

House District 8,9,10,11 12,13
Senate District 4,5,6

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

Log No: 176-0

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 (LEAVE BLANK IF UNKNOWN):

DEPARTMENT OF LABOR & INDUSTRIAL RELATIONS

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): LBR 903

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Maui Economic Opportunity, Inc. (MEO)
Db:

Street Address: 99 Mahalani St.
Wailuku, HI 96793
Mailing Address: P. O. Box 2122
Kahului, HI 96733-2122

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name SANANDA "SANDY" BAZ

Title Executive Director

Phone # 808-249-2990

Fax # 808-249-2991

e-mail Sandy@meoinc.org

3. TYPE OF BUSINESS ENTITY:

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

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

6. SSN (IF AN INDIVIDUAL): [REDACTED]

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

Essential medical transportation services for patients in End Stage Renal Disease.

(Maximum 300 Characters)

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2008-2009 \$ 182,000

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 \$ 182,000

FEDERAL \$

COUNTY \$ 4,915,815

PRIVATE/OTHER \$

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

Sananda Baz Executive Director

NAME & TITLE

1/26/08

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

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Include the following:

1. **A BRIEF description of the applicant's background** MEO is a Community Action Agency with 43 years of service to Maui. An advocate for those whose voices are often not heard—the elderly, disabled, immigrants, youth, offenders and the economically disadvantaged—MEO operates programs throughout Maui County and its farm-worker program is statewide. From transportation and early childhood education to assistance with small business development MEO works in concert with the public and private sector.

Since 1965, MEO has provided people in need with a wide array of services and resources including assistance in paying rent or utility bills; a ride to the doctor, to work or to school; training to improve job skills and employability; help to find a job; early childhood care and education giving children and their families a head start in life; helping low-income persons learn life skills, earn money, prepare for the workforce and positive teen activities; reintegration services to help former inmates return successfully to the community; a helping hand with housework, so a senior can stay in their home; advice and devices to save electricity and money; a friendly counselor to pull things together when the world seems to be falling apart; education and prevention to help stop drug abuse; small loans that make a big difference in starting a business; wheel chair accessible buses to carry those with special needs to day care, or to the senior center to have lunch with valued friends and advocacy to better the life of the community.

MEO provides basic tools for living, for earning, for self-reliance, for community involvement in the belief that rather than giving a person a fish, it is better to teach them to catch fish for themselves. Mayor Charmaine Tavares said, "MEO is such an essential part of our community. The many services they provide help an amazing number of people from little keiki to our kupuna. They do 'help people and change lives!'"

MEO Transportation began its operation in 1969, four years after the founding of Maui Economic Opportunity, Inc. (MEO) in 1965 under the Economic Opportunity Act of 1964. From our small start-up with a single used station wagon, we have grown to a fleet of 86 vehicles providing a wide range of transportation services to the residents of Maui County. MEO provides County-subsidized on-demand transportation services to the elderly, low-income individuals, persons with

disabilities, and medically needy residents, as well as to the preschool children and disadvantaged youth in Maui County. Funding in FY 2006/07 was approximately \$5,700,000.

As a result of clarification and realignment in the use of federal public/mass transit funds (FTA- Federal Transit Administration funding), Maui County recently separated and locally funded the demand response transportation service operated by MEO from its public fixed route system primarily funded by federal dollars. The public/mass transit service is owned and administered/managed by the Maui County Department of Transportation (MDOT). This transit system requires a greater demand for federal support due to the vastly larger capital and operational costs inherent in a public/mass transit system. Maui County could best meet these needs by leveraging local funds at 1:4 ratio (County: Federal) for capital requirements, and 1:1 ratio for operational expenses. At the same time, the specialized needs of the elderly, disabled and disadvantaged youth who cannot be served by the Maui public/mass transit system, with its fixed, rigid routes and schedules, can be best served by MEO through its well-honed specialized demand response transportation service.

