

**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 a:

Special Education Center of Hawaii

SECOH

Amount of State Funds Requested: \$ 200,000

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

SECOH will renovate spaces at our Diamond Head Campus, and these capital improvements will enable SECOH to serve up to 18 more individuals with disabilities and add new Independent Employment Supports (IES) and Discovery & Career Planning (DCP) services, both Medicaid Waiver programs. Renovations include: new Pathways Program spaces; a new Life Skills Training Center with a store and kitchen; and much needed improvements to the Pool House.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ 118,533

County: \$ _____

Private/Other: \$ 60,000

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

\$ 100,000

Unrestricted Assets:

\$ 1,428,571

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:

1001 Kamokila Blvd #259

City: State: Zip:

Kapolei HI 96707

Contact Person for Matters Involving this Application

Name:
Bridget Panee

Title:
President and Chief Executive Officer

Email:
bpanee@secoh.org

Phone:
808-734-0233 ext. 211

Federal Tax ID#:
██████████

State Tax ID#:
██████████



Authorized Signature

Bridget Panee, President & CEO

Name and Title

1/18/2024

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) 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



AUTHORIZED SIGNATURE

BRIDGET PANEE, PRESIDENT AND CEO

PRINT NAME AND TITLE

JANUARY 18, 2024

DATE



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: SPECIAL EDUCATION CENTER OF HAWAII

DBA/Trade Name: SECOH

Issue Date: 01/17/2024

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: XX-XXX1008

UI#: XXXXXX1478

DCCA FILE#: 16906

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 REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

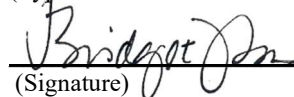
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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.

Special Education Center of Hawaii dba SECOH

(Typed Name of Individual or Organization)



(Signature)

1/18/2024

(Date)

Bridget Panee

(Typed Name)

President and Chief Executive Officer

(Title)

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

1. Certificate of Good Standing (If the Applicant is an Organization)

The Certificate of Vendor Compliance from the State of Hawai'i Procurement Office is attached. It is dated January 17, and covers compliance by the Hawai'i Department of Commerce and Consumer Affairs, Hawai'i Department of Taxation, Hawai'i Department of Labor and Industrial Relations, and the Internal Revenue Service.

2. Declaration Statement

The Declaration Statement affirming compliance with Section 42F-103, Hawaii Revised Statutes is signed by SECOH's President and Chief Executive Officer is included in this proposal.

3. Public Purpose

The Special Education Center of Hawaii (SECOH) requests capital support for the public purpose of providing individuals with disabilities with education, job training, recreation, community integration activities, and skills to develop independence and improve their quality of life. This purpose is in alignment with Section 42F-102, Hawaii Revised Statutes.

II. Background and Summary

1. A brief description of the applicant's background;

The Special Education Center of Hawaii, dba SECOH, (SECOH) is a nonprofit organization founded in 1965 with the mission to provide personalized services to individuals with disabilities in the spirit of enriching their lives. Our vision is for all people to be valued and treated with dignity and respect.

SECOH began as a school for children with special needs, and expanded in the 1980s when Waimano Home was deinstitutionalized, and many of their residents were admitted to SECOH for care. Today we continue to serve approximately 80 of these individuals, now age 50 to 70, with Adult Day Health (ADH) services.

In 2015 SECOH expanded with the establishment of the Pathways Program to address the demand for services to the population of young adults with disabilities that are aging out of the Hawaii Department of Education (DOE) public schools. SECOH currently serves 65 adults in the Pathways Program with 36 adults currently on the admission waitlist.

Services provided by SECOH through DOH DDD contracts include:

- **ADH** at DH provides group activities for seniors and older middle-aged adults. (44 enrolled; 18 waitlisted) These clients require more intensive services and support to keep them socially, physically, and mentally engaged. Without ADH, they would have little or no interaction with peers, and many would lack any community integration opportunities.
- **ADH PATHWAYS** at DH and SALC serves young adults that have recently aged out of the public school system. Pathways DH currently has 53 clients enrolled (10 waitlisted) and SALC has 28 enrolled (17 waitlisted). Pathways clients are more capable, and many have the potential of developing life and job skills and participating in community activities such as volunteering.
- **Personal Assistance Services (PAB)** – SECOH provides individualized services designed to improve self-help and independence skills.
- **Community Learning Services (CLS)** – SECOH provides individualized services to improve skills necessary for community integration.
- **Respite** – SECOH provides respite to families that are caregivers of individuals with disabilities.

