

House District 21

Senate District 9

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

Log No: 131-O

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 (LEAVE BLANK IF UNKNOWN):

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN):

1. APPLICANT INFORMATION:

Kapahulu Center
3410 Campbell Avenue
Honolulu, HI 96815

Mailing Address:
Same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name: Cassandra Tesoro

Title: Executive Director

Phone #: 737-1748


Fax #: 737-1491

E-mail : ctesoro@hotmail.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:

DEVELOP, IMPLEMENT AND EVALUATE COMMUNITY-BASED ACTIVITIES FOR OLDER ADULTS.

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2008-2009 \$ 78,440

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 \$ _____

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:


C AUTHORIZED SIGNATURE

CASSANDRA TESORO
NAME & TITLE

JANUARY 31, 2008
DATE SIGNED

Application for Grants and Subsidies

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

I. Background and Summary

A. Brief Description of the applicant's background

The mission of Kapahulu Center is to provide a community focal point where older adults can come for activities and services necessary to enhance their dignity, support their independence, and encourage their involvement in the Center and community.

Kapahulu Center is located at 3410 Campbell Avenue in the middle of Kapahulu, serving the elderly for approximately 26 years. The program was administered by the University of Hawaii at Manoa and later by the Moiliili Community Center. Kapahulu Center became a 501c(3) non-profit organization in July 1996.

More than 400 seniors, ages 60 and older, participate in physical, social and educational activities. Such activities enable seniors to maintain healthy, independent lifestyles avoiding unnecessary and costly premature institutionalization. Kapahulu Center provides a variety of classes and activities monthly.

- Educational
4 – educational classes weekly (such as foreign languages and culture).
- Recreational
22 – recreational classes weekly (such as ukulele, Hawaiian quilting, mahjong, line dance).
- Health and Wellness
8 – exercise classes weekly (such as aerobics, stretching and tai chi).
2 – workshops/seminars monthly (such as Exercise Your Brain, Blood Pressure Check, fire safety).
- Other Activities
1 – excursion a month (such as bowling, museums, miniature golfing).
1 – movie a month
Transportation Service
On an average 70 one-way trips are provided monthly. This services takes the seniors to and from the Center, shopping and medical appointments.

Kapahulu Center provides approximately 1,500 classes annually.

B. The goals and objectives related to the request

The goal is to maintain current activities for older adults that live independently in the community and retain volunteers. Daily activities are conducted by volunteers. The volunteers dedicate over 200 hours a month providing educational, health and recreational activities.

Ninety percent (90%) of the Center's volunteer instructors are senior members. Over the past two years, five dropped out, and could not be replaced. It is increasingly difficult to find volunteer instructors. Due to this difficulty we continue to foresee a need to pay some instructors in the future. To retain our current instructional staff a recognition program is in process, as well as a program to recruit and retain new volunteers.

Kapahulu Center hired a Program Specialist to plan, coordinate and maintain and expand the Center's activities. Maintaining the Program Specialist is a critical need for the Center, and allowing the Executive Director to carryout overall planning, coordinating and administrative responsibilities.

The Center is still in the need of a part-time driver for the Transportation Service. Due to the lack of a driver, the Program Specialist is also currently driving for this service.

C. State the public purpose and need to be served

The Center's primary goal is to provide the community especially the elderly with a comfortable place to participate in activities which promote physical, emotional and mental wellness. Providing informational workshops and seminars on health, nutrition and safety is also a main focus.

The Center serves the community by developing community-based activities for seniors, which enhance their quality of life. In so doing, it collaborates with public and private organizations to address issues of health promotion and education along with making community resources available to Center members.

D. The target population

The target population would be older adults, age 60 and above. Approximately current older adults served 17% are 60 to 69, 43% are 70 to 79 and 32% are 80 to 89. For many, the Center is a major source of physical and emotional well-being, helping them remain independent in the community.

E. Describe the geographical area

Kapahulu Center is located at 3410 Campbell Avenue, located in the middle of Kapahulu. Services are provided to older adults throughout Oahu, primarily within the Kapahulu and surrounding areas.

F. Describe how the request will, in case of a grant, permit the community to benefit from those activities.

Kapahulu Center's services will benefit the community by providing activities and services that will allow seniors to maintain physical, social and emotional health, avoiding premature institutionalization.

Institutional nursing homes cost approximately \$7,000 a month (equivalent to \$90,000 a year) for one patient. For less that cost of institutional care for two frail elders, Kapahulu Center provides a range of activities that serve over 400 older adults annually to help improve and maintain wellness.

