

House District 1,2,3

Senate District 1,2,3

**THE TWENTY-FOURTH LEGISLATURE
HAWAI'I STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAI'I REVISED STATUTES**

Log No: 71-0

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST

AND PROGRAM I.D. NO. _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Hawaii County Economic Opportunity Council
Dbas:

Street Address: 47 Rainbow Drive Hilo, HI 96720

Mailing Address: 47 Rainbow Drive Hilo, HI 96720

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name GEORGE YOKOYAMA

Title Executive Director

Phone # (808) 961-2681

Fax # (808) 935-9213

e-mail hceocgy@hawaii.rr.com

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

4. FEDERAL TAX ID # _____

5. STATE TAX ID # _____

6. SSN (IF AN INDIVIDUAL): _____

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

MAINTENANCE OF EFFORT FOR TRANSPORTATION PROGRAM
SERVING LOW-INCOME ELDERLY, PRE-SCHOOL AND DISABLED
PERSONS
(Maximum 300 Characters)

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2007-2008 \$ 227,651

FY 2008-2009 \$ 227,651

TOTAL \$ 455,302

9. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE
AT THE TIME OF THIS REQUEST:

STATE \$ 45,543

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ _____

TYPE NAME AND TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

George Yokoyama, Executive Director

NAME & TITLE

1/25/07

DATE SIGNED

TABLE OF CONTENTS

	PAGE
I. Background and Summary	1 - 4
1. Brief Description of Applicant's Background	1
2. Goals and Objectives	1
3. Public Purpose and Need to be Served	2 - 3
4. Target Population to be Served	3
5. Geographic Coverage	3
6. Benefit of Grant	3 - 4
II. Experience and Capability	4 - 8
A. Necessary Skills and Experience	4 - 6
B. Quality Assurance and Evaluation	6 - 7
C. Facilities	7 - 8
III. Personnel: Project Organization and Staffing	8 - 9
A. Proposed Staffing, Staff Qualifications, Supervision and Training	8 - 9
B. Organization Chart (Attachment)	9
IV. Service Summary and Outcomes	10 - 13
A. Scope of Work	10 - 13
B. Timeline	10 - 13
V. Financial	13
Budget (Attachment)	13
VI. Other	13
A. Litigation	13
B. Licensure of Accreditation	13

Attachments:

Budget Forms:

- Budget Request by Source of Funds
- Budget Justification – Salaries and Wages
- Budget Justification – Equipment and Motor Vehicles
- Budget Justification – Capital Project Details

Declaraton Statement

APPLICATION FOR GRANTS AND SUBSIDIES

I. Background and Summary

Hawaii County Economic Opportunity Council's (HCEOC) Subsidy Request for \$227,651 will be used to pay for the increase in costs of operating a transportation program, which provides services for disadvantaged elderly, pre-school and disabled persons who have limited or non-existent transportation that restrict their access to basic services, as well as their economic and social independence.

1. Brief Description of Applicant's Background

The Hawaii County Economic Opportunity Council (HCEOC) is a private non-profit organization established in 1965 under the provisions of the Economic Opportunity Act of 1964 as amended and qualifies as a charitable and educational organization under Section 501(c) (3) of the Internal Revenue Code. The Council is governed by a twenty-seven (27) member Board of Directors, composed of nine (9) public, nine (9) private and nine (9) low-income representatives.

HCEOC is a multi-service agency whose sole purpose is to serve the low-income population. HCEOC has provided county-wide transportation services for disadvantaged persons for more than forty years. We are the only agency in Hawaii County who provides transportation for low-income persons exclusively. Program participants with no means of transportation other than HCEOC, are linked with dialysis treatment centers, shopping facilities, medical centers, post offices, government offices, adult day care centers, rehabilitation, employment and training activities, Head Start, social/recreation outlets, County Nutrition Centers and other private and public service providers.

2. The goals and objectives related to the request

Approval of this Subsidy Request will enable HCEOC to maintain its effort in providing transportation services for the disadvantaged with goals and objectives as follows:

Goal:

The goal of this program is to enable low-income elderly, mentally and physically disabled individuals and pre-school children access to public and private service agencies and resource centers, which improve their economic and social independence.

- a. By the end of the program year, to provide 800 elderly with specialized transportation from home to community resource centers, to give them access to rehabilitation, nutritional meals, medical treatment, shopping, government services, social/recreational activities and other services necessary to sustain them in independent living.
- b. By the end of the program year, to provide 300 disabled persons with specialized transportation from home to community resource centers, to give them access to rehabilitation, shopping, medical treatment, government services and employment and training opportunities necessary to sustain them in independent living.
- c. By the end of the program year, to provide 300 disadvantaged pre-school children with transportation services from home to Head Start Centers to give them access to educational activities.
- d. By the end of the program year, to maintain a fleet of safe, clean, operable vehicles to ensure regular, dependable transportation for low-income elderly, disabled and pre-school residents.