MEO currently transports over 63 unduplicated individuals to two Dialysis treatment centers within Maui County from 5:30 a.m. to 10:00 p.m., on a daily basis including holidays. We also transport approximately 5-7 clients for dialysis treatment on the island of Molokai.

The estimated number of trips realized by dialysis clients are approximately 16,550 per year. MEO's transportation service allows dialysis clients to access these medical facilities during these hours. However, with the current projected number of persons needing dialysis treatment, estimated to be 1,500 unduplicated individuals, the Liberty Dialysis treatment centers can only accommodate a limited number of patients during these hours. Previously, Liberty Dialysis opened a satellite site in Wailuku to meet the overflow of clients who normally receive treatment from their primary site located in Wailuku. Liberty Dialysis has secured a permanent site for their primary treatment center which currently houses 48 dialysis stations in comparison to the 20 positions that were being served. Their Wailuku satellite station has been eliminated due to their new facility.

2. **The goals and objectives related to the request;** MEO's goal is to continue non-emergency medical transportation services from 5:30 a.m. to 10:00 p.m., Monday through Saturday including holiday operations. MEO will be leveraging over \$4,000,000 in Federal, County and private funds with this request for \$182,000 of State Funds for each year of the biennium for FY 2008 and FY 2009. These funds will be used to maintain two full-time and one (53.13%) part-time Passenger Attendant Technician (PAT) bus drivers, one full-time and one (1.25%) part-time dispatcher and fund operational costs.

State the public purpose and need to be served; Currently, MEO services a significant portion of the End Stage Renal Disease (ESRD) population on the island of Maui including those who are wheel-chair bound. These services are limited to MEO's hours of operation. A prescribed hemodialysis procedure takes approximately 4-6 hours, three (3) times a week. Compound this with transportation time and it becomes clear that an ESRD patient spends a significant amount of time out of the home to receive this life-saving procedure.

For those patients not able to secure a time slot during times when MEO services are available, alternative forms of transportation have to be found, usually by family and friends. The reality is, transportation becomes a huge obstacle for patients to receive their required treatments due to factors including financial constraints, family "burn-out" due to late evening transporting, and/or serious medical conditions that prevent a patient from being transported by a private vehicle.

The system of services MEO provides addresses the needs of the complete spectrum of citizens. MEO's service system gives priority to those individuals defined as being in the greatest economic and/or social need and those services designed to assist the frail and vulnerable. The service system also addresses to the maximum extent possible, those services that assist able persons in maintaining a healthy and independent life style.

MEO transportation, aside from the ambulance service, is the only provider of non-emergency medical gurney service in Maui County.

The estimated average cost to the State of Hawaii for long term care at the Maui Memorial Medical Center ranges between \$800 and \$1,000 per day. In comparison, the average costs of long term care at nursing homes such as Hale Makua ranges between \$150 and \$280 per day. The daily savings per patient is approximately \$700 per day by placing them at Hale Makua. Therefore, 5 patients transferred to Hale Makua from Maui Memorial Medical Center would save the State of Hawaii \$3,500 per day or \$24,500 per week. This would accrue to an annual cost savings of \$1,274,000.

This grant would pay for itself within seven weeks with the net savings to the State of Hawaii of over \$1 million dollars annually. An additional benefit derived from this grant, allows the ambulance service on Maui to concentrate on its primary mission of emergency medical transport and allows dialysis appointment scheduling for these clients during the late evening hours.

Describe the target population to be served; elderly, disabled, and those diagnosed with renal disease requiring dialysis.

Describe the geographic coverage. The service is available for patients throughout Maui Island including remote areas such as Hana and the Island of Molokai as well.

II. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request.

Describe the scope of work, tasks and responsibilities; MEO proposes to continue non-emergency medical transportation services from 5:30 a.m. to 10:00 p.m., Monday through Saturday to include holiday operations.

