

House District 44,45

Senate District 2

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

Log No: 189-0

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):

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:  
Nanakuli Housing Corporation  
Dba:

Street Address: 50P Sand Island Access Road  
Honolulu, HI 96819  
Mailing Address: P. O. Box 17489  
Honolulu, Hawaii 96817

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name PAIGE KAPIOLANI BARBER  
Title Executive Director  
Phone # (808) 842 0770  
Fax # (808) 842 0780  
e-mail alohakap@earthlink.net

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:

**HOLOMUA NA'AU'AO: STRENGTHENING NEIGHBORHOODS THROUGH KNOWLEDGE ON HOME MAINTENANCE**  
*(Maximum 300 Characters)*

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2008-2009 \$ 321,112

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 \$ 257,055 (TANF, ENDING 10/08)  
COUNTY \$  
PRIVATE/OTHER \$ 50,000

APPLICANT REPRESENTATIVE:

[REDACTED SIGNATURE]  
AUTHORIZED SIGNATURE

PAIGE KAPIOLANI BARBER, EXECUTIVE DIRECTOR  
NAME & TITLE

JANUARY 30, 2008  
DATE SIGNED

## Application for Grants and Subsidies

### I. Background and Summary

#### A. Organization Background.

Nānākuli Housing Corporation (NHC) was established in 1989 by the Nānākuli community under the name Nānākuli Neighborhood Housing Services. The impetus to create the organization came from a survey of homes in need of repair in the Nānākuli area. Between 1990 and 1996, NNHS delivered more than \$400,000 in low-interest home repair loans to residents of Nānākuli, started one of the first neighborhood "clean up" campaigns resulting in neighbors helping neighbors fix up homes, removed abandoned cars, and completed one of the first "visioning" ever held in the Wai'anae coast.

In 1998, NHC began exploring expansion of its core services to a wider audience beyond the Nānākuli area, and in 1999 with support from lenders, community organizations, government, and the Department of Hawaiian Home Lands (DHHL), implemented a successful pilot homeownership education program aimed at DHHL accelerated land awardees on the islands of O'ahu, Hawaii, and Maui.

In 2002, the organization received certification as homeownership trainers as well as a Best Practice Award from the US Dept. of Housing and Urban Development (HUD). A year later, the organization left the Neighborhood Reinvestment network, established itself as a native Hawaiian nonprofit corporation with an all-native Hawaiian board of directors, and in 2003 changed its name to Nānākuli Housing Corporation.

NHC's services have grown from the technical assistance in providing Waianae coast families with a low interest home repair loan fund to a more comprehensive approach of helping native families statewide in achieving their goals of self-sufficiency and asset building through home ownership.

Our mission is that every native Hawaiian family, regardless of [REDACTED], will build their assets through homeownership. Our integrated program [REDACTED] continue to revolve around the concept of homeownership and include:

- **Homeownership and Financial Literacy training and case management** helps families evaluate and work on credit issues, then work with a mortgage lender to qualify for a mortgage loan. NHC has trained over 700 individuals since this program's inception. Families qualifying for a mortgage loan have increased from just 10% of those trained to nearly 40%. NHC is currently a partner in the State of Hawaii Department of Hawaiian Home Lands Home Ownership Assistance Program;
- **Self Help Home Repair training** assists families in maintaining that asset by learning how to do minor repairs and/or secure a contract [REDACTED] financing to [REDACTED]

complete larger home projects. NHC has trained over 100 individuals, representing 40 families since 2004 with 31 projects completed. In 2008 NHC will be training an additional 87 families in self help home repair funded by Native American Housing Assistance and Self Determination Act (NAHASDA) and Temporary Assistance for Needy Families (TANF);

- **Baseyard Hawaii** allows families to obtain some of the materials for their home improvement projects at little or no cost depending on their income levels. Our baseyard program collects and distributes reusable, surplus construction materials to families, schools and nonprofit organizations at little or no cost. Excess materials are made available to the public at discount and proceeds used to fund NHC program. Partnerships with private companies have also provided NHC with reusable appliances to distribute;
- **Home Replacement** assists low to moderate income families with affordable home replacement using packaged homes and the "sweat equity" of the family. NHC is completing a Grant in Aid contract with the Hawaii Public Housing Authority. Seven families have been assisted in home replacement through this funding; and
- **Handymasters** is the newest of our programs that assists families with smaller home repairs by referring an NHC qualified handyman.

