divide them according to provider/region and send a report to each agency with information organized, allowing providers to take speedy action.

This staff will also be responsible for the page upkeep, and the development and improvements of this process. They will research software systems to enhance the process- creating a request portal and replacing the electronic form.

After implementing the web portal, this staff person will continue to monitor submissions, provide reports to the appropriate parties, respond when appropriate to requestors with updates, close reports that have been resolved, and provide the necessary tracking reports to the appropriate service provider and government agencies.

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

1-3 Months: Partners In Care will hire and train 1 FTE, they will then create Policy and Procedures for the new outreach request process, create the electronic request form that regional providers approve of, and begin designing the "Make an Outreach Request" page on the Partners In Care website.

4-6 Months: Partners In Care's new FTE will complete designing the "Make an Outreach Request" page on Partners In Care website, create, schedule and conduct community training to utilize the outreach request form on the Partners In Care website, and begin the trial run of the utilization of the webpage.

7-9 Months: Continue the trial run of webpage/form, working out bugs and adjusting procedure according to findings, search for and create a partnership with a software designer/partner and work with found partner to develop portal, learn and take note of what information will be needed in reports.

10-12 Months: Continue to work with software partner to develop the public-facing portal and the "behind the scenes" functionality of the portal and develop reports that will be allow for report status tracking according to open vs. closed reports, by geographic location, and more depending on need.

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

Once hired, the 1 FTE will then be given the responsibility of creating the "request page" on the Partners In Care website and developing an electronic form that will be available to anyone looking to file a report or submit a request.

They will also be responsible for developing the most efficient process and data collection for submissions through the online form. Once created and tested, they will develop a plan of action to spread the word of this process among our government, service provider, and resident communities and encourage the utilization of the Partners In Care webpage as the source to file a constituent report regarding homeless matters.

As this form is being utilized, this new hire will then be responsible for connecting with other communities who have utilized a web portal approach to accept homelessness reports. They will research these communities' successes and lessons learned to best develop our own portal- which will replace the form on our webpage. Simultaneously, a search for software providers will be taking place until we find a partner that will make our goal a reality. This staff member will be responsible for working with our software partners and HMIS team to develop an easy to use, efficient, community facing portal that will hopefully be fully utilized in our homeless provider network.

Throughout this process, our FTE will be tracking and organizing all reports according to the appropriate service provider and providing each provider their own report detailing the needs of recent requests for assistance. Once the portal is developed, we aim to have a "back of house" feature to the portal allowing our Partners In Care FTE to track which reports have been seen and allow providers to respond with updates so we may mark the matter as "resolved".

Depending on the preference of our government partners, service providers, etc., Partners In Care would also provide either a quarterly or annual report on how many reports have been submitted and closed. Partners In Care will stay in close contact with government offices and homeless service providers to track the difference in homeless-related reports coming to their offices compared to before the portal being created.

- 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.**

With more than 4,000 individuals counted as experiencing homelessness on a single night of January 2023 and more than 12,000 people receiving some type of homeless service over the course of a year, the impact that this grant can have in our community is limitless. While providing the general community with the ability to share their concerns, it will also provide additional information to service providers throughout O'ahu. By getting appropriate services out to those on the streets, the quality of life for those individuals can be improved and the

possibility of moving into housing and getting mental health, medical assistance and other supports can become a reality. While many think that those experiencing homelessness are “service resistant”, it’s usually more about failed promises in the past and the lack of resources that are available to individuals. If the quality and quantity of outreach is improved, trust between worker and client can be built.

To end homelessness in our community, every single person experiencing homelessness needs a connection to a service provider to receive the specific care they need to secure safe and stable housing. The service systems in place, whether that’s general benefits, housing or other supports, are complicated and often those experiencing homelessness are unable to navigate the resources while living unsheltered. With over 50 service providers on O’ahu, finding the appropriate agency quickly can prove to be difficult. This project hopes to simplify this process.

Through this program, PIC will have the ability to assist in streamlining connections to providers and decreasing the time between a request and a connection. This in turn may strengthen our community’s trust in service providers, help build rapport with those seeking assistance, and ultimately help lower the numbers of people experiencing homelessness in our community. Duplication of reports will hopefully be reduced and better information will be shared with the outreach provider as well as the individual who completes the request. PIC will have a monthly report completed and available to the State which will include de-identified information and follow-up details.

## **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**  
Document attached to the end of the application.
  - b. Personnel salaries and wages**  
Document attached to the end of the application.
  - c. Equipment and motor vehicles**  
Document attached to the end of the application.
  - d. Capital project details**  
Document attached to the end of the application.

**e. Government contracts, grants, and grants in aid**

Document attached to the end of the application.