Outcome Objective: Fourteen hundred (1,400) low-income elderly, pre-school and disabled participants will be provided transportation to link them with vital services necessary for meeting their daily and/or emergency needs, so they can maintain their independence and lead healthier more fruitful lives.

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

There exists an intense need for HCEOC to receive this funding Subsidy, so we can continue to efficiently provide transportation services to the Big Island's low-income population that has difficulty securing transportation to public and private service facilities.

Hawaii County is isolated. It is the largest of the four counties of the State, with an area of 4,038 square miles and larger than the other counties combined. There are many small, off Highway "plantation camps" widely dispersed within the 260 mile perimeter, which severely restricts mobility for the low-income elderly, mentally and physically disabled persons and pre-school children, which the HCEOC transportation program serves.

Various factors in Hawaii County create the need for transportation. Target group residences are distant from service centers, with little of no appropriate public mass transportation available; high expenses for personal vehicle operation and maintenance or the inability of the target clients to own and operate such vehicles; and poor roads or other infrastructure that make driving difficult.

These facts limit the ability of many low-income to access health and human services or other needed resources. HCEOC needs to continue the provision of transportation services and look for ways to secure reliable funding to ensure that low-income elderly, disabled and pre-school children will not be denied participation at service centers because of their inability to drive or find adequate transportation.

4. The target population to be served

The target group to be served will be 800 low-income elderly, 300 disabled and 300 hundred pre-school children of low-income parents.

The frail elderly are often times disabled and lack transportation, which in turn results in limited social contact, nutritious meals and access to specific service agencies and resource centers. The 800 elderly will be provided 120,000 passenger trips.

The disabled are an isolated group, physically and socially with little or no appropriate transportation available. Their inability sometimes places and additional burden on their limited purchasing power. The 300 disabled persons will be provided 30,000 passenger trips.

The pre-school children lack transportation because of their parent's limited income. Many of these children come from single-parent and/or large households where physical and psychological abuse rate is high. The 300 pre-school children will be provided 20,000 passenger trips.

5. The geographic coverage

The HCEOC Transportation Program serves the disadvantaged elderly, disabled and pre-school children of low-income residents in widely dispersed areas of Hawaii County. Due to the islands great geographic area, HCEOC has divided the island into East and West Districts, with a District Supervisor coordinating the scheduling of transportation activities in their district. The East Hawaii District encompasses the area from Naalehu/Pahala, Volcano, Mt. View, Kurtistown, Puna, Keaau, Hilo and North Hilo communities to Hakalau. The West Hawaii District includes the Hamakua area from Ninole to Honokaa, Waimea, Kohala, Waikalua, North and South Kona to Hawaiian Ocean View Estates. HCEOC has twenty-two drivers that operate routes daily from Monday to Friday. The routes run off the main highway into rural area communities, low-income housing and pocket communities. Services are to and from the client's home, with drop-off at specific service agencies and resource centers.

6. The benefit of the Subsidy

The Subsidy Request will allow HCEOC to maintain the level of services of its transportation program by funding the increase in the cost of operations. While HCEOC's cost to implement such a program that serves the low-income elderly, disabled and pre-school children have increased annually, transportation program funding levels have remained the same the past four years.

As a result, the following impacts occur:

- Driver salaries are well below salaries of other transportation providers, making it difficult to attract CDL drivers to fill vacancies and retain persons in the diminishing labor pool in Hawaii County. HCEOC is proposing to increase driver's pay to fourteen dollars per hour to make driver salaries comparable with salaries of other transportation providers.
- The cost of gasoline to run transportation vehicles has skyrocketed well above the amount available in the transportation budget. This would mean cutting some essential services that an efficient system would otherwise provide.
- Vehicle maintenance costs are rising with the aging of vehicles, with inadequate funding to maintain a regular service schedule and other minor maintenance that keep vehicles in good operating condition.
- Insurance expenses continue to increase beyond budget funds available. Certain vehicles may have to be stored because of the lack of funds to keep it insured, thus impacting on services and efficiency of services.
- All other program operational costs have also increased each year, without increases in funding for those items.

The Subsidy will ensure that participants of the program will not be denied participation at public and private service centers because of their inability to drive or find adequate transportation. Without transportation, program participants will become isolated and disassociated from society.