Our training is provided at no cost to low to moderate income families via federal and state funding.

## **B. The Goals and Objectives**

The **goal** of this project is to assist at least 40 low to moderate income Leeward coast families in home repair, renovations and/or home replacement through self help home repair classes, homeownership and financial literacy training, access to reusable home building materials and affordable homes.

Participating low to moderate income families will be provided additional training and case management services as appropriate. A partnership with the Consuelo Foundation will also provide particularly needy families with children under 18 additional social services and/or assistance to negotiate a particular hurdle in the family's efforts. These services could include family counseling, tuition or medical/dental services depending on the need. All participating families will be given credit at our baseyard program to encourage the use of recycled materials.

The following **objectives/milestones** have been identified to attain the project goal:

1. Secure participants for the project.
2. Orient participants and begin training.
3. Solicit materials for families from contractors and building materials suppliers
4. Implement family projects within neighborhoods.
5. Evaluate project.

### **C. The Public Purpose and Need To be Served.**

Based on the 2000 Census we know that households on the Leeward Coast of Oahu:

1. Are larger with 3.95 individuals per household versus the state average of 2.92;
2. Have structures that are largely older with a lower median value than state averages;
3. Have incomes consistently lower on average than the state's median income of \$49,820;
4. Are more likely to be receiving public assistance (26%) than others in the state (7%); and
5. Are younger on average with 57% of the household having children under 18 years of age versus the state average of 38%.

Based on a 2003 Department of Hawaiian Homelands (DHHL) study, 47% of the homes in Hawaiian Homeland communities are in need of significant repair. The need for repairs is related to the age of the unit (the older the unit the greater the need for repairs) and the survey showed that low incomes are also related to the need for repairs (with lack of financial resources being one of the primary causes of delaying repairs). Over twenty percent of the households on the Leeward coast are on Hawaiian Homelands. The Leeward coast also has a large concentration of O`ahu's homeless.

In early 2006 NHC conducted a drive-through survey of four of the oldest native Hawaiian homesteads on Oahu (Waianae, Nanakuli, Papakolea and Waimanalo) to identify the exterior condition of homes and determine the level of need for home repair. Based on just an external view of the homes, about 10% of the 2,548 homes surveyed were found to be in need of repair. However, by working with 40 of those families, more extensive issues were found within the home. Income and borrowing capacity limited the amount of repairs that could be done with these families. Thirty one family projects were completed. The balance of the projects require families to resolve credit issues before financing can be secured.

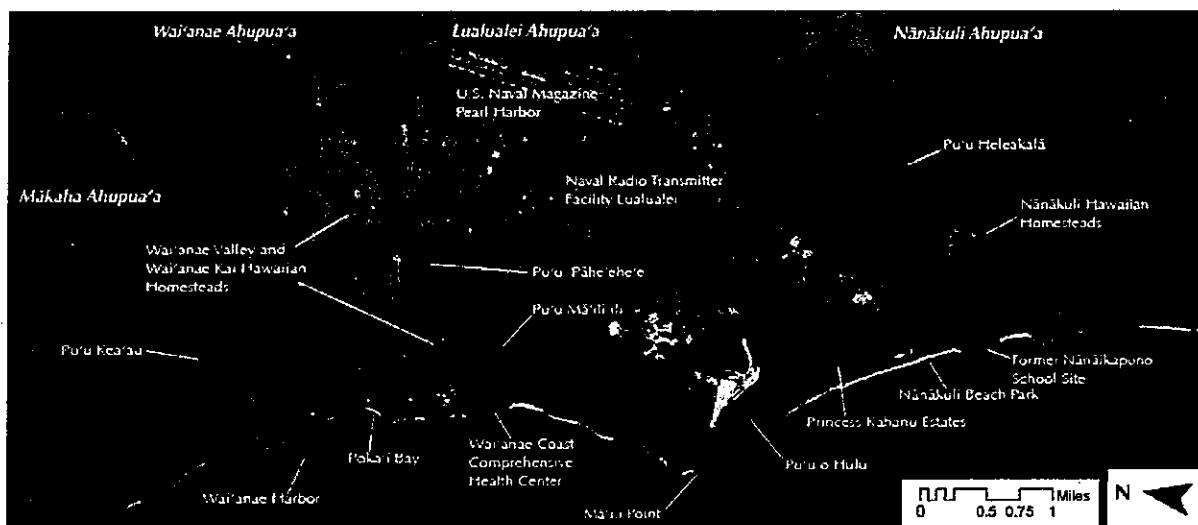
**This project is focused on assisting families on the Leeward coast in creating a healthier living environment, enhancing their borrowing capacity and potentially upgrading their current homes to increase the livable space for additional family members in a way that is more affordable for families.**

