



## Hale Kipa

615 Pi'ikoi Street, Suite 203  
Honolulu, Hawaii 96814-3139

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F 808 589-2610  
E [info@halekipa.org](mailto:info@halekipa.org)

### Executive Staff

**Punky Pletan-Cross**  
*Chief Executive Officer*

**Jaque Kelley-Uyeoka**  
*Deputy CEO*

**Dori Tyau**  
*Director of Human Resources*

### Board of Directors

**Luke W.T. Yeh**  
*Chair*

**Scott W.H. Seu**  
*Vice Chair*

**Greg J. Sitar**  
*Treasurer*

**Heidi K. Wild**  
*Secretary*

**Paul Schraff**  
*Past Chair*

**Brian Isobe**  
*Past Chair*

**Heidi Gregor**  
*Past Chair*

**Galen Haneda**

**Sherri-Ann Iha**

**Michael Magaoay**

**Rona M. Suzuki**

**Susan Y.M. Utsugi**

**Zadoc W. Brown, Jr.**  
*Neighbor Island Board Liaison*

**Andy Levin**  
*Neighbor Island Board Liaison*

January 31, 2013

Mr. Rod Becker  
Senate Committee on Ways and Means  
Hawaii State Legislature  
State Capitol, Room 208  
Honolulu, Hawaii 96813

Aloha Mr. Becker:

As noted by the time and date affixed to this document by the Committee on Ways and Means, the State Senate hereby certifies that Hale Kipa, Inc. has officially submitted, and the Senate Committee on Ways and Means has officially received prior to its stated deadline of 4:30 p.m. on January 31, 2013, one (1) copy of Hale Kipa's Services Center Complex Application for Grants and Subsidies (per Chapter 42f, *Hawaii Revised Statutes*) for due consideration by the 27<sup>th</sup> Legislature of the State of Hawaii for Fiscal Year 2013-2014.

Mahalo

Tracy Janowicz  
Director of Quality Improvement & Facilities



House District 39

Senate District 20

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

X GRANT REQUEST - CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: Hale Kipa, Inc.

Dbas: Hale Kipa, Inc.

Street Address: 615 Piikoi Street, Suite 203
Honolulu, Hawaii 96814-3139

Mailing Address: 615 Piikoi Street, Suite 203
Honolulu, Hawaii 96814-3139

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name ERNEST PLETAN-CROSS

Title President & Chief Executive Officer

Phone # (808) 589-1829 x100

Fax # (808) 589-2610

e-mail punky@halekipa.org

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

HALE KIPA SERVICES CENTER COMPLEX (EWA, OAHU) - PLANNING, DESIGN AND CONSTRUCTION.

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2013-2014 (JULY 01, 2013 - JUNE 30, 2014): \$ 1,500,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
X EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$1,800,000
FEDERAL 12,000,000
COUNTY \$2,000,000
PRIVATE/OTHER \$1,900,000

TATIVE:

ERNEST M. PLETAN-CROSS, CHIEF EXECUTIVE OFFICER

JANUARY 30, 2013

## 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.**

Hale Kipa was founded in 1970 by a group of concerned O'ahu citizens and community groups to operate a single group shelter for runaway, throwaway, and homeless adolescents in need. Today, it is the leading private nonprofit agency in the State of Hawai'i serving at-risk youth and their families and their guardians. Hale Kipa services annually approximately 2,500 youth throughout the islands with dozens of comprehensive youth service programs that span an entire continuum of need, from prevention / intervention and shelter services to foster care, transitional / residential homes and youth outreach. Please see **Attachment No. 1, "Roster of Programs and Services."**

**2. The goals and objectives related to the request:**

Hale Kipa, Inc. respectfully requests \$1,500,000 from the State of Hawai'i for FY 2013-2014, which in effect would be a re-authorization of the \$1.5 million appropriation from Section 5 of Act 160, SLH 2006, the purpose of which was to assist in facilitating the planning, design and construction of the **Hale Kipa Services Center, Residential Shelters & Educational Facility Complex** in 'Ewa, Hawai'i. Upon its request for release and encumbrance of these funds to leverage matching federal funds from the U.S. Department of Agriculture, Hale Kipa was informed by the Dept. of Budget and Finance that the Act 160 appropriation had lapsed effective July 1, 2008.

The Hale Kipa Services Center, Residential Shelters & Educational Facility Complex on Old Ft. Weaver Road in 'Ewa will initially consist of a 12,600 sq. ft. community services center, three 2,450 square foot residential shelters and a 4,000 sq. ft. educational facility, with additional plans for expansion of the educational facility and up to three more residential shelters. Hale Kipa purchased in fee in 2007 a 4.26 acre site for this specific purpose, which will provide the agency an ideal location from which youth and families can better be served. Findings from its April 15, 2009 feasibility study support both the rationale for the development and its prospects for success, and Hale Kipa anticipates breaking ground by summer 2013.

