

House District _____

Senate District _____

THE TWENTY-EIGHTH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: _____

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

"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.

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

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:

HOPE Services Hawaii, Inc.

Db/a: Not applicable

Street Address: 296 Kilauea Avenue, Hilo, Hawaii, 96720

Mailing Address: 296 Kilauea Avenue, Hilo, Hawaii, 96720

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name Brandee Menino

Title Chief Executive Officer

Phone # 808/933-6013

Fax # 808/935-3794

E-mail bmenino@hopeserviceshawaii.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- OTHER
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

Funding for Vehicle Purchase of the HOPE Homeless Outreach Vehicle Fleet

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$150,000.00

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 \$150,000.00
 FEDERAL \$140,000.00
 COUNTY \$120,000.00
 PRIVATE/OTHER \$30,000.00

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE: _____

Brandee Menino, Chief Executive Officer
NAME & TITLE

1/21/16
DATE SIGNED



Application for Grants

I. Background and Summary

1. Background

HOPE Services Hawaii, Inc. (HOPE), a faith-based organization based on Hawaii Island, is dedicated to its mission of "*Bring to life gospel values of justice, love, compassion and hope through service, empowerment and advocacy.*" At HOPE, it's about the journey from hopelessness to opportunities and transformation. We are a non-profit organization that builds individual, family and community resiliency through direct service, community organizing, and intentional partnerships. It's about all of us being part of the solution and how public, private, non-profit and community citizens are working together for stronger families and healthier communities. We are long trusted and depended on in our community to be responsive and relevant to the most vulnerable populations including persons at risk of and experiencing homelessness, persons with mental health and substance abuse disabilities, youth, elderly and persons justice involved.

For the period of July 1, 2014 through June 30, 2015, HOPE provided homeless outreach services to 2,300 individuals and assisted a total of 673 individuals with emergency shelter. 30% of all homeless served were children under the age of 18. Through our homeless outreach efforts, a total of 900 homeless individuals obtained permanent housing and residential stability. In addition, HOPE successfully assisted 179 individuals to gain employment. At any given night throughout the year, HOPE helps to oversee the shelter, health and safety of over 600 homeless residents through our supportive housing facilities and homeless outreach efforts that encompass Hawaii County.

HOPE carries out this mission through a continuum of safety net programs, housing and support services. They include:

OUTREACH AND SUPPORT SERVICES

Homeless Outreach

Mobile outreach teams regularly visit beaches, parks, lava tubes, tents and food pantries to identify and engage individuals and families experiencing homelessness. HOPE offers emergency food and supplies, assesses a person's needs and works to get each into safe, stable housing. We provide connections to basic services including health care, social security, workforce development and job training.

Natural Disaster Outreach

As a result of Tropical Storm Iselle and the recent impact of the June 2015 lava flow, HOPE increased in-house capacity to respond during natural disasters because such events have led to homelessness. In preparation of a potential

disaster, mobile outreach teams work to get the homeless population into emergency shelters. Post disaster, teams go to affected areas and assess living and food situations, store medications and help individuals and families relocate to a shelter or other housing as needed.

The Friendly Place Campus: Homeless Resource Center

The Friendly Place is a resource for families and individuals experiencing homelessness in West Hawaii where they have access to meals, emergency supplies, mail, showers, laundry facilities, storage lockers, phones, computers and fax machines as well as counseling and case management.

Representative Payee Services

Representative Payees provides financial services to 200 individuals with severe and persistent mental illnesses and helps them pay their essential bills, distributes allowances, offers budgeting classes and financial management counseling for Social Security recipients.

EMERGENCY HOUSING

Kihei Pua Emergency Shelter

Kihei Pua provides 24/7 short-term emergency housing and services with up to 72 beds for homeless individuals and families in Hilo, with preference given to unsheltered families with minor children. It is safe refuge for families with nowhere to go, regain stability, get back on their feet and seek a new a home.