MEO currently transports over 63 unduplicated individuals to two Dialysis treatment centers within Maui County from 5:30 a.m. to 10:00 p.m., on a daily basis. We also transport approximately 5-7 clients for dialysis treatment on the island of Molokai. The estimated amount of trips realized by dialysis clients are approximately 16,550 per year. MEO's transportation service allows dialysis clients to access these medical facilities during these hours. However, with the current projected number of persons needing dialysis treatment, estimated to be 1,500 unduplicated individuals, the Liberty Dialysis treatment centers can only accommodate a limited amount of patients during these hours. Previously, Liberty Dialysis opened a satellite site in Wailuku to meet the overflow of clients who normally receive treatment from their primary site, located in Wailuku. Liberty Dialysis has secured a permanent site for their primary treatment center which currently houses 48 dialysis stations in comparison to the 20 positions that were currently being served. Their Wailuku satellite station has been eliminated due to their new facility.

1. The applicant shall provide a projected annual timeline for accomplishing the results or outcomes of the service; This service will be available 6 days a week Monday through Saturday 5:30 A.M. to 10:00 P.M. including holidays.
2. The applicant shall describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

The Transportation Division has a fully computerized data tracking system that accounts for all passenger trips by destination category. For inquiries, recent transportation software upgrade enables MEO to search data more efficiently. Monthly printouts give up to date monitoring information to management. Client input is provided through established Incident Report procedures that are acted upon by management on a case-by-case basis and through regular client

satisfaction surveys.

Regular evaluations are also conducted by the Senior Citizen's Planning and Coordination Council (representing 8,000 senior citizens), the MEO Board Program and Evaluation Committee, the State Office of Community Services, The State Department of Transportation, the County Department of Transportation, the County Office on Aging, the County Department of Finance, and The Office of the Mayor, County of Maui.

A radio communication system operating on two frequencies provides constant contact between in-service vehicles and MEO's dispatching offices. Our success lies in our ability to coordinate and respond to various situations encountered, to ensure the efficient and timely delivery of needed services

MEO Transportation employee conduct is governed under the MEO Employee Handbook umbrella and has specific MEO Transportation House Rules. On the other hand, facility and fleet maintenance, accident and safety-related reporting, and drug/alcohol procedures are guided by the MEO Policy Procedure Manual. Updates and clarifications of any existing procedures are filed and kept up to date in the MEO Transportation Policy Manual. Announcements and notices are conveniently posted in the Driver's Lounge, Safety and Trainer Supervisor stations, and in the Planning and Scheduling areas. Flow of communication is established through hierarchical responsibility protocols, regular meetings, utilization of daily schedules, and where available, through computerized messaging.

To enable MEO to continue meeting and providing the various transportation services that the community needs, MEO gathers inputs through regular meetings with client groups representing the community, and through surveys conducted on its scheduled runs. As end-users, actual passenger inputs are critical in evaluating future improvements in services, as well as identifying problems that may need immediate attention. Client groups as focus bodies are important in planning for expansions and for introduction of new services.

Problems and concerns are handled in a timely manner under the MEO company policy of community complaints resolution. Specific individuals in each area are assigned as lead persons, with direction and supervision from both the Operations Managers, and Transportation Director. Clients are advised and have recourse to contact the MEO Executive Director if problems are unsatisfactorily resolved. Additionally, drivers are monitored on a regular basis by assigned Road Supervisors using a detailed Road Supervisor Checklist ranging from driver appearance and grooming to bus preparation, trip reports, safety inspection, and documentation. Trip reports are submitted to Dispatchers at the end of driver shift and collated for processing by Project/Data Clerk according to exacting tabulation protocol. Procedure is designed to flag missing driver reports, trip data, and rider-ship classification. **(See Attachments A to B)**

3. The applicant shall list the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

MEO will provide a report on number of people serviced by the program. We anticipate between 60-75 persons will participate in this program. A total number of trips per passenger as well as the total trips during the reporting period, and finally the fee for service billing will document what has been accomplished.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
2. The applicant shall provide its anticipated quarterly funding requirements for the fiscal year 2008-2009.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$ 45,500	\$45,500	\$45,500	\$45,500	\$182,000