The ADA-compliant, multi-purpose services center will house meeting/counseling rooms for program youth and families, conference rooms, and administrative offices, enabling Hale Kipa to

more effectively meet the many diverse needs of at-risk youth in one on-site location. Each ADA-compliant residential structure will provide temporary lodging, a structured environment and emotional support for up to eight adolescents who are in crisis and/or facing the prospect of homelessness. A key component of the Hale Kipa Services Center, Residential Shelters & Educational Facility Complex will be a fully-accredited and staffed school and classrooms for program youth, including counseling and conference rooms, which will allow residents and program participants to continue their education in a formal and structured setting, and prepare them for life in their respective communities upon their transition from shelter to a home environment.

Hale Kipa's residential shelter services operate 24-hours-a-day, seven days a week at various locations around the State of Hawai'i, providing safe haven to troubled youth working through their problems, and offering support to parents and guardians endeavoring to keep the family unit intact. However, many of these current shelters are in fact modified and non-ADA compliant residential structures, and continued maintenance has become an expensive burden upon the agency's operating budget. Many of these structures are also located in quiet communities, such as Mānoa, and their operation has all too frequently incurred the indignation and wrath of neighbors who resent the intrusions.

Consolidation of residential shelters in a campus setting will provide both a sense of security for at-risk youth and a buffer zone for nearby residents, and have the added benefit of alleviating several potential sources of friction otherwise caused by a facility's close proximity to other inhabited structures in quiet neighborhoods of urban Honolulu. The strategic relocation and consolidation to 'Ewa of programs and personnel from 14 separate O'ahu facilities will provide Hale Kipa a more efficient and effective operation; facilitate easier access to facilities by clients, family members, agency staff and other visitors; and allow the executive administration and staff to immediately and efficiently sustain key program services and obligations throughout O'ahu and the State of Hawai'i.

Further, Hale Kipa will seek compliance with the U.S. Green Building Council's "Leadership in Energy and Environmental Design" (LEED) specifications for "New Construction and Renovations" (NC) to ensure that the project will result in a "green" facility. LEED / NC-certified buildings and facilities are noted for sustainability and harmony with the surrounding environment. Such developments enjoy significantly lower operating costs, reduce the amount of waste that is sent to area landfills, conserve natural resources, and enhance the health and productivity of its occupants. Contingent upon funding, Hale Kipa's current building plans address USBGC requirements for sustainable site development, water efficiency, energy and atmosphere, materials and resources, indoor environmental quality, and design innovation.

### **3. The public purpose and need to be served:**

Hale Kipa is an integral part of the social safety net for youth in the State of Hawai'i. Because Hale Kipa does not charge its clients for services, the agency depends upon both government and private sources for its funding. Construction of the Complex will enable the agency to more effectively and efficiently meet the many diverse needs of at-risk youth in one on-site location, by consolidating the agency's operations in close proximity to a rapidly growing service area in west

O'ahu, and allowing the administration to more immediately and efficiently sustain key program services and obligations.

By housing residents on a large and self-contained campus, rather than scattering them piecemeal throughout the community, Hale Kipa will alleviate the prospect of continued friction with its shelters' immediate neighbors. Shelter residents will in many instances also be closer to home, and its convenient location in 'Ewa will enable families to more readily visit shelter facilities, an intangible but valuable aid in the reconciliation process.

The school will also help Hale Kipa be more effective in continuing the youths' education while receiving treatment. Further, the youth themselves will be able to continue their education in a formal classroom setting, which will prepare them for school in their respective communities upon their transition from shelter to a home environment. And the Complex's conference rooms will be made available to the general public for community meetings.

**4. Describe the target population to be served:**

Hale Kipa has already made a profound difference in over 40,000 lives since its 1970 founding, and annually services about 2,500 at-risk youth whose lives have reached the point of dysfunction. The agency's clientele includes runaway and throwaway children, status offenders, pregnant teens, youthful offenders under court supervision, and youth served by the Department of Health's Child and Adolescent Mental Health Division, among others. Further, it should be noted that while children of native Hawaiian descent account for approximately 22% of public school enrollment, they comprise over 40% of clientele enrolled in Hale Kipa's base programs.

**5. Describe the geographic coverage:**

Because Hale Kipa's services provided to west O'ahu communities has grown proportionally with the region's rise in population, the Hale Kipa Services Center, Residential Shelters & Educational Facility Complex will be located on Old Fort Weaver Road in 'Ewa. However, the agency has and will continue to effectively provide services and shelter to at-risk youth on a statewide basis.