The Friendly Place Campus: West Hawaii Emergency Housing Program

This program is located in Kailua-Kona and provides short-term emergency housing, meals and support services for up to 31 people experiencing homelessness. ,

TRANSITIONAL & AFFORDABLE HOUSING

Beyond Shelter, Hilo

This Hilo-based apartment complex owned by St. Joseph Catholic Church offers two transitional and five affordable rental housing units for families and children who transition from the emergency housing.

Kuleana House, Hilo

The Kuleana House is a single-family three bedroom home that provides transitional housing to families with children.

Wilder House, Hilo

The Wilder House is a single family four bedroom home that provides transitional housing to families with children.

Iwalani House, Hilo

The Iwalani House is a single family three bedroom home that provides transitional housing to justice involved women reintegrating into our community from incarceration and/or in recovery.

Veterans Supportive Housing, Hilo

This supportive housing program in Hilo provides transitional housing opportunities for homeless veterans, staffed 24-hours and provides case management services to assist participants in gaining the supportive resources that will lead them to independent living and self-sufficiency.

HOPE Resource Center, Hilo

This program provides 24/7 transitional housing and related support services for men returning to the Hilo community from incarceration.

HOUSING ASSISTANCE PROGRAMS

Support Services for Veteran Families (SSVF)

This program is made possible through a partnership with U.S. Veterans Initiative. We assist veteran households with emergency rent assistance, housing deposits, utilities or emergency needs that focus on transition to a new permanent housing situation or retention of permanent housing.

Homeless Prevention & Rapid Re-housing

This program provides housing relocation and stabilization services to help homeless individuals and families quickly move into permanent housing and achieve stability. In addition to housing placement, services include case management, credit repair and financial assistance for rent, utilities and security deposits. Assistance depends on funding availability through:

- Housing Placement Program for Temporary Assistance for Needy Families (TANF);
- Emergency Solutions Grant provides rapid re-housing services; or
- HUD's Shelter Plus Care Programs provide rent subsidies and support services – *Kukui* assists homeless families with disabilities/illnesses; *New Direction* works with chronically homeless individuals with low-income and disabilities/illnesses

COMMUNITY RE-ENTRY PROGRAMS

Women Supporting Women

HOPE mentors and helps organize successful justice involved women to inspire, support and peer mentor newly released justice involved women from the Women's Community Correctional Center (WCCC), on parole, probation or participate in Drug Court. In addition to peer support and empowerment, these forensic peer specialists educate the community at meetings and events to raise awareness of the impacts of families of incarcerated mothers and their children.

Mentoring Program

In partnership with the Department of Public Safety (DPS), HOPE recruits, trains and supports community volunteers become "mentors" to individuals returning to our community from incarceration. DPS makes referrals of "mentees" to be matched with a community member who is volunteering their time to "mentor" them as they transition from Hale Nani Work Furlough Correctional Facility to a community on Hawaii Island.

Kona Re-Entry & Referral Housing Program

HOPE provides housing and referral services for inmates transitioning from incarceration at the Hawaii Community Correctional Center to extended furlough in Kailua-Kona.

2. Goals and Objectives

In addressing the significant increases of homeless identified throughout Hawaii County, HOPE proposes an amplified effort and expansion of mobile homeless outreach to assist displaced homeless that are currently unsheltered and living on the streets, and transition them into HOPE's homeless shelters and transitional housing programs. The latest State of Hawaii annual homeless Point-In-Time (PIT) count demonstrates the need for increased homeless outreach throughout Hawaii Island. In just two-years, the homeless population has more than doubled on Island and Hawaii County is the only county in the State that has had significant increases of individuals needing to access homeless services. The PIT count indicated significant homeless increases in the area regions of Hilo (64 more homeless than in 2014), Kea'au (23 additional homeless), Pahoa (87 additional), Ka'u (104), and Kealahou (55 additional homeless from 2014).