IV. Experience and Capability

A. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

The current management team of MEO Transportation, headed by the Transportation Director, Operations Managers (3), Section Heads and Supervisors have an equivalent collective transportation experience of 115 years. Its highly recognized reputation in the community as a transportation provider is derived from a cadre of in-house safety and road trainers/supervisors for quality assurance, planners and schedulers for capacity and on-time performance, and certified mechanics for reliable and dependable vehicle fleet availability.

In addition, with open-door management policy, regular meetings are conducted twice a week to ensure timely actions on problems and concerns encountered during operation. Drivers meet with management every last Thursday of each month to disseminate information on transportation-related policies, provide time for questions and challenges, and to acknowledge their contribution in the continued success of MEO Transportation. It is also an opportunity to review MEO's mission and motto reminding the staff of the connection with the community and the target populations served.

MEO Transportation participates in special-topic meetings, industry seminars, conventions and tradeshow. It belongs to the Community Transportation Association of America (CTAA), American Public Transportation Association (APTA), and Hawaii Transportation Association (HTA). Mandatory attendance at supervisor meetings sponsored by the Human Resources Department is required. Required specific driver improvement programs, CPR and First Aid, and periodic meetings with State DOT (Department of Transportation) safety officer and MEO's insurance company risk manager provide avenues for keeping required skills sharp and being informed of new developments. Compulsory PUC (Public Utilities Commission) and DOT physical examinations are required of all drivers in order to maintain their CDL driver qualification. Annual DIP (Driver Improvement Program) classes are conducted to maintain essential driving skills. Monitoring of news events and legal notices, followed by research through the internet allows for downloading of needed new, detailed information for circulation among the staff.

Experience

Maui Economic Opportunity, Inc., has served the transportation requirements of Maui County for 39 years. During this period the agency evolved into a major provider of service to the public. MEO is the continuing recipient of Maui County and State of Hawaii grants for the provision of specialized transportation for the low-income, elderly, persons with disabilities, medically needy, and youth.

Listed below are the existing core State and County Grants to MEO Transportation:

Contract Number	Title	Fiscal Year
State OCS-GIA-06-07	Purchase of vehicles for transportation services-buses & vans	2006-2007
State OCS-GIA-06-01	Night time dialysis	2006
State OCS -POS 0624	Transportation services for low income persons, elderly, disabled, youth, and preschool children	2006-2007

For the previous biennium, MEO has performed the following contracts:

Contract Number	Title	Fiscal Year
-----------------	-------	-------------

State OCS-POS 04-27	Transportation Services for Low-Income Persons	2004-2005
State OCS-POS 05-62	CSBG Transportation for low-income persons, disabled, elders, children, youth	2004-2005
County G2032	Transportation services for disabled clients- Ala Hou	2005-2006
County G2034	Youth, elderly, disadvantaged and disabled transportation Program	2005-2006
County G2033	Night transportation for dialysis Treatment Patients	2005-2006
County G1985	Purchase of vehicles for transportation services- buses	2005-2006

The following contact information would provide additional information for State and County projects:

Contract Number	Contact	Address	Telephone
State OCS-POS 05-62	Sam Aiona	Office of Community Services, 830 Punchbowl Street, Rm. 420 Honolulu, HI 96813	586-8675
State OCS-POS 04-27, 06-24	Keith Yabusaki	Office of Community Services, 830 Punchbowl Street, Rm. 420 Honolulu, HI 96813	586-8675
State OCS-POS-06-07	Justin Menolascino	Office of Community Services, 830 Punchbowl Street, Rm. 420	586-8675
All County Contracts	Don Medeiros	Maui County Department of Transportation, 200 S. High St., Wailuku, HI 96793	270-7511

B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities. Also describe how the facilities meet ADA requirements, as applicable.

