

House District 21

Senate District 12

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

Log No: 240-0

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

DEPT. OF HEALTH

AND PROGRAM I.D. NO. _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Waikiki Community Center

Dbas:

Street Address: **310 Paoakalani Ave.**
Honolulu, HI 96815

Mailing Address:
Same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name JOAN I. NAGUWA

Title Executive Director

Phone # 923-1802

Fax # 922-2099

e-mail joan@waikikicommunitycenter.org

3. TYPE OF BUSINESS ENTITY:

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

4. FEDERAL TAX ID # _____

5. STATE TAX ID # _____

6. SSN (IF AN INDIVIDUAL): _____

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

SENIOR SERVICES FOR WAIKIKI'S ELDERS

(Maximum 300 Characters)

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2007-2008 \$ 78,000

FY 2008-2009 \$ 81,000

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 \$ 159,000

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ 82,400

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[Redacted Signature]

JOAN I. NAGUWA, EXECUTIVE DIRECTOR

NAME & TITLE

01/31/07

DATE SIGNED



Senior Services for Waikiki
The Twenty-Fourth Legislature
Hawai'i State Legislature 2007-2009
Application for Grants & Subsidies

I. BACKGROUND & SUMMARY

1. Description of Waikiki Community Center

The mission of Waikiki Community Center (WCC), a 501(c)(3) corporation, is to enrich and improve the physical, social, emotional and spiritual needs of the diverse people of Waikiki through multigenerational on-site and outreach programs and social services.

WCC is located at 310 Paoakalani Avenue, on the Diamond Head end of Waikiki. The Waikiki Community Center is uniquely positioned as the only community center within Waikiki, serving a diverse population of older adults, families with young children, visitor industry employees and others. Recognized as an integral part of the community, it is a safe gathering place where residents, visitors and employees build and strengthen relationships, and where the diverse needs of the community are met each day. Incorporated in 1978, WCC operates three (3) major programs:

A. *Senior Program* – More than 1,200 full-time and part-time Waikiki residents, ages 55 and older, participate in educational, physical, and social and wellness activities at WCC which enable them to maintain healthy, independent lifestyles and avoid unnecessary and costly premature institutionalization. Over 125 adult education, recreation, social, health and wellness activities and classes for older adults are conducted each year, including aerobics, tap dancing, yoga, nutrition life skills, safe driving, and health screenings. In addition, WCC seniors participate in the community as volunteers, such as tutoring elementary school children, as active and engaged citizens.

B. *Community Programs* - The Waikiki Community Center Serves as a 'one-stop' resource for health and human services, spiritual and social support, counseling and therapy sessions, lifelong education, wellness, and community building for Waikiki's children, families and elderly. Through WCC's programs and those of our non-profit and faith-based partner agencies, over 2,000 individuals utilize our facilities each week and provide our community members with a safe place to meet and gather.

C. *Child Care* – Each year, over 120 infants, toddlers and preschoolers receive quality early childhood education and nurturing care to prepare them for school. Eighty percent (80%) of our parents work in Waikiki's hotels, retail establishments and other visitor-related industries. The program is uniquely designed to meet the needs of parents whose work hours often extend beyond the normal work week. There are three major program components:

- Preschool: for children, ages 3 years to 5 years old.
- Infant and Toddler Program: for children, ages 6 weeks old to 2 years old
- Saturday & Holiday Program: for children, ages 2 years old to 9 years old

WCC's Childcare program operates 6 days a week, 11 hours a day, 50 weeks a year. It is one of the few licensed group childcare centers and preschools in the state that operate these extended hours, and is the only one in the heart of Waikiki. Nearly 70% of WCC families live on low to moderate incomes. Twenty-five (25%) percent of our children receive government subsidies or tuition scholarships.

2. Goals and Objectives Related to the Request

The goal of the Senior Services for Waikiki Elders is to maintain the current continuum of services for the variety older adults who live independently in the community without normal support systems, such as family members, living nearby. The program has two major components: 1) Activities and programs, such as physical exercise, educational seminars and recreational activities, which support lifelong learning, physical and emotional health, and independent living; and 2) needed support services through professional assessment and case management services for those who grow vulnerable, isolated or frail.

WCC's senior program coordinator will plan and coordinate activities and programs for seniors with the assistance of an advisory council consisting of 7 senior participants. Current classes and activities, led mainly by volunteers, will be maintained and 10 new activities will be implemented. During FY-08, at least 300 seniors will participate in these programs. It is projected to increase to 325 during FY-09.