#### **D. The Target Population**

According to the 2000 Census there are 9,092 households along the Leeward coast from Nanakuli to Makaha. About 25% of those households are on Hawaiian homelands. The target population of this project are homeowners within that area who meet the Federal HUD guidelines of low-moderate income.

#### **E. The Geographic Coverage**

The geographic coverage will include all the homestead areas and adjacent communities of Wai'anae Valley homestead and Nānākuli homestead.



## **II. Service Summary and Outcomes:**

### **A. The Scope of Work, Tasks and Responsibilities**

The goal of the program is to assist 40 low to moderate income Leeward Coast low to moderate income families in repairing, renovating or replacing their homes. The individual objectives to meet this goal include:

1. Secure the participants for the project;
2. Orient participants and begin training;
3. Solicit materials from contractors and building material stores to assist families with projects;
4. Implement projects within neighborhoods; and
5. Evaluate project

Details on each of the activities and responsible staff are included in the workplan below.

<b>Objective 1: Secure Participants for the project</b>			
<b>Activities</b>	<b>Staffing (*Lead)</b>	<b>Time Period</b>	
		<b>Begin Month</b>	<b>End Month</b>
1. Prepare materials to inform participants about program	Executive Director (ED) *Program Director (PD), Planning/Compliance Director (PCD), Program Coordinators (PC)	1	1
2. Meet with Waianae Community Groups to inform them about the project and secure possible neighborhoods to implement project	*ED, PD, PC	2	2
3. Select four to five neighborhoods to canvas.	ED, *PD, PM	2	2
4. Canvas neighborhoods and secure at least 80 families interested in participating in the project	*ED, *PD, PCD, PC, Case Manager (CM), Project Manager (PM), Construction Specialists (CS), Volunteers	2	3

<b>Objective 2: Inform participants and begin training</b>			
<b>Activities</b>	<b>Staffing (*Lead)</b>	<b>Time Period</b>	
		<b>Begin Month</b>	<b>End Month</b>
1. Hold orientation for participants	*ED, PD, PCD, PM, PC, CM	4	4
2. Complete assessments for each home	*PD, ED PM, CS, PC	4	6
3. Qualify low to moderate income families	*PD, PC, CM	4	4
4. Secure commitment from each family to participate in program	*PD, PC, CM	5	7
5. Schedule and implement training sessions to meet family project needs	*PD, PC, CM, volunteer trainers	6	8
6. Complete individual project plans for each family	*PD, PM, CS, PC, CM	7	8

Final project plan materials from contractor are to be provided to participants for review and approval.

Activities	Staffing (*Lead)	Time Period	
		Begin Month	End Month
1. Compile list of necessary materials based on inventory and initial assessments	*ED, PD, PM, CS, PC	6	6
2. Contact and follow up with donors	*ED, PD, PCD, PC	6	11
3. Take delivery on donations	*Volunteers	6	11
4. Update family plans as materials become available.	*PD, PM, CS, PC	7	12

Objective #1: Implement projects within neighborhoods			
Activities	Staffing (*Lead)	Time Period	
		Begin Month	End Month
1. Secure authorization as necessary for mobile workshops within neighborhoods	*PD, PM	5	7
2. Schedule and inform families of workshops in their neighborhood	*PD, PC	7	11
3. Secure necessary materials and equipment for workshops.	*PM, CS	7	11
4. Hold workshops	*PD, PM, PC, CS, Volunteers	8	12
5. Update family plans	*PD, PM, CS, PC, CM	9	12
6. Schedule and implement celebrations as neighborhoods complete projects	*PD, PM, PC	12	12