Maui Economic Opportunity, Inc. has POPs (Points of Presence) in Kaunakakai-Molokai, Lanai City- Lanai, and Lahaina-, Hana-, and Kahului- Maui; with its main Administration Office in Wailuku- Maui. Transportation base operations are located in Kahului, Maui with branch operations in Hana, Kaunakakai, and Lanai City. We also operate our own vehicle repair facility in Kahului, Maui. A communication system with a repeater located at the 4,000' elevation of Mt. Haleakala, 2000' level of Olinda, and at the Maui Marriott Hotel located in Kaanapali provides seamless coverage throughout upcountry, central, south, and west Maui. On the island of Molokai, a base station unit is located at our office in Kaunakakai giving coverage to the major parts of the island.

MEO's facilities are classified as "Places of Public Accommodation" under the Americans with Disabilities Act (ADA). Along with its equipment and fleet, MEO

Transportation facilities are in full compliance with Federal ADA (American with Disabilities Act) requirements, as well as safety-related requirements on its vehicles as administered by the State of Hawaii Department of Transportation. MEO Transportation has passed each and every unannounced visit by the Maui-based DOT inspector

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request. MEO Transportation's current staff meets or exceeds the minimum qualifications, including experience, for staff assigned to various programs. All bus drivers complete a 6-month introductory period during which they receive training specific to safety, maintenance, routing, and passenger assistance technique (PAT). All drivers are required to attend and pass safety-training sessions in conjunction with the Hawaii Transportation Association annually. Special Assistance Training, such as disabled client techniques, is given to certain staff capable of additional duties and responsibilities.

To assure that training is ongoing and consistent, MEO's Safety / Training department has one position of Driver Trainer / Road Supervisor, charged with the responsibility of oversight and implementation of safety and training programs, and quality assurance for the program. Driver Improvement Program (DIP) classes which include substance awareness and school bus training program are offered annually to each driver. This is an 8-hour course required of all CDL drivers. First Aid and CPR classes are offered to all of our drivers as part of their job responsibilities. A second position of Road Supervisor in the department monitors performance in the field.

MEO's Driver Trainer/Safety Coordinator conducts CDL course curriculum consisting of 160 hours of classroom training covering Federal, State, County laws and regulations, to include MEO's policies and procedures, vehicle nomenclature and hands on road work. All CDL training is normally completed on the island of Maui however, training has commenced on the island of Molokai due to the need for larger school buses and the rotation of newer buses. Driver safety awareness is reviewed and analyzed throughout the year for all drivers.

There is a supervisor "on-duty" at all times. Driver's are in contact with the supervisor through Dispatchers who are supervised by our Schedulers/Planners, who in turn, report to Management either directly or via cellular phones, pager, e-mail, and fax. Management also coordinates with all supervisors/drivers in Hana, Lanai, and Molokai in the same methods as previously mentioned. If the need

arises, further coordination by the transportation management takes place with MEO's Executive Staff. The MEO transportation organization chart indicates the lines of supervision.

Our Head of Maintenance and Lead Mechanic are both certified Automotive Service Excellence (ASE) technicians and retain mechanical certifications in repair work for various machinery at our repair shop. Annual ASE certification exams related to this expertise are taken at Maui Community College. These exams keep our mechanics abreast of the industry field as well as challenge them with newer technology in the growing computer field. In addition MEO Transportation Lead Mechanic and shop technicians attend factory-sponsored technical courses to enable the MEO vehicle repair and maintenance facility gain Authorized Warranty Facility designation.

With our vehicle maintenance schedule, coordination on a countywide level takes place with the Head of Maintenance who receives daily inspections reports for each vehicle. If vehicles on the islands of Molokai and Lanai need repair, the Head of Maintenance or Lead Mechanic travels to either island to correct the problems. If they are unable to fix the problem, a vehicle is shipped from Maui and the inoperable vehicle returned to Maui.

B. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organizational chart that illustrates the placement of this request. **(See Attachment C-1 & C-2)**

VI. Other

A. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain. MEO is not a party in pending litigation and does not have any outstanding judgments.

B. Licensure or Accreditation

Specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request. MEO holds a Certificate of Public Convenience and Necessity issued by the Public Utilities Commission State of Hawaii License #4575-C. This enables MEO to transport ambulatory and non-ambulatory persons in the County of Maui.

BUDGET REQUEST BY SOURCE OF FUNDS

(Period 07/01/2008 to 06/30/2009)

Applicant/Provider: **Maui Economic Opportunity, Inc.**

BUDGET CATEGORIES	Budget Request (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	117,986			
2. Payroll Taxes & Assessments	19,102			
3. Fringe Benefits	16,716			
TOTAL PERSONNEL COST	153,804			
B. OTHER CURRENT EXPENSES				
1. Airfare, inter-Island				
2. Insurance	3,000			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training	900			
6. Supplies	12,300			
7. Telecommunication	1,200			
8. Utilities	2,856			
9. Audit Fees	2,000			
10. Administrative Fees	3,000			
11. Space Repair and Maintenance	1,200			
12. Vehicle Repair and Maintenance	1,440			
13. Equipment Repair and Maintenance	300			
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				
TOTAL OTHER CURRENT EXPENSES	28,196			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
TOTAL (A+B+C+D)	182,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Budget Request	182,000	Mona Kalliponi, Operations Director (808) 249-2980 Name (Please type or print) Phone		
(b)		Signature of Authorized Official Date		
(c)		Sananda K. Baz, Executive Director 01/28/08 Name and Title (Please type or print)		
(d)		For State Agency Use Only		
TOTAL REVENUE	182,000	Signature of Reviewer Date		

BUDGET JUSTIFICATION
PERSONNEL - SALARIES AND WAGES

Application: Maui Economic Opportunity, Inc.

Period : July 1, 2008 to June 30, 2009

POSITION TITLE	FULL TIME EQUIVALENT TO ORGANIZATION	ANNUAL SALARY INCLUDING BUDGETED SALARY INCREASE	% OF TIME BUDGETED TO THE CONTRACT	TOTAL SALARY BUDGETED TO THE CONTRACT
Personal Attendant Technicians (P.A.T.) Bus Driver	100.00%	31,500	100.00%	31,500
Personal Attendant Technicians (P.A.T.) Bus Driver	100.00%	31,500	100.00%	31,500
Personal Attendant Technicians (P.A.T.) Bus Driver	100.00%	31,500	53.13%	16,736
Dispatcher	100.00%	34,000	100.00%	34,000
Dispatcher	100.00%	34,000	12.50%	4,250
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
JUSTIFICATION/COMMENTS:				117,986

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

Applicant: Maui Economic Opportunity, Inc. Period: July 1, 2008 to June 30, 2009

TYPE	BASIS OF ASSESSMENTS OR FRINGE BENEFITS	% OF SALARY	TOTAL
PAYROLL TAXES & ASSESSMENTS:			
Social Security	100.00%	7.65%	8,849
Unemployment Insurance (Federal)	100.00%	0.00%	0
Unemployment Insurance (State)	100.00%	1.01%	1,192
Worker's Compensation	100.00%	6.66%	7,858
Temporary Disability Insurance	100.00%	1.02%	1,203
SUBTOTAL:			19,102
FRINGE BENEFITS:			
Health Insurance	4062	0.1	10,817
Retirement	4062	0.04	4,719
Life Insurance	4062	0.01	1,180
SUBTOTAL:			16,716
TOTAL:			35,818
JUSTIFICATION/COMMENTS:			

BUDGET JUSTIFICATION - OTHER CURRENT EXPENSES

Applicant: Maui Economic Opportunity, Inc.

