

House District 21/23

Senate District 12

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

Log No: 103-0

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):

DEPT. OF HEALTH

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
WAIKIKI COMMUNITY CENTER, INC.

Dbas:

Street Address: **310 PAOAKALANI AVENUE**

Mailing Address: **310 PAOAKALANI AVENUE
HONOLULU, HI 96815**

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name W MICHAEL LEE

Title INTERIM EXECUTIVE DIRECTOR

Phone # 923-1802

Fax # 922-2099

e-mail mlee@waikikicommunitycenter.org

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

SENIOR SERVICES FOR WAIKIKI'S ELDER'S

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2010-2011 \$ 60,000.00

8. 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 \$ 60,000.00

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ 6,555.00

TYPE AND TITLE OF AUTHORIZED REPRESENTATIVE:

W. MICHAEL LEE, INTERIM EXECUTIVE DIRECTOR
NAME & TITLE

01/27/12
DATE SIGNED



Senior Services for Waikiki
The Twenty-Sixth Legislature
Hawai'i State Legislature, FY 2012-2013
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 care for the people of Waikiki through quality programs and 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 60 and older, participate in evidence-based 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 300 adult education, recreation, social, health and wellness activities and classes for older adults are conducted each year, including aerobics, hula yoga, life skills maintenance and improvement, safe driving, and health screenings. In addition, WCC seniors participate in the community as active and engaged volunteers. As part of WCC's continuum of services for older adults, case management, counseling and information and assistance are also provided to enable more frail elders to age in place.

B. *Community Programs* - The Waikiki Community Center serves as a 'one-stop' resource for health and human services, social support, counseling and therapy sessions, lifelong education, wellness, and community building for Waikiki's children, families and elderly. Each year, an excess of 900 homeless and low-income individuals and families receive nonperishable food from WCC's *Emergency Food Pantry*. WCC also hosts a *Farmer's Market* and *Thrift Shop* to provide the community with low-cost resources for clothing and household goods. Our facility is home to ten (10) nonprofit agencies and churches, and is frequently used as a public meeting

place for the community, such as the Waikiki Neighborhood Board and condo associations. Through WCC's programs and those of our nonprofit partner agencies, over 15,000 individuals utilize our facilities each year and provide Waikiki community members with a safe place to gather. We are currently seeking instructors to teach English as a Second Language classes.

C. Early Childhood Education – Each year, over 120 toddlers and preschoolers receive needed quality early childhood education to build the foundation for learning success in school. Eighty percent (80%) of our parents work in Waikiki's hotels, retail establishments and other visitor-related industries. Our preschool works with children ages 3 years to 5 years old.

WCC's Early Education Center operates 5 days a week, 11 hours a day, 50 weeks a year. It is one of the few licensed group 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. Fifty-one (51%) percent of WCC's families receive government subsidies or tuition scholarships.

2. Goals and Objectives Related to the Request

The goal of the Senior Services for Waikiki Elders program is to maintain the current continuum of services for the variety of older adults who live independently in the community without ideal support systems, such as family members, living nearby. The program has two major components: 1) Evidence-based 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 up to 3 senior participants. The current classes and activities are primarily led by volunteers and plans are to implement 10 new activities in 2012. During FY 2012-2013, at least 400 seniors will participate in these programs.

A licensed, qualified social worker, specializing in gerontology, will be contracted from Catholic Charities Hawaii to assist senior to learn their concerns, consider effective solutions and facilitate connection to reliable existing community resources. The social worker will conduct in-home assessments as necessary to assist clients, secure appropriate support services such as money management, housing, respite care and transportation to help them effectively manage these services. Approximately 100 older adults will receive counseling, case management, information and assistance services during FY 2012-2013 with follow up as needed in order to insure clients' progress and well-being.