Objective #2: Finalize project			
Activities	Staffing (*Lead)	Time Period	
		Begin Month	End Month
1. Develop and submit project plan and financial status as required	*ED, PD, PCD	1	12
2. Implement participant evaluations	*PD, PM, PC, CS	6	12
3. Compile participant evaluation for final project report	*PD, PCD, PC	12	13

**B. The Annual Time Line**

**Timeline for Holomua Na`au`ao project**

Objectives/Activities	Month											
	1	2	3	4	5	6	7	8	9	10	11	12
<b>1 Secure participants for project</b>												
1.1 Prepare materials to inform participants about program	█											
1.2 Meet with Waianae community groups to inform them about the project and secure possible neighborhoods to canvas		█										
1.3 Select four to five neighborhood to canvas		█										
1.4 Canvas neighborhoods and secure at least 80 families interested in participating in the project		█	█									
<b>2 Orient participants and begin training.</b>												
2.1 Hold orientation for participants				█								
2.2 Qualify low to moderate income families				█								
2.3 Complete assessments for each home				█	█							
2.4 Secure commitment from each family to participate in program				█	█	█						
2.5 Schedule and implement training sessions to meet family project needs					█	█	█					
2.6 Complete individual project plans for each family						█	█					
<b>3 Solicit materials from contractors and building material stores to assist low to moderate income families with projects</b>												
3.1 Compile list of necessary materials based on inventory and initial assessments						█						
3.2 Contact and follow up with donors						█	█	█	█	█	█	
3.3 Take delivery on donations						█	█	█	█	█	█	
3.4 Update family plans as materials become available.							█	█	█	█	█	█
<b>4 Implement projects within neighborhoods</b>												
4.1 Secure authorization as necessary for mobile workshops within neighborhoods					█	█	█					
4.2 Schedule and inform families of workshops in their neighborhoods					█	█	█	█	█	█	█	
4.3 Secure necessary materials and equipment for workshops					█	█	█	█	█	█	█	
4.4 Hold workshops							█	█	█	█	█	█
4.5 Update family plans								█	█	█	█	█
4.6 Schedule and implement celebrations as neighborhoods complete projects									█	█	█	█
<b>5 Evaluate project</b>												
5.1 Develop and submit project plan and financial status as required				█			█		█			█
5.2 Implement participant evaluation							█	█	█	█	█	█
5.3 Compile participant evaluation for final project report											█	█



**C. Quality Assurance and Evaluation:**

NHC ensures that all compliance issues and building codes are clearly understood, abided by and addressed over the course of family projects. A licensed contractor is on staff to assure that all work is done according to building code. Where appropriate, families will be required to use licensed contractors and subcontractors to complete their repairs/renovations.

Families are asked to evaluate their experience and satisfaction with the results of each program. Their input is used to further enhance our program but is also included in the financial and project progress reports made to our funders. Our funders have been pleased with the thoroughness of our reporting; one is even thinking of using our report as a format for other organizations they fund.

Successful completion of all NHC projects is at the front of all staff and volunteer efforts. Project efforts are monitored at weekly project staff meetings. Any issues are surfaced and every effort is made to resolve the issues. If the project is behind schedule or short on deliverables, additional staff or resources are assigned to assist in bringing the project back on schedule and assure its completion. There are been a few projects where if available, the organization has requested no cost extensions to assure that project terms are met. Over the last three years, NHC has successfully completed all its contracts.

**D. Measures of Effectiveness**

Our measures of the effectiveness of the project are:

1. At least 40 low to moderate income families from the leeward coast will be provided with self help home repair training;
2. At least 75% of the trained families complete home repairs to increase the safety and health of the household; and
3. All families requiring major home repairs or total home replacement are provided homeownership and financial literacy training and develop a plan to work on credit issues to qualify for a rehabilitation loan.



