

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;

ORI (Opportunities and Resources Inc. – formerly known as Opportunities for the Retarded, Inc.) is a private, non-profit agency founded in 1980 and based in Central Oahu. Its mission is to promote the general welfare of and provide training for persons with intellectual disabilities. ORI's programs provide day activity, education, training, employment opportunities, and housing thus providing a continuum of care and promoting quality of life to persons with varying levels of intellectual disabilities and needs.

The agency is one of the few major Central Oahu training facilities, which lies just two miles north of Wahiawa on an eight-acre parcel of land, known to many as Helemano Plantation. The agency's goals are to nurture and empower persons with special needs to develop themselves to their fullest capacity and to share their contributions to the community. It aims to provide equal educational opportunity to learn regardless of physical and mental challenges.

ORI has been serving individuals with disabilities and their families for nearly 30 years. Its food service support has been in existence for 26 years and has successfully provided for the various food service needs of ORI's program participants in the day and residential program. This service is anticipated to double in number of people served due to the increasing number of elderly participants coming to the facility. The renovation of the existing food service support facility would be needed.

2. The goals and objectives related to the request;

The primary goal of this funding request is to upgrade and rehabilitate the 26-year-old food service support facility, replacing older equipment with newer, more energy and labor-efficient equipment as well as addressing the most immediate conditions posing as safety hazards and/or barriers to individuals with disabilities

in the food service training program at ORI. An influx of capital funds is needed to address the physical deterioration of the facility over the years. The agency will also be able to expand its capacity to serve more meals to persons with special needs. ORI currently serves approximately 68 adults with developmental disabilities in its adult day program and 41 reside at ORI's residential facilities. There are at least 10 live-in staff and 5 relief caregivers who care for and supervise residents with disabilities. At minimum, the kitchen provides daily lunch and dinner 7 days a week, 365 days a year for ORI's program participants and residents.

The kitchen facility at ORI is critical to providing hot, nutritious meals and supporting the job skills training and community-based living of individuals with developmental disabilities. ORI's day training and residential service facilities are located in a rural area surrounded by two Neighborhood Revitalization Strategic Areas (NRSA), Wahiawa and Waiialua. ORI serves primarily low- and moderate-income individuals with disabilities and communities that are also primarily low- and moderate income. The services offered by ORI and its kitchen facility are important to promoting the well-being and quality of life of the severely disabled. The neighboring newly developed complex affiliated with ORI now includes an Adult Day Care program for seniors. At least 100 elderly and disabled individuals participating in the various programs offered by ORI and its affiliates are serviced by this kitchen on a regular basis.

In order to accomplish the project's goals and objectives, the following tasks are planned:

- (1) Advertise and procure a design and engineering proposal including any adjustments to the fire suppression system;
- (2) Obtain owner's approval of design and engineering;
- (3) Obtain any necessary permits;
- (4) Contingent upon the city's approval and notice to proceed, owner can advertise and procure a contractor to do the work;
- (5) Prepare a contingency plan when renovation/construction is taking place to ensure that other current food service commitments to serving the disabled continue;
- (6) Mobilize workers for the project and begin renovation/construction as planned;
- (7) Order/purchase the cooking, heating, refrigeration, baking, serving, dishwashing and storage equipment and supplies, as needed;
- (8) After renovation is completed, obtain the necessary approvals from the city and state inspectors (i.e., building, electrical, plumbing, food sanitation, fire, etc.)

ORI's project will not only offer excellent food service to more people with special needs but it will also create jobs and vocational training opportunities for

the unemployed, poor and needy, particularly in the economically depressed areas of Central Oahu and the North Shore.

3. State the public purpose and need to be served;

The food service support facility will allow ORI, a non-profit agency, and its non-profit affiliates, to provide for a service needed by their constituents, which are primarily people with special needs such as the elderly, people with intellectual disabilities, the poor and needy. The kitchen upgrade will ameliorate the immediate safety concerns and training barriers to an aging facility.

An increase in need for this service is expected to come from the new Elder Day Care center, new recreational area (camping) and respite housing facilities adjoining and affiliated with ORI. The food service support facility at ORI is the closest, most conveniently located facility which has about 26 years of experience in accommodating the special dietary needs of persons with disabilities and the elderly.

Doubling as a training facility, ORI's food service support facility will enable the agency to also increase training and employment opportunities for individuals with intellectual disabilities and the unemployed in the community.

As an ancillary benefit, the food service support facility will generate some income to fill the gap from reduced government funding support.