A qualified social worker will be contracted from Catholic Charities Hawaii to help senior adults to identify their concerns, consider effective solutions, and identify and facilitate the connection to reliable resources which support their independent living in the community. The social worker will also conduct in-home assessments to assist frail senior adults secure appropriate support services, such as money management, housing, respite care, transportation, etc., from community agencies and help them effectively manage these services. Approximately 100 older adults will receive counseling, case management, information and assistance services during FY 08 and FY 09 respectively. The social worker is committed to maintaining client cases and will follow up as needed in order to insure clients' progress and well-being.

Also, outreach services to identify elders in need will continue. Contact will be made to at least 10 area condo resident managers each fiscal year to assist them in helping their elderly residents. The resident manager is often the person an elder living alone turns to for assistance. He or she is

often unaware how to access resources for needed support services. Information sessions on senior resources will be conducted for resident managers and tenants. Outreach also will be conducted to neighboring condominium associations, area hospitals, congregational members of 5 area churches and existing services for the elderly.

3. Public Purpose and Need to be Served

Approximately 25% of Waikiki residents are over the age of 60 years old. Waikiki has one of the highest number of senior citizens per area density on Oahu. Eighty-two (82%) of seniors live alone or with an equally older spouse, on fixed, limited income and have little or no family to serve as a support system if they become frail. Many of these seniors have no relatives living nearby and rely on WCC activities to develop neighborly support, to prevent social isolation and premature decline in health resulting in unnecessary, costly long term care. Elderly residents often rely on friends to obtain information, sometimes incomplete, on elder issues and services.

Building and maintaining informed support systems for elderly is especially challenging in a community such as Waikiki. Elders live in Waikiki's dense community of high rise condominiums and apartment buildings among a diversity of often-transient residents. There is no community newspaper or means of community-based information sharing. Common outreach efforts, such as going door-to-door, are nearly impossible when 95% of residents live in secured buildings. Word of mouth, multiple contacts and ongoing relationship-building over time with resident managers, community leaders and residents themselves become key strategies in identifying elders in need of assistance. As a result, many elders become increasingly isolated from receiving informal support.

In recent years, WCC has identified a growing number of seniors who suffer from increased health problems and/or have difficulty managing life changes, such as death of a spouse and social isolation. The seniors, or their neighbors or condo resident managers, request assistance from WCC to assist them with linking to appropriate support services. Because many of Waikiki's seniors are alone and/or have limited knowledge of existing community-based services, they have difficulty understanding how to access and secure appropriate services amidst the often confusing eligibility requirements.

WCC currently provides information and assistance on an ongoing basis. Counseling and case management services are provided one day a week by a licensed, experienced social worker and has served over 50 people during the past year. Typical needs have included housing assistance for seniors pushed out of Waikiki's high rental market, caregiver assistance, in home service assistance. In one particular case, an elder, who was the primary caregiver for her husband, sought assistance for a complex set of issues. She had limited English abilities and no other family living in the state. She was no longer able to care for her husband, so he was placed in a nursing home. Subsequently she lost her income and needed to find employment. The client was grieving and concerned that she may lose her home. The social worker assisted her in filling out forms to save money, provided her supportive counseling and consequently referred her to an elder service program for help with employment placement.

As part of WCC's continuum of services for elders, WCC provides physical fitness, educational and recreational classes and activities to enable these seniors to maintain and strengthen their cognitive, social, emotional and physical health in a preventative model for successful aging and independent living. Until recently, most classes were taught by senior volunteers. As WCC's senior class instructors have aged, many can no longer continue teaching. This trend, coupled with Hawaii's low unemployment rate, has resulted in a diminishing volunteer base to provide classes and activities. WCC has had to find paid instructors to continue these classes which are critical to the seniors' health maintenance and quality of life. Since utilizing paid instructors, WCC has had to charge higher class fees to cover instructor costs. Funding is needed to subsidize part of the class fees to enable all seniors, especially those on fixed, limited incomes, to maintain their physical and mental health.

4. Target Population to be Served

The target population to be served is older adults, age 60 and older, who live in Waikiki and surrounding neighborhoods. The typical older adult participant at Waikiki Community Center is female, age 74 years, living alone in an apartment without relatives nearby and on fixed income. WCC's senior program is one of their major activities for the development and maintenance of their physical, emotional and cognitive health, quality of life, and ability to continue living independently in the community.