Acquiring additional vehicles to conduct increased homeless outreach will allow HOPE to expand capacity in our existing mobile homeless outreach program and respond to the homeless increases identified by the State. With the geographic size and rugged terrain that encompass the communities of Hawaii County, additional utility vehicles will allow HOPE the expanded mobility in conducting homeless outreach in remote areas where homeless dwell, such as the lava fields in Puna, the valleys of Waipio, and the dense forested areas of Volcano and Ka'u. The additional outreach service vehicles are most critical now in Hawaii County as we experienced a 50% increase in the total number of new homeless clients from last year (University of Hawaii, Center of the Family, Homeless Service Utilization Report 2014).

Hawaii Island communities, government agencies and our homeless rely upon HOPE in responding to this critical social issue. Our services have been a lifeline to the most vulnerable populations and populations most in-need on our Island.

3. Public Purpose:

The additional homeless outreach vehicles will provide increased mobile homeless outreach support to individuals and families displaced by high housing costs, the lack of affordable housing, inadequate public transportation services, and a shortfall of living-wage job opportunities, that have become unsheltered and homeless as a result. In addition to providing homeless with specialized services that initiate the removal from being unsheltered and the living on the streets, mobile homeless outreach will provide access to supplement the transportation needed by homeless to become connected and receive health care (medical and dental), nutrition, entitlement benefits, and mental health and substance treatment, all needed to enhance the quality of life and regain self-sufficiency and independent living.

Need:

Homeless Impact on Hawaii Island: The most current homeless data communicated by the State of Hawaii, Department of Human Services as well as the University of Hawaii-Manoa, communicates an urgent need to increase homeless outreach services through all areas that encompass Hawaii County.

On Hawaii Island there are reported to be 1,241 unduplicated homeless currently residing on Hawaii Island (State of Hawaii, PIT Count 2015). In just two-years the number of homeless on Hawaii Island has more than doubled (PIT 2015). This count is likely to be severely undercounted as HOPE provided homeless outreach services for over 2,000 unduplicated homeless individuals during the same time period.

Hawaii County is the only County in the State that has had significant increases of individuals needing access to homeless services (UH-Manoa, Homeless Utilization Report 2014). Hawaii County experienced a 50% increase (from the previous year) in the total number of new homeless clients, and adding 372 new-first time homeless, Hawaii Island has the highest number of new homeless individuals in the State of Hawaii, more than the rest of the State combined. The homeless PIT-Count indicated significant homeless increases in the area regions of Hilo, Kea'au, Pahoa, Ka'u and Kealakehe-Kona. In one year (from 2014 to 2015) Hilo witnessed an increase of 64 additional homeless in their community. Kea'au experienced 23 additional homeless, Pahoa saw 87 additional, Ka'u had an increase of 104, and in Kealakehe-Kona there was an increase of 55 additional homeless witnessed from 2014 to 2015.

Last year (FY14-15) HOPE provided housing support and outreach services for 4,100 homeless individuals, youth and families. 73% of all homeless families currently on Hawaii Island are unsheltered and 30% of all the homeless being served on Island are children. In FY13-14, more than 400 persons (34%) served in Hawaii County were considered chronically homeless – challenged by a disabling health or mental health condition that had been continuously homeless for a year or more *or* experienced at least four homeless episodes in the past three years – the highest proportion when compared to the other counties.

The data is irrefutable and demonstrates a critical need for increased homeless outreach support to address the significant homelessness on Island. According to the 2011 Hawaii Housing Planning Study, more than 1,750 rental units must be developed by 2016 to eliminate the increasing demand for housing.

4. Target Population

The addition of five (5) Homeless Outreach Vehicles to HOPE's mobile homeless outreach program will service the targeted homeless populations within the community regions of Hawaii County that has experienced significant homeless increases, as identified in the State of Hawaii -Department of Human Services, 2015 Homeless Point-In-Time Count. These targeted area regions include: Hilo, Pahoa, Kea'au, Kealahou-Kona, and Ka'u. HOPE will target individuals and families that are homeless on the streets, living on Island unsheltered and are not established as currently receiving homeless and housing support services.

5. Geographic Coverage

In serving individuals and family households experiencing homelessness, the geographic area served by the mobile homeless outreach vehicle fleet expansion will cover all area regions that encompass Hawaii County with a targeted focus on the geographic areas of Hilo, Pahoa, Kea'au, Kealakehe-Kona, and Ka'u.