Outreach services to identify elders in need will continue. Personal contact will be made with at least ten area condo resident managers to assist them in helping their elderly residents. The resident manager is often the person an elder turns to for assistance and providing links to helpful community services is outside the scope of the Resident Manager. Providing information and referral to Malama Senior's Program would be a valuable service to the resident. Resident Managers would be provided with an introduction to the Program, written materials suitable for posting on bulletin boards and handouts for residents in need of assistance. We will also

continue to send information regarding the program and services to neighboring condominium associations and members of 3 area churches.

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 numbers of senior citizens per area density on Oahu. Eighty-two percent (82%) of seniors live alone or with an equally older spouse, live on fixed income and have little or few family members to serve as a support system when they become frail. Many of these seniors rely on WCC's programs and activities for support thus preventing social isolation and premature decline in health resulting in unnecessary, costly long term care.

Building and maintaining informal support systems for older adults 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 diverse, often transient population. 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.

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 an evidence-based preventative model for successful aging and independent living. Results from national studies by the National Council on Aging, National Institute of Senior Centers and other aging experts demonstrate that a three-pronged approach to wellness among older adults directly impact their ability to maintain their health and capacity for independently living, saving the State of Hawaii an average of \$112,000 per person in long term care costs each year. This 3-prong approach includes engaging in physical activity, new learning (or cognitive stimulation) and social connectivity. This research has shown that moderate physical fitness can lower the risk of stroke; cognitive stimulating activities reduce the risk of Alzheimer's disease; emotional security found through strong friendships reduces loneliness, a risk factor in developing dementia.

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 has resulted in a diminishing volunteer base to provide classes and activities at no charge or affordable rates so as to minimize financial impact on seniors. WCC has had to find and pay 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 class fees to enable seniors, especially those on fixed, limited incomes, to attend activities and classes that help maintain their physical and mental health.

Elderly residents often rely on friends for information on elder issues and services. Sometimes this information is incomplete. 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 in 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.

As part of WCC's continuum of services for elders, WCC 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 60 people during the past year. Typical needs have included housing assistance for seniors pushed out of Waikiki's high rental market, in-home and caregiver assistance.

The social worker provides assistance with medical, legal and financial questions, landlord and tenant issues, translation of documents, injury or illness rehabilitation, planning for long term care and issues involving death and other changes in family dynamics. In one particular case, an 80-year old single Asian female had been taking care of her sister who suffered from Alzheimer's Disease. Our client, the older sister who suffers from a bad back herself, sought assistance from the Social Worker after she was in a minor traffic accident. Our client realized that if something were to happen to her, there would be no one to care for her sister with Alzheimer's.

Besides connecting our client with resources for assistance in the home for chores such as housekeeping and food preparation, our Social Worker assisted her in locating an Adult Day Care Program close to her home where she now takes her sister 2-3 times/week. This has provided respite for our client, allowing her some time to take care of her own needs and/or take in the occasional lunch with a friend or find a rare moment of rest. Requests for assistance, with complex situations such as described above, have increased significantly in FY 2012. Funding is needed to enable WCC to continue provide these needed services.

4. Target Population to be Served

The target population to be served is the older adult population, 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, on a fixed income and living alone in an apartment without relatives nearby. WCC's senior program provides a well rounded program of services and opportunities for the maintenance of the physical, mental and social well-being so that Seniors can experience a good quality of life with the ability to remain 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, elders may become confused, lonely, and/or unfamiliar with how to access services and 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, 180.02, 19.01, 19.02, 20.01 and 20.02.

II. SERVICE SUMMARY & OUTCOMES

A. Scope of work, tasks and responsibilities

Waikiki Community Center will organize and implement recreational, educational and physical fitness activities and classes for adults, age 60 and above, in Waikiki and surrounding neighborhoods. These activities may include health education, information and screenings, social events, fitness and wellness classes, outings, etc.

Waikiki Community Center will continue to contract with Catholic Charities Hawaii to provide a licensed 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 members of up to 3 area churches and existing services for the elderly.