2. The goals and objectives related to the request;

Goal: This project will increase SECOH's capacity to serve more clients and also expand its array of life and job skill-building activities.

Objective 1: Pathways Program "Great Rooms". The interior of the Administration Building will be reconfigured to create two "Great" rooms for group activities and a

conference/meeting room, and an exterior patio will be created for outdoor group activities. These spaces will enable SECOH to address the wait list of 10 individuals for the ADH Pathways program at DH.

Objective 2: Life Skills Training Center. A new Life Skills Training Center will be created in the current Administration Building. The new Life Skills Training Center will enable SECOH to provide new Independent Employment Supports (IES) and Discovery & Career Planning (DCP) services, both Medicaid Waiver job skill-building programs.

Objective 3: Pool House. The plumbing, electrical, and lighting systems will be updated. SECOH has one of the few swimming pools on the island specifically constructed for individuals with disabilities: it has a ramp into the water so that individuals may walk into the pool; and those who use wheelchairs may remain seated in a water chair and pushed down the ramp and into the pool.

3. The public purpose and need to be served;

Need among individuals with disabilities. There is a critical shortage of recreation, life and job skill development, and community integration services for individuals with disabilities, and these are the core services of SECOH. By enhancing and improving our programs, we will improve our ability to individualize services to meet the needs and interests of each client, and serve more clients.

Medicaid Waiver IES and DCP services that will be made feasible with this renovation will serve a gap group of individuals with disabilities that have the capability to develop job skills, but need more support than the current inventory of programs on Oahu can provide them. Development of job, life, and volunteer skills will enable our clients to better integrate into community activities, and also fosters a sense of purpose and achievement.

Need and impact on families. Services not only improve the independence and quality of life of persons with disabilities, but also improve the quality of life of their family. Many of the families we work with are vulnerable to caregiver burnout, and for most of our families, SECOH services also provide economic benefit. If services were unavailable, they would be required to be caregivers, and unable to retain gainful employment to support their household.

Impact on the community-at-large. Services to persons with disabilities positively impact the community at large: assisting them to be independent and reach their greatest potential will reduce or prevent the need for more intensive levels of care, such as institutionalization.

State priorities. SECOH provides services that are a priority of the Department of Health (DOH), Developmental Disabilities Division (DDD) strategic plan goals, which states individuals with disabilities: have opportunities to receive quality services in the most integrated settings, engage in community life, and control personal resources;

have opportunities to seek employment; and quality person-centered planning, services and supports are available for participants to live full lives in the community and have greater opportunities for self determination.

4. Describe the target population to be served; and

Shortage of services on Oahu. There is a shortage of services on Oahu for the target population of adults with disabilities. SECOH is only one of two service providers in East Honolulu, both working at capacity. However, there are some communities on Oahu where there are no choices or unacceptable choices for families. As a result, SECOH serves clients from Hawaii Kai to Kapolei, including Waimanalo, Kailua, and Kaneohe. They are willing to travel to the Diamond Head campus because of the quality of SECOH's programs. The current wait list for services is 29, most of them are young adults that recently aged out of the Hawaii public school system.

Current clients of SECOH. SECOH currently serves 184 and has a wait list of 45 adults with disabilities that are not receiving any services. Our clients have physical and cognitive disabilities including Down's syndrome, Autistic Spectrum Disorders, Cerebral Palsy, developmental disabilities, and other conditions that require specialized support. They range in age from young adults that recently aged out of the public school system to seniors up to age 85. Their skills span a wide range:

- Communication - 46% are verbal; 15% are partially verbal; 20% are non-verbal; 17% use another form of communication; and 2% sign or use a communication device.
- Mobility – 62% walk on their own; 17% are wheelchair bound; 18% walk with assistance; and 3% use a walker or gait belt.
- Independence – 33% require line of sight supervision; 20% require 1:1 supervision; 16% must never be left unattended; 11% require arms-length supervision; 13% require assistance or supervision for personal care; and 6% require assistance for everything.

