

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:
MAKANA O KE AKUA, INC

Dbas: Makana O Ke Akua, Inc

Street Address: 92-365 Malahuna Pl
Kapolei, HI 96707

Mailing Address: 92-365 Malahuna Pl.
Kapolei, HI 96707

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name KEOKI DUDOIT

Title Director of Operation

Phone # 808-354-9823

Fax # 808-425-4324

E-mail kdudoit@mokainc.org

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

COMMUNITY DISCOUNT STORE AND FREE VOCATIONAL TRAINING AND EMPLOYMENT OPPORTUNITY.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$ 245,395

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 \$ 172,587
FEDERAL \$ _____
COUNTY \$ _____
PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

KEOKI DUDOIT, DIRECTOR OF OPERATIONS
NAME & TITLE

1/21/2016
DATE SIGNED



Application for Grants

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. Please include the following:

1. *A brief description of the applicant's background;*

Makana O Ke Akua Inc. (MOKA) is a 501 (c) 3 non-profit organization that has grown from one home to our current seven homes with a capacity of 132 individual men. We have serviced over 1,000 men from all walks of life including those from incarceration, homelessness, broken families, drug-life, and other challenging life situations. MOKA, diligently work to provide affordable and safe homes for these men.

Established in 2003 our mission is to provide a Clean and Sober Living Environment for men who want to make positive changes in their lives. Our vision is to reunite, reconnect, and restore men back to their community, workforce, and most of all their family. Our homes promote individual recovery by providing an environment that allows the residents to develop individual recovery plans and become self-supporting. This is achieved by promoting independence, responsibility, and accountability.

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

MOKA seeks to expand its operation by opening a community discount store which will provide affordable gently used household items and furniture to low-income families as well as provide employment and vocational training to the under-served individuals in substance abuse recovery and/or reintegration from incarceration through a network of recovery providers, non-profit organizations, and for profit companies.

3. *The public purpose and need to be served;*

This project has a dual purpose. First, it will serve the low-income families by providing them with affordable furniture items (e.g. bed, sofa, dining chairs, dining table, coffee table, decorative items) and household goods and personal items (e.g. dishes, kitchenware, toiletries, etc.) Second, it will provide employment and vocational training opportunities for those having difficulty

finding employment due to past history (i.e. incarceration, gang association, lack of education).

4. *Describe the target population to be served; and*

MOKA's goal is to reach the low- to mid-income families that struggle with furnishing their homes. As the cost of living in Hawaii continues to grow the need for affordable items become vital to the budgets of our families. We have been operating this program on a small scale selling out of multiple storage units by advertising online (Craigslist). Over the past two years MOKA has donated over 130 furniture items to over 50 needy families that either transitioned out of a homeless shelter into independent living or has been living in a home but was unable to furnish it. There is a demand with this demographic and MOKA strives to be a solution.

Operating a Clean and Sober home for over 12 years we have seen the need for employment and vocational training in our clients that we serve. An average of 34% of our residents are unemployed looking for work. This unemployment is mostly found amongst our incarcerated individuals and those who did not graduate from high school. Providing employment training through this vocational training piece will allow MOKA to increase its success rate by 80%.

5. *Describe the geographic coverage.*

MOKA has identified a storefront property owner who is willing to work with our vision to provide this type of service to the community. This storefront property is located in Nanakuli in the city of Waianae. We would be geographically located in the West Oahu region but will advertise and welcome the whole island of Oahu.

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;*
 1. MOKA will sale affordable furniture and household items to low- and moderate-income families.
 2. MOKA will service the low-income community of West Oahu.
 3. MOKA will monitor the number of customers served using sales
 4. MOKA will provide quality assurance using the Store Manager

5. MOKA will employ underserved individuals struggling to find employment.
 6. MOKA will provide vocational training using a three month program strategy.
 7. MOKA will provide job referral services to the underserved individuals.
 8. MOKA will monitor all employees by employee evaluation and attendance.
 9. MOKA will ensure the knowledge retention of the vocational training through written testing.
 10. MOKA will be an equal opportunity employer.
 11. MOKA will comply with all federal and state employer laws.
 12. MOKA will comply with its code of ethics.
 13. MOKA will report to the State agency as requested.
 14. MOKA will monitor its progress according to the goals written in this grant request.
2. *Provide a projected annual timeline for accomplishing the results or outcomes of the service;*

MOKA will open the store immediately after funding is made available. Storefront remodel will take approximately three work weeks. Store opening will be during the fourth week. The discount store will be open seven days per week and 10 hours per day, closed on state and federal holidays. Total days open in the year will be 352. Our goal will be to service an average of 30 customers per day or 10,560 per year.

Our employment goal will be to provide employment and vocational training to 48 individuals during the fiscal year of the grant by utilizing a three month employment and training program. This three month strategy will employ 12 individuals for three months and provide him with necessary work training, both hands on and classroom training, while employed at the store. Within the third month the individual will seek employment outside of the store with the goal of securing permanent employment in the workforce.