4. Describe the target population to be served; and

The target group to be served by the food service support facility will include the disabled, the elderly, the poor and needy, with priority given to adults with the greatest economic need and social need. Particular attention will be on serving isolated, low-income adults, who are culturally or socially disadvantaged, including those with disabilities, language barriers and living in rural areas. The unemployed and underemployed will also be served by the project.

5. Describe the geographic coverage.

Information obtained from the Center on the Family 2003 Community Profiles show the following statistics with regards to ORI's targeted areas of services.

Target Areas to be Served	Total Population	Population Ages 21-64 with disabilities	% of persons 65 & older living in poverty	% of Persons 65 & older with disability	% of Persons 65 & older living alone
Leilehua (Wahiawa)	41,608	16.6%	9.9%	47.2%	28.9%
Waialua	12,435	17.7%	8%	40.2%	14.5%
Kahuku	17,877	16.3%	10.5%	43.8%	32.1%
Waipahu	51,458	22.0%	12.1%	50.7%	17.6%
Mililani	45,123	10.3%	3.2%	41.5%	25.9%
Campbell	43,637	18.7%	8.2%	46.9%	11.3%

A demographic analysis of these areas indicate that the number of adults with disabilities tend to be higher than the state average or within a percent difference from the state average of 17.7%. The Honolulu county percentage of adults with disabilities is a percent less, at 16.8%. In comparison to the above numbers, with the exception of Mililani, there are a significant number of adults with disabilities in these areas.

In addition, the elderly population is growing at a dramatic rate. Between the years 1990 to 2000, there was an increase of 28.5% in the population, aged 65 years and older, in Hawaii alone. According to the United States Administration on Aging (AOA), the rate of increase is anticipated to be higher between the years 2010 and 2030 when the baby boom generation reaches age 65.

By 2030, the 65 years old + population will be 20% of the population, which is more than double of what it was in 2000. Minorities will make up 25.4% of the elder population by 2030. Of the elderly population, approximately 7.4% will be below the poverty level.

Historically, the communities surrounding ORI has had high percentages of persons falling below the federally defined poverty level. There are also a significant number of adults with disabilities and elderly with disabilities living alone in these targeted service areas.

It is anticipated that future utilization of the services will come primarily from residents in the facility's neighboring communities of Central Oahu and the North Shore, and possibly parts of the fastest growing community of Ewa (Campbell area). Nevertheless, the agency will not limit providing services to anyone eligible.

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.

1. Describe the scope of work, tasks and responsibilities;

In order to proceed with the project, funding commitment from a private or public source is needed. In-kind construction labor (i.e., military volunteers, construction trade school partnerships) will be sought to offset the costs of the renovation.

In order to accomplish the project's primary goals to renovate ORI's food service support facility, the following is a list of tasks and responsibilities:

- (1) Advertise and procure a design and engineering proposal including any adjustments to the fire suppression system;
- (2) Obtain owner's approval of design and engineering;
- (3) Obtain any necessary permits;
- (4) Contingent upon the city's approval and notice to proceed, owner can advertise and procure a contractor to do the work;
- (5) Prepare a contingency plan when renovation/construction is taking place to ensure that other current food service commitments to serving the disabled continue;
- (6) Mobilize workers for the project and begin renovation/construction as planned;
- (7) Order/purchase the cooking, heating, refrigeration, baking, serving, dishwashing and storage equipment and supplies, as needed;
- (8) After renovation is completed, obtain the necessary reviews from the city and state inspectors (i.e., building, electrical, plumbing, food sanitation, fire, etc.)

Due to the anticipated increase in numbers of the disabled and elderly to be served by ORI, the plumbing, drainage and electrical components of the facility will need to be upgraded in order to develop and appropriately equip a larger scale capacity food preparation and service facility.

With the expansion of program services by ORI and its affiliates, ORI will need to be able to provide at minimum, an additional 1400 meals per month than what it currently provides.

The development and construction of the existing food service support facility of ORI started in the early 1980's. Since then, this facility has had more than two decades' worth of experience plus an anticipated expansion of clientele with the development of another project, an Elder Care/ Wellness Center and campground facilities benefiting the elderly, the disabled and the community

2. The applicant shall provide a projected annual timeline for accomplishing the results or outcomes of the service;

Month 1	-	Notice to Proceed Received
Month 2		Advertise to procure, design and obtain engineering proposal
Month 5		Owner's approval of design and engineering; submit for city permits
Month 7		City permits approved; advertise and procure contractor
Month 8		Planning and coordination to begin work on the project once a contractor is selected and approved.
Month 9		Mobilize workers for the project and begin renovation/construction.
Month 10		Begin ordering/purchasing equipment and supplies needed for the renovation / construction.
Month 12 to 16		Completion of renovation/construction and obtain any necessary city and state inspection approvals.