New Medicaid Waiver job training services to a gap group. This renovation project includes creation of a new Life Skills Training Center. This new resource will enable SECOH to serve a gap group of adults with disabilities that are capable of developing job skills but require more time and support than they receive from other job training programs. These clients are able to learn job tasks, however, they have difficulty meeting the demands of a typical job in the general public. For example, one client of SECOH's is able to successfully complete her job responsibilities but has been through five different employers. The addition of IES and DCP Medicaid Waiver services will provide these clients with the opportunity to learn job skills in the safe environment of the SECOH campus, with the support of skilled SECOH staff. New DCP services will help individuals to complete a career plan and develop the skills needed to be employed; while new IES services will include job coaching, working with employers, and other supervisory activities.

Pool House serves SECOH, Variety School, and the ARC of Hawai'i. This project requests funds to renovate the Pool House. SECOH has a pool that is used by clients from both locations on Oahu, students from Variety School (a nonprofit school for 20-25 children with learning disabilities), and clients of from the ARC in Hawaii (a nonprofit residential and day health program for 40-50 adults with disabilities). On the weekday evenings and weekends, it is used by Leahi Swim School, a program that serves approximately 300 children on Oahu. The pool is the only recreational pool on Oahu that was specifically constructed for individuals with disabilities.

Future clients of SECOH - The number of young adults with special needs is outpacing the inventory of programs and slots available. Renovations will enable SECOH to meet the growing demand for services for adults with disabilities into the future.

5. Describe the geographic coverage.

SECOH serves individuals with disabilities that reside on the Island of Oahu.

III. Service Summary and Outcomes

1. Describe the scope of work, tasks and responsibilities;

This project will increase SECOH's ability to serve more clients, and expand its array of life and job skill-building activities. Outcomes include:

Outcome 1: Pathways Program "Great Rooms". SECOH will have the capacity to serve 20-30 more clients, depending on the intensity of each client's needs and available staffing. The Administration Building will be reconfigured to create two "Great" rooms for activities, a small conference/meeting room, an outdoor patio, and the ADA bathrooms will be updated and improved.

Outcome 2: Life Skills Training Center. A new Life Skills Training Center will include a "store" for ADH Pathways clients to stock and "sell" items to other clients, staff, and family members; a kitchen to practice life skills and job skills; a conference group for individualized and small group training, family meetings, and staff meetings. This new Life Skills Training Center will enable SECOH to add IES and DCP Medicaid Waiver services to our array.

Outcome 3: Pool house. The Pool House will be renovated to update the plumbing, lighting, and electrical systems. The Pool House was constructed in 1983, and since that time no improvements have been made. The structure is in dire need of upgraded infrastructure and improvements.

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

The timeline has been scheduled in phases to minimize the disruption of services throughout the Diamond Head Campus.

Months 1 - 2: Retain contractor(s), secure renovation materials.

Months 2-4: Renovate the former Administration Building to create a conference/meeting room, two great rooms, and improve the ADA bathrooms.

Months 4-6: Create the job and life skills training center.

Month 7: Install a new patio at the Life Skills Training Center for outdoor activities.

Month 8-11: Renovate the Pool House.

Activity	Month												
	1	2	3	4	5	6	7	8	9	10	11	12	
Retain contractor, purchase materials													
Pathways Program – 2 Great rooms, conference room, ADA bathrooms													
Life Skills Training Center (kitchen, store)													
New outdoor patio													
Pool House renovation													

Note: No permitting is required as the renovations will not change the footprint of the buildings. This timeline is subject to change pending receipt of funding.

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 CEO will be responsible for this project, including monitoring, evaluating, and reporting on project objectives. Quality assurance includes the following:

- Weekly status meetings between the CEO and the contractors to go over progress and address any unanticipated challenges in the renovation, and ensure that the renovation is proceeding as planned and in compliance with State of Hawaii and applicable code.
- Quarterly reports by the CEO to the Board of Directors.
- The CEO will work with the finance and accounting consultant on an ongoing basis to monitor the budget expenditures to ensure timely and appropriate distribution and reporting of funds.