Period: July 01, 2008 to June 30, 2009

DESCRIPTION	AMOUNT	JUSTIFICATION
Other Current Cost	(a)	
Airfare, Inter-Island	0	
Insurance	3,000	Liab. Insurance
Lease/Rental of Equipment	0	
Lease/Rental of Space	0	
Staff Training	900	
Supplies:		
Office Supplies	1,500	\$125/mo X 12 months
Printing and Xerox copies supplies	1,800	\$150/mon X 12 months
Gasoline/Diesel	9,000	\$750mo X 12 Months
Telecommunication	1,200	\$100/mo X 12 Months (Telephone and Internet connections)
Utilities	2,856	\$238/mo X 12 Months
Others:		
Audit Fees	2,000	Pro-rated Annual Single audit fee.
Administrative Fee	3,000	Exe Staff Program oversight, HR support and monitor and Fiscal Management and control.
Space Repair and Maintenance	1,200	\$100/mon X 12 Months.
Vehicle Repair and Maintenance	1,440	\$120/mo X 12 Months
Equipment Repair and Maintenance	300	\$25/mo X 12 Months
TOTAL:	28,196	

COMMENTS:

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.

Maui Economic Opportunity, Inc.

(Typed Name of Individual or Organization)


(Signature)

1-31-08
(Date)

Lyn McNeff
(Typed Name)

Deputy Director
(Title)

Attachment A
Drivers' Daily Manifest Schedule

Attachment B
Drivers' Trip Log

Youth Trans 2007 Stickers are valid through Feb 15th, 2008
 Eff. Feb 19th 2008, We only accept the 2008 Sticker.
 Call dispatch with child's name if you need to refuse service

DRIVER	START TIME	END TIME	LNCHN BREAK	FINISH TIME
			FO	
VRH. ID:	ODOM. START	ODOM. LAST PROPOF	SIGNATURE	ODOM. FIRST PICKUP
				ODOM. END

Date Pickup time / Appt. time

01/28/2008 09:00 / [REDACTED]

NONE(DV/R/LUNC (#0Ps)
 H) \$ 0.00

Address for Pickup

W/C 24
 <S->MEO Transportation Kahului, HI 96732

Destination Address

Home
 MEO Transportation Kahului 96732

Time Odom

Start	
Drp.	

Trip Type

[REDACTED] @ 9:32

01/28/2008 09:30 / [REDACTED]

Wheelchair County of Maui \$ (#1Ps)
 0.00

Dialysis (Maui Lani)

<S->105 Maui Lani St Wailuku, HI 96793

Home

[REDACTED]

Time Odom

Start	
Drp.	

Trip Type DIALYSISAM

assign to #56 fr #57 (dc) already informed [REDACTED] RDY@9:33
 CURBSIDE P/U

MILG ADDR [REDACTED]

01/28/2008 10:30 / [REDACTED]

Medicaid \$ 0.00 (#1Ps)

Home

[REDACTED]

Wailuku Health Center

121 Mahalani St Wailuku, HI 96793

Start

Drp.

Trip Type MEDICAID

JEN CVR FRM # 56 10/8 @ 10:18
 SHD (ALAHOU)
 RSH(SHUTTLE)
 MED(MEDICAID)

01/28/2008 11:15 / [REDACTED]

Wheelchair Medicaid \$ 0.00 (#1Ps)

Home

Kahului Hale Makua West Unit Kahului, HI 96732

Home

[REDACTED]

Start

Drp.