3. 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

Quality assurance and evaluation of the food preparation and training facility renovation project will be obtained through permitting approval and a satisfactory final inspection by the appropriate city and county departments.

Professional consultants with experience in construction will be sought. ORI's executive management has the experience necessary to coordinate the project to its satisfactory completion and is able to consult with others who have the professional expertise to guide the project through.

4. 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.

The measure of the project's achievement would be the completion of the rehabilitation of the kitchen project ameliorating conditions posing as immediate safety concerns and training barriers. Moreover, the food service support facility will be able to provide for the expanded number of meals needed by ORI and its affiliates.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

Please see attached budget.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2011-2012.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$ 61,250.00	\$ 61,250.00	\$ 61,250.00	\$ 61,250.00	\$ 245,000.00

3. The applicant shall provide a listing of all other sources of funding that they are trying to obtain for fiscal year 2011-2012.

ORI continues to seek funds from the City and grants from the state and private foundations. In 2010, a state CIP grant for the design and construction of the food preparation and training facility in the amount of \$ 200,000 was awarded and still pending release by the governor. An application was submitted to the city under the Community Development Block Grant (CDBG) program but the decision from the city has not yet been received. Fundraising efforts to support ORI's various programs will continue. In-kind contributions to offset construction costs will also be sought.

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.

ORI (Opportunities and Resources Inc. – formerly Opportunities for the Retarded, Inc.)’s experience in food service support spans over 26 years. It has been successfully providing congregate meals to an average of 100 to 200 people a day over the last 26 years. ORI’s food service support facility continues to pass city and county department and state agency inspections. Those who have enjoyed their meals at the Helemano Plantation site or have tasted some of the baked or cooked products it produces, can attest to the quality of the facility’s food service.

There is no other verifiable experience of related projects or contracts for the most recent three years as the agency provides for its own program participants with special needs and residential community.

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.

ORI’s food service support facility is 26 years old. With the rehabilitation of the facility, there will be at minimum a 50% increase in space for the staff and foodservice job trainees. The most immediate conditions posing as safety hazards and/or barriers to individuals with disabilities training in the foodservice programs at ORI will also be addressed. Cooking, baking, sanitation, refrigeration and storage equipment will be upgraded along with the infrastructure to ensure the facility meets the upgraded standards.

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.

Funds requested will primarily be for construction materials and labor costs. Project management and administration will be in-kind.

ORI’s food service support facility is managed by an experienced administration management team. The project will be carried out by a contractor whose work will be overseen by ORI’s management and/or their designee.

ORI's Chief Operating Officer is Ann Higa, who has over 28 years of experience in management and social service implementation. She is knowledgeable in government procurement requirements and procedures, federal/state/city funding sources, contract and project management. She is responsible for administrative management and procurement of contracts and grants. She also oversees the daily operations of all agency programs, including but not limited to training and residential programs, government funding requirements, human resources management and fiscal management. Mrs. Higa has a Bachelor of Science degree from the University of Hawaii.

Mrs. Higa and/or a project designee will oversee the renovation project of the food preparation and training facility in consultation with professionals in the field.

ORI has a maintenance crew with many years of experience in carpentry, plumbing, and electrical work. They can also provide advise and guidance with the work needed.

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.

Please see attached.

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.

None

B. Licensure or Accreditation

Specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.

Not applicable. Required permit approvals will be obtained before the renovation will begin.

BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Applicant: ORI (Opportunities & Resources, Inc - formerly Opportunities for the Retarded, Inc.)

Period: July 1, 2011 to June 30, 2012

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2009-2010	FY: 2010-2011	FY:2011-2012	FY:2011-2012	FY:2012-2013	FY:2013-2014
PLANS	0	0				
LAND ACQUISITION	0	0				
DESIGN	0	\$100,000.00				
CONSTRUCTION	0	\$100,000.00	\$245,000.00	\$ 245,000.00		
EQUIPMENT	0	0				
TOTAL:		\$200,000.00	\$245,000.00	\$ 245,000.00		
<p>JUSTIFICATION/COMMENTS: FY 2010-11 award of \$ 200,000 pending release by the governor. FY 2011-12 application for \$ 245,000 in CDBG funds also pending approval. ORI Anuenue Hale Inc. is also requesting \$ 245,000 from the state through the CIP funds.</p>						

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

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

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

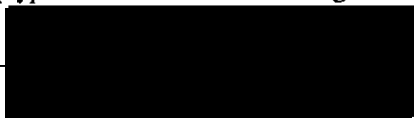
- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

For a grant or subsidy used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant or subsidy used for the acquisition of the land.