2. **The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2025.**

<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>	<b>Total Grant</b>
\$29,199.00	\$29,199.00	\$45,801.00	\$45,801.00	\$150,000

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

Document attached to the end of the application.

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 for Partners In Care.

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.**

Document attached to the end of the application.

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

Not Applicable. Partners In Care does not have any unrestricted assets.

**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.**

Partners In Care has been working towards this project for a number of years. Research into the needs of the service community and an understanding of all the offices that currently receive calls for outreach requests has enabled us to detail a grant application that will be able to accomplish its goals within the first year. Partners In Care has met with different offices including the Mayor's Office, the Governor's Office, the Statewide Office on Homelessness and Housing Solutions, the City and County Department of Community Services and Department of Housing as just a few examples.

Partners In Care's annual budget exceeds \$2 million with ongoing grants from HUD, the State of Hawaii, and the City and County of Honolulu. Additional funds have been dedicated to the foundation of Partners In Care which has enabled the agency to have strong staff that work as a team to accomplish the goal of ending homelessness.

Partners In Care has taken on new projects over the last several years, including a more than \$12 million project utilizing COVID relief funds as well as an Emergency Housing Voucher program that enabled us to get more than 500 housing choice vouchers into the community within a 2-year time frame. Utilizing lessons learned in past programs has helped Partners In Care strengthen new projects and support innovative programs that have helped thousands of individuals and families.

The Landlord Engagement Program broke new ground and created a large inventory of landlords and units available to those experiencing homelessness. While this project started as a 1-year program with the possibility of being extended on an annual basis for 3 years, it quickly gained success and the funding was increased for the program and has extended the program several times past the initial 3 years.

While much of what Partners In Care does daily does not include direct services to individuals experiencing homelessness, there are multiple staff members including the Executive Director who have lengthy experience in direct services including outreach to those experiencing homelessness and mental illness, substance abuse and physical disabilities. This experience has added to the services that Partners In Care does provide and enables staff to have insight into what types of programs can enhance direct services by providers and those who are experiencing homelessness. Partners In Care also has a good relationship with many individuals who have lived experience that we rely on to review programs and provide insight into new initiatives.

## **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.**

No additional facilities will be needed for this job position. The new FTE will have access to a work computer and accessories, and the office space required to complete their duties.

## **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.**

In addition to the new FTE, Partners In Care- O'ahu Continuum of Care's key staff are as follows:

- Laura Thielen, Executive Director
  - Laura Thielen has been the Executive Director of Partners In Care for 4 ½ years. Prior to her current position, she has worked with those experiencing homelessness in various positions as a social worker, case manager and housing manager for more than 30 years.
- Jennifer Higashi, Accounting Manager
  - Jennifer Higashi has worked with Partners In Care for 3 years, 2 of which have been as its Accounting Manager. Prior to her work at PARTNERS IN CARE, Jennifer was a Planner at the City and County of Honolulu.
- Sara Ironhill, Planning Manager
  - Sara Ironhill has been with Partners In Care for over 3 years in a range of positions within the Landlord Engagement Program, Rapid-Rehousing Program Coordinator, and is now the Planning Manager of the agency.

### **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.**

The Partners In Care Organization Chart is attached to the end of the application.

### **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 \$123,200 - \$126,800
- Chief Programs Officer \$70,000 - \$90,000
- Chief of Contracts and Grant Development \$65,000 - \$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.**

Partners In Care does not have any pending litigations.

### **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.**

Not Applicable

### **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.**

This grant will not be used to benefit a sectarian or non-sectarian private educational institutions.

### **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.**

Partners In Care is the support program for all homeless service providers and has expanded based on the needs of the community. Partners In Care's strong relationships with government partners, the community, and philanthropic foundations have enabled Partners In Care to grow in ways that have benefited all of our partners. When the need for landlord engagement became evident to increase the inventory of units that could be utilized by agencies across the island, Partners In Care was able to step up to create the Landlord Engagement Program. Additional resources such as youth focused programs through the implementation of the Youth Homelessness Demonstration Project (YHDP) brought more than \$3 million dollars to our community over the last 4

years which increased the number of resources specifically for those youth experiencing homelessness between the ages of 18 and 24. Recent philanthropic funds have been received by Partners In Care to assist in the strengthening of our agency, which has included the ability to hire a Chief of Programs Officer and a Chief of Contracts and Grants Improvement. Both positions will enable Partners In Care to further support the current homeless service system and address the need to decrease silos of service in other systems. Homelessness affects all systems from the Department of Public Safety to the Department of Health and the Department of Human Service and the Department of Education. Partners In Care is dedicated to bringing the resources together to make the biggest impact and end homelessness or at a minimum make homelessness rare, short and non-recurring.