Kapahulu Center is a cost-effective preventive alternative to institutionalization for older adults. This program gives the State the opportunity to save money and to support the desire of older adults to remain independent in their own homes for as long as it is safely possible.

II. Service Summary and Outcomes

A. Describe the scope of work, tasks and responsibilities.

The service outcomes from the proposed project are:

GOAL: To provide a gathering place where older adults can receive recreation, education and social activities that promote wellness and prevent premature institutionalization.

Objective 1: Provide 400 older adults with educational, recreational, physical and social program activities.

Objective 2: Provide transportation service for 25 older adults.

III. Financial

Budget

1. See attached forms.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant

IV. Experience and Capability

A. Necessary Skills and Experience

Kapahulu Center has operated its senior program for approximately 26 years. The Center has served as a focal point for the older adults in the community where they participate and socialize with others to maintain their physical and emotional health. Approximately 64% participate in recreational, 24% in health and wellness and 12% in educational activities.

Currently over 400 seniors utilizes the various activities and transportation service offered.

The Center's Executive Board meets monthly to review the Financial Statement, monthly reports and to discuss concerns/issues that arise.

Representatives from various classes meet monthly to address concerns. The information/discussions in the meeting are then passed on to the classes by their representatives. The Site Council assigns a class every year to plan the Center's annual Christmas party.

Kapahulu Center also serves as a work site for the State of Hawaii, First to Work Program, Honolulu Community Action Program (HCAP) - Senior Community Service Employment Program (SCSEP) and for the University of Manoa, Department of Family and Consumer Sciences. The First to Work Program, the Center provides the client in actual work skills in the Thrift Shop and office. Work skills in janitorial is provided for the HCAP - SCSEP program. Interns from the university are given opportunities to interact with the seniors through conducting workshops and excursions.

Volunteer opportunities are also provided to encourage older adults to remain active in their communities. The Center is able to maximize its resources with the use of volunteers with the use of volunteers. Staff encourages members to volunteer their services in the greater community by allowing recruitment for other agencies, such as the Humane Society, nursing homes, community hospitals and other community-events, such as the Senior Fair and Honolulu Marathon. Volunteer activity gives the seniors a sense of purpose and is a source of recognition and appreciation.

B. Quality Assurance and Evaluation

Staff will keep data on the services provided, to include demographic and service information. Written surveys will be conducted annually with members to determine the quality of services provides ongoing and future services. The gathered information will be evaluated annually to determine services outcomes achieved.

B. Facilities

Service will be provided in the Main Building of Kapahulu Center. The Main Building consists of two (2) classrooms, a conference room, ballroom, lounge and an administrative office.

All information is secured in the administrative office.

V. Personnel: Project Organization and Staffing

- A. The Executive Director will oversee Program Specialist. Training and orientation will be provided by Kapahulu Center.

Currently, the Executive Director is training Program Specialist to plan, coordinate excursions and workshops/seminars. Transitioning the inputting and maintaining of the databases to Program Specialist. Program Specialist will be also be responsible for recruiting/retaining volunteers.

Program Specialist a degree in human services and at least two years experience in related field.

B. Organization Chart

See attached.

VI. Other

A. Litigation

Not applicable.

B. Licensure or Accreditation

Not applicable.

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

Applicant: Kapahulu Center

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	42,640	32,400		
2. Payroll Taxes & Assessments	4,000	2,885		
3. Fringe Benefits	6,000	4,800		
TOTAL PERSONNEL COST	52,640	40,085		
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	10,125	16,375		
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training	750	750		
6. Supplies	1,000	1,000		
7. Telecommunication	1,800	1,800		
8. Utilities	2,125	6,375		
9. Contractual Fees (Instructor Fees)	3,500			
10. Equipment Maintenance	1,000	1,000		
11. Vehicle Maintenance	2,500			
12. Vehicle Gas	3,000			
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	25,800	27,300		
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	78,440	67,385		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	78,440	Cassandra Tesoro 737-1748		
(b) Grantee	67,385	Name (Please type or print) Phone		
(c)		[REDACTED] 737-1748		
(d)		Signature of Authorized Official Date		
TOTAL REVENUE	145,825	Cassandra Tesoro, Executive Director Name and Title (Please type or print)		

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISED 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, Hawai'i 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.

KAPAHULU CENTER

(Typed Name of Individual or Organization)



(Signature)

CASSANDRA TESORO

(Typed Name)

1/31/08

(Date)

EXECUTIVE DIRECTOR

(Title)