## **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. The applicant shall:**

**1. Describe the scope of work, tasks and responsibilities:**

Development of the Hale Kipa Services Center, Residential Shelters & Educational Facility Complex will include its 12,600-sq. ft. community services center, three 2,450 square foot residential shelters and a 4,000 sq. ft. educational facility, with additional plans for expansion of the educational facility and up to three residential shelters. Hale Kipa holds title in fee to a 4.26-

acre site for this specific purpose, which will provide the agency an ideal location from which youth and families can better be served. Hale Kipa will also seek to comply with the U.S. Green Building Council's "Leadership in Energy and Environmental Design" (LEED) specifications for "New Construction and Renovations" (NC) to ensure that the project will result in a "green" facility.

Findings from its April 15, 2009 feasibility study support both the rationale for the development and its prospects for success, and Hale Kipa anticipates breaking ground by summer 2013. The development process will be tracked on a weekly, monthly and quarterly basis, and also at the completion of a particular phase of the contract. The Board of Directors – a roster of which is also attached – will receive regular reports from both the CEO and Project Manager.

Total estimated costs of the Hale Kipa Services Center, Residential Shelters & Educational Facility Complex are budgeted at just under \$22 million. Development will proceed in an orderly fashion and will include:

- Initial site work and the installation of all necessary utilities, and initial landscaping;
- Procurement of all necessary permits and payment of fees;
- Old Fort Weaver Road roadway improvements required by the City & County of Honolulu in the Conditional Use Permit (CUP) process
- Construction of three residential shelters, walkways and recreational facilities;
- Construction of the Hale Kipa services center, educational facility, driveways and parking areas;
- Procurement of furniture, fixtures and equipment for the entire facility;
- Payment of all necessary administrative, project management, loan, tax and contingency costs.

Hale Kipa is also currently engaged in preliminary discussions with potential collaborative partners, including the Kamehameha Schools and Office of Hawaiian Affairs (OHA), regarding the proposed development on its 'Ewa property of a fully-licensed and credentialed educational facility for at-risk youth residing in Hale Kipa's shelters and/or enrolled in its programs. Additionally, Hale Kipa has begun its initial preparation for the next round of the State's Charter School application process.

**2. Provide a projected annual timeline for accomplishing the results or outcomes of the service:**

Please see **Attachment No. 2**, "*Hale Kipa Services Center Project Timeline.*" As is shown therein, Schematic Design is underway with associated budget estimates. This schedule projects Foundation Permits issued by the end of 2009 and the Building Permit issued in June 2010. These were target dates, however with State monies lapsing and conditions required from USDA had postponed construction. Hale Kipa will update this schedule once the USDA conditions have been met.

**3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results:**

The development process will be tracked on a weekly, monthly and quarterly basis, and also at the completion of each designated phase of the contract. The Project Manager will be responsible for the oversight of all development-related processes – which will include contract procurement,

timelines, and cost and fiscal management – and will work with the architect and lender to ensure that the project will be completed in a timely manner and according to prior specifications. The Project Manager will be overseen by the CEO, and any material deviations from specifications and schedules will be reported to and approved by the CEO, who is accountable to the Board of Directors.

- 4. 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.**

Hale Kipa anticipated breaking ground for the new facilities by summer 2013. As stated earlier in Section I.1, approval of said funds requested by Hale Kipa would amount to a re-authorization of monies appropriated previously by the Legislature in Section 5 of Act 160, Session Laws of Hawaii 2006. With the development's planning and design stages nearing completion, and the necessary permits being secured, the requested \$1,500,000 in GIA funds will allow Hale Kipa to successfully complete its leverage of funds from the U.S. Department of Agriculture which have already been provisionally approved for the agency, pending the availability of said funds.

Once completed, the Hale Kipa Services Center, Residential Shelters & Educational Facility Complex will reduce the agency's occupancy costs relative to its total budget, stabilize overall costs of agency services, and direct more contract funding to client-based programs rather than administrative operations. Further, Hale Kipa will more effectively and efficiently meet the many diverse needs of at-risk youth at one strategically-located site of operations, consolidate agency programs in close proximity to a rapidly growing service area in west O'ahu, and effectively sustain key services and obligations from a centralized administrative locale.

