

House District: 14, 15 & 16

Senate District: 7

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

Log No: 136-0

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:

OFFICE OF COMMUNITY SERVICES

AND PROGRAM I.D. NO. \_\_\_\_\_

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:  
Kauai Economic Opportunity, Inc.  
Dba:

Street Address:  
2804 Wehe Road  
Lihue, HI 96766  
Mailing Address:  
2804 Wehe Road  
Lihue, HI 96766

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MABEL FERREIRO-FUJIUCHI  
Title Chief Executive Officer  
Phone # (808) 245-4077  
Fax # (808) 245.7476  
e-mail keo@keoinc.org

3. TYPE OF BUSINESS ENTITY:

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

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

8. EARNED INCOME TAX CREDIT OUTREACH AND ASSISTANCE PROGRAM FOR LOW-INCOME PERSONS AND FAMILIES

- 4. FEDERAL TAX ID # ██████████
- 5. STATE TAX ID #: ██████████
- 6. SSN (IF AN INDIVIDUAL): \_\_\_\_\_

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2007-2008: \$ 85,000  
FY 2008-2009 \$ 85,000 \_\_\_\_\_

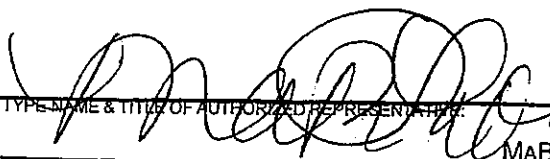
9. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- 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 \$ 0  
FEDERAL \$ 0  
COUNTY \$ 0  
PRIVATE/OTHER \$ 0

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:



MABEL F. FUJIUCHI, CHIEF EXECUTIVE OFFICER

AUTHORIZED SIGNATURE

NAME & TITLE

01/30/2007  
DATE SIGNED

COPY

**Application for Grants & Subsidies  
Table of Contents**

<b>I.</b>	<b>Background and Summary</b> .....	<b>1</b>
<b>II.</b>	<b>Experience and Capability</b>	
	A. Necessary Skills and Experience .....	6
	B. Quality Assurance and Evaluation.....	8
	C. Facilities .....	8
<b>III.</b>	<b>Personnel: Project Organization and Staffing</b>	
	A. Proposed Staffing, Staff Qualifications, Supervision and Training .....	9
	B. Organization Charts.....	10
<b>IV.</b>	<b>Service Summary and Outcomes</b> .....	<b>11</b>
<b>V.</b>	<b>Financial</b>	
	A. Budget .....	13
<b>VI.</b>	<b>Other</b>	
	A. Litigation.....	14
	B. Licensure or Accreditation .....	14
<b>VII.</b>	<b>Attachments</b>	
	A. KEO Brochure	
	B. KEO Organization Chart	
	C. Letters of Support	

**Earned Income Tax Credit Outreach and Assistance Program  
To Low-Income Persons and Families**

**I. Background and Summary:**

**1. Kauai Economic Opportunity, Inc.: *A Brief Description of its Background***

Kauai Economic Opportunity, Inc.(KEO) is a non-profit 501(c)(3) community action agency that has been serving the County of Kauai for more than 41 years. Its mission consists of alleviating low-income persons and families from conditions of poverty by assisting them, through an array of programs and services, to achieve social independence and economic self-sufficiency. Over the years, KEO has disbursed more than 50 million dollars in Federal, State, County and Private Funds, which had supported its previous projects.

KEO continues to deliver services to the economically-disadvantaged population of Kauai through an array of more than 30 projects and programs that assist them in combating poverty and achieving economic self-sufficiency. Kauai Economic Opportunity, Inc. is committed to providing a high standard of service that is guided by one or more of the six *(6) Results Oriented Management & Accountability (ROMA)* in achieving National Goals and the 12 National Performance Indicators to measure program outcomes as follows:

**National Goals:**

1. Low-income people become self-sufficient.
2. The condition in which low-income people live is improved.
3. Low-income people own a stake in the community.
4. Partnerships between supporters and providers of services to low-income people are achieved.
5. Agencies increase their capacity to achieve results.
6. Low-income people, especially the vulnerable populations, achieve their potential by strengthening family and other support systems.

**National Performance Indicators:**

1. Employment
2. Employment Support
3. Economic Assets Enhancement and Utilization
4. Community Improvement and revitalization
5. Community Quality of Life and Assets
6. Civic Investment
7. Community Empowerment through Maximum Feasible Participation
8. Expanding Opportunities through Community-Wide Partnerships
9. Broadening the Resource Base
10. Independent Living
11. Emergency Assistance
12. Child and family Development

## **2. Goals and Objectives:**

### **[a] Goals:**

The goal that EITC seeks to attain is to move low-income families from *poverty* to a state of *economic stability* and *self-sufficiency* by raising their income levels over the poverty line.

### **[b] Objectives:**

By the conclusion of the program in mid-May 2008, we perceive the EITC project to move 35% of the 300 participating families *over the poverty line*, keep them away from conditions of *poverty*, and help them remain under states of *economic self-sufficiency*.