B. Projected Timeline for accomplishing results

TIME PERIOD	PROJECT ACTIVITY
July 2012 – June 2013	Conduct recreation, education, and social activities and classes for seniors
July 2012 – June 2013	Contract with Catholic Charities Hawaii
July 2012 – June 2013	Provide client assessments, information & assistance, counseling and case management services.
July 2012 – June 2013	Identify available services and facilitate connection with services.
July 2012 – June 2013	Contact resident managers, churches, and community organizations
July 2012 – June 2013	Maintain monthly contact with clients to ensure quality of services and identify additional services as needed

July 2012 – June 2013 July 2012 – June 2013 Quarterly	Hire and supervise class instructors Conduct client satisfaction surveys for quality assurance and project evaluation Provide program reports to DOH
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C. Quality Assurance and Evaluation Plans

Program quality assurance standards have been established and case records are reviewed on a quarterly basis for data collection and case management services. 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 client satisfaction surveys will be conducted with clients on a quarterly basis 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.

D. Measures of Effectiveness

The service outcomes from the proposed project are:

1. 400 older adults will participate in educational, recreational and social programs and activities.
2. 100 at risk older adults and/or their caregivers will be able to readily access information and services and those aged 60+ will receive appropriate counseling and case management services.
3. Informal resources for older adults (resident managers, churches, etc.) will have information and resources to assist their clients.

	Recreation/Leisure/ Education		Information and Assistance and Counseling and Case Management
FY 2012-2013	400		100

WCC will continue to organize and coordinate educational, recreation and social classes and activities for seniors. Should volunteer instructors not be found, we will recruit professional instructors.

III. FINANCIAL BUDGET

1. See Attached Budget Forms.
2. Anticipated Quarterly Funding Requests for FY 2012-2013

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
15,000	15,000	15,000	15,000	\$ 60,000

3. All Other Sources of Funding To be Obtained for FY 2012-2013:

Friends of Hawaii Charities, Inc.
 Soroptimist International
 Public Funding
 Program Fees

IV. EXPERIENCE AND CAPABILITY

A. Necessary Skills and Experience

Waikiki Community Center has operated its Senior Program for older adults in Waikiki since 1978. During the past 34 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 and avoid premature institutionalization and long term care.

WCC has managed Grants In Aid contracts with the Dept. of Health's Executive Office on Aging for the past 6 years:

- FY 2005 – GIA, Senior Support Services
- FY 2006 – GIA, Senior Support Services
- FY 2007 – GIA, Senior Support Services
- FY 2008 – GIA, Senior Support Services
- FY 2009 – GIA, Senior Support Services
- FY 2011 – GIA, Senior Support Services

WCC's current staff will continue to organize and coordinate educational, recreation and social classes and activities for seniors. The staff, collectively, has over 60 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 a Masters degree in Gerontology, 8 years experience indirect service, grants management and program coordination experience with older adults in Hawaii.

Waikiki Community Center will continue its contract with Catholic Charities Hawaii to provide a licensed 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 older adults. 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.

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.

V. 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 Office Clerk. WCC accounting records are reviewed on a monthly basis by an independent certified public accountant, specializing in nonprofit fiscal review and management. The on-site supervisor for the social worker will be the Senior Program Coordinator in cooperation with the WCC Executive Director and 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

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, 2012 to June 30, 2013)

Applicant: Waikiki Community Center

BUDGET CATEGORIES	Total State Funds Requested (a)	Other Sources (b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	27,203			
2. Payroll Taxes & Assessments	2,992			
3. Fringe Benefits	4,625			
TOTAL PERSONNEL COST	34,820			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	0	1,000		
3. Lease/Rental of Equipment	0	500		
4. Lease/Rental of Space				
5. Staff Training	0	600		
6. Supplies	1,150	2,500		
7. Telecommunication	0	725		
8. Utilities		3,000		
9. Audit Services	0	3,000		
10. Case Management Services	19,200			
11. Accounting Services	0	300		
12. Technology Support Services	0	650		
13. Staff Mileage	0			
14. Postage	0			
15. Printing	0	500		
16. Class Instructors (8)	0	600		
17. Program Activities	4,830	30,020		
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	25,180	43,395		
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	60,000	43,395		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	60,000	Mike Lee	923-1802 x101	
(b) Program Fees	12,650	Name (Please type or print)		Phone
(c) Aloha United Way	25,745			40,939
(d) Grants	5,000	Signature of Authorized Official		Date
TOTAL BUDGET	103,395	Mike Lee, Interim Executive Director		
		Name and Title (Please type or print)		