### 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 forms, pages 10-13.

- 2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2014.**

Quarter 1 FY 2013-14 July 1 – Sept 30, 2013	Quarter 2 FY 2013-14 Oct 1 – Dec 31, 2013	Quarter 3 FY 2013-14 Jan 1 – Mar 31, 2014	Quarter 4 FY 2013-14 Apr 1 – June 30, 2014	FY 2013-14 Amount of Grant to be Expended
\$500,000	\$500,000	\$250,000	\$250,000	\$1,500,000

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2014.**

<u>Agency or Foundation</u>	<u>Amount to Be Requested **</u>
City & County of Honolulu – CDBG funds	\$ 1,000,000
U.S. Department of Agriculture	\$12,000,000
Individuals and Foundations	\$ 3,000,000

\*\* Please note that figures provided are extremely preliminary, and actual amounts to be requested will depend in large part upon the information provided in all ensuing requests for proposals (RFP) issued by private foundations and state / local government, and in notices of funding availability (NOFA) from relevant federal agencies.

- 4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.**

Hale Kipa has not been granted any state and/or federal tax credits.



## 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.**

Hale Kipa has for over 40 years successfully met the needs of at-risk youth, with a solid reputation and track record for achievement. Hale Kipa's administration also brings years of knowledge and experience to the project. Please see "Section III – Proposed Staffing and Organization" for further details on the individuals who will bear the responsibility for bringing the project to fruition.

### 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. The applicant shall also describe how the facilities meet ADA requirements, as applicable.**

The ADA-compliant Hale Kipa Services Center, Residential Shelters & Educational Facility Complex will be a multi-purpose facility, and will house conference rooms, training facilities, classrooms and file storage. Administrative and clerical staff currently spread across O'ahu in 14 different sites will be consolidated in the Services Center. The Services Center's conference rooms will be made available to the general public for community meetings. Each ADA-compliant residential shelter will initially house youth from the State of Hawaii, Department of Health – Child and Adolescent Mental Health Division, and will also be used for placing youth needing emergency shelter services referred by the State of Hawaii, Department of Human Services. The ADA-compliant and fully-accredited educational facility will allow Hale Kipa youth displaced from their daily routine by circumstances to continue their education in a formal classroom setting, pending their transition back to a stable home and school environment.

## **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.**

President and Chief Executive Officer is **Ernest “Punky” M. Pletan-Cross**, who founded a multi-service adolescent and family counseling agency, LUK, Inc., in Fitchburg, Massachusetts in 1970, where he served as chief executive officer until joining Hale Kipa in 1998. Mr. Pletan-Cross also held an adjunct faculty position at Fitchburg State College, where he taught classes in human services, juvenile justice, and crisis intervention, among others. He is a nationally recognized expert in his field, and has conducted numerous workshops covering a wide range of management and clinical topics. During his tenure at Hale Kipa, Mr. Pletan-Cross has overseen an unprecedented period of growth for the agency, which includes an expansion of its foster care services, and implementation of several important new programs that target the needs of homeless and other at-risk youth.

**Tracy Janowicz**, serves as Hale Kipa’s Director of Quality Improvement & Facilities. She has been with Hale Kipa since 2001, and has developed and implemented a continuous quality improvement model for the agency, along with overseeing all Hale Kipa physical properties statewide. She currently serves as the staff liaison to the USDA and staffs Hale Kipa’s Capital Campaign Cabinet. In addition she is assigned to working with the Armand A. Cote, Project Manager for the building of the Complex.

**Armand A. Cote** of AAC & Associates, Inc. is the Project Manager for the Hale Kipa Services Center, Residential Shelters & Educational Facility Complex. A civil engineer by training, Mr. Cote served as Outrigger Hotels’ representative during the recent \$250 million Waikiki Beachwalk improvement project, and successfully oversaw the development of the \$150 million Kahala Nui senior living community, the \$130 million Hokua Condominium project, and a \$11.5 million research facility on Kaua’i.

Fiduciary oversight of all project activities is the purview of the Board of Directors and Chief Executive Officer. Please see **Attachment No. 3**, “2013 Hale Kipa Board of Directors,” and **Attachment No. 4**, “Hale Kipa Campaign Cabinet.”

**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 **Attachment No. 5**, "*Hale Kipa Organization Chart*."

**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.**

Hale Kipa is currently in mediation with the family of Charlys Tang. Two youth who were receiving services from Hale Kipa were convicted of 1<sup>st</sup> degree murder for killing cab driver Charlys Tang. The family of Mr. Tang filed a civil suit against Hale Kipa in Circuit Court.

**B. Licensure or Accreditation**

**The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.**

Hale Kipa is fully accredited by the Council of Accreditation, and its facilities are similarly licensed and accredited by the appropriate federal, state and professional agencies to ensure that its operations will continue to conform to high administrative, fiscal and program standards.