The immediate and long-term benefits of the EITC program for the community:

#### **(a) Immediate benefits:**

- Qualified taxpayers that use the free-service EITC program save approximately \$150 to \$250 in fees they could have, otherwise, paid to commercial tax preparation agencies. These savings can be used to procure vital family needs
- Working families who receive tax refunds gain economic stability and self-sufficiency
- EITC reduce taxes and supplement wages for low and moderate-income families and individuals while providing work incentives far more energizing to families and local economies than public assistance
- When refunds start to circulate, local economy improves.
- Small businesses will benefit from more funds in the economy
- Neighborhoods are strengthened
- Additional funds in circulation spurs local economic development
- More families will be encouraged to file for EITC refunds
- EITC sponsors will commit to provide information and services regarding asset-building programs to families and individuals who file for EITC refunds
- Free tax preparation assistance services offered in the program reduces predatory lending practices such as Refund Anticipation Loans (RAL's), which are heavily marketed to low-income taxpayers by commercial tax return agencies.

#### **(b) Long-Term Benefits:**

- As more low-income people participate in the program over time:
  1. More low-income people become economically self-sufficient.
  2. Poverty levels declines.
  3. Local economy continues to grow as substantial portions of EITC refunds are used to procure local goods and services.
  4. Economic growth improves economic conditions of the community.
  5. Local small businesses grow and prosper.

- Local poverty levels become considerably low and will continue to contribute in improving local economic conditions.
- Due to the program's influence in enticing non-workers, especially non-working single parents to work and receive refunds. Higher employment rates bring down unemployment to lower level.
- A continuing vibrant economy elevates the County of Kauai to a higher level of economic viability.
- Success of the EITC program will further enhance the capacity of KEO to help low-income families achieve economic stability.

At an average of \$1,700 EITC refund that goes to each low-income working family on Kauai, 300 low-income families would receive approximately \$510,000 in refunds. Latest information reveals that for the 2006 tax year, the maximum credit for a family of two or more children is \$4,536; \$2,747 for a family with one child and \$412 if there are no children. This means that much more refund can be expected for 2006 and later years' filers. Besides its impact on the economy, the huge refund that eligible families receive from EITC, assist them in achieving sustainable levels of economic self-sufficiency.

### **3. Public Purpose and Need to be served:**

Per the 2003 U.S. Census Small Area Income & Poverty Estimates for the County of Kauai, the number of persons in poverty is 6,466, which is equivalent to 10.5% of its population. The median household income for the same period is \$43,153, which is lower than the State's \$48,274 and the Nation's \$43,318. The Kauai County Profile document prepared by the Hawaii State Health Planning & Development Agency in May 2003 discloses that in 1999, 6,085 individuals had incomes below the poverty level, of which, 3,985 were over 18 and 546 were 65 years old and above. In the same period (1999), there were 1,224 families that had incomes below the poverty level. A comparison between the 6,085 (1999) individuals and the 6,466 who were below the poverty line in 2003, discloses an increase in the number of persons-in-poverty by 381 over a span of 4 years.

According to reports from the Center on Budget and Policy priorities, millions of eligible workers who don't file tax returns risk missing out on federal tax benefits because they may be unaware of their eligibility for the refund or will need assistance filing for it.

The proposed EITC program is specifically geared towards improving the earnings of low-income persons and families. It works to keep economically-disadvantaged persons away and out of the risks of poverty and grips of economic difficulty. The U.S. Census Bureau claims that EITC has become the Nation's largest and most important anti-poverty program,

Transforming conditions of the *earning poor* from *poverty* to *stability* allows them to achieve *economic self-sufficiency* and exerts strong influence on local economic conditions. As funds are infused and continue to circulate into the economy, a ripple effect many times the original size is created, which acts as a stimulant to economic growth.

The proposed EITC program is not only a vital anti-poverty program but also an effective stimulus to local economic growth and prosperity. Because of the generous benefits the program provides, non-working individuals, especially single parents can be enticed to look for employment and become eligible for EITC refund benefits.

#### **4. Target Population to be Served:**

While employment opportunities on Kauai is in abundance as can be gauged by the constantly declining unemployment rate, many workers in the visitor industry and agriculture sector continue to get minimal returns for their labors. This circumstance explains why many workers remain earning incomes within the State Poverty Levels. Most of the elderly residents on Kauai are Social Security and Medicare beneficiaries that receive benefits below the poverty level.

The *low-income persons* and *families* including *single parents*, *elderly* and the *disabled* whose earnings are at or below the State's 2006 Poverty Guideline levels will be primary targets for the proposed EITC Assistance Program. Specifically, the 6,466 persons in poverty, which represents 10.5% of the population that includes low-income, single parents, elderly and disabled persons, constitutes the target population for this program. Additionally, low-income persons who have been filing claims for EITC refunds but paying a high price for services to tax agencies are welcome to participate in this free-service program.

#### **5. Geographic Coverage:**

The coverage area will be the whole County of Kauai and its various districts, including community, civic and professional organizations that cover low-income persons and families in their services.

#### **6. Community Benefits:**

The community will gain tremendously from the program in terms of *economic growth and development*. The attainment of goals such as *economic self-sufficiency* and *social independence* by participating families demonstrates the effectiveness of EITC in reducing conditions of poverty among poor members of the community. According to the U.S. Census Bureau, EITC offers a refund of an average \$1,700 per year to each of the 20 million low-income working families. U.S. Census data shows that EITC in 2002 lifted 4.9 million people above the federal poverty line, including 2.7 million children.