II. Service Summary and Outcomes

1. Scope of Work, Tasks and Responsibilities

Upon notification of the award, HOPE would implement the following actions to begin development of the mobile homeless outreach expansion project:

Within the first Quarter HOPE will have identified 3 potential vendors and vehicle types (brand/model) and that would meet the needs of mobile homeless outreach for Hawaii Island's rugged and off-road terrain. Within the Quarter HOPE would implement a quote/bidding process, select a model and vendor to utilize and purchase all five (5) vehicles. Within Quarter 1 all five (5) vehicles would be registered and insured under HOPE, be operational and utilized by HOPE's existing Homeless Outreach program staff, 6-FTE employees, trained and well-experienced to conduct mobile homeless outreach throughout Hawaii Island. Throughout Fiscal Year 2017 (July 01, 2016 to June 30, 2017) HOPE will utilize the additional vehicles to conduct an increased expansion of homeless outreach that include the following nationally recognized best practice homeless outreach services:

- Through active mobile outreach, identify homeless on Hawaii Island who are not currently engaged in homeless support services;
- Establish a connection (or reconnect with inactive consumers), build trust, and develop a positive-working relationship that leads to the consumer's willingness to receive homeless services;
- Effectively engage with homeless consumers and initiate outreach service efforts;
- Offer and provide basic needs services (nutritional support, clothing, hygiene supplies, transportation to doctors, offer shelter/transitional housing etc.)
- Conduct homeless assessments/intakes: certifications, eligibility, level of homelessness, barriers keeping them from housing, critical needs;
- Transition unsheltered homeless off the streets and into homeless shelters;
- Document case: utilize HIMS/Casworthy system & PATH/HIMS Encounter forms, document linkages, goals, progress towards goals, encounters;
- Progress consumers towards a more formal system of care, greater level of health services, conduct formal intake assessment, develop Individualized Recovery Plan (IRP), document consumer progress towards goals, interventions, and results;
- Connect and reconnect eligible homeless consumers with formal health and treatment services and other needed networks of care;
- Provide constant case monitoring, continued consumer advocacy, and communication between service providers;

- Provide ongoing outreach and coordination of services towards establishing permanent housing.

The following table communicates HOPE’s service outcomes for FY14-15 and includes the FY17 Proposed outcomes and results, service figures of individuals to be assisted by HOPE with the assistance of additional homeless outreach vehicles. HOPE anticipates a 30% increase in service outcomes.

Number of Homeless Served/To be Served	Actual FY15	Proposed
# of unduplicated homeless provided services	1637	2,128
# of participants housed in emergency shelters	673	875
# of participants housed in transitional housing	312	406
# of participants accessing mental health services	815	1,060
# of participants accessing substance treatment	86	112
# of participants gained financial literacy	266	346
# of participants gained further education	118	153
# of participants gained employment	179	233

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

HOPE Mobile Homeless Outreach Project Timeline: FY2017 (July 01, 2016 to June 30, 2017)

Upon the release of funds (within Quarter 1) HOPE will identify, initiate a process of vendor bidding, select and purchase, register and insure five (5) vehicles to be utilized by homeless outreach (before July 01, 2016).

By July 01, 2016 begin utilizing the five (5) vehicles to conduct the increased expansion efforts of mobile homeless outreach throughout Hawaii Island and focused efforts in regions identified by the State of Hawaii Homeless Point-In-Time as having significant homeless increases. Mobile homeless outreach service efforts will continue throughout FY17, providing focused services up to June 30, 2017 and continuing services passed the GIA project timeframe ending period. HOPE anticipates utilizing all purchased vehicles for at least 10-years within the mobile homeless outreach program.