In summary our goal is to reach 10,560 customers (families), and employ a minimum of 48 underserved individuals within the fiscal year.

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

MOKA will monitor the number of customers served through its sales. MOKA will monitor its employees using a timeclock system for attendance, an employee

evaluation for quality of work (done by the store manager), and a written test to assess the knowledge of rudimentary work related skills learned in the vocational training portion of this program.

The operations of the store will be monitored and evaluated on a monthly basis from MOKA's Board of Directors. The store manager will report directly to the Director of Operations. The Director of Operations will present the current status of the discount store to the Board of Directors during its monthly board meetings. If improvements are needed the Board of Directors will develop a plan of action by utilizing its resources and network associations.

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.
 - Minimum number of customers served each quarter will be 2,640
 - Minimum number of undeserved individuals employed each quarter will be 12

III. Financial

Budget

1. **Budget, detail cost of the request.**

ATTACHMENT PAGE 5: BUDGET REQUEST BY SOURCE OF FUNDS

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2017.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
138,547	35,616	35,616	35,616	\$245,395

3. **Listing of all other sources of funding for fiscal year 2017.**

ATTACHMENT PAGE 9: GOVERNMENT CONTRRACTS AND / OR GRANTS

4. **Tax Credits.**

NOT APPLICABLE

5. **Listing of all government contracts and grants been and will be receiving for program funding.**

ATTACHMENT PAGE 9: GOVERNMENT CONTRACTS AND/OR GRANTS

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2015.

\$62,000.

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.

MOKA has launched a pilot project in March of 2012 that would provide vocational training through on-the-job experience, as a result forming a program we called MOKA TECH, which was designed to employ the men in our homes by selling furniture items that were purchased from the government liquidation warehouse located in Barbers Point. The men would train with the Director then go to work at our storage unit in Hawaii Self Storage Kapolei to refurbish furniture and prepare them for sale. Marketing of the furniture was done by one of the men who took a photo, upload it in the computer, and then post an ad on craigslist. Another individual would meet with the customer to make the sale. The project MOKA developed was a great success. MOKA has successfully employed 18 men in our clean and sober home thus far. MOKA is able to keep a low overhead utilizing storage units compared to storefront properties but we realize that there is great potential in opening a store.

Two years ago we established a relationship with another non-profit organization called Hawaii Furniture Bank which opened new doors for MOKA to expand its program. This relationship lead to MOKA receiving donated furniture from a hotel remodeling company. This company is a for-profit company that removes old furniture from hotels and replace them with new ones. The remodeling company now donates those items from the hotels to MOKA who in turn sells the items through MOKA TECH. MOKA has outgrown its storage unit and needs an outlet to sell its furniture. The remodeling company has made an agreement to give us the furniture it removes from the hotels for the next three years. This pilot project has proven itself successful within the last three years.

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.

MOKA has established a contact with a commercial property owner who has approved us to lease the storefront property with a five year lease term.

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.

Store Manager

Duties: Oversees the operational activities of the store including inventory control, employee supervision, sales report, money collection, audit, and deposit, and employee evaluation.

Qualifications: Basic office and computer skills. Able to use Microsoft Word and Excel. Customer service ability.

Education: College diploma in business. Minimum 2 years retail experience. Supervisory experience recommended.

Warehouse Manager

Duties: Oversees the warehouse facility. Manages inventory, stock levels, storage control, and schedules delivery to the store property.

Qualifications: Forklift license, ability to store items safely, inventory control, supervisory skills, and basic computer skills. Able to use Microsoft excel.

Education: High School Diploma

Delivery Driver

Duties: Oversee delivery operations from vendor to warehouse or store. Drive delivery van and deliver customer items upon request from store manager.

Qualifications: Valid driver's license. Clean abstract.

Education: None

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 organization chart that illustrates the placement of this request.

ATTACHMENT: GRANT REQUEST ORGANIZATION CHART

C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

ATTACHMENT PAGE 6: BUDGET JUSTIFICATION- PERSONNEL SALARIES AND WAGES

VI. Other

A. Litigation

NOT APPLICABLE

B. Licensure or Accreditation

NOT APPLICABLE

C. Private Educational Institutions

NOT APPLICABLE

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2016-17 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2016-17, but*
- (2) Not received by the applicant thereafter.*

MOKA is requesting this Grant in Aid funding as a startup capital and operating funds to expand our current operations. After the funding is provided MOKA will be self-sustaining by the sale income earned from the sales of the items from the store. MOKA has a contractual agreement with a hotel remodeling company who will donate furniture items removed from the hotels they renovate to support our mission. This contractual agreement will be for the next three years. MOKA will also solicit the community to donate their gently used items to our store in an

effort to maintain inventory. MOKA has also established a connection with government liquidation which is another source of merchandise for the store.