While financial support to the EITC Program can be a difficult choice for funding agencies to make due to expenses entailed in its implementation, it can also have high *payoff in benefits* to low-income persons due to the increased *federal dollars* funneled into the local economy.

The sizeable refund benefits, which low-income persons are eligible to receive in an EITC program serves as a strong motivation to entice jobless individuals, particularly non-working single parents, to obtain work. It is only by working and getting paid income that is within the poverty level that persons are entitled to EITC refunds. By having jobs, people are able to

transition from welfare-to-work, offering relief to over-strained government welfare agencies. When previously unemployed persons begin to work and remain at poverty line income levels, they are eligible to collect EITC refunds when they file income tax returns.

An expanded labor force also reduces poverty levels to a considerable degree by exerting pressure and creating positive impact on both economic and labor sectors of the community. Increases in employment automatically reduce *unemployment rates* and as more money circulates in the community due to rise in employment, *local economic conditions improve*.

## **II. Experience and Capability:**

Kauai Economic Opportunity, Inc. is committed to providing services that meet the needs of low-income persons and families on Kauai as its way of assisting them to attain economic self-sufficiency. In its over 41 years serving the people of Kauai, KEO has provided and continue to provide services to poverty-stricken individuals and economically-disadvantaged families, through an array of projects and programs that specifically address their needs. Over the years, this agency has gained knowledge, skills and ability to administer projects similar to the EITC Program that have the same objectives of building individual capacity so that low-income persons and families establish, develop and achieve the goal of economic self-sufficiency.

### **A. Necessary Skills and Experience:**

*Kauai Economic Opportunity, Inc.*, is the only community action agency in the locality and has been providing an array of services to the low-income, elderly, the physically and mentally challenged persons, including immigrants, homeless, and the jobless on the Island of Kauai in over 41 years. Services that KEO provides, serve to alleviate low-income persons and families on Kauai from conditions of poverty by assisting them to achieve sustainable degrees of social independence and economic self-sufficiency. (See attached brochure)

#### **[1] Employment Core Services for Low-Income & Immigrants:**

The *Employment Core Services for Low-Income Persons (ECSLI) & Employment Core Services for Immigrants (ECSI) Programs* are two separate in-house service programs. In the last three years (2004-2006), KEO has assisted 518 low-income persons and 146 immigrants in obtaining, maintaining, sustaining and keeping their employments through the best practice Life Skills Workshop. The ECSLI and ECSI programs also assist working persons who are under-paid in their current jobs to get better pay through the *Life Skills Training* program, which is followed by post-training *support services* that includes job search and placement. These programs have been operating since their inception in 1988 and have since helped many low-income clients and immigrants in the community. Many clients have succeeded in achieving their goals and many more are well on their way to attaining social independence and economic self-sufficiency as a result of services from the ECSLI and ECSI programs.

#### **[2] Transitional Housing program:**

The *Transitional Housing Program* is a KEO project that has been in place for 5 years. The program, which is funded by the State of Hawaii through the Hawaii Public Housing Authority (HPHA), has been providing transitional housing to homeless low-income working families at rental rates they can afford to pay. After 24 months in the program, depending on their financial capacities, families begin their transition into permanent housing. Because of some barriers that sometimes stand in the way to procuring permanent homes, some families are unable to secure homes



after the transition period, but families who are better-prepared financially, manage to purchase their homes and able to complete their transition into permanent housing. To be eligible in these programs, participants, like those in the EITC Program, should be able to meet basic income requirements such as, incomes that are within the State Poverty Levels (SPL). The similarity between this and the proposed EITC program lies in the fact that low-income participants in both programs share the common goal of establishing and achieving social independence and *economic self-sufficiency*.

### **[3] Housing Placement Program:**

The *KEO Housing Placement Program*, which was initiated in July 15, 2005 and renewed in July 2006 until June 2007, currently serves 32 non-TANF and 46 TANF-eligible families. The program is under the Housing and Community Development Corporation of Hawaii (HCDCH), which is placed under the administrative jurisdiction of the Department of Human Services. The program assists low-income families having *Section 8 vouchers* to be able to rent affordable houses under the current tight and very competitive home rental market conditions.

Many Kauai families encounter difficulties finding and sustaining suitable permanent housing with their Section 8 vouchers. Families with rental assistance vouchers are often victims of discriminatory treatments by landlords who prefer to rent their units out to tenants with stable income, greater resources and better credit standings. If voucher holders receive no assistance and fail to get a rental unit, the family faces the danger of losing their housing privilege and end up being homeless.

Some families with rental assistance vouchers may have problems meeting security deposit requirements and needs help in their first month's rental payments. Landlords expect first-time tenants to be able to meet all these requirements, otherwise units will not be rent out to them. There are services that are available to address these financial concerns, by referring individual clients to suitable in-house services or to other agencies for assistance.

Targets for this program are low-income families with particular emphasis on those that are transitioning from homelessness to permanent housing and needing assistance in locating affordable rental units. The program also target families with Welfare to Work or Section 8 vouchers and families that pass the federal income and asset TANF eligibility test. The program provides services, including referrals to appropriate services, which enables homeless families to live independently in affordable market rental units.