**ATTACHMENTS:**

- (1) 2013 Hale Kipa Roster of Programs and Services
- (2) Hale Kipa Services Center, Residential Shelters & Educational Facility Complex Project Timeline
- (3) 2013 Hale Kipa Board of Directors
- (4) Hale Kipa Campaign Cabinet
- (5) Hale Kipa Organization Charts – Administrative Services & Programs
- (6) Internal Revenue Service – Tax Exempt Determination Letter
- (7) State of Hawaii, DCCA – Letter of Good Standing

## BUDGET REQUEST BY SOURCE OF FUNDS

(Period: July 1, 2013 to June 30, 2014)

Applicant: Hale Kipa, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	State GIA Funds (b)	Funds Rec'd Other Sources (c)	Prospective Fundraising (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
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				
7. Telecommunication				
8. Utilities				
9. Property Purchase in Fee (Ewa)			1,254,000	
10. Planning, Design & Construction	1,500,000	1,800,000	465,522	13,001,978
11. Permits & Fees				550,000
12. Equip, Furnish & Contingency				3,428,500
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	1,500,000	1,800,000	1,719,522	16,980,478
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
<b>TOTAL (A+B+C+D+E)</b>	<b>1,500,000</b>	<b>1,800,000</b>	<b>1,719,522</b>	<b>16,980,478</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	1,500,000	Tracy Janowicz, Facilities Director (808) 599-1829 x111		
(b) State GIA	1,800,000	N [REDACTED] Phone		
(c) Funds from Other Sources	1,719,522	S [REDACTED] 1/30/2013		
(d) Prospective Fundraising	16,980,478	Date		
<b>TOTAL BUDGET</b>	<b>22,000,000</b>	Ernest Pletan-Cross, CEO Name and Title (Please type or print)		

## BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Hale Kipa, 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)
NOT APPLICABLE				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Hale Kipa, Inc.

Period: July 1, 2013 to June 30, 2014

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
JUSTIFICATION/COMMENTS:				

**BUDGET JUSTIFICATION  
CAPITAL PROJECT DETAILS**

Applicant: Hale Kipa, Inc.

Period: July 1, 2013 to June 30, 2014

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: 2011-2012	FY: 2012-2013	FY:2013-2014	FY:2013-2014	FY:2014-2015	FY:2015-2016
PLANNING & DESIGN		465522				
PROPERTY ACQUISITION (Old Ft. Weaver Rd., Ewa)	1254000					
PERMITS & FEES	550000					
CONSTRUCTION (Hard & Soft Costs)	1800000		1500000		13001978	
EQUIPMENT, FURNISHINGS & CONTINGENCY COSTS					3428500	
<b>TOTAL:</b>	<b>3604000</b>	<b>465522</b>	<b>1,500,000</b>		<b>16,430,478</b>	
<p><b>NOTE:</b> the \$1,800,000 listed under funds received for construction are two appropriation by the Legislature, \$500,000 for FY 2010-2011 and \$1,300,000 in FY 2011-2012.</p>						

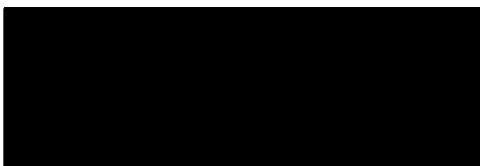
**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO  
CHAPTER 42F, HAWAI'I REVISED STATUTES**

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.



ion)

January 30, 2013  
(Date)

Ernest Pletan-Cross, Chief Executive Officer  
(Typed Name) (Title)





## 2013 Hale Kipa Program Roster

***Community-based Outreach and Advocacy Program (CBOA):*** Outreach program focused on providing case management and community linkages for youth to prevent initial or further involvement with child welfare or juvenile justice systems. Family counseling and strengthening is also provided.

***Emergency Shelter and Sanctuary:*** Offers emergency shelter, assessment, support, protection and a structured environment to homeless, runaway, abused and neglected youth between 12 and 17 years of age at two group homes (boys in Kalihi and girls in 'Ewa) and a host of Kamala Homes for youth better suited to live with families. Youth and family sessions focus on reunification or preparing youth for alternative placements.

***Evening Counseling Program:*** Diversion program that provides counseling and linkages to community resources for youth who have been arrested for the first time.

***Haloa House:*** Serves young women, ages 18 through 22, who have transitioned out of foster care and need housing. It provides these young women with an opportunity to experience the challenges and responsibilities of adulthood while still in a supportive, skill-building environment.

***Hapai Homes:*** Offers specialized foster homes for pregnant and parenting teens.

***Hawai'i Advocate Program:*** Statewide program that provides community-based, strength-based, wrap-around services to youth and families to prevent out-of-home placement, and/or assist the re-integration of previously incarcerated youth into the community upon their release from the Hawai'i Youth Correctional Facility (HYCF).

***Ho'okala-Attendant Care Program:*** Provides diversion (intake and assessment) for youthful status offenders and non-violent lawbreakers, with 24-hour access to immediate crisis intervention and attendant care. All referrals are from the police when they have arrested a youth and have not been able to reach the family to release the youth in a timely manner.