When they encounter physical and emotional changes that impact their ability to live independently, such as the onset of health problems or death of a spouse, WCC's elders are often confused, lonely, and/or unfamiliar with how to access existing services for support. WCC's current Support Services for Waikiki's Older Adults project provides them with needed counseling, case management and facilitation of services.

5. Geographic Coverage

The Waikiki Community Center is located at 310 Paoakalani Avenue, located in the heart of Waikiki. Services are provided to residents throughout Oahu, and in particular Census Tracts No. 18.01, 18.02, 19.01, 19.02, 20.01 and 20.02.

6. Community Benefit

WCC's Senior Program provides older adults who reside in Waikiki and surrounding neighborhoods with a continuum of affordable services that maintain their cognitive, physical, social and emotional health. In a dense, diverse community such as Waikiki, the program helps older adults to continue lifelong learning, community engagement and minimize the effects of social isolation that often results in multiple health problems. The program will also provide advocacy, case management, professional counseling, dealing with psycho/social problems and assessment of needs for Waikiki's at risk elderly residents. Seniors will have ready access to needed services to support living independently in their own homes and avoid premature institutionalization. It facilitates ready access to information and services for those in need and will enhance limited support services currently available to the senior population in Waikiki.

In addition to the services described above, the grant will reduce the costs of continuing educational, wellness, and recreational classes and activities involving paid instructors.

II. EXPERIENCE AND CAPABILITY

A. Skills and Experience

Waikiki Community Center has operated its Senior Program for older adults in Waikiki since 1978. During the past 27 years, WCC has served as a focal point in the community where seniors learn new skills, participate and socialize with others to minimize social isolation and maintain their emotional, physical and cognitive health.

WCC has managed Grants In Aid contracts with the Dept. of Health's Executive Office on Aging for the past 2 years.

WCC's current staff will continue to organize and coordinate educational, recreation and social classes and activities for seniors. The staff, collectively, has over 35 years of experience coordinating senior program activities. Seniors are often reluctant to talk about personal issues with strangers and their friends. WCC staff, with their long established relationships with many seniors in the community, will refer seniors to the social worker.

The Senior Program Coordinator has over 10 years of direct service and program coordination experience for the elderly in Hawaii. She has 6 years professional experience in working with resident managers of local condominiums. She will also provide outreach services to area churches, resident managers, and community agencies to identify seniors in need,

Waikiki Community Center will continue its contract with Catholic Charities Hawaii to provide a professional social worker to perform counseling and case management services outlined in this Grant In Aid. Catholic Charities Hawaii has provided information and assistance and case management services for the elderly in communities throughout Oahu for over 25 years. In addition, Catholic Charities Hawaii programs for the elderly include transportation services, transitional housing, caregiver support and other services. Appropriate referrals to these existing programs can be readily made by the social worker who would be closely familiar with needed services.

The social worker will have a Masters in Social Work degree and over 3 years satisfactory work experience in case management for the elderly. The social worker will be housed on site at Waikiki Community Center 8 hours per week. During off-site hours, the social worker will be available by phone and email to communicate with WCC staff and monitor active cases.

B. Quality Assurance and Evaluation

Quality and evaluation processes are an important measure with every project of WCC. High standards and expectations will be monitored and reviewed through careful review and evaluation process involving key members and staff. Staff and social worker will keep data on

the services provided to adult seniors in need, in compliance with the Dept. of Health, Executive Office on Aging. In addition, written and phone satisfaction surveys will be conducted with clients to determine the quality of services provided, and ongoing and future services needed. The project will be evaluated semi-annually to determine if goals and objectives are being met and service outcomes achieved.

C. Facilities

The proposed project will be housed at Waikiki Community Center. The social worker is provided with a handicap accessible, enclosed office space to ensure client confidentiality and access. All individual client files will be kept in a secured, locked cabinet.

III. PERSONNEL: PROJECT ORGANIZATION & STAFFING

A. Proposed Staff, Staff Qualifications, Supervision and Training

See Section II-A above. WCC's Senior Program Coordinator will be primarily responsible for managing the program. The Account Clerk will manage the daily accounting functions of the program with clerical support provided by the Secretary. The on-site supervisor for the social worker will be the WCC Executive Director in cooperation with Catholic Charities Hawaii Community and Senior Services. Training and orientation will be provided by both Catholic Charities Hawaii and WCC.