### **[4] Emergency Homeless Shelter & Transitional Housing Programs:**

An *Emergency Homeless Shelter Program* and a *Transitional Housing Program* that are expected to operate simultaneously early next year are being constructed next to the KEO main office building in Lihue. The program will provide safe temporary

shelter together with, food, beds, bathroom amenities and other comprehensive services to the more than 600 homeless individuals on Kauai. Its location is conveniently located close to the KEO main offices, which facilitates easy referral to other in-house services whenever there is a need. Homeless individuals are allowed up to 6 weeks stay in the Emergency Shelter where services aimed at improving and stabilizing their living conditions and preparing them for the next level of assistance are provided by KEO. Like all the other projects previously mentioned, establishment of social independence and economic self-sufficiency will be the goal to attain.

#### **B. Quality Assurance and Evaluation:**

Internal reporting of program implementation to determine the efficacy of services towards attaining goals and objectives, are done on a regular basis in conformity with existing policies of Kauai Economic opportunity, Inc. Monthly reporting schedules includes identified problems that developed during the implementation of the project. When problems are identified, the group created to analyze the report comes up with suggestions to resolve the problems. KEO strictly adheres to reporting duties and obligations normally required by funding agencies.

Besides monthly meetings, members of the staff meet on a weekly basis to monitor, assess, and evaluate delivery of services in the various projects that are currently implemented. Periodic meetings like this is an effective way to determining the efficiency and effectiveness of staff members in overseeing and supervising the actual implementation of the program.

Monthly meetings about financial matters are held monthly between the Chief Executive Officer, Fiscal Officer, and the Project Director to track down financial activities and its efficacy in supporting the financial needs of the project. A meeting centered on fiscal matters provides an opportunity for management to introduce adjustments necessary to ensure that financial management of the program is efficient, effective, and economical. Private as well as Government audits are conducted every year to check and ensure that financial administration of program funds conform with and in accordance with accepted auditing rules and regulations.

#### **C. Facilities:**

The KEO offices are conveniently located in the central district of Lihue and no existing elements are known to act as barriers to its accessibility by individuals with disabilities. The KEO building compound is provided with accessibility features such as parking spaces, passenger loading zones and sidewalk that leads to an accessible building entrance. Facilities at the KEO offices meet requirements of the Americans with Disabilities Act (ADA) in guaranteeing easy accessibility of KEO services by individuals with disabilities.

In addition, KEO will develop an island-wide network of tax sites to provide needed outreach services.

### **III. Personnel: Project Organization and Staffing**

#### **A. Proposed Staffing: Staff Qualifications, Supervision and training**

Kauai does not have a program, which provides services that assist low-income individuals and families to apply for Earned Income Tax Credits. Fred Maximo, the Director for Food and Elderly Nutrition Program who is proposed to be Director for the Program, is an experienced and certified Income Tax preparer with over 15 years experience in this field.

Training will be a pre-requisite to working in the EITC project. He will therefore have a staff that includes volunteers who will be trained to be ready and capable to serve the needs of the low-income population for assistance in the preparation of their Income Tax Returns and EITC refund application.

The EITC assistance program will be headed by a Program Director-I, 2 Program Coordinators and 2-4 volunteers. In future years, there will be less dependence on paid staff and an increase in number of volunteers to prepare income tax returns.

#### **Staff Qualifications:**

The person who will have overall supervisory responsibility over the EITC program is the current Director for Food and Nutrition Services at KEO. As Director of the Elderly Program for five years, many low-income persons on Kauai have been served with well-balanced nutritious food the elderly population needed to stay healthy. Many of the KEO low-income clients, especially among the elderly, are eligible to participate in the EITC program and will be recruited to take part in the project.

The Program Director is a certified income tax preparer who has been doing income tax preparations for clients in a private capacity for over 15 years and therefore has the extraordinary knowledge, skills and ability to head the proposed EITC Program. He will have overall supervision of the EITC program and is under obligation to reports to the Chief Executive Officer on a regular basis.

He will supervise the staff in the collection of data and information that will be used in evaluating the EITC program. Together with the staff, he will do periodic analysis of the collected data to determine the progress of the program towards achieving its goals and objectives.

Finally, the Program Director takes responsibility in preparing, analyzing and submitting periodic reports as well as the final financial and programmatic report on the management and administration aspects of the EITC program.

Two coordinators will be recruited and trained to assist the Program Director in the implementation of the program. They will be performing their functions under the

direct supervision of the Program Director. Volunteers will also be recruited and trained to help, not only in outreach activities but also in the application process for EITC refunds and will be supervised by the two coordinators. It is very important that the Coordinators, including the volunteers, undergo the same training in Income Tax Preparation and EITC refunds. The training requirement for all members of the staff will be strictly enforced as a necessary condition in hiring and employing program personnel.

**B. Organizational Chart: (Attached)**

#### IV. Service Summary and Outcomes:

##### A. Scope of Work, Tasks and Responsibilities:

Initiating an Earned Income Tax Credit (EITC) Program includes the conduct of an extensive outreach campaign that requires public education and information dissemination activities. Outreach will be followed by recruitment and enrollment of eligible individuals to the program. To ensure wide coverage, the campaign will utilize print, broadcast and television media to disseminate information about the EITC program. This will be supplemented by public meetings and seminars held among the various civic and professional organizations on Kauai and distribution of printed information materials that are translated into different languages to meet cultural needs of Kauai's multi-ethnic population.