3. Quality Assurance and Evaluation
HOPE will thoroughly review proposal prices for all vendors, and compare competitive service and pricing between all vendors. HOPE will negotiate fleet pricing during its review, and continue price negotiation following purchase contract execution with a selected vendor. HOPE will ensure that purchase contract terms articulate final and agreeable pricing, along with a concrete schedule date on product deliverables. Non-compliance with the contract terms or deliverables schedule will trigger contract default claims to the vendor.
4. Performance Measures

HOPE would utilize the schedule established by the vendor, as well as contract terms for the vendor, to provide a basis of comparison for the expending agency to evaluate achievement or accomplishment. Should there be an unforeseeable delay in any aspect of the purchase, HOPE would inform the expending agency accordingly – providing justification and corrective action for the delay.

III. Financial

Budget

1. Budget Documents

The following applicable budget forms are attached that details the cost of the request:

- Budget Request by Source of Funds
- Budget Justification - Equipment and Motor Vehicles

2. Quarterly Funding Request Schedule (Fiscal Year 2017)

Hope Services Hawaii anticipates the funding request of \$150,000. will be made in the first quarter of fiscal year 2016.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$150,000.00	0	0	0	\$150,000.00

3. Other Funds Being Sought

At this time HOPE is not seeking additional funds/submitting other Grant-In-Aid assistance proposals in addition to this GIA project proposal.

4. Federal Tax Credits

HOPE has not been granted any state or federal tax credits within the prior three years, nor does it anticipate applying for tax credits within the request period.

5. Current and Upcoming Government Contracts and Grants

Please see attachment (page 14) for a listing of all government contracts and grants HOPE has been and will be receiving for program funding.

6. Unrestricted Assets

As of December 31, 2015, HOPE has a balance of unrestricted current assets in the amount of \$50,000.00.

IV. Experience and Capability

A. Necessary Skills and Experience

On October 1, 2010, the Office for Social Ministry, Care-A-Van Program of the Catholic Diocese of Honolulu (OSM), became HOPE. HOPE manages the same services and programs that serve those most in need in our community, with over 20 years of experience with the same dedicated staff and support from the Diocese of Honolulu. Bishop Larry Silva remains committed to helping the homeless. The incorporation of Care-A-Van into HOPE allows for more visibility in the community, and be more effective in our delivery of services.

HOPE is the largest homeless service provider in Hawaii County. Through the agency's incumbent management and program staff, HOPE continues to evolve its expertise, necessary skills, abilities and knowledge related to the delivery of housing stabilization services. The following leadership brings unique and relevant experience – critical in program development and service for the diverse vulnerable populations in Hawaii County.

- **Brandee Menino, MA, Chief Executive Officer:** Ms. Menino began her career at the OSM as the Program Director in 2001 and has continued her service as CEO for HOPE. Ms. Menino is responsible for over \$4 million in federal, state, county government and private contracts that provides emergency and supportive services to the homeless population in the Hawaii County. Menino holds a degree in psychology from the University of Hawaii at Hilo and earned her master in arts degree in professional counseling psychology, with an emphasis in marriage and family therapy, from the American School of Professional Psychology (Argosy University). She sits on the board of directors for The Bay Clinic and The Foodbasket Inc., is a Hawaii SOAR Trainer, and a Program Advisory Council Member for Substance Abuse Counseling Program at Hawaii Community College. In 2014, she was named a Weinberg Fellow.
- **Janice Ikeda, MA, Director of Operations:** HOPE's Director of Operations Janis Ikeda provides the day-to-day leadership for the mobile homeless outreach program on Hawaii Island, supervising the two designated project managers. Ms. Ikeda has held positions with the County of Hawaii Civil Defense agency and Hawaii Island United Way serving as a Disaster Recovery Coordinator and Resource Development Director. Janis holds a BA degree in Communications and is working towards her MA in Organizational Leadership. Ms. Ikeda currently oversees and directs the day-to-day operations of all homeless programs and service activities at HOPE and coordinates with other Hawaii Island agencies to provide support initiatives for the Island's homeless populations. This experienced has served Ms. Ikeda well in her capacity at HOPE – managing the daily operations of 24 programs that include 150 shelter beds and over 80 housing units.