***Pregnancy Prevention Services:*** Program that provides youth in two middle schools with pregnancy prevention education using evidence-based curricula.

***Independent Living Program (ILP):*** Provides specific outreach and skill building services for youth in or transitioning out of foster care into adulthood. Youth are typically in need of extra support to attain developmental milestones necessary for eventual adulthood, as both abuse/neglect placement process may have its variety of delaying effects on psychosocial and educational/vocational development.

***Independent Living Program Training Apartment:*** Provides group home to young men ages 17.5 through 20, needing a residential skill-building program. It provides these young adults with an opportunity to experience the challenges and responsibilities of adulthood while still in a supportive environment. (12-Oahu)

## 2013 Hale Kipa Program Roster

***Intensive-In Home Services:*** Provides clinical therapy and services to families and youth in their homes, with the goal of strengthening families. All youth are referred by the Child and Adolescent Mental Health Division due to programs they are demonstrating at home and in school.

***Ka'i Like Program:*** Provides intensive monitoring, supervision and support to youth involved in the criminal justice system. All referrals are made by Family Court probation officers in attempts to deter youth from additional crimes and sentencing to the Hawaii Youth Correctional Facility. (new program - 75-Oahu, Kauai, Hawaii).

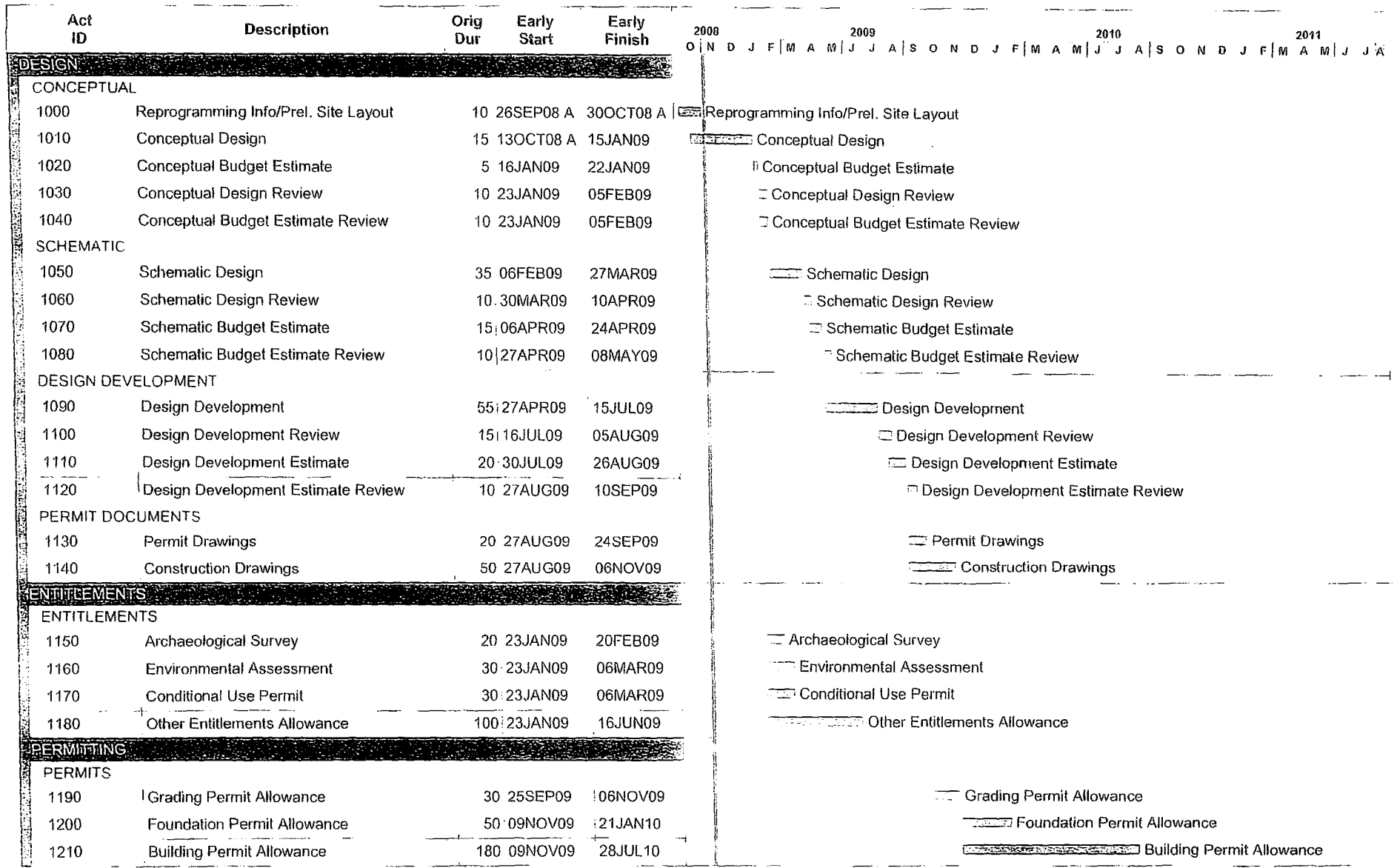
***Sexual Exploitation Prevention Program:*** Interactive video presentation delivered to schools and community groups to inform and teach youth to identify, avoid and prevent sexual exploitation. (all islands)