II. Experience and Capability

A. Necessary Skills and Experience

Skills – HCEOC has more than 40 years of experience providing transportation services for the elderly, mentally and physically disabled and children who live in rural and isolated areas of Hawaii County. Our success over the years has been recognizing that in this County, transportation is an essential element of many client service programs. Distances on the island are considerable, the infrastructure is poor or non-existent in some areas, vehicle operation is expensive, public transportation is unavailable or inconvenient as to be unusable in rural areas. HCEOC realizes that clients must be transported to centralized service points.

HCEOC vehicles transport more than 300 pre-school children, take them to 23 Head Start centers and return them to their homes each day; HCEOC vehicles transport elderly persons to feeding centers for nutritious meals, to doctor's offices for medical appointments and to shopping centers, post offices or other resource centers, where they go for various services; and HCEOC transports persons with disabilities to dialysis treatment centers, medical facilities and resource centers to attend rehab programs.

HCEOC has developed and maintained specialized administrative capabilities in the operation of its transportation program: HCEOC knows how to recruit, hire and train drivers who meet and exceed applicable requirements and client expectations; HCEOC knows what are appropriate transportation vehicles, has procured these vehicles and is knowledgeable on how to operate and maintain them efficiently; and HCEOC has on board experienced transportation staff, who know how to analyze our transportation system to assist in developing routes and making route and schedule adjustments and planning strategies for efficient operation of the program.

HCEOC is continually developing and making changes to its specialized transportation system to meet the needs of the disadvantaged persons it services, because the agency strongly believes that transportation is a very important part of a client service system.

Experience – During forty years of existence, HCEOC has delivered a variety of programs that have assisted low-income individuals and families in improving their education, social and economic situations. The agency is recognized as a permanent institution in the County of Hawaii. We have demonstrated our capabilities, skills, abilities, knowledge and experience by successfully operating a variety of program that has improved the lives of disadvantaged persons in Hawaii County these many years.

In transportation, HCEOC has provided county-wide transportation services for disadvantaged persons for 33 years. HCEOC is the only agency in Hawaii County who transport low-income persons exclusively. Disadvantaged elderly, mentally and physically disabled persons and pre-school participants who have no means of transportation other than HCEOC vehicles were linked with dialysis treatment centers, shopping facilities, medical centers, post office, government offices, adult day care centers, rehabilitation, employment and training activities, Head Start, social/recreational outlets, County Nutrition Centers, work sites and other private and public providers.

The last fiscal year 2005 to 2006, HCEOC transported 397 Hawaii County elderly nutrition participants, 388 low-income elderly, 380 Head Start students, 81 ambulatory disabled persons, 92 wheel chair bound clients and 232 State DOH Adult Mental Health Division consumers with severe and persistent mental illness. The transportation services provided were a result of contracts with the following:

1. Agency: Hawaii County Mass Transit
Period: July 2005 to June 2006
Title: Elderly, Disabled and Pre-school Transportation
Funding: \$373,000
2. Agency: Hawaii County Office on Aging
Period: July 2005 to June 2006
Title: Elderly Nutrition Program Transportation
Funding: \$176,171

3. Agency: Dept. of Health – Adult Mental Health Division
Period: July 2005 to June 2006
Title: Transportation for AMHD Consumers
Funding: \$139,932

4. Agency: State Office of Community Services – DLIR
Period: July 2005 to June 2006
Title: Elderly, Disabled and Pre-school Transportation
Funding: \$92,000

HCEOC has forty years of experience operating programs for the disadvantaged and has consistently complied with financial program accounting as evidenced by stability of programs and clean fiscal audits. Strong working relationships with the public and private sectors have been developed and resulted in effective resource mobilization and successful program implementation.

B. Quality Assurance and Evaluation

Evaluation methodology consists of monitoring daily transportation program activities, data collection and documenting transportation services performed, record keeping, maintaining individual client information files and the documentation of program accomplishments.

Evaluation process – Actual accomplishments of the transportation program are reviewed and compared to the stated program goals, objectives and outcomes on a monthly basis by Staff, District Supervisors and the Deputy Director. The District Supervisors meet with drivers weekly to discuss transportation routes, ridership and ways to improve services. Monthly/Quarterly reports are compiled and submitted to the funding source. In addition, the District Council Boards and HCEOC Executive Committee review program accomplishments at its bi-monthly meetings and reports to the Board Membership with any recommendations on the program if necessary.

Project Evaluation – HCEOC's Deputy Director for Community Services in coordination with the district supervisors will conduct monthly evaluation of the program to ensure efficient program services. HCEOC maintains detailed records for all of its transportation services. Passenger quotas and scheduled runs are established for all drivers. Drivers are required to log miles traveled, number of passengers carried, the number and type of passenger trips taken and pick-up and destination of each trip. The daily passenger service statistical data is compiled, reviewed and compared to program goals, objectives and outcomes on a monthly basis by staff, supervisors and the deputy director.