Earned Income Tax Credit (EITC) is a cash transfer program that helps augment the incomes of eligible low-income persons and families. The refundable tax credit supplements earned wages and offsets Social Security Payroll Taxes paid by low-income workers. Tax refunds increase incomes of individuals and significantly impacts those at the verge of poverty.

One of the most common reasons why many low-income individuals do not apply for EITC refund is lack of awareness about the program. Due to ignorance, they are denied the privilege of gain vital information about EITC and the benefit it offers to low-income working individuals. Apathy towards the program can be another reason for some persons with knowledge of EITC, to ignore the program. EITC-eligible filers, who have not applied for EITC refunds in prior years, will constitute the target population for the proposed program. Low-income persons and families who have been enjoying EITC refunds in the past but have been paying a high price to tax preparation agencies, will be encouraged to participate in the program and avail of its service-free features.

Implementation of the EITC program will be undertaken by KEO in partnership with the Kauai Community College, which will provide tax preparation volunteers from among its accounting students. The Kauai Filipino Chamber of Commerce and the Kauai Full Gospel Temple, representing community professional and civic organizations and faith-based organizations respectively, will provide volunteers to train and assist in the tax preparation activities and others during the outreach campaign. Because of the multi-ethnic and multi-cultural composition of the population of Kauai, the 2 local organizations have the capability of offering solutions to cultural issues that may surface during program implementation.

The outreach campaign will involve recruitment, by Kauai Economic Opportunity, Inc., of eligible persons to participate in the proposed EITC Program. In conjunction with the conduct of outreach, KEO will establish **Tax Assistance Sites** at strategic areas to ensure county-wide service coverage, which has the capability of reaching out to eligible participants in the underserved areas of the County of Kauai. The sites will have trained personnel and skilled volunteers to serve the needs of program participants in each area. Each Tax Assistance Site will dispense public information dissemination, recruitment, and screening and enrollment services to clients eligible to participate in the EITC program. After enrollment, qualified participants will be

assisted by previously trained and skilled KEO staff and volunteers to prepare, accomplish and file Income Tax Returns and EITC application forms to the Internal Revenue Service for final action. Outreach activities will be closely monitored and supervised by the Program Director to ensure compliance with all program requirements, including accuracy and appropriateness of claims.

Besides participants that will be recruited during the outreach campaign, clients served in various KEO in-house programs and services that may be eligible for refunds under the EITC project will also be recruited. We estimate that 10%-15% of KEO's 2006 clientele of more than 5,000 that are EITC-eligible filers did not claim for refunds in their previous years' income tax returns. Access to needed data to determine their eligibility can readily be made by going to individual central files kept at KEO.

Because only the employed can benefit from EITC, the generous cash back that it doles out to working low-income people serves as a strong motivator for the unemployed to search for jobs. When jobless persons find work and earn incomes below poverty levels, they become eligible to tax refunds under the EITC program.

By getting non-working individuals into the labor force, we move people who are dependent on government assistance, from *welfare to work*. This outcome from EITC reduces the number of persons dependent on government welfare programs. Because there will be *more low-income families earning incomes over the poverty line, an expanded labor force, low unemployment rates, and reduced poverty rates* as a result of the EITC Program, **economic conditions** on Kauai will greatly improve.

**B. PROJECT TIMELINE: (12/2007-05/2008)**

Activity Dates	Program Activities & Strategies	Program Outcomes
12/2007	*Recruit & hire 1 Program Director, 2 coordinators and 4 volunteers.	Staff recruited
01/2008	*Program Director, Coordinators & volunteers undergo training	2 coordinators and 4 volunteers finish training
01/2008-02/2008	*Outreach campaign-(public information and recruitment of participants)	Outreach campaign completed
01/2008-02/2008	*Recruitment: *Screening of clients to determine eligibility	Clients screened and 750 are determined to be eligible
02/2008-04/2008	*Enrollment: *Income tax and EITC claims assistance provided to clients	750 client enrolled and assisted in accomplishing claims
04/2008-05/2008	*Evaluation of application assistance services	750 clients successfully assisted in EITC claim submission

**V. Financial:**

**Budget (Attached)**

**BUDGET REQUEST BY SOURCE OF FUNDS**  
(Period: July 1, 2007 to June 30, 2009)

Applicant: Kauai Economic Opportunity, Incorporated

<b>BUDGET CATEGORIES</b>	<b>'08 Total State Funds Requested (a)</b>	<b>'09 Total State Funds Requested (b)</b>	<b>(c)</b>	<b>(d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries	32,140	32,140		
2. Payroll Taxes & Assessments	4,422	4,422		
3. Fringe Benefits	3,468	3,468		
<b>TOTAL PERSONNEL COST</b>	<b>40,030</b>	<b>40,030</b>		
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	300	300		
2. Insurance	1,500	1,500		
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training	2,500	2,500		
6. Office Supplies	800	800		
7. Telecommunication	1,000	1,000		
8. Utilities	600	600		
9 Marketing (Publication, printing, etc.)	2,000	2,000		
10 Program Supplies	2,000	2,000		
11 Mileage	1,000	1,000		
12 Postage	350	350		
13 15% Administrative Fee	11,500	9,175		
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>23,550</b>	<b>21,225</b>		
<b>C. EQUIPMENT PURCHASES</b>	<b>13,200</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>76,780</b>	<b>61,255</b>		
<b>SOURCES OF FUNDING</b>			Budget Prepared By:	
(a) Total State Funds Requested '08	76,780		Brigitte Correia (808)245-4077	
(b) Total State Funds Requested '09	61,255		[Redacted Signature] 2/20/09	
(c)			Signature of Authorized Official	
(d)			MaBel Ferreiro-Fujiuchi, CEO	
<b>AL REVENUE</b>	<b>138,035</b>		Name and Title (Please type or print)	