***Step-Up Program:*** Provides Housing Choice Vouchers to youth aging out of foster care, ages 18-21 so they may access housing through Section 8 for a maximum of 18 months.

***Transitional Family Home Program:*** Offers foster home placements in licensed, training homes with individual and family therapy . Hale Kipa's foster care programs are designed to match a particular youth, ages 5-17, with the family that best meets the youth's needs. The family provides the youth with basic care and therapeutic structure as it teaches living skills and healthy relationships.







***Transitional Living Program (TLP):*** Residential services for young adults transitioning out of homelessness. The three sites (2 for men and 1 for single and/or pregnant and parenting women) are designed to provide supportive counseling, skill-building, and case management services focused on the areas of education, employment, and housing for young adults ages 18-22.

***Youth Outreach (YO):*** Collaborative program with Waikiki Health Center that provides street outreach, drop-in, and health care services for runaway, homeless, "throwaway" street youth, and youth at risk for these situations 21 years of age and under in Waikiki. The program seeks to work with youth "where they are at", in their environment, to provide basic needs (food, hygiene, medical, etc.), supportive counseling and case management services in drop-in, walk in, and outreach settings. Most of these youth have "fallen through the cracks" of traditional youth services and respond more to a street-based program tailored to their needs.



Start date 26SEP08  
 Finish date 28JUL10  
 Data date 04NOV08  
 Run date 19JAN09  
 Page number 1A  
 Project name HK 001  
 © Primavera Systems, Inc.

HALE KIPA SERVICE CENTER  
 PLANNING SCHEDULE  
 JANUARY 19, 2009

-  Early bar
-  Progress bar
-  Critical bar
-  Summary bar
-  Start milestone point
-  Finish milestone point



**2013 BOARD OF DIRECTORS**

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**Greg J. Sitar** | Senior Vice President & Branch Manager, First Hawaiian Bank  
*Treasurer*

**Heidi K. Wild** | President, Wild Consulting, LLC  
*Secretary*

**Paul A. Schraff** | Director, Dwyer Schraff Meyer Grant & Green  
*Past Chair*

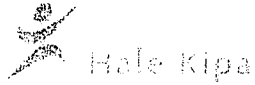
**Brian Isobe** | Principal, N & K CPAs, Inc.  
*Past Chair*

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*Past Chair*

**Zadoc W. Brown, Jr.** | VP/Investments & Branch Manager, Stifel Nicolaus & Company, Incorporated  
*Neighbor Island Liaison*

**Galen K Haneda** | Senior Manager – Strategic Accounts, HMSA

**Sherri-Ann Iha** | Family Court Judge, State of Hawaii Judiciary



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**Jeannie Hedberg** | Partner, Hegberg Batara & Vaughan-Sarandi LLC  
*Chair*

**Chris Benjamin** | President & Chief Operating Officer, A&B Properties. Inc.

**Momi Cazimero** | Owner, Graphic House

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**Richard Reese** | President, Richard Reese Designs

**Luke W.T. Yeh** | Executive Vice President & Manager, Bank of Hawaii  
*Board of Directors Liaison*



# Hale Kipa

*Hale Kipa's mission is to provide opportunities and environments that strengthen and encourage youth, their families and communities to actualize their potential and social responsibility.*

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*Neighbor Island Board Liaisons:* Zadoc W. Brown, Jr., Andy Levin