III. Financial

**BUDGET REQUEST BY SOURCE OF FUNDS**

(Period: July 1, 2008 to June 30, 2009)

Applicant: Nanakuli Housing Corporation

<b>BUDGET CATEGORIES</b>		<b>Total State Funds Requested</b>			
		(a)	(b)	(c)	(d)
<b>A.</b>	<b>PERSONNEL COST</b>				
	1. Salaries	126,100			
	2. Payroll Taxes & Assessments	12,181			
	3. Fringe Benefits	18,831			
	<b>TOTAL PERSONNEL COST</b>	<b>157,112</b>			
<b>B.</b>	<b>OTHER CURRENT EXPENSES</b>				
	1. Airfare, Inter-Island				
	2. Insurance	5,000			
	3. Lease/Rental of Equipment				
	4. Lease/Rental of Space	22,200			
	5. Staff Training				
	6. Supplies	30,800			
	7. Telecommunication	3,600			
	8. Utilities	12,000			
	9 Professional Services - Accounting	4,400			
	10 Mileage	6,000			
	11 Solar Heating Systems (20 families)	60,000			
	12 Closing/Demolition Costs (4 families)	20,000			
	13				
	14				
	15				
	16				
	<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>164,000</b>			
<b>C.</b>	<b>EQUIPMENT PURCHASES</b>				
<b>D.</b>	<b>MOTOR VEHICLE PURCHASES</b>				
<b>E.</b>	<b>CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>		<b>321,112</b>			
<b>SOURCES OF FUNDING</b>			Budget Prepared By:		
	(a) Total State Funds Requested	321,112	Mary Shimizu (808) 842-0770		
	(b)		Name (Please type or print) Phone		
	(c)		[Redacted Signature] 2/30/09		
	(d)		Signature of Authorized Official Date		
<b>TOTAL REVENUE</b>		<b>321,112</b>	Paige Kapiolani Barber, Executive Director		
			Name and Title (Please type or print)		

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME BUDGETED TO REQUEST B	TOTAL SALARY BUDGETED IN REQUEST A x B
Executive Director	1	\$60,000.00	33.00%	\$ 19,800.00
Program Director	1	\$60,000.00	55.00%	\$ 33,000.00
Planning and Compliance Officer	1	\$50,000.00	25.00%	\$ 12,500.00
Project Manager	1	\$32,000.00	40.00%	\$ 12,800.00
Program Coordinator -HOH	0.5	\$32,000.00	25.00%	\$ 8,000.00
Program Coordinator -SHHR	0.5	\$32,000.00	25.00%	\$ 8,000.00
Construction Specialist	1	\$34,000.00	50.00%	\$ 17,000.00
Case Manager	1	\$30,000.00	50.00%	\$ 15,000.00
<b>TOTAL:</b>				<b>126,100.00</b>
<b>JUSTIFICATION/COMMENTS:</b> Time estimates for each position are based on the attached workplan and the required activities.				

Applicant: Nanakuli Housing Corporation

Period: July 1, 2008 to June 30, 2009

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

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

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ANY OTHER SOURCE OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED		FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2005-2006	FY: 2006-2007	FY:2007-2008	FY:2008-2009	FY:2009-2010	FY:2010-2011
PLANS				NA		
LAND ACQUISITION				NA		
DESIGN				NA		
CONSTRUCTION				NA		
EQUIPMENT				NA		
<b>TOTAL:</b>						
JUSTIFICATION/COMMENTS: Not applicable						

Anticipated quarterly funding requirements for the fiscal year 2008-2009 are:

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$ 49,828	\$ 72,361	\$ 67,095	\$ 131,828	\$ 321,112

#### IV. Experience and Capability

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

NHC has more than seven years experience in education and training of local families in homeownership and financial literacy. Our success rate of qualifying families for a mortgage loan has increased from 10 to 40% through increased case management and caring volunteer lenders.

NHC is just completing a Native American Housing Assistance and Self-Determination Act (NAHASDA) that assisted 20 families in doing small to extensive home repairs. In total NHC has trained over 100 families in self help home repair.

NHC has partnerships with bankers/lenders who assist our participants in finding low-interest, affordable loans. Partners like HomeStreet Bank mortgage professionals volunteer their time to train and later work with families to address credit issues and work on a budget that enables the family to qualify for a mortgage or home repair loan.