B. Organization Chart

See Attachment A

IV. SERVICE SUMMARY & OUTCOMES

A. Describe the scope of work, tasks and responsibilities

The service outcomes from the proposed project are:

1. 500 older adults will participate in educational, recreational and social programs and activities.
2. 210 at risk older adults and/or their caregivers will be able to readily access information and services to continue living independently in the community.
3. 105 at risk older adults and/or their caregivers will be able to identify and receive appropriate support services in the community through proper assessment and case management.
4. Informal resources for older adults (resident managers, churches, etc.) will have information and resources to assist their clients.

	Recreation/Leisure	Education	Information and Assistance	Counseling Case Management
FY 2007-2008	240	60	100	50
FY 2008-2009	260	65	110	55

WCC will continue to organize and coordinate educational, recreation and social classes and activities for seniors. Five (5) instructors will be hired to conduct the above classes.

Waikiki Community Center will continue to contract with Catholic Charities Hawaii to provide a professional social worker to perform information and assistance, counseling and case management services outlined in this Grant In Aid. He/she will assist senior adults to identify their concerns, consider effective solutions and find reliable resources to support their independent living in the community. The social worker may also conduct in-home assessments to identify needs, assist frail senior adults to secure appropriate services, such as money management, housing, respite care, transportation, etc.), from community agencies and help them effectively manage multiple services. The social worker will be on-site at Waikiki Community Center 8 hours per week. During off-site hours, the social worker will be available by phone and email to communicate with WCC staff and monitor active cases.

Also, contact will be made to at least 10 area condo resident managers and/or condominium associations to assist them in helping their elderly residents. Outreach will be conducted to congregational members of 5 area churches and existing services for the elderly.

B. Projected Timeline for accomplishing results

TIME PERIOD	PROJECT ACTIVITY
July 2007 – June 2009	Conduct recreation, education, and social activities and classes for seniors
July 2007 – June 2009	Contract with Catholic Charities Hawaii
July 2007 – June 2009	Provide client assessments, information & assistance, counseling and case management services.
July 2007 – June 2009	Identify available services and facilitate connection with services.
July 2007 – June 2009	Contact resident managers, churches, and community organizations
July 2007 – June 2009	Maintain monthly contact with clients to ensure quality of services and identify additional services as needed
July 2007 – June 2009	Hire and supervise class instructors
July 2007 – June 2009	Conduct client satisfaction surveys for quality assurance and project evaluation
Quarterly	Provide program reports to DOH

V. **FINANCIAL BUDGET**

See Attached Budget Forms.

VI. **OTHER**

- A. **LITIGATION – disclose any pending litigation or outstanding judgments. None**
- B. **Licensure or Accreditation. Not applicable**