Evaluation Steps:

- a. Daily monitoring of driver logs by district supervisors of the number of participants served, destination of trips and number of passenger trips made.

b. District Supervisors meet with drivers to discuss transportation routes, ridership and ways to improve on existing service.

c. Maintenance check of vehicles daily by drivers to insure vehicles are maintained in safe, operable condition.

d. District Supervisors submit monthly statistical data to Deputy Director, with any changes or revisions to schedules.

e. Deputy Director evaluates progress of the program to ensure that passenger numbers and passenger trip goals are achieved.

Quarterly reports will be compiled and submitted to the funding source within thirty (30) calendar days of the end of the quarter. Final reports will be submitted within sixty (60) calendar days of the end of the contract year.

HCEOC conducts "rider" satisfaction surveys at the beginning of the program year. In addition, participants may express their suggestions regarding the service and ways to improve it on HCEOC suggestion forms available in each vehicle. HCEOC Central Staff will compile and analyze the data and report findings to the funding source.

HCEOC has in place policies and procedures for client grievances regarding programs and services. The policies and procedures will be made available to clients who are part of the system.

HCEOC annually provides First Aid, CPR, Defensive Driving and Driver Improvement Training for its drivers. HCEOC drivers have years of experience transporting elderly, pre-school children and persons with disabilities and are trained to handle emergencies that might occur during provision of services.

HCEOC Transportation Drivers possess a Commercial Drivers License (CDL) with the Passenger (p) and School Bus (s) endorsement. Drivers must pass a State Recertification Test to retain their CDL License. The two District Supervisors in charge of transportation in their districts are also CDL certified.

C. Facilities

Due to the Big Island's great geographic area, HCEOC has divided the County into East and West areas of operation with transportation offices located in Hilo, Honokaa, Keauhou (Kona), Pahala and Paho. These offices that house staff and shelter the transportation vehicles are bases for operation of the program. The facilities are situated in areas that are easily accessible to the community who may have questions or concerns regarding HCEOC services.

The Central Office facilities, from where HCEOC administrative and management staff direct agency programs, is located in Hilo near the Hilo Hospital, a dialysis center, private human service providers and other County and State agencies.

Twenty-eight (28) buses are utilized to provide services county-wide, with districts assigned spare vehicles for use in case of vehicle breakdowns or other emergencies. Included in the fleet are nine (9) wheelchair equipped buses.

The HCEOC transportation program provides round trip services for clients from home to resource centers and back, so facilities in the sense of bus stops and other locations to house and serve clients are not necessary.

HCEOC facilities and transportation equipment comply with American with Disabilities Act (ADA) Regulations.

III. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

Proposed Staffing:

HCEOC has on board the drivers to drive and service the 22 routes island-wide, to access disadvantaged elderly, disabled and pre-school children with service centers. Drivers will drive routes as needed to serve participant's needs and assist passengers on and off the vehicles, as well as carry packages for elderly and disabled. The drivers currently with the program are Commercial Driver License (CDL) certified.

The District Supervisors are in charge of transportation in their districts and responsible for supervision of drivers, the dispatching of buses and coordination of referrals, outreach, intake and scheduling of routes in their area.

The HCEOC Deputy Director in charge of Community Services Programs, will supervise the District Supervisors and have overall responsibility of the program.

Other Staff who are on pro-rated time include a Program Specialist, an Office Clerk, a Fiscal Officer, an Accountant and a Pre-Audit Clerk.

Staff proposed for the project is sufficient to administer, manage, supervise and provide the services proposed. Services are not contracted out and volunteers will not be used at any time. HCEOC staff will provide all required program services.

Staff Qualifications:

HCEOC transportation drivers are required to possess a Commercial Drivers License (CDL) with the passenger (p) and school bus (s) endorsement and every two years must pass a State Recertification Test and a medical examination to retain their CDL license. The HCEOC drivers have extensive experience driving passenger vehicles, providing specialized transportation services and operating special equipment.

The two District Supervisors, who are in charge of transportation activities in their districts, each have over twenty (20) years experience coordinating the transportation program. The supervisors each possess a Certified Drivers License (CDL).

HCEOC has demonstrated through past implementation of its transportation program that its staff has the experience, knowledge and ability to successfully carry out the proposed service activities.