B. Facilities

HOPE currently operates programs and services from 11 facilities located in Hilo and Kailua-Kona on Hawaii Island. This grant will not fund operational costs at these facilities. The following chart lists the various facilities, physical location addresses and the purpose of each facility.

Facility	Address	Purpose
Administrative Office	296 Kilauea Avenue, Hilo	Houses finance, human resources, and administrative personnel
Kihei Pua	115 Kapiolani Street, Hilo	Homeless Emergency Shelter
HOPE Resource Center	116 Kapiolani Street, Hilo	Houses a transitional housing program, Mentoring Program, Representative Payee services, Homeless Outreach Team & Program Managers
Beyond Shelter	110 Ululani Street, Hilo	Transitional & Affordable Housing
Wilder House	189 Wilder Road, Hilo	Transitional Housing
Kuleana House	1495 Kuleana Place, Hilo	Transitional Housing
Ohea House	21 W. Ohea Street, Hilo	Transitional Housing
Iwalani House	77 Iwalani Street, Hilo	Transitional Housing
The Friendly Place: Resource Center	74-5593 Pawai Place, Kailua-Kona	Resource Day Center
The Friendly Place: West Hawaii Emergency Housing	74-5593 Pawai Place, Kailua-Kona	Homeless Emergency Shelter
Kona Re-entry & Referral Housing program	75-5708 Alahou Street, Kailua-Kona	Transitional Housing

V. Personnel: Project Organization and Staffing**A. Proposed Staffing, Staff Qualifications, Supervision and Training**

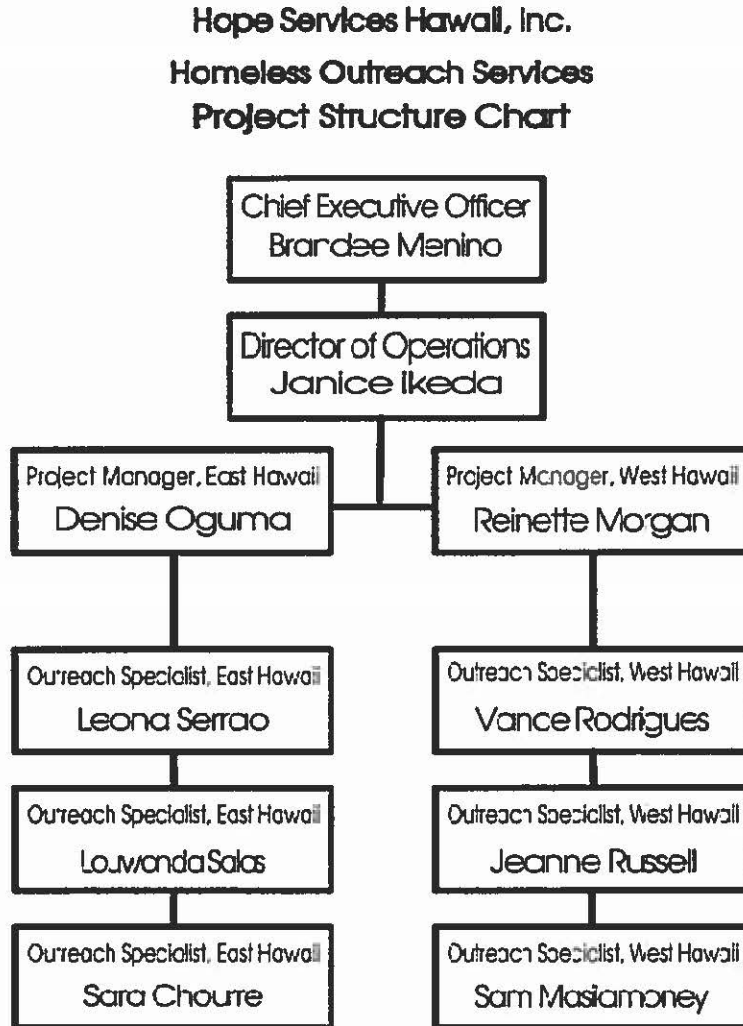
This grant will not fund any personnel costs. However the staff providing direct financial oversight and administrative direction relative to the request includes the Chief Executive Officer and Accounting Manager. Responsibilities include:

- Chief Executive Officer – Keeper of the Vision. Plans and coordinates strategic direction of the organization. Oversees financial, human resources, planning, development, evaluation, facilities and safety throughout the agency. Implements and enforces Board and agency policies. Cultivates community resources and leverage partnerships to support the mission of the organization. Reviews and approves the expenditure and allocation of funding for all programs. Ensures overall fiscal and contract compliance for all programs.
- Accounting Manager – Provides oversight of financial accounting, compliance and reporting to funding agencies. Manages and reconciles the general ledger and daily cash for the organization. Prepares monthly payroll and benefits entries. Coordinates the annual financial independent audit, and 990 Internal Revenue Service filing. Ensures the accurate

expenditure and allocation of funds to respective programs. Manages and directs the accountability and compliance of the Finance Office personnel.

B. Organization Chart

See organization chart below of staffing directly affiliated to the project.



C. Compensation

The three highest paid employees of Hope Services Hawaii by position are:

- Chief Executive Officer: \$80,357.68/year
- Director of Operations: \$70,000.06/year
- Program Manager: \$55,000.00/year

VI. Other

A. Litigation

HOPE is not a party to any pending litigation.

B. Licensure or Accreditation

HOPE does not have any special licensure or accreditation.

C. Private Educational Institutions

This grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

D. Future Sustainability Plan

(1) For Funds Received for Fiscal Year 2016-2017

Should a partial award be granted, HOPE will seek supplemental, eligible federal and state grant funding sources, including:

- Private/Other Funds - Foundations & Fundraising

Coordination of additional funds to sustain program needed will be facilitated by HOPE's Fund Development Director.

(2) If Not Awarded for Fiscal Year 2016-2017

HOPE will pursue eligible federal and county grant funding sources, including:

- Federal (Passed through the County of Hawaii) - Community Development Block Grant (CDBG)
- County – County Council & Mayor's Office
- Private/Other Funds - Foundations & Fundraising

Again, coordination of any additional funds needed will be facilitated HOPE's Fund Development Director.

E. Certificate of Good Standing (If the Applicant is an Organization)

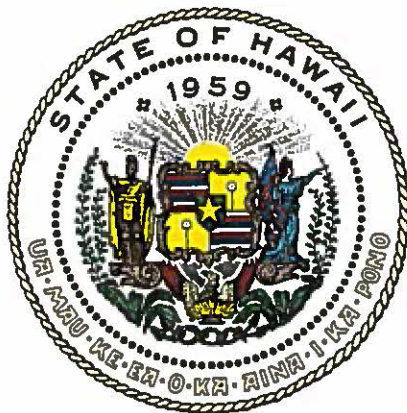
A copy of HOPE's Certificate of Good Standing from the Department of Commerce and Consumer Affairs dated after December 01, 2015 is attached.

*GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: Hope Services Hawaii, Inc.

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1.	County of Hawaii - Going Home Consortium (fiscal agency)	07/01/15 - 06/30/16	County of Hawaii	HAW	\$9,000
2.	County of Hawaii - Shelter Plus Care	07/01/15 - 06/30/16	County of Hawaii	HAW	\$15,000
3.	County of Hawaii - East Hawaii Homeless Outreach	07/01/15 - 06/30/16	County of Hawaii	HAW	\$10,000
4.	County of Hawaii - Kihei Pua Homeless Emergency Shelter	07/01/15 - 06/30/16	County of Hawaii	HAW	\$10,000
5.	County of Hawaii - Interim/Bridge Housing	07/01/15 - 06/30/16	County of Hawaii	HAW	\$10,000
6.	County of Hawaii - West Hawaii Emergency Housing Program	07/01/15 - 06/30/16	County of Hawaii	HAW	\$15,000
7.	County of Hawaii - Disaster Relief & Recovery	07/01/15 - 06/30/16	County of Hawaii	HAW	\$10,000
8.	County of Hawaii - East Hawaii Emergency Housing	07/01/15 - 06/30/16	County of Hawaii	HAW	\$15,000
9.	County of Hawaii - Friendly Place Resource Center	07/01/15 - 06/30/16	County of Hawaii	HAW	\$15,000
10.	County of Hawaii - Tenant Solutions: Housing Specialist	07/01/15 - 06/30/16	County of Hawaii	HAW	\$10,000
11.	Adult Mental Health Division - Homeless Outreach & Interim Case Management	01/01/16 - 03/31/16	State of Hawaii - Dept. of Health	U.S.	\$25,000