E. Certificate of Good Standing

ATTACHMENT: CERTIFICATE OF GOOD STANDING

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2016 to June 30, 2017

Applicant: Makana O Ke Akua, Inc

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Store Manager	1	\$35,360.00	100.00%	\$ 35,360.00
Warehouse Manager	0.5	\$35,360.00	75.00%	\$ 26,520.00
Delivery Driver	0.5	\$20,800.00	50.00%	\$ 10,400.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				72,280.00
JUSTIFICATION/COMMENTS:				
These staffing positions will be used to maintain the operations of the store. Salary for MOKA administration will not be provided from this grant in aid.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2016 to June 30, 2017

Applicant: Makana O Ke Akua, Inc

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Merchandise Shelving and Display	48.00	\$64.25	\$ 3,084.00	
Inventory Control System	1	\$4,010.00	\$ 4,010.00	
Security System	1	\$2,900.00	\$ 2,900.00	
			\$ -	
			\$ -	
TOTAL:	50		\$ 9,994.00	

JUSTIFICATION/COMMENTS:

Supply and materials for renovation and upgrade of storefront facility. Upgrades include updated store display equipment, inventory system, security system, and redecoration transformation.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
2015 Ford Transit Vanwagon Van	1.00	\$40,523.00	\$ 40,523.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 40,523.00	

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: Makana O Ke Akua, Inc

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2014-2015	FY: 2015-2016	FY:2016-2017	FY:2016-2017	FY:2017-2018	FY:2018-2019
PLANS			3,500			
LAND ACQUISITION						
DESIGN			8,500			
CONSTRUCTION			24,000			
EQUIPMENT			6,500			
TOTAL:			\$ 42,500			
JUSTIFICATION/COMMENTS: Funds will be used for renovation and improvement including remodeling, demolition, refurbishing, electrical, design, and flooring.						

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Makana O Ke Akua, Inc

Contracts Total: 345,175

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Reentry Housing and Referral Services	08/2014 - 07/2016	Dept of Public Safety	Hawaii State	345,175
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**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.

Makana O Ke Akua, Inc

(Typed Name of Individual or Organization)

(Signature)

1/21/2016

(Date)

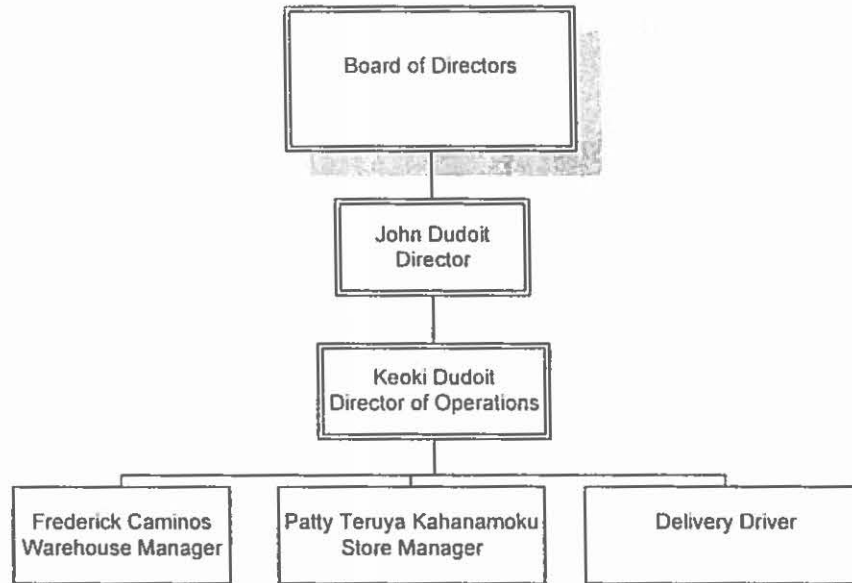
Keoki Dudoit

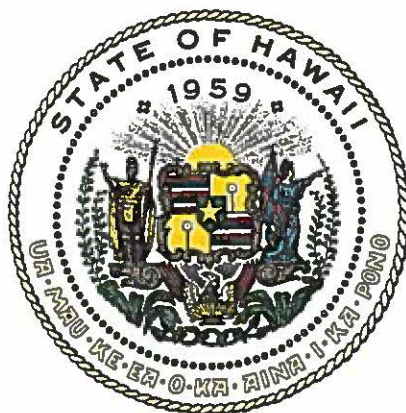
(Typed Name)

Director of Operations

(Title)

Grant Request Organization Chart





Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

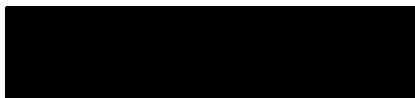
I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

MAKANA O KE AKUA INC

was incorporated under the laws of Hawaii on 10/01/2003 ;
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 13, 2016



Director of Commerce and Consumer Affairs