Supervision and Training:

HCEOC has thirty-three years of experience providing transportation services for special client populations. To provide the transportation services, HCEOC developed and maintained specialized administrative and supervisory capabilities that have allowed it to efficiently implement its transportation program these many years.

The East Hawaii and West Hawaii District Supervisors are in charge of routes in their districts and responsible for supervision of drivers, dispatching of buses, compilation of reports, coordination of referrals, outreach and scheduling of routes. The supervisors also schedule maintenance repair and service of vehicles assigned to their districts.

The supervisors have been supervising staff and programs in their districts for over twenty years and have demonstrated the qualities of leadership pre-requisite in a supervisor, as evidenced by the successful implementation of the program these past years. Their ability to communicate with their drivers is an asset.

Throughout their years of involvement in transportation programs, each supervisor has successfully conducted training for their drivers, as shown by HCEOC's injury free driving record. Drivers also attend Driver Improvement training taught by certified driver trainers and first aid classes. In addition, supervisors hold driver rap sessions quarterly at the district level.

The Deputy Director for Community Services who is in charge of HCEOC's transportation programs is responsible for providing training for its staff. He has been in charge of the HCEOC transportation program for twenty-five years.

B. Organization Chart

See attached program and organization chart

IV. Service Summary and Outcomes

A. Describe the scope of work, tasks and responsibilities

The requested funds will be used to subsidize HCEOC'S transportation program to promote an independent, healthy, enriched lifestyle for the Big Island's low-income elderly, disabled and pre-school children. The transportation services provided meets the need of the target group by linking them with private and public service providers.

The range of services include the identification of people with special needs and the implementation of point-to-point specialized transportation services, which run routes off the main highway into rural area communities, low-income housing and pocket communities. Services are to and from the client's home. Drop off points are specific service agencies and resource centers such as dialysis treatment centers, shopping facilities, medical centers, post offices, government offices, adult day care centers, rehabilitation, employment and training activities, Head Start, social/recreational outlets, county nutrition programs and other private and public service providers which address immediate needs of the passengers.

Hours of service are from 6:30 a.m. to 5:30 p.m., Monday to Friday, although services may be provided for special events and excursions for clients during off scheduled hours.

HCEOC's transportation program services will ensure that low-income elderly, the mentally and physically disabled and pre-school children will not be denied participation at service centers because of their inability to drive or find adequate transportation.

1. HCEOC field staff will conduct outreach to inform low-income families of available services and provide intake on potential transportation participants.
2. Plan for recruitment of participants
 - a. Conduct outreach home visits to communities on a regular scheduled basis.
 - b. Coordinate with other existing service agencies for referral and leads to locate underserved low-income.
 - c. Coordinate with HCEOC District Council Board (DCB) for referrals on persons with transportation needs.

- d. Inform community of availability of HCEOC services through the following:
- Posting of signs on community bulletin boards
 - Printing notices in newsletters and newspapers
 - Public service announcements
 - Explaining programs at community meetings, private organization meetings, senior club meetings
 - Distribution of printed material
 - Word of mouth
3. District Supervisors to review intake form to determine eligibility and transportation needs.
 4. District Supervisors to coordinate with transportation staff the scheduling of routes to service agencies and resource centers, which can address the immediate needs of the passengers.
 5. Transportation staff to transport 800 low-income elderly and access them to social services, rehabilitation centers and adult day care facilities, nutrition and feeding programs, as well as shopping, medical, recreational and other government and private facilities.
 6. Transportation staff to transport 300 two to five year old low-income pre-school children from home to educational centers.
 7. Transportation staff to transport 300 disabled and mobility impaired persons, who require special services and equipment, and access them to rehabilitation centers, shopping, medical, recreational and other government and private facilities.
 8. Transportation staff to assist passengers to get on and off the vehicles and carry packages for the elderly and disabled passengers.
 9. District Supervisors and staff to assist in linking clients with servicing agencies, medical providers, educational employment services, government agencies and auxiliary services such as banking and shopping.
 10. District Supervisors to periodically schedule maintenance and service checks for 28 vehicles to ensure vehicles are in safe operable condition.
 11. District Supervisors to ensure that district will have qualified substitute drivers available to replace regular drivers who are on authorized leave.
 12. Deputy Director of Community Services will arrange driver improvement training yearly for all HCEOC transportation staff.
 13. Deputy Director for Community Services will ensure that HCEOC comply with all Federal, State and County rules and regs regarding licensing and equipment.