**BUDGET JUSTIFICATION  
PERSONNEL: PAYROLL TAXES, ASSESSMENTS, AND FRINGE BENEFITS**

Applicant/Provider: Kauai Economic Opportunity, Inc

RFP No.: \_\_\_\_\_ Period: July 1, 2007 to June 30, 2009

Date Prepared: 1/12/07

Contract No.: \_\_\_\_\_  
(As Applicable)

TYPE	BASIS OF ASSESSMENTS OR FRINGE BENEFITS	% OF SALARY	TOTAL
<b>PAYROLL TAXES &amp; ASSESSMENTS:</b>			
Social Security	As required by law	7.65%	2,459
Unemployment Insurance (Federal)	As required by law	As required by law	
Unemployment Insurance (State)	As required by law	2.81%	903
Worker's Compensation	As required by law	2.50%	804
Temporary Disability Insurance	As required by law	0.80%	257
<b>FRINGE BENEFITS:</b>			
SUBTOTAL:			
Health Insurance	289X3FTEx4months		3,468
<b>JUSTIFICATION/COMMENTS:</b>			
SUBTOTAL:			
TOTAL:			
3,468			
7,890			

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Kauai Economic Opportunity, Inc

Period: July 1, 2007 to June 30, 2009

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Computers (1 Desktop & 4 laptops)	5.00	\$1,500.00	\$ 7,500.00	7500
Printer	5	\$500.00	\$ 2,500.00	2500
Portable Copier	4	\$800.00	\$ 3,200.00	3200
		\$ -	-	
		\$ -	-	
TOTAL:	14		\$ 13,200.00	13,200

JUSTIFICATION/COMMENTS:

Laptop, printer, copier for staff and volunteers to provide tax preparation at outreach sites. Desktop for Program Director.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

**VI. Other:**

**A. Litigation**

Kauai Economic Opportunity, Inc. is not and has never been involved in any litigation action in the past or in the present, nor is it anticipating any such event to take place in the near future.

**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, 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.

Kauai Economic Opportunity, Inc.



(Signature)

01/30/2007

(Date)

MaBel F. Fujiuchi

(Typed Name)

Chief Executive Officer

(Title)

Resolution program to assist participants through a process in solving disagreements. It also provides referrals and information for legal services in the community.

PERSONS-IN-NEED PROGRAM PROVIDES a one time or temporary financial assistance for individuals who meet the funding criteria.

Alice Soper Fund provides assistance to elderly homebound meals participants.

Gwenfread Allen Foundation provides assistant to unsheltered homeless individuals with mental illness.

Kintaro Watanabe Fund provides assistance to children (age 17 and under) with serious or debilitating medical conditions, or who have special education needs.

The Lillian Wilder Fund provides assistance for unsheltered homeless individuals who are of Hawaiian ancestry.

Teresa F. Hughes Family Trust Estate provides assistance for 1) abused or neglected children, and 2) adults 50 years or older and medically frail.

STATE HOMELESS STIPEND PROGRAM provides safe & decent transitional shelters for up to 24 months & assistance towards permanent housing by addressing obstacles which prevent homeless persons from obtaining & retaining permanent housing through a coordinated effort of health, housing, financial and social services.

STATE HOMELESS OUTREACH PROGRAM provides assistance in addressing emergency & basic survival needs such as food, clothing medical services, housing & financial through the "Care-A-

van, a mobile unit providing services on-site where homeless congregate.

TEMPORARY EMERGENCY FOOD ASSISTANCE PROGRAM provides food surplus distribution at sites throughout the island each month.

UNITED WAY LOAN assists individuals and families with a loan for security deposit to obtain or retain rental homes.

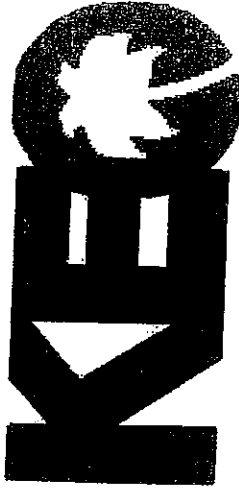
## The Promise of Community Action

"Community Action changes people's lives, embodies the spirit of hope, improves communities and makes America a better place to live.

We care about the entire community, and we are dedicated to helping people help themselves and each other."



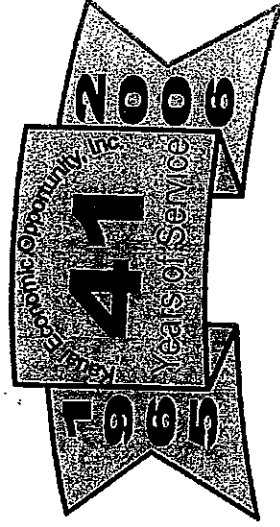
Participation in programs may require eligibility determination. For more information, please call 245-4077 and ask for Intake.