Trip Type MEDICAID

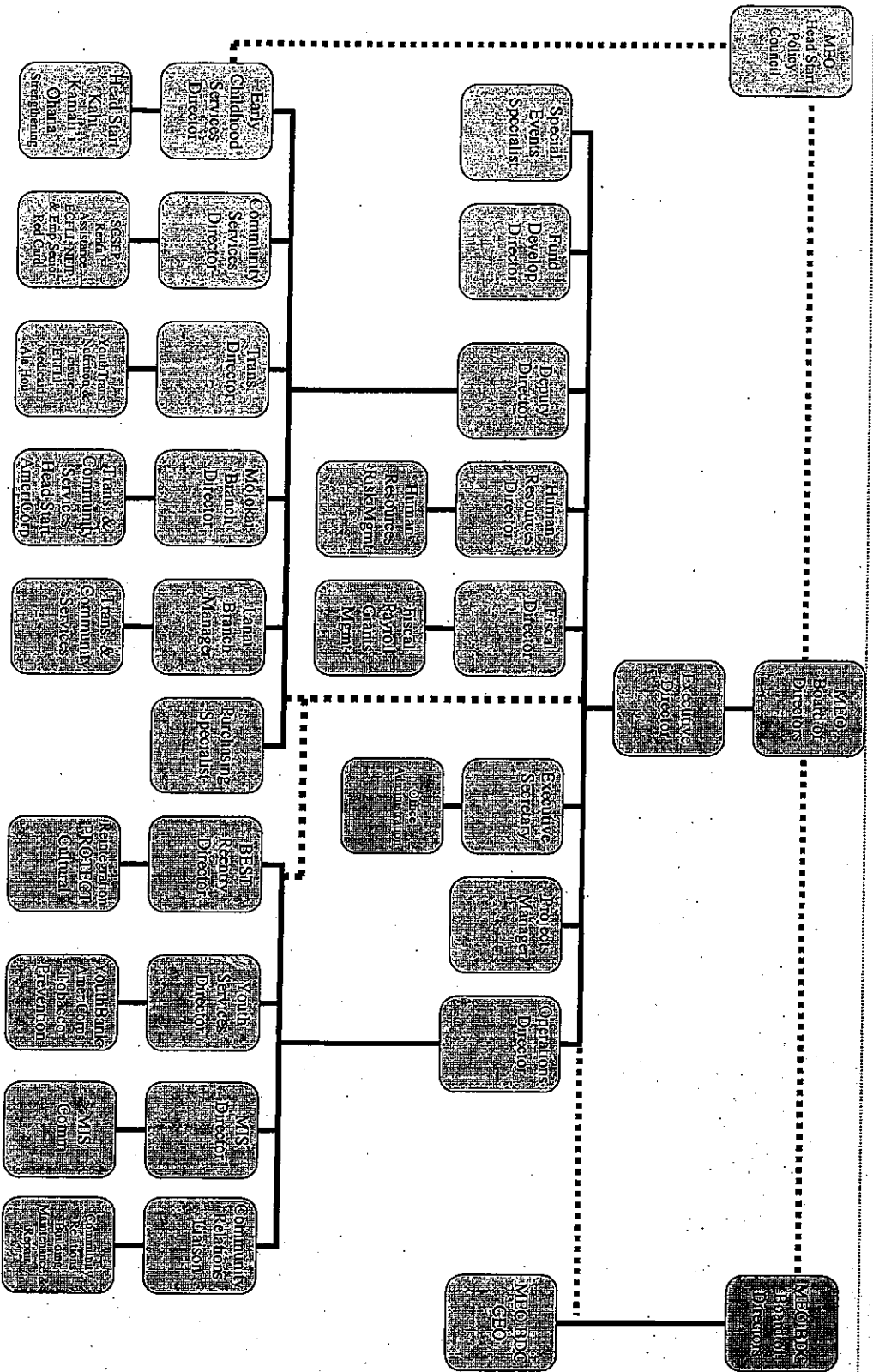
CURBSIDE

Medicaid # [REDACTED]

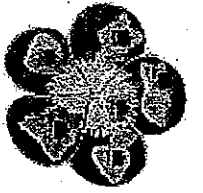
Attachment C - 1
MEO Organization Chart



Maui Economic Opportunity, Inc. Organizational Chart



Attachment C - 2
MEO Transportation Department
Organization Chart



Maui Economic Opportunity, Inc. Transportation Organizational Chart