NHC has built partnerships with contractors and contracting suppliers that have increased each year. NHC has been able to attract over \$200,000 in reusable construction materials. More than \$50,000 of materials has been distributed to low to moderate income families, other non profits, churches and schools.

NHC has created partnerships with other non profit organizations to deliver its services. Queen Liliuokalani Children's Center provides the cultural training portion or our curriculum. Papakolea Community Development Corporation and the Waianae Homestead Association have assisted NHC with family referrals.

Contracts awarded and completed over the last three years include:

Grant	Award Date/Term	Amount	Purpose
Economic Development Initiative	February, 2004 5 years	\$268,245	To provide housing management services
Native American Housing Assistance and Self Determination Act (NAHASDA)	May, 2004 1 year	\$135,000	To provide homeownership training to low to moderate income families
Administration for Native Americans	September, 2004 2 years	\$324,616 (1) \$216,172 (2) \$58,425 (supplemental)	To provide self help home repair training to low to moderate income families

Grant	Award Date/Term	Amount	Purpose
NAHASDA	November, 2005 1 year	\$150,000	To provide self help home repair training and supervise repairs to homes
NAHASDA	February, 2006 1 year	\$154,968	To provide homeownership training to low to moderate income families
NAHASDA	November, 2006 1 year	\$137,459	To provide mobile self help home repair training to low to moderate income families
Grant in Aid (State of Hawaii)	December, 2006 1 year	\$350,000	To provide home replacement assistance to seven native Hawaiian families

## B. Facilities

Administrative offices and the construction material warehouse are located at 50 P Sand Island Access Road. This site is leased from the State of Hawaii Department of Transportation Harbors Division. NHC is currently working on a project to enhance that site to store more materials and be more accessible to the public and participating families.

Training and meeting with the families will take place largely at our training center at Kalaeloa. The Kalaeloa training facility is leased from the Department of Hawaiian Home Lands and includes two buildings. One of these buildings was a former Navy training center and has been restored for use as program offices and classrooms. The second building has been renovated to provide a workshop space for families to use on a supervised basis.

NHC has made accommodations for physically challenged participants on an as needed basis. Once completely renovated, the Kalaeloa facility will meet ADA requirements.

NHC will be using a mobile training/workshop vehicle for this project. The van has been equipped with equipment to be used for training and "hands on" workshops for participating families in their own neighborhoods.

## V. Personnel: Project Organization and Staffing

### A. Proposed Staffing, Staff Qualifications, Supervision and Training:

The project staff includes:

**Paige Kapiolani Barber, Executive Director**, has been with Nanakuli Housing since February, 2005 and is Executive Director since September, 2005. While a great part of

her professional career has been in the dental industry, she has been very active in home remodeling and redecorating. She completed the Kapiolani Community College Non Profit Management Certification in August, 2005.

**Marlene Among, Program Director**, has been with NHC since May 2004 and has over 30 years of management and program experience in the private and nonprofit sector. During her tenure with NHC, Ms. Among enhanced the homeownership training program and increased participating families qualifying for mortgage loans from 10% to nearly 40%. She expanded the program offering to include self-help home repair and home replacement.

**Mary Shimizu, Planning and Compliance Officer**, has been with NHC as a staff member since June, 2003. She has implemented a grant administration system for NHC and continues to administer grants and assist with programs. Her background includes over 25 years in the financial services industry with assignments in finance, systems, and product management.

**Eugene Kawelo, Project Manager**, is a licensed contractor. Most of his professional career has been at Pearl Harbor Naval Shipyard as a manager in the maintenance area. He joined NHC in 2005 to assist with the self-help home repair program.

**Wilbert Barber, Construction Specialist**, has been a volunteer with NHC since its inception and its warehouse manager since 2000. He became a staff member in June, 2003. He retired from S&M Welding as vice president and is a skilled welder and mechanic.

**Camille Laybon, Case Manager**, has been with NHC for two years. Her assignments have included project coordination for homeownership and financial literacy and case management for families in the homeownership, self-help home repair and home replacement programs. She has assisted in the development of NHC's case management database.