- 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, the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.**

Approval of the completion of each phase of this project will be made by the Board of Directors and CEO. Effectiveness of this project will be determined by the following:

These tasks will be completed for each of the buildings to be renovated:

Pathways Program Great Rooms (Objective 1) and Life Skills Training Center (Objective 2):

- Demo interior walls to create two Great Rooms, store, kitchen, and conference room.
- Install drywall, vinyl flooring, and hurricane resilient windows.
- Improve the ADA bathrooms.
- Replace lighting fixtures with LED energy efficient lights.
- Create kitchen with energy efficient appliances.
- Build the store" with areas for sales and inventory.
- Create an exterior patio deck for outdoor activities.

Pool house (Objective 3):

- The electrical system was built to applicable code at the time of construction and will be brought up to current standards.
- A solar photovoltaic system will replace the electric heating and pump system.
- The lighting system is dated and will be improved with energy efficient fixtures.
- New toilets, showers and changing areas will be installed in compliance with ADA standards.

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](#))

All required budget forms are attached to this proposal.

Description	Amount
Administration Building	
Life Skills Training Center (store, kitchen, conference room)	\$58,010
Pathways Program "Great" rooms, ADA bathroom, outdoor patio	\$98,115
Concrete slab and A/C for "Great" rooms	\$83,162
Equipment and furnishings	\$118,533
Pool House	\$162,179
TOTAL	\$520,000

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
\$50,000	\$50,000	\$50,000	\$50,000	\$200,000

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

SECOH requests \$200,000 of the total \$405,000 required for this project. SECOH has raised a third of the funds needed from the following: Congressionally Directed Spending (\$118,380); McInerny Foundation (\$50,000); and G.N. Wilcox Trust (\$10,000). In November 2023, SECOH submitted a proposal to the Honolulu City and County Grant in Aid program, and proposals will be submitted to the Harry and Jeanette Weinberg Foundation, the Atherton Foundation, and the Joseph and Vera Long Foundation. Grants and fundraising will continue until sufficient funds have been raised to complete all phases of this project.

Most private foundations require that over 50% of the necessary funds be secured before an application is submitted. Award of a State GIA grant will enable SECOH to fulfill the requirements necessary to submit requests to private foundations.

- 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. SECOH does not have and will not be applying for any 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.**

State Grant in Aid FY2024, \$100,000 for the renovation of a dining room.

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

SECOH had \$1,428,571 in unrestricted assets as of December 2023.

V. Experience and Capability

1. Necessary Skills and Experience

Verifiable experience – SECOH has received capital improvement grants from the state and county for different projects in the past. In the past three years, only one government grant was for capital improvements, and that one is being implemented this year:

State Grant in Aid FY2024

Contract: OCS-CIP-20-10
Dates: 12/1/2023 – 11/30/2024
Amount: \$100,000
Purpose: Senior Dining Room

Experience completing capital improvements – In the past five years SECOH has completed several renovations at the Diamond Head campus and Sister Agnes Leeward Center. Capital renovation projects received support from the State Legislature Grant in Aid and the Honolulu County Grant in Aid programs, as well as funding from several private foundations. Each renovation was completed on time, and within budget.

Experience providing services to individuals with disabilities - SECOH has over 53 years of experience serving individuals with disabilities in the State of Hawaii. It has secured multiple contracts to provide services from the DOH DDD and Honolulu County DTS, and a successful track record of meeting or exceeding contract objectives.

Today SECOH has 79 employees that serve over 170 clients out of two service locations: Diamond Head and Leeward. We currently have contracts with DOH DDD to provide ADH, PAB, CLS, respite, and employment training. The current Medicaid Waiver is valid through 2025, and SECOH is committed to continuing these services in the future.

Experience managing funds. SECOH has sufficient funds to cover project expenses in advance of reimbursements from the State of Hawaii for this project. Finance and accounting are managed by Custom Bookkeeping Solutions, a contractor with SECOH for the past four years. ProService Hawaii manages all payroll and human resource activities, and we work with a consultant grant writer to raise the funds necessary for renovations, program improvements, and other expenses not covered by DOH DDD and Honolulu County DTS contract reimbursements for services.

2. Facilities

SECOH has two service locations and an administrative office. All service locations are ADA compliant and have sufficient parking for visitors and the SECOH vehicles.