## **Attachment Table of Contents**

- 1) IV Financial: Budget 3- Listing Of All Other Sources Of Funding
- 2) IV Financial: Budget 5- Listing Of All Federal, State, And County Government Contracts, Grants, And Grants In Aid Partners In Care- O'ahu Continuum of Care Has Been Granted Within The Prior Three Years
- 3) Budget Request By Source Of Funds
- 4) Budget Justification - Personnel Salaries And Wages
- 5) Budget Justification - Equipment And Motor Vehicles
- 6) Budget Justification - Capital Project Details
- 7) Government Contracts, Grants, And / Or Grants In Aid
- 8) Organization Chart

**BUDGET # 3 GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID (SEEKING IN FY 2025)**

Applicant: Partner in Care - Oahu Continuum of Care

Contracts Total: 2,318,009

	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	11/01/2025-10/31/2026	Housing & Urban Housing	Federal	\$ 409,751.00
2	07/01/2025-06/30/2026	Housing & Urban Housing	Federal	\$ 491,187.00
3	09/01/2025-08/31/2026	Housing & Urban Housing	Federal	\$ 449,432.00
4	12/1/2025-11/30/2026	Housing & Urban Housing	Federal	\$ 106,105.00
5	10/01/2025-09/30/2026	Housing & Urban Housing	Federal	\$ 93,191.00
6	11/01/2024-10/31/2025	Department of Community Services	City&County of Honolulu	\$ 639,400.00
7	02/01/2025-12/31/2025	Department of Community Services	City&County of Honolulu	\$ 128,943.40

**BUDGET #5: GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID (PRIOR 3 YEARS + 2025)**

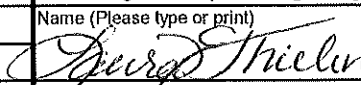
Applicant: Partner in Care - Oahu Continuum of Care Grant and Contracts (last three years)

	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	11/01/2020-10/31/2021	Housing & Urban Housing	Federal	\$ 276,329.00
2	11/01/2021-10/31/2022	Housing & Urban Housing	Federal	\$ 299,187.00
3	11/01/2022-10/31/2023	Housing & Urban Housing	Federal	\$ 359,705.00
4	11/01/2023-10/31/2024	Housing & Urban Housing	Federal	\$ 409,751.00
5	07/014/2020-06/30/2021	Housing & Urban Housing	Federal	\$ 200,000.00
6	07/014/2021-06/30/2022	Housing & Urban Housing	Federal	\$ 200,000.00
7	07/014/2022-06/30/2023	Housing & Urban Housing	Federal	\$ 200,000.00
8	07/014/2023-06/30/2024	Housing & Urban Housing	Federal	\$ 497,187.00
9	09/01/2020-08/31/2021	Housing & Urban Housing	Federal	\$ 300,000.00
10	09/01/2021-08/31/2022	Housing & Urban Housing	Federal	\$ 300,000.00
11	09/01/2022-08/31/2023	Housing & Urban Housing	Federal	\$ 300,000.00
12	09/01/2023-08/31/2024	Housing & Urban Housing	Federal	\$ 449,432.00
13	10/01/2020-09/30/2022	Housing & Urban Housing	Federal	\$ 186,382.00
14	10/01/2022-09/30/2023	Housing & Urban Housing	Federal	\$ 93,191.00
15	10/01/2023-09/30/2024	Housing & Urban Housing	Federal	\$ 93,191.00
16	12/01/2020-11/30/2022	Housing & Urban Housing	Federal	\$ 212,210.00
17	12/1/2022-11/30/2023	Housing & Urban Housing	Federal	\$ 106,105.00
18	12/1/2023-11/30/2024	Housing & Urban Housing	Federal	\$ 106,105.00
19	08/15/2019 – 04/30/2024	Department of Community Services	City&County of Honolulu	\$ 1,249,968.00
20	02/01/2021-01/31/2022	Department of Community Services	City&County of Honolulu	\$ 151,332.22
21	01/01/2022 – 04/30/2023	Department of Community Services	City&County of Honolulu	\$ 304,189.61
22	02/01/2023 – 12/31/2023	Department of Community Services	City&County of Honolulu	\$ 226,750.00
23	09/15/2023 – 09/27/2023	Department of Community Services	City&County of Honolulu	\$ 21,100.00
24	09/09/2023-03/31/2023	Department of Community Services	City&County of Honolulu	\$ 139,028.71
25	05/01/2022-01/31/2024	Department of Community Services	City&County of Honolulu	\$ 438,958.76
26	04/06/2021 – 06/30/2023	Department of Community Services	City&County of Honolulu	\$ 2,089,815.78
27	09/01/2021-01/31/2023	Hawaii Public Housing Authority	State	\$ 346,851.31
28	06/16/2023-06/16/2025	Community Solutions INC	Philanthropic	\$ 197,656.81
29	01/01/2021-12/31/2022	Kaiser Foundation Health Plan Inc.	Philanthropic	\$ 300,000.00
30	01/01/2023-12/31/2025	Kaiser Foundation Health Plan Inc.	Philanthropic	\$ 175,000.00
31	12/01/2023-12/31/2025	Kaiser Foundation Health Plan Inc.	Philanthropic	\$ 95,000.00
32	03/02/2021-12/31/2021	Harold K.L. Castle Foundation	Philanthropic	\$ 75,000.00
33	01/1/2022-6/30/2024	Harold K.L. Castle Foundation	Philanthropic	\$ 75,000.00
34	07/01/2021-06/30/2022	Harry and Jeanette Weinberg Foundation	Philanthropic	\$ 100,000.00
35	12/06/2023-12/05/2025	Harry and Jeanette Weinberg Foundation	Philanthropic	\$ 150,000.00
36	03/28/2022-03/27/2023	Atherton Family Foundation	Philanthropic	\$ 52,000.00
37	06/01/2021-05/31/2023	Joseph and Vera Zilber Charitable Foundation Inc.	Philanthropic	\$ 60,000.00
38	12/1/2022	Joseph and Vera Zilber Charitable Foundation Inc.	Philanthropic	\$ 5,000.00
39	05/01/2023-04/30/2025	Joseph and Vera Zilber Charitable Foundation Inc.	Philanthropic	\$ 100,000.00
40	12/1/2023	Joseph and Vera Zilber Charitable Foundation Inc.	Philanthropic	\$ 5,000.00