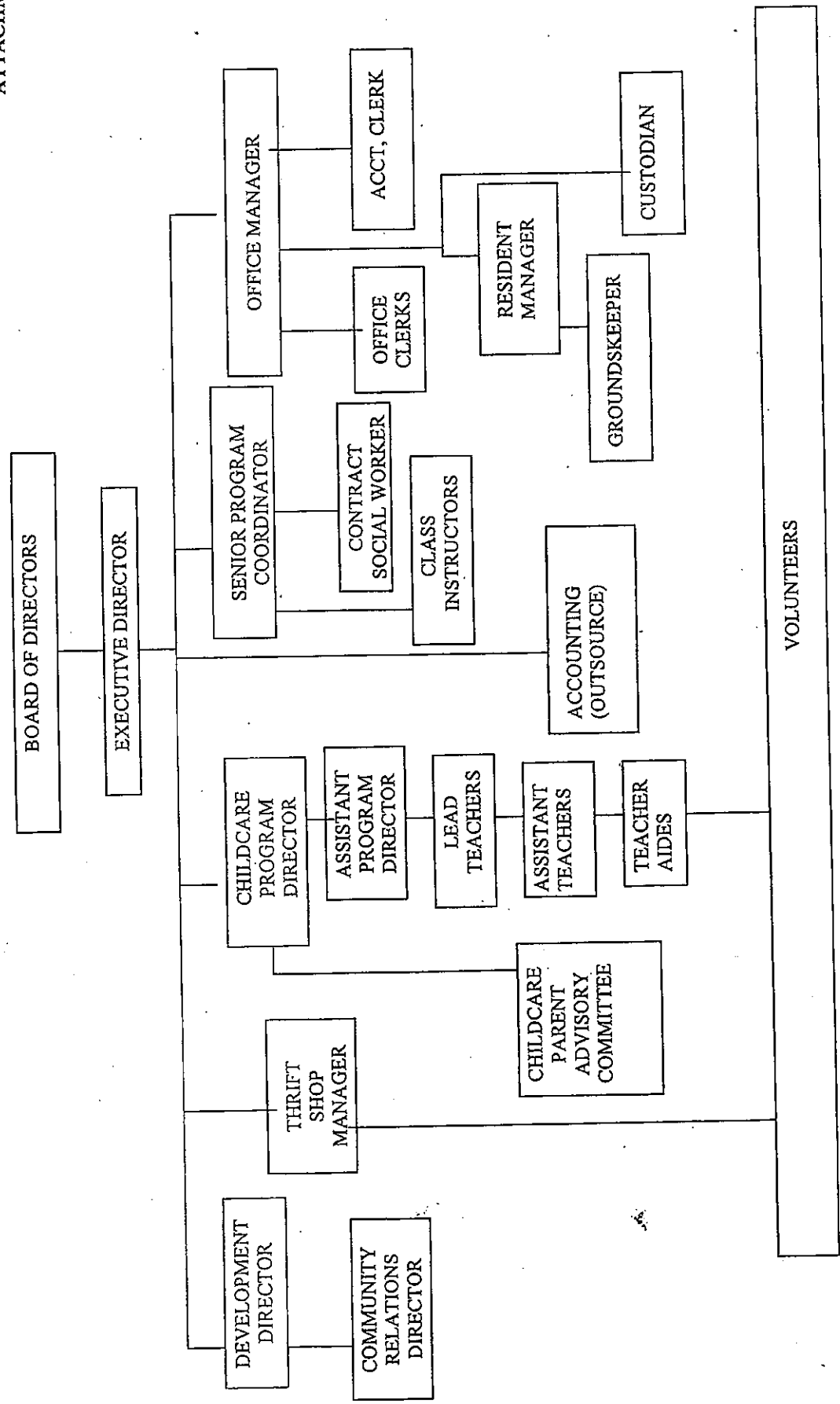
BUDGET REQUEST BY SOURCE OF FUNDS

(Period: July 1, 2007 to June 30, 2009)

Applicant: Waikiki Community Center

BUDGET CATEGORIES	Total State Funds Requested (a)	Other Resources (b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	81,200	29,100		
2. Payroll Taxes & Assessments	9,800	3,500		
3. Fringe Benefits	9,000	3,200		
TOTAL PERSONNEL COST	100,000	35,800		
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	4,000			
3. Lease/Rental of Equipment	700			
4. Lease/Rental of Space				
5. Staff Training		600		
6. Supplies	700	600		
7. Telecommunication	3,400			
8. Utilities				
9. Case Management Services	31,000			
10. Accounting & Auditing Fees	1,600			
11. Postage	300			
12. Printing	400			
13. Staff Travel	400	400		
14. Classes/Activities	16,500	45,000		
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	59,000	46,600		
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	159,000	82,400		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	159,000	Joan Naguwa	923-1802	
(b) Program Fees	45,000	Name (Please type or print)	Phone	
(c) Other Resources	37,400		1-31-07	
(d)		Signature of Authorized Official	Date	
TOTAL REVENUE	241,400	Joan Naguwa, Executive Director		
		Name and Title (Please type or print)		

WAIKIKI COMMUNITY CENTER
 ORGANIZATIONAL CHART
 2007



BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Waikiki Community Center Period: July 1, 2007 to June 30, 2009

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS:				

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

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Waikiki Community Center

Period: July 1, 2007 to June 30, 2009

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

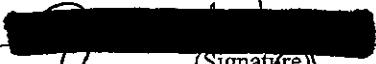
In addition, a grant or subsidy may be made to an organization only if the organization:

- (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.

<u>Waikiki Community Center</u> (Typed Name of Individual or Organization)	
 (Signature)	<u>01-31-07</u> (Date)
<u>Joan I. Naguwa</u> (Typed Name)	<u>Executive Director</u> (Title)