October 2006

Kauai Economic Opportunity, Incorporated  
2804 Wehe Road  
Lihue, Hawaii 96766

Telephone: (808) 245-4077  
Facsimile #: (808) 245-7476  
E-mail: keo@keoinc.org



Kauai Economic Opportunity, Incorporated (KEO) was chartered in 1965 in response to the "War on Poverty" to serve the economically disadvantaged on Kauai. Through the years, it has maintained its capability to change as the needs of the disadvantaged population changes.

Programs and services available at KEO are:

A & B FOUNDATION funds provide temporary financial assistance for shelter and utilities to households affected by the September 11 tragedy.

AFTERSCHOOL PROGRAM

- Provides middle school students at Chiefess Kamakahahei Middle School with supervision, tutoring, drug abuse prevention and Life Skills training, team development activities, Community Service projects, canoe paddling and many other educational fun filled activities.
- Provides middle school students at Kapaa Middle School with supervision, tutoring, drug abuse and teen pregnancy prevention training and activities, Life Skills training and many other fun filled activities.

CDBG - EMERGENCY HOMELESS SHELTER & TRANSITIONAL HOUSING CONSTRUCTION Renovation and rehabilitation of buildings for a homeless emergency shelter and transitional housing program.

COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO) as a CHDO designated agency, KEO assists other agencies and partners in developing affordable housing for low and moderate income populations.

EARLY LEARNING CENTERS provides a comprehensive early childhood program for eligible participants as well as private participants. Two centers are located in Lihue and Kalaheo.

ELDERLY NUTRITION CONGREGATE PROGRAM provides hot lunches and nutrition education at neighborhood centers. Meal sites are located at various neighborhood centers throughout Kauai.

EMERGENCY FOOD PANTRY provides emergency food to low-income families or individuals.

EMERGENCY SHELTER GRANT PROGRAM  
Provides homeless individuals and families with assistance to obtain and maintain permanent housing. Case management, help with rental applications, landlords, rental agencies, financial assistance and follow up services provided.

EMPLOYMENT CORE SERVICES FOR IMMIGRANTS program provides a thorough assessment of immigrant families or individuals requesting assistance and helps them attain social and economic independence. The program refers and places participants in various employment opportunities, services and refers them to community resources.

EMPLOYMENT CORE SERVICES FOR LOW-INCOME program assists low-income persons and families towards achieving self-reliance and economic independence by providing the Life Skills Program, Job Exploration through one-on-one counseling, Job Start, Job Retention and supportive program activities and services.

ENERGY or the WEATHERIZATION ASSISTANCE PROGRAM provides energy saving education and installation of energy saving devices, such as heater blankets (insulation), timers and solar heaters at no cost to eligible households.

FEMA-EMERGENCY FOOD & SHELTER PROGRAM  
Provides emergency assistance with payment of one (1) month past due rent and/or utility.

FOOD SERVICES is the KEO Kitchen which provides USDA approved meal services for KEO programs such as Elderly Nutrition, Early Learning Centers, and other private vendors.

GROUP HOME

Pa'a Hana, located in Kapaa, is a residential home for homeless adults with physical challenge.

HOME FUNDS PROJECT

Renovation and rehabilitation of eight (8) buildings transitional housing units.

HOMEBOUND MEAL PROGRAM provides meal delivery to eligible home-bound elderly. Meal delivery is also available to private participants for a fee.

HORTICULTURE TRAINING PROGRAM provides education, technical, & hands-on experience in the field of papaya growing as a business. The Horticulture Program also provides information and support in business planning & starting a Small Business.

HOUSING PLACEMENT PROGRAM Provides eligible individuals & families with assistance to obtain & maintain permanent housing. Case management, help with rental applications, landlords, rental agencies, financial assistance & follow up services provided.

LIHEAP provides funds for eligible low-income families with utility bills to receive a one time energy credit or energy crisis intervention. Applications accepted during enrollment period.

LOKAHI PACIFIC/KAUAI LOAN FUND provides business loans for the creation of a new business or expansion of an existing business.

# KAUAI ECONOMIC OPPORTUNITY, INCORPORATED

Board of Directors

Chief Executive Officer  
MaBel Fujiuchi

**Fiscal Officer**  
Brigitte Correia  
-Accountant (1)  
-Account Clerk (1/2)

**Administrative Officer**  
Lynn Kua  
-Administrative Clerks (1 1/2)  
-Janitor (1)

**Afterschool Program**  
Director  
Alfred Nebre  
-Coordinator (1/2)  
-PT Program Asst. (1/2)

**Employment Core Services for Low-income and Immigrants**  
Director  
Kerrilyn Villa  
-Coordinator (1)  
-Family Development Assistant (1/2)

**Mediation**  
Director  
Jessie Basquez  
-Intake Worker (1/2)

**Elderly Nutrition & Food Service**  
Director  
Fred Maximo  
-Food Service Coordinator (1)  
-Case Manager (1)  
-Meals Manager (1)  
-Cooks (2)  
-Prep Cooks (2)  
-Meal Deliverer (9)

**Homeless/Housing Programs**  
Director  
Stephanie Fernandes  
-CHDO Coordinator (1)  
-Homeless Coordinator (1)  
-Housing Coordinator (1)  
-Homeless Case Mgr. (1)

**Planning**  
Director  
Leo Trinidad

**Multi-Services**  
Intake, WAF, PIN, LIHEAP, Child Care, Horticulture Training  
Director  
Kalena Soitren  
-Intake Worker (1)  
-Coordinator (1)