**Michele Minhoto, Project Coordinator**, is the newest member of the NHC staff, beginning in September, 2007. Michele has been a volunteer for NHC and is familiar with our programs.

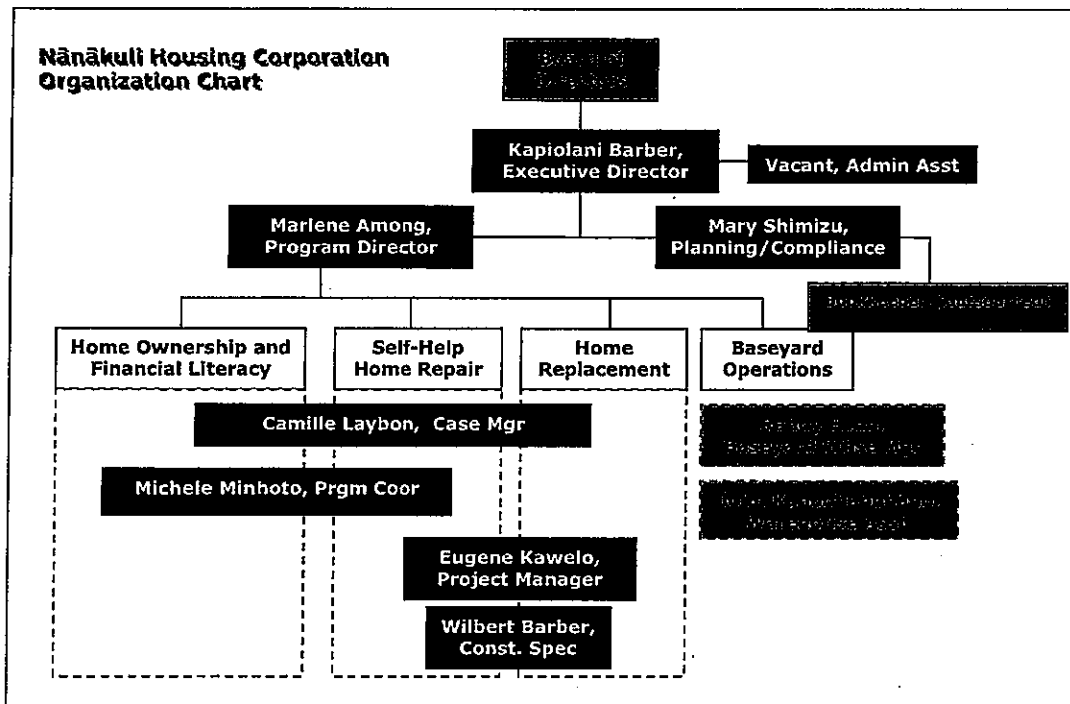
Volunteers supporting this project include **Randy Funn**, a board member and the owner of a construction and telecommunications company. Mr. Funn provides part time warehouse management for our Baseyard Hawaii program. **John Kahooohanohano**, a board member and recent retiree from Pearl Harbor assists in the warehouse. Both volunteers secure materials for the families to use and assist families in the selection and use of materials.

Resumes will be made available upon request.



### B. Organizational Chart

The organization structure is provided below.



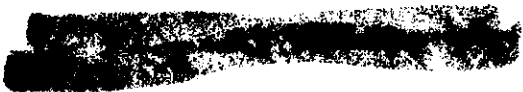
### VI. Other

#### A. Litigation

Not Applicable

#### B. Licensure or Accreditation

Licensed contractors are required and will be used for family projects. Eugene Kawelo is a licensed contractor and will assure that quality checks are done on each family project.



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

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

- (1) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy is awarded;
- (2) Comply with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and assuring the proper expenditure of the grant or subsidy.

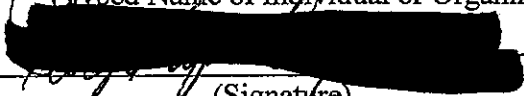
In addition, a grant or subsidy may be made to an organization only if the organization:

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

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

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

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

Nanakuli Housing Corporation  
(Typed Name of Individual or Organization)  
  
(Signature)

January 30, 2008  
(Date)

Paige Kapiolani Barber  
(Typed Name)

Executive Director  
(Title)