<u>Service Activities</u>	<u>Unit of Service Measurement</u>	<u>Total Units</u>	<u>Number of Unduplicated persons served</u>
Elderly Transportation	Passenger Trips	120,000	800
Pre-school Transportation	Passenger Trips	20,000	300
Disabled Transportation	Passenger Trips	30,000	300

B. Projected annual timeline for accomplishing results or outcomes of the service

Timeline:

HCEOC District Supervisors will coordinate the scheduling of transportation activities in their district to accomplish the goals and objectives of transporting 800 elderly, 300 mentally and physically disabled and 300 pre-school children from home to community resource centers, Monday to Friday, from 6:30 a.m. to 5:30 p.m. Services will be provided beginning July 1st and end June 30th.

Tasks	Start	Completion
Conduct outreach and intake activities	July 1	June 30
Review intake form to determine need	July 1	June 30
Coordinate schedule of routes	July 1	June 30
Transport low-income elderly	July 1	June 30
Transport disabled persons	July 1	June 30
Transport low-income pre-school students	July 1	June 30
Provide specialized transportation services for clients	July 1	June 30
Assist in linking clients to resource centers	July 1	June 30
Schedule vehicle maintenance	July 1	June 30
Have substitute drivers available	July 1	June 30
Conduct Driver Improvement Training	July 1	August 31
Comply with Federal, State and County Rules and regulations	July 1	June 30

Overall Objective: At the end of the project period, low-income elderly, mentally and physically disabled persons and pre-school children will access public and private services and resource centers.

Outcomes:

Elderly Transit – Eight hundred (800) elderly participants will be provided with transportation allowing them to access and receive consumer and professional services.

Disabled Transit – Three hundred (300) persons with disabilities will be provided with transportation allowing them to access and receive independent living services.

Pre-school Transit – Three hundred (300) pre-school children will be provided with transportation allowing them to access the Head Start Program and benefit from program services.