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Partners in Care - Oahu Continuum of Care

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries and Wages	60,000			
2. Payroll Taxes	9,492			
3. Fringe Benefits	6,000			
<b>TOTAL PERSONNEL COST</b>	<b>75,492</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Lease/Rental of Space	7,320			
2. Software	429			
3. Telecommunication	65,550			
4. Utilities	1,209			
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<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>74,508</b>			
<b>C. EQUIPMENT PURCHASES ( COMPUTERS)</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>150,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	150,000	Jennifer Higashi-Kim (Accounting Manager) 808-380-9444		
(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		
<b>TOTAL BUDGET</b>	<b>150,000</b>	Laura Thielen, Executive Director		
		Name and Title (Please type or print)		



## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

This grant proposes to pay for a total of 1 FTE for 12 months, to better service the needs of our Oahu social service providers. PIC aims to develop a Homeless Resource Web Portal that would allow community members to submit a detailed request for homeless outreach, including a description of the person observed and location seen. This grant would also fund a position to upkeep the portal and ensure the appropriate providers are notified. This would streamline the process of connecting those in need with a service provider. Some task would be not limited to, develop policy and procedures for the utilization of the outreach request portal, tracking progress of submitted requests and follow up where needed until request is resolved, and create, scheudle and conduct traning.

Partners In Care provides fringe benefits including health benefits to all its employees in compliance with State and Federal laws. Partners In Care utilizes ProService to provide these benefits. Benefit rates are determined on a percentage basis stipulated by ProService. Workers Comp is charged at a rate of 0.26% of a person's salary. TDI is charged at a rate of 0.50% of a person's salary. Health Benefits are determined by employees and are based on a percentage by the health plan coverage they request. Unemployment Insurance at 3.41% of a person's salary. FICA/Medicare at 7.65%. 401K at a rate of 4% of a person's salary.

The following vendors are needed for our staff to ensure quality and efficient support to our providers. Office Rent/CAM - allocated office space for FTE staff. Microsoft 365-Computer software system. Hawaiian Tel - Landline and Internet service. Nimble - remote IT support and monitoring network. Adobe - edit PDF, software for Web Portal.

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Partners In Care- Oahu Continuum of Care

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS: NOT APPLICABLE TO PARTNERS IN CARE</b>				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS: NOT APPLICABLE TO PARTNERS IN CARE</b>				

# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Partners In Care- Oahu Continuum of Care

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						
<b>TOTAL:</b>	N/A	N/A	N/A	N/A	N/A	N/A
<b>JUSTIFICATION/COMMENTS:</b> <span style="color: red; font-weight: bold; text-decoration: underline;">NOT APPLICABLE FOR PARTNERS IN CARE</span>						



**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: Partners In Care- Oahu Continuum of Care

Contracts Total: -

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	Not Applicable to Partners In Care- This GIA would fund a new project and position				
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# Partners In Care- Oahu Continuum of Care Organization Chart

