

House District 1

Senate District 4

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

Log No:

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):

HUMAN SERVICES

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Db: Brantley Center, Inc.

Street Address: 45-370 Ohelo Street
Honoka'a, HI 96727

Mailing Address: P. O. Box 1407
Honoka'a, HI 96727

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name STEVEN PAVAO

Title Administrator

Phone # 775-7245

Fax # 775-0211

e-mail bcenter2@hawaiiintel.net

3. TYPE OF BUSINESS ENTITY:

NON PROFIT CORPORATION

FOR PROFIT CORPORATION

LIMITED LIABILITY COMPANY

SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

REHABILITATIVE JOB SKILLS TRAINING PROGRAM

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2013 - 2014: \$ 50,000

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 \$ 30,000

FEDERAL \$ 0

COUNTY \$ 41,000

PRIVATE/OTHER \$ 121,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

STEVEN PAVAO, ADMINISTRATOR
NAME & TITLE

1-29-13
DATE SIGNED

Application for Grants and Subsidies

I. Background and Summary

The Brantley Center, Inc. has been providing services to disabled adults and teens for over forty (40) years. These services include center based day programs designed to foster independent living. Vocational Rehabilitative Services designed to teach employable skills. The Center also provides an array of social and health activities to enhance the lives of the disabled. The Center also provides transportation to otherwise shut in clients in very isolated parts of North Hawaii

We are requesting funds to sustain and grow our Job Skills Development program. During the financial downturn of the previous five years, the Center has had to make extreme cuts to the program. These cuts have included no longer providing services to clients in North Kohala and in Waikoloa.

The Brantley Center, Inc. is the only provider of these services in North Hawaii. Clients living in North Hilo, Hamakua and North and South Kohala live within the service area of the Center.

The goals and objectives of the Center is to assist and empower individuals with disabilities to live as independent and fulfilling lives as possible. Individuals that are able to live independently and maintain gainful employment are far less likely to be dependent on the government and the community to provide for them. They will live healthier more fulfilling lives with much more positive outcomes.

The target population is anyone from the age of 18 and older that resides in the service area that is living with a disability.

II. Service Summary and Outcomes

Our clients receive curb to curb transportation to and from the Center daily free of charge. At the Center they receive a thorough job skills readiness assessment. Based on the results of the assessment they are given an appropriate service array. These services include job readiness classes and hands-on job readiness training in the field. Clients learn everything from janitorial skills to landscaping and lawn maintenance skills. Clients also learn agricultural skills to include hydroponics. Clients are paid based on their productivity levels and are rewarded for increased and improved productivity. Clients are placed in competitive job placements once they have attained the skills necessary for those positions. They continue to receive supportive follow-up services for the initial six months in the competitive job market.

If the funds are awarded the Brantley Center, Inc. will immediately from July 1, 2013, begin serving clients in the North Kohala and Waikoloa areas once more. Additional clients will also be brought into the program from other parts of the service area and that

there is a full restoration to the program. A minimum of twelve additional clients will be served doing the fiscal year that would otherwise not have been provided these beneficial services.

The effectiveness of the program will be in the amount of clients added to the program and the amount of clients that successfully complete the program by gaining and sustaining employment in the competitive job market.

III. Financial

Budget (see attached forms)

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$12,500	\$12,500	12,500	\$12,500	\$50,000

IV. Experience and Capability

A. Experience

The Brantley Center, Inc. has been providing these services for over forty years to the Hamakua, North Hilo and Kohala communities. Our staff is well trained in this area and has successfully placed dozens of clients in the competitive job market over the years.

B. Facilities

The Center has a facility built in the early 70's in Honoka'a on Ohelo Street. The existing structure has 7,800 sq. ft.. It has work stations, office space, classroom and meeting space and a social area for the day program. The facility also has male and female restrooms. Though the facility met the necessary requirements at the time of construction it is in need of renovations to meet current ADA requirements. The board of directors are in the process of planning the needed renovations and seeking the funding for such renovations. The facilities are owned by the Brantley Center, Inc and sits on leased land from the State of Hawaii (General Lease No. S-4608). It is a sixty five (65) year lease that runs through May 31, 2042.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The Center has an experienced staff that meets or exceeds its own minimum qualifications for this program. The program is funded in part by the Department of Human Services' Division for Vocational Rehabilitation and Services to the Blind and meets and the current staff or exceeds the requirements set by the Division. The Administrator of the program has a Masters Degree in Human Resource Development with an emphasis in training and staff development. The program supervisors have a total of over 15 years of experience working in this area with this target population. The Program Director has a Bachelors Degree in Special Education.

B. Organization Chart

See attached chart

VI. Other

A. Litigation

No pending litigation

B. Licensure or Accreditation

The Center meets all current licensure and accreditation requirements for the type of services it provides.

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2013 to June 30, 2014)

App

Brantley Center, Inc.