**Child Care Teacher/Directors**  
Irene Tuzon  
Kalaeo ELC  
Diane Acoba  
Lihue ELC  
-Teacher Assistants (3)  
-Teacher Aides (2)





# Kauai Filipino Chamber of Commerce

P.O. Box 3618 • Lihue • Hawaii • 96766

**President**

Sonia Topenio

**Vice President**

Ernie Pasion

**Secretary**

Lynn Spears

**Treasurer**

Domie Bucasas

**Directors**

Dr. Antolin Apalla

Belma Baris

Ben Beniga

Dr. Arnulfo Diaz

Eugene Jimenez

Rhoda Libre

Angel Acorda

Lesther Calipjo

Dr. Ramon dela Pena

Cesar Portugal

Rudy Sina

Liza Trinidad

**Executive Director**

Oscar Portugal

**COMMITTEES**

**Executive**

Ron Agor

Dr. Arnulfo Diaz

**Membership**

Ernesto Pasion

Merly Cruz

**Rules**

Ben Beniga

Rudy Sina

**Education**

Belma Baris

Liza Trinidad

**Finance**

Sonia Topenio

Luz Diaz

**Special Events**

Jose Bulatao Jr.

Ramon Acob

**Newsletter**

Anabel Portugal

Marynel Valenzuela

**Scholarship**

Dr. Ramon dela Pena

Edith Ignacio

**Tournaments**

Cesar Portugal

Ron Agor

**Public Relations**

Rhoda Libre

Anabel Portugal

**Bayanihan**

Angel Acorda

Dr. Antolin Apalla

**Trade Missions**

George Menor

Charles Raco

**Governmental Affairs**

Eugene Jimenez

Oscar Portugal

January 12, 2007

Ms. Mabel Fujiuchi, CEO  
Kauai Economic Opportunity, Inc.  
2804 Wehe Road  
Lihue, Hawaii 96766

Dear Ms. Fujiuchi:

On behalf of the Kauai Filipino Chamber of Commerce, I would like to thank you for inviting us to work with you on the Earned Income Tax Credit (EITC) Project.

Aside from promoting business interest in our community, one of our missions is also to assist in outreach campaigns in helping people in our community in fair and ethical standards of living. We believed the EITC project is one that meets our objective in helping our outreach missions. Unquestionably, this project will improve the economic status of families here on Kaua'i.

We look forward to working with you again in the near future.  
Mahalo.

Very truly yours,

  
Oscar Portugal  
Executive Director

KAUAI FULL GOSPEL TEMPLE

3908 Hoolepe Street, Lihue HI 96766  
Phone # (808) 241-1331; 652-4096

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January 11, 2007

MaBel F. Fujiuchi  
Chief Executive Officer  
Kauai Economic Opportunity, Inc.  
2804 Wehe Road,  
Lihue, HI 96766

Dear Ms. Fujiuchi:

Thank you for your letter dated January 5, 2007. The Kauai Full Gospel Temple congregation is pleased to be invited to collaborate in the proposed EITC program.

The Kauai Full Gospel Temple strongly endorse the KEO Program, especially on its focus to assist people in poverty achieve economic self-sufficiency.

In the presence of a considerable number of low-income families living in Kauai, the EITC program is needed to address problems that cause poverty.

We look forward to seeing the program succeed in the near future.

Sincerely,

  
Marcelino Tapia  
KFGT Pastor



## KAUAI ECONOMIC OPPORTUNITY, INCORPORATED

2804 WEHE ROAD \* LIHUE, KAUAI, HAWAII 96766

TELEPHONE 245-4077 \* FAX 245-7476

e-mail keo@keoinc.org

January 30, 2008

Senate Committee on Ways & Means  
State Capitol, Room 210  
Honolulu, HI 96813  
Attn: Aaron Nyuha

Re: 2007 GIA Request

The attached is a copy of the Grant In Aid submitted during the 2007 legislative session. Kauai Economic Opportunity, Incorporated is requesting funding for the application, **Earned Income Tax Credit Outreach and Assistance Program for Low-Income Persons and Families** in the amount of \$85,000 for fiscal year 2008-2009.

Thank you for the opportunity to be considered during this 2008 legislative session.

Sincerely,

MaBel Ferreiro-Fujiuchi  
Chief Executive Officer

*Alexander & Baldwin Foundation\*Combined Federal Campaign\*Community Services Block Grant\*County of Kauai-CDBG\*HOME, Agency on Elderly Affairs\*Dept. of Housing & Urban Development\*Hawaii Community Foundation Alice Soper Fund, Gwenfread Allen Fund, Kitaro Watanabe Fund, Lillian Wilder Fund, Teresa F. Hughes Trust Estate, Kauai Island Meth Initiative Fund\*Rev. Takie Okumura Family Fund\*State of Hawaii-Dept. of Human Services, Dept. of Health Alcohol & Drug Abuse Division, Dept. of Defense, Dept. of Labor & Industrial Relations Office of Community Services, Hawaii Public Housing Authority, State of Hawaii Judiciary\*Hawaii Hotel Association Kauai Chapter\*Hawaii Justice Foundation\*Kauai United Way\*USDA\*WalMart\*Harry & Jeanette Weinburg Foundation \*Young Brothers\*Zonta Club of Kauai and other private funding sources.*