V. Financial

Budget – See attached

VI. Other

A. Litigation

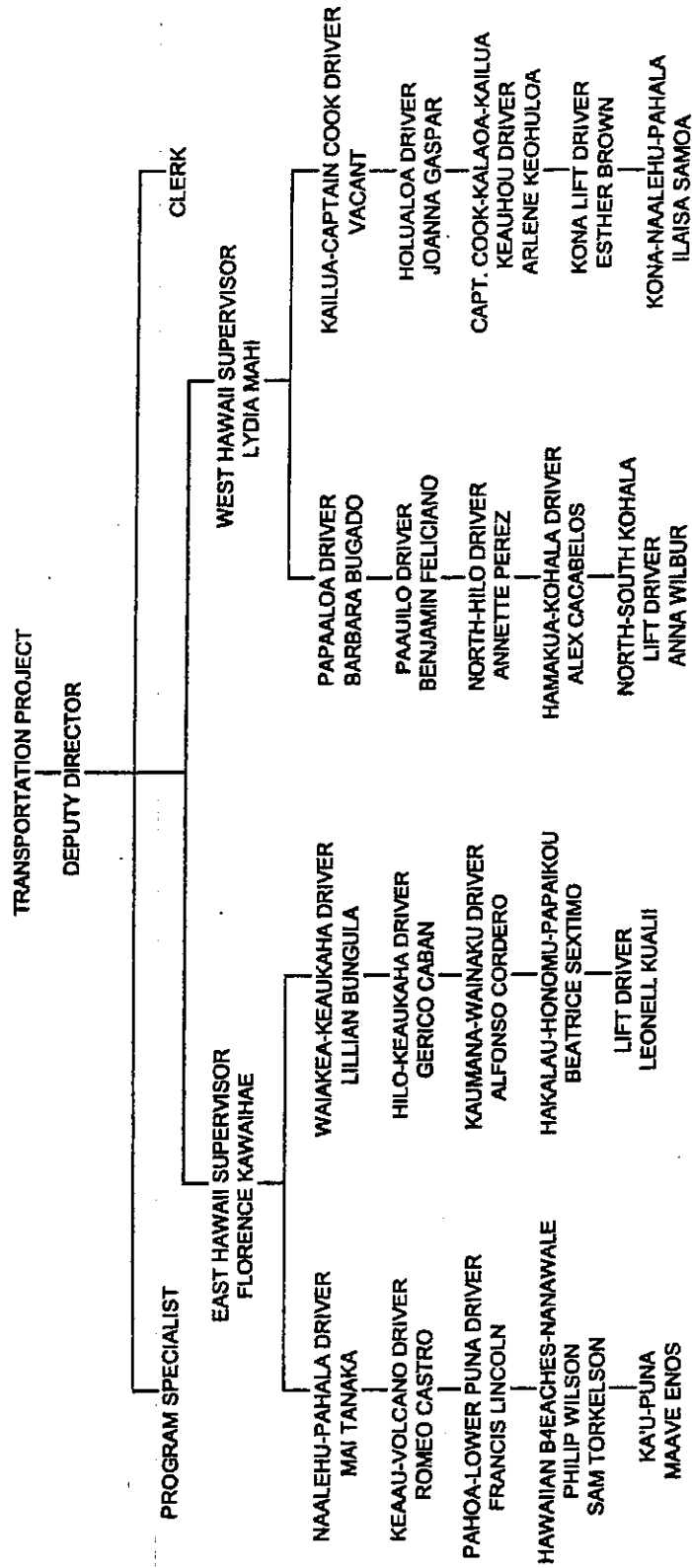
Not Applicable

B. Licensure or Accreditation

HCEOC has State of Hawaii Public Utilities Commission License Number, 5674-C

ATTACHMENTS

Hawaii County Economic Opportunity Council
 Application for Grants and Subsidies



BUDGET REQUEST

FORMS

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2007 to June 30, 2008)

Applicant: HCEOC

BUDGET CATEGORIES	Total State Funds Requested (a)	Other Funds (b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	142,310	566,625		
2. Payroll Taxes & Assessments	26,613	105,959		
3. Fringe Benefits	23,198	92,360		
TOTAL PERSONNEL COST	192,121	764,944		
B. OTHER CURRENT EXPENSES				
1. Facilities Maintenance & Repair	55	537		
2. Equipment Maintenance & Repair	10	104		
3. Lease - Rental of Space	75	752		
4. Publication & Printing	205	2,075		
5. Postage	30	301		
6. Utilities	490	4,905		
7. Employee (Physical & Testing)	200	1,981		
8. Insurance	6,225	62,264		
9. Telephones	925	9,228		
10. Supplies	510	5,105		
11. Vehicle Gas & Oil	15,875	158,775		
12. Vehicle Maintenance & License	9,855	98,571		
13. Audit Fees	385	3,827		
14. Data Processing	550	5,503		
15. Staff Training	75	750		
16. Advertising	65	620		
17				
18				
19				
20				
21				
TOTAL OTHER CURRENT EXPENSES	35,530	355,298		
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	227,651	1,120,242		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	227,651	Larry Manliguis	(808) 961-2681	
(b) Other Funds	1,120,242	[Redacted Signature]	Phone	
(c)			1/30/07	
(d)		Signature of Authorized Official	Date	
TOTAL REVENUE	1,347,893	George Yokoyama, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: HCEOC

Period: July 1, 2007 to June 30, 2008

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME BUDGETED TO REQUEST B	TOTAL SALARY BUDGETED IN REQUEST A x B
Driver -East Hawaii	1.00	\$29,120	21.87%	\$ 6,369
Driver -East Hawaii	1.00	\$29,120	28.54%	\$ 8,311
Driver -East Hawaii	1.00	\$29,120	28.54%	\$ 8,311
Driver -East Hawaii	1.00	\$29,120	5.76%	\$ 1,677
Driver -East Hawaii	1.00	\$29,120	27.39%	\$ 7,976
Driver -East Hawaii	1.00	\$29,120	22.36%	\$ 6,511
Driver -East Hawaii	1.00	\$29,120	11.98%	\$ 3,489
Driver -East Hawaii	1.00	\$29,120	28.54%	\$ 8,311
Driver -East Hawaii	1.00	\$29,120	28.54%	\$ 8,311
Driver -East Hawaii	1.00	\$29,120	28.54%	\$ 8,311
Driver-West Hawaii	1.00	\$29,120	21.87%	\$ 6,369
Driver-West Hawaii	1.00	\$29,120	16.39%	\$ 4,773
Driver-West Hawaii	1.00	\$29,120	19.15%	\$ 5,576
TOTAL:				

JUSTIFICATION/COMMENTS:

Total Salaries budgeted in request (A X B) for drivers are off-set by other funding sources.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: HCEOC

Period: July 1, 20087 to June 30, 2008

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
none				
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
none				
TOTAL:				
JUSTIFICATION/COMMENTS:				

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: HCEOC

Period: July 1, 2007 to June 30, 2008

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ANY OTHER SOURCE OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED		FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2005-2006	FY: 2006-2007	FY:2007-2008	FY:2008-2009	FY:2009-2010	FY:2010-2011
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2008 to June 30, 2009)