Founder's Center, Diamond Head

708 Palekaua Street

Honolulu, HI 96816

The Diamond Head facility has four single level buildings and a pool for recreational activities. This site serves 98 individuals with disabilities through both ADH and Pathways programs.

Sister Agnes' Leeward Center

2045 Lauwiliwili Street #1105, #1106, & 1107, Kapolei, Hawaii, 96707

The Sister Agnes' Leeward Center (SALC) is a single-story facility that was purchased and renovated in 2019. The ADH program at SALC currently serves 67 individuals with the most intensive needs.

Kapolei Administrative Office

1001 Kamokila Blvd, Suite 259, Kapolei, HI 96707

The Kapolei Administrative Office houses all of SECOH's administrative staff.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

CEO experience and qualifications - President/CEO Bridget Panee will direct this project. She has been with SECOH for 30 years, starting as a Program Instructor. In 2010 she was appointed Vice President of Operations, and in 2015 she was appointed President/CEO. In 2017 Bridget was named a Weinberg Fellow by the Harry and Jeanette Weinberg Foundation.

At the time Bridget began working at SECOH, its sole program was to care for a population of individuals that required services due to the deinstitutionalization of Waimano Home. SECOH's ADH program continues to serve 80 of these persons with disabilities, all of them older adults.

In 2014 Bridget saw the growing need for services for young adults with disabilities aging out of the DOE and created the ADH Pathways Program. To accommodate these new services, she planned and oversaw a \$125,000 renovation of 1,400 sq. ft. in three rooms on the Diamond Head Campus. Pathways was opened in January 2015, and within a short period of time, was filled to capacity. Each week SECOH receives inquiries from parents looking for an ADH program for their young adult child. There is a clear need to expand the capacity of this program.

Responsibility for capital improvements - CEO Bridget Panee will be responsible for this project and ensuring that the goals and objectives are met on a timely basis, and within budget. SECOH has a full-time accounting clerk, and contracts with Custom Bookkeeping to manage its finance and accounting. SECOH has worked with Custom Bookkeeping for five years.

Supervision of capital improvements – A contractor with experience in projects of similar size and scope will be retained. CEO Bridget Panee will work with the contractor and meet weekly to ensure the renovations proceed on time, as planned and within budget.

2. Organization Chart

See SECOH's organization chart attached to this proposal.

3. Compensation

The annual salary range of the highest paid managers are between \$50,000 and \$70,000. The annual salary range of the President/CEO is between \$120,000 and \$150,000.

VII. Other

1. Litigation

SECOH does not have any pending litigation or outstanding judgments.

2. Licensure or Accreditation

SECOH is an IRS 501(c)3 nonprofit in good standing and is approved to provide Medicaid Waiver services in the State of Hawai'i.

3. Private Educational Institutions

Not applicable. Funds will not support or benefit a sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