12.	HUD Continuum of Care Homeless Assistance Program - Kukui Program	05/01/15 - 04/30/16	State of Hawaii - Dept. of Human Services	U.S.	\$455,809
13.	HUD - Emergency Solutions Grant - Homeless Prevention and Rapid Rehousing	07/01/15 - 06/30/16	State of Hawaii - Dept. of Human Services	U.S.	\$124,923
14.	HUD - Emergency Solutions Grant - Shelter Operations	07/01/15 - 06/30/16	State of Hawaii - Dept. of Human Services	U.S.	\$56,855
15.	Adult Mental Health Division - Representative Payee Services	04/01/15 - 03/31/16	State of Hawaii - Dept. of Health	State	\$153,357.28
16	Reentry Housing and Referral Services of Adult Male and Female Inmates in Kona	06/15/15 - 06/14/16	State of Hawaii - Dept. of Public Safety	State	\$97,782.72
17.	Housing Placement Program	07/01/15 - 06/30/16	State of Hawaii - Dept. of Human Services	State	\$636,550
18.	State Homeless Shelter Program	08/01/14 - 07/31/15	State of Hawaii - Dept. of Human Services	State	\$754,175
19.	State Homeless Outreach Program	08/01/14 - 07/31/15	State of Hawaii - Dept. of Human Services	State	\$612,500
20.	Mentoring Coordination Services for Adult Male and Female Sentenced Felon Inmates on the Island of Hawaii	07/01/14 - 06/30/16	State of Hawaii - Dept. of Public Safety	State	\$200,000
				TOTAL	\$3,235,952



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

HOPE SERVICES HAWAII, INC.

was incorporated under the laws of Hawaii on 08/26/2010 ; 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: January 21, 2016



Director of Commerce and Consumer Affairs

**Required Financial Budget Attachments
(Excel Pages 5-9)**

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2016 to June 30, 2017

Applicant: HOPE Services Hawaii, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (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				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES	150,000	140,000	120,000	30,000
E. CAPITAL				
TOTAL (A+B+C+D+E)	150,000	140,000	120,000	30,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	150,000	Shelly Toledo 808-933-6008		
(b) Total Federal Funds Requested	140,000	Name (Please type or print) Phone		
(c) Total County Funds Requested	120,000	<div style="background-color: black; width: 150px; height: 30px; margin-bottom: 5px;"></div> 1/21/14 Date		
(d) Total Private/Other Funds Requested	30,000			
TOTAL BUDGET	440,000	Brandee Menino, CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2016 to June 30, 2017

Applicant: HOPE Services Hawaii, Inc.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				
The request is for vehicles only. As such, this justification sheet is not applicable.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2016 to June 30, 2017

Applicant: HOPE Services Hawaii, Inc.

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
Intermediate Utility Vehicle	5.00	\$30,000.00	\$ 150,000.00	\$ 150,000.00
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	5		\$ 150,000.00	\$ 150,000.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: HOPE Services Hawaii, Inc.

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2014-2015	FY: 2015-2016	FY:2016-2017	FY:2016-2017	FY:2017-2018	FY:2018-2019
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						
The request is for vehicles only. As such, this justification sheet is not applicable.						

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED 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 pursuant to Section 42F-103, Hawaii 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 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 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.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii 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 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, Hawaii 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, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant 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 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.

HOPE Services Hawaii, Inc.
(Typed Name of Individual or Organization)



1/21/16
(Date)

Brandee Menino
(Typed Name)

CEO
(Title)