**Punky Pletan-Cross**  
Chief Executive Officer  
+ 1 Executive Assistant

### ADMINISTRATIVE SERVICES

### PROGRAM SERVICES

#### Oahu

**Jaque Kelley-Uyeoka**  
Deputy CEO of Outreach Services  
+ 2 Program Assistants

#### Neighbor Islands

**Dori Tyau**  
Director of Human Resources  
+ 2 HR Managers  
+ 1 Admin Support

**Maria Gozzip**  
Controller  
+ 1 Sr. Accountant  
+ 1 Accounting Clerk  
+ 1 Payroll Clerk

**Tracy Janowicz**  
Director of Quality Improvement & Chief Privacy Officer

**Sean Sale**  
IT/IS Coordinator

**Stacy Evensen**  
Educational/Vocational Director

**Karen Thompson**  
Educational Program Developer/Teacher

**Pregnancy Prevention**  
Program Coordinator: Elizabeth Maximin

**Community-Based Outreach and Advocacy Program/Ho'okala**  
Program Coordinator: Elizabeth Maximin

**Independent Living Program (ILP) (ILPTA, Haloa)**  
Program Coordinator: Michelle Kinimaka

**Youth Outreach (YO!)**  
Program Coordinator: Alika Campbell

**Hawai'i Advocate Program**  
Program Coordinators: Malia Alo; Shalei Kamakele

**Ka'i Like Program**  
Program Coordinators: Malia Alo; Shalei Kamakele

**Hawai'i Advocate Program (HAP) In-Facility**  
Program Coordinator: Shalei Kamakele

**Transitional Living Program (TLP)**  
Program Coordinator: Alika Campbell

**Intensive In-Home Services**  
Program Coordinator: Nazo Shamal

**Family Unification Program**  
Program Coordinator: Michelle Kinimaka

**Transitional Family Home Program**  
Program Coordinator: Nazo Shamal

**Foster Parent Development Program**  
Program Coordinator: Pam Silva

**Girls Emergency Shelter**  
Program Coordinator: Eydie McNicoll

**Boys Emergency Shelter**  
Program Coordinator: Eydie McNicoll

**Kamala Homes**  
Program Coordinator: Eydie McNicoll

**East Hawaii:**  
**Hawai'i Advocate Program (HAP)**  
Ka'i Like Program  
Program Coordinator: Melissa Rapoza  
**Transitional Family Home Program**  
Program Coordinator: Akoni Vares  
**Intensive-In Home Program**  
Program Coordinator: Akoni Vares

**West Hawaii**  
**Hawai'i Advocate Program (HAP)**  
Ka'i Like Program  
Program Coordinator: Anneka Keck  
**Intensive-In Home Program**  
Program Coordinator: Akoni Vares

**Hawai'i Advocate Program (HAP)**  
[Maui/Molokai]  
Program Coordinator: Melinda Montgomery

**Kauai**  
**Hawai'i Advocate Program (HAP)**  
Community-based Outreach and Advocacy/Ho'okala  
Ka'i Like Program  
Program Coordinator: Melinda Montgomery  
**Intensive-in Home Program**  
Program Coordinator: Nazo Shamal



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508, Room 4010  
Cincinnati OH 45201

Attachment No 6

In reply refer to: 4077552422  
July 25, 2011 LTR 4168C 0  
23-7061499 000000 00

00033617  
BODC: TE

HALE KIPA INC  
615 PIIKOI ST STE 203  
HONOLULU HI 96814-3139

010491

Employer Identification Number: 23-7061499  
Person to Contact: Mr. R. Molloy  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your July 01, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in June 1970.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077552422  
July 25, 2011 LTR 4168C 0  
23-7061499 000000 00  
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HALE KIPA INC  
615 PIIKOI ST STE 203  
HONOLULU HI 96814-3139

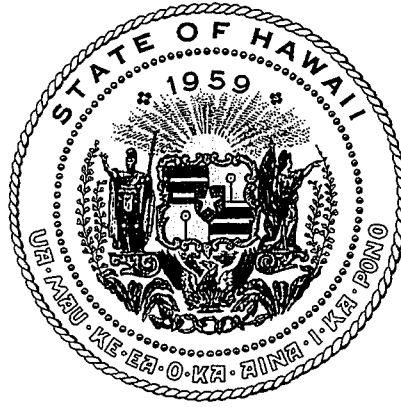
If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Cindy Thomas  
Manager, EO Determinations





**Department of Commerce and Consumer Affairs**

**CERTIFICATE OF GOOD STANDING**

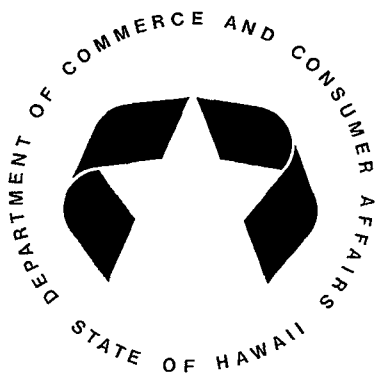
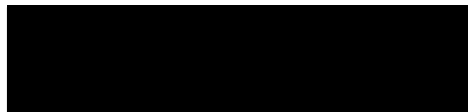
I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

HALE KIPA, INC.

was incorporated under the laws of Hawaii on 01/26/1970 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: December 11, 2012



Director of Commerce and Consumer Affairs