Applicant: HCEOC

BUDGET CATEGORIES	Total State Funds Requested (a)	Other Funds (b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	142,310	566,625		
2. Payroll Taxes & Assessments	26,613	105,959		
3. Fringe Benefits	23,198	92,360		
TOTAL PERSONNEL COST	192,121	764,944		
B. OTHER CURRENT EXPENSES				
1. Facilities Maintenance & Repair	55	537		
2. Equipment Maintenance & Repair	10	104		
3. Lease - Rental of Space	75	752		
4. Publication & Printing	205	2,075		
5. Postage	30	301		
6. Utilities	490	4,905		
7. Employee (Physical & Testing)	200	1,981		
8. Insurance	6,225	62,264		
9. Telephones	925	9,228		
10. Supplies	510	5,105		
11. Vehicle Gas & Oil	15,875	158,775		
12. Vehicle Maintenance & License	9,855	98,571		
13. Audit Fees	385	3,827		
14. Data Processing	550	5,503		
15. Staff Training	75	750		
16. Advertising	65	620		
17				
18				
19				
20				
21				
TOTAL OTHER CURRENT EXPENSES	35,530	355,298		
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	227,651	1,120,242		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	227,651	Larry Manliguis	(808) 961-2681	
(b) Other Funds	1,120,242	_____ Signature of Authorized Official		
(c)			11/30/07	
(d)			Date	
TOTAL REVENUE	1,347,893	George Yokoyama, Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: HCEOC

Period: July 1, 2008 to June 30, 2009

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME BUDGETED TO REQUEST B	TOTAL SALARY BUDGETED IN REQUEST A x B
Driver -East Hawaii	1.00	\$29,120	21.87%	\$ 6,369
Driver -East Hawaii	1.00	\$29,120	28.54%	\$ 8,311
Driver -East Hawaii	1.00	\$29,120	28.54%	\$ 8,311
Driver -East Hawaii	1.00	\$29,120	5.76%	\$ 1,677
Driver -East Hawaii	1.00	\$29,120	27.39%	\$ 7,976
Driver -East Hawaii	1.00	\$29,120	22.36%	\$ 6,511
Driver -East Hawaii	1.00	\$29,120	11.98%	\$ 3,489
Driver -East Hawaii	1.00	\$29,120	28.54%	\$ 8,311
Driver -East Hawaii	1.00	\$29,120	28.54%	\$ 8,311
Driver -East Hawaii	1.00	\$29,120	28.54%	\$ 8,311
Driver -West Hawaii	1.00	\$29,120	21.87%	\$ 6,369
Driver -West Hawaii	1.00	\$29,120	16.39%	\$ 4,773
Driver -West Hawaii	1.00	\$29,120	19.15%	\$ 5,576
TOTAL:				

JUSTIFICATION/COMMENTS:

Total Salaries budgeted in request (A X B) for drivers are off-set by other funding sources.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: HCEOC

Period: July 1, 2008 to June 30, 2009

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
none				
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
none				
TOTAL:				
JUSTIFICATION/COMMENTS:				

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: HCEOC

Period: July 1, 2008 to June 30, 2009

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ANY OTHER SOURCE OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED		FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2005-2006	FY: 2006-2007	FY: 2007-2008	FY: 2008-2009	FY: 2009-2010	FY: 2010-2011
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawaii Revised Statutes:

- (1) 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 or subsidy is awarded;
- (2) Comply 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;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy 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 assuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

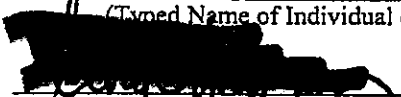
Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Hawaii County Economic Opportunity Council

(Typed Name of Individual or Organization)



(Signature)

George Yokoyama

(Typed Name)

1/26/07

(Date)

Executive Director

(Title)



HAWAII COUNTY ECONOMIC OPPORTUNITY COUNCIL

47 Rainbow Drive
Hilo, Hawaii 96720-2013
Tel: (808) 961-2681 / Fax: (808) 935-9213

January 31, 2007

Senate Committee on Ways and Means
State Capitol Room 210
Honolulu, Hawaii 96813

Attention: Aaron Nyuha

**SUBJECT: SECOND YEAR FUNDING REQUEST
TRANSPORTATION PROGRAM**

Dear Honorable Committee Members:

Hawaii County Economic Opportunity Council (HCEOC) respectfully requests year 2 funding of \$227,651 for the maintenance of effort for the Transportation Program Serving low-income elderly, pre-school and disabled persons.

For your easy reference, enclosed, is a copy of the original Application for Grants & Subsidies proposed for the project and submitted for FY 2007-2008 and FY 2008-2009. There were no changes made to the original proposal.

Should you have any questions, please call me at 808-961-2681 extension 105. On behalf of HCEOC, thank you for your thoughtful consideration and favorable action to our request.

Sincerely,

George YoVoyama
Executive Director

Enclosure – Application for Grants & Subsidies

C: House Committee on Finance