(a) Received by the applicant for fiscal year 2024-25

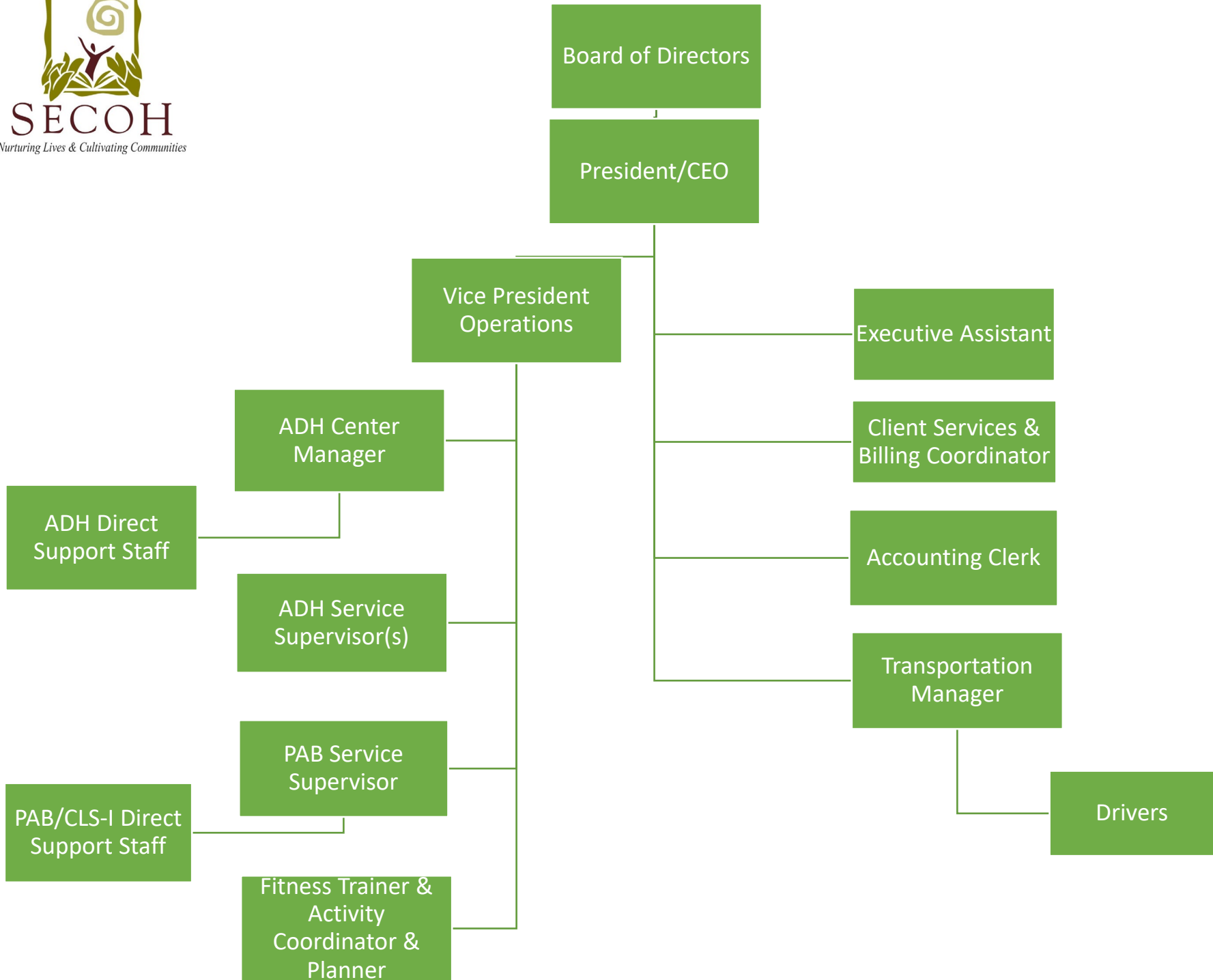
Funds are requested for a capital renovation project will improve the capacity and sustainability of SECOH. Once all of the necessary funds are secured and the renovations are completed, no further funding will be required for this project.

The renovation will contribute to the long-term sustainability of SECOH by increasing the capacity of the Diamond Head Campus to serve more persons with disabilities and extend the array of services to include job skill-building activities.

The new air conditioning system, kitchen appliances, and LED lighting fixtures will be energy efficient; new windows will improve the security of the buildings and hurricane resilience; and the trough sinks, vinyl planking, and interior walls and trim will help maintain a sanitary environment for SECOH's clients.

(b) Not received by the applicant thereafter.

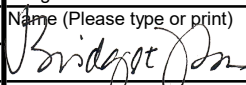
If all funding is received for this project, SECOH will not request further funding from the State Grant in Aid program.



BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant Special Education Center of Hawaii dba SECOH

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				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	200,000			
TOTAL (A+B+C+D+E)				
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	200,000	Bridget Panee 808-734-0233 ext. 211		
(b) Total Federal Funds Requested	118,533	Name (Please type or print) Phone		
(c) Total County Funds Requested	200,000			
(d) Total Private/Other Funds Requested	60,000	Signature of Authorized Official Date		
TOTAL BUDGET	578,533	Bridget Panee, President and CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant Special Education Center of Hawai'i dba SECOH

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 Special Education Center of Hawai'i

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant Special Education Center of Hawai'i

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		\$100,000	\$200,000			
EQUIPMENT						
TOTAL:			200,000			
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant Special Education Center of Hawai'i dba SECOH

Contracts Total: 100,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	State Grant in Aid	FY2023-2024	Office of Community Services	State of Hawai'i	100,000
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3					
4					
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