WAIKIKI COMMUNITY CENTER					
2011-2012 GRANT IN AID REQUEST					
SENIOR SERVICES FOR WAIKIKI			Applicant: Waikiki Community Center		
GIA 2012-2013 Budget Breakdown			Period: July 1, 2012 to June 30, 2013		
BUDGET REQUEST BY SOURCE OF FUNDS					
			Annual Cost	% Allocation	State Funds
EXPENSES					
Salaries					
	Executive Director		62,000.00	0.00%	-
	Senior Program Coordinator		31,500.00	50.00%	15,750.00
	Community Relations Coord		26,525.00	22.50%	5,968.13
	Account Clerk		31,824.00	4.00%	1,272.96
	Office Clerk		28,080.00	15.00%	4,212.00
	Total Salaries				27,203.09
					-
	Payroll Taxes @ 11%			11.00%	2,992.34
	Employee Benefits @17%			17.00%	4,624.52
	TOTAL PERSONNEL				34,819.95
	Insurance		-		
	Equipment Rental		-		
	Space		-		
	Staff Training		-		
	Supplies		1,150.00		
	Phone/Internet		-		
	Utilities		-		
	Audit Services		-		
	Case Management Services		19,200.00		
	Accounting Services		-		
	Technology Support		-		
	Staff Mileage		-		
	Postage		-		
	Printing		-		
	Class Instructors		-		
	Program Activities		4,830.05		
	Subtotal other Expenses		25,180.05		25,180.05
	TOTAL BUDGET				\$60,000.00
	TOTAL STATE FUNDS REQUESTED				\$60,000.00
	Budget Prepared by:	Michael Lee, Interim Executive Director			
	Signature of Authorized Official				Date: Jan. 31, 2012
	Name and title	Michael Lee, Interim Executive Director			

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Waikiki Community Center

Period: July 1, 2012 to June 30, 2013

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$62,000.00	0.00%	\$ -
Senior Program Coordinator	1	\$31,500.00	50.00%	\$ 15,750.00
Community Relations/Special Events Coordinator	1	\$26,525.00	22.50%	\$ 5,968.13
Account Clerk	1	\$31,824.00	4.00%	\$ 1,272.96
Office Clerk	1	\$28,080.00	15.00%	\$ 4,212.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				27,203.09
JUSTIFICATION/COMMENTS: Executive Director provides general oversight for program operations and grant compliance; Senior Program Coordinator provides project management and implementation; Community Relations Specialist/Special Events Coordinator assists Sr. Program Coordinator with organizing and implementing special recreation/social events for senior program; Account Clerk provides daily accounting services for the program; Office Clerk provides clerical support for the program.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Waikiki Community Center

Period: July 1, 2012 to June 30, 2013

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, 2012 to June 30, 2013

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: 2008-2009	FY: 2009-2010	FY:2010-2011	FY:2010-2011	FY:2011-2012	FY:2012-2013
PLANS						0
LAND ACQUISITION						0
DESIGN						0
CONSTRUCTION						0
EQUIPMENT						0
TOTAL:						0
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 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:

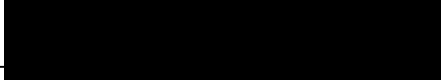
- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

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.

Waikiki Community Center

(Typed Name of Individual or Organization)



(Signature)

January 31, 2012

(Date)

W. Michael Lee

(Typed Name)

Interim Executive Director

(Title)