BUDGET CATEGORIES	Total State Funds Requested	(b)	(c)	(d)
	(a)			
A. PERSONNEL COST				
1. Salaries	35,000			
2. Payroll Taxes & Assessments	8,332			
3. Fringe Benefits				
TOTAL PERSONNEL COST	43,332			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies	6,668			
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	6,668			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	50,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	50,000	Steven Pavao		775-7245
DHS-DVR	30,000	[Redacted Signature]		Phone
County of Hawaii	61,000	[Redacted Signature]		1-29-13
Sales and Services	127,200	[Redacted Signature]		Date
TOTAL BUDGET	268,200	Steven Pavao, Administrator		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Brantley Center, Inc.

Period: July 1, 2013 to June 30, 2014

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Administrator	1	\$39,000.00	10.00%	\$ 3,900.00
Program Director	1	\$31,100.00	100.00%	\$ 31,100.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				35,000.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

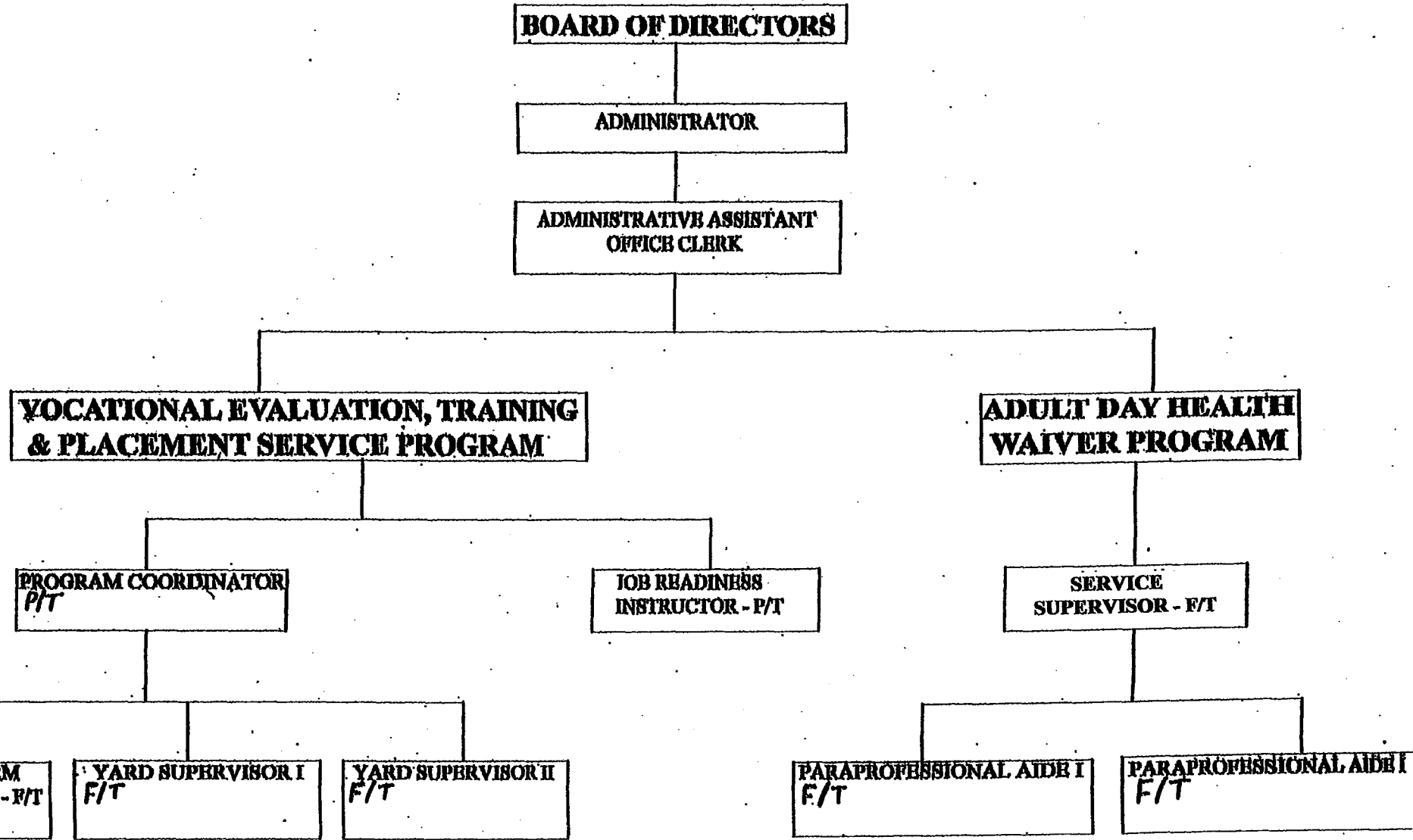
Brantley Center

Period: July 1, 2013 to June 30, 2014

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Lawn Mower	2.00	\$385.00	\$ 770.00	770
string trimmers	3	\$340.00	\$ 1,020.00	1020
			\$ -	
			\$ -	
			\$ -	
TOTAL:	5		\$ 1,790.00	1,790
JUSTIFICATION/COMMENTS:				

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

ORGANIZATION WIDE CHART



**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The 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:
 - a) 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;
 - b) Complies 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;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows 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.


- 2) The applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) 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.

- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants or subsidies 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.

Brantley Center, Inc.

(Typed Name of Individual or Organization)	
	1-29-13
(Signature)	(Date)
Steven G. [Redacted]	January 29, 2013
(Typed Name)	Administrator (Title)