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

ORI - Opportunities and Resources Inc. (formerly Opportunities for the Retarded, Inc.)

(Typed Name of Individual or Organization)



January 27, 2011

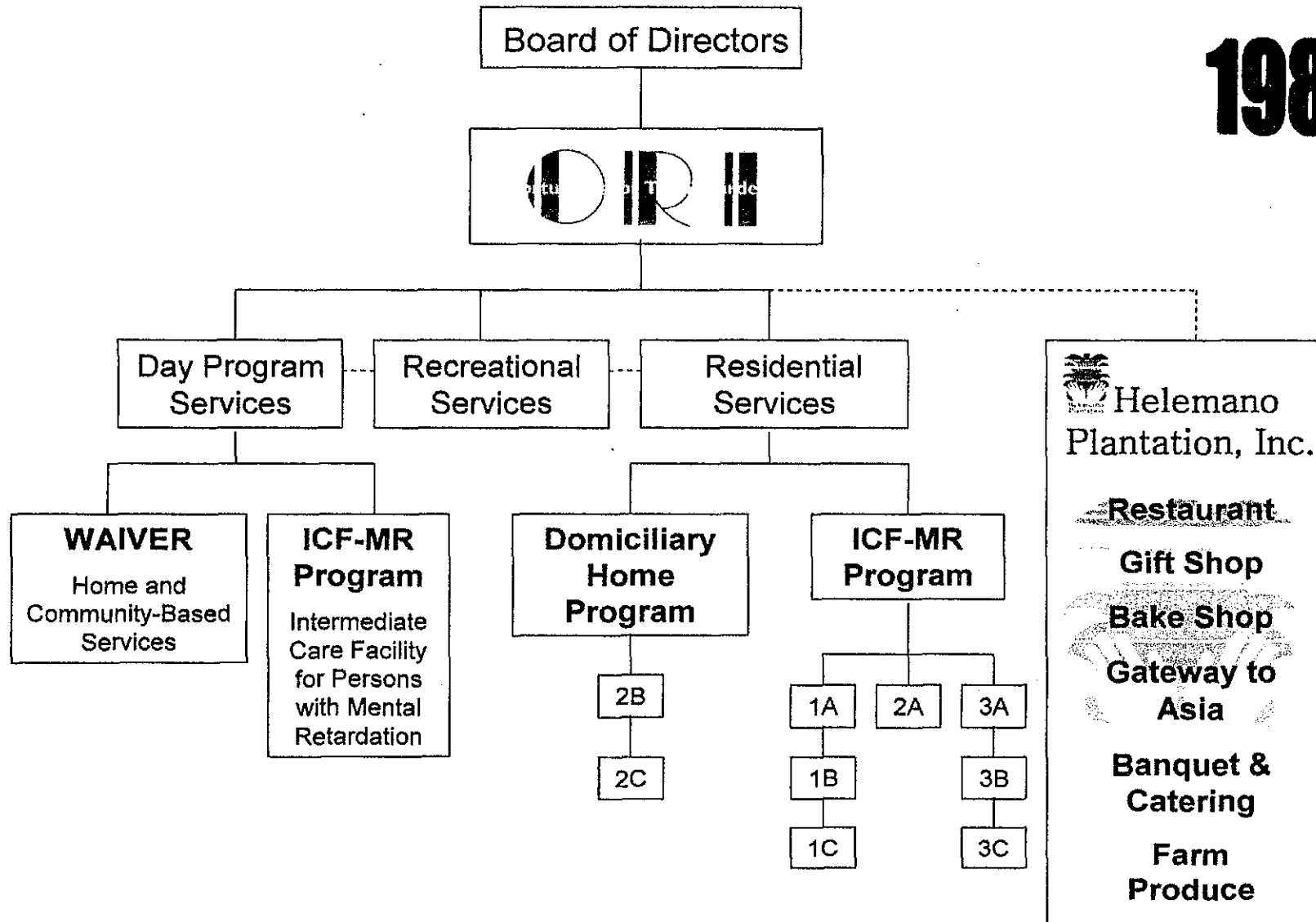
(Date)

Ann K. Higa
(Typed Name)

Chief Operating Officer
(Title)

Organization Chart

1980



Board of Directors

President & CEO

Chief
Operating
Officer

Program
Director

Case Managers,
Trainers, Job
Coaches, Aides,
Caregivers, Relievers

Day
Program
Services

Residential
Program
Services

Recreational
Services

Administrative
Staff

Human Resources,
Accounting,
Management

Project
Development

Expansion and
enhancement of
program services and
includes capital
campaigns and
improvement projects,
construction, program
and curriculum
development, etc.

Project
Manager
(Kitchen
Rehab)