

House District 51

Senate District 25

**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: **Oahu Society for the Prevention of Cruelty to Animals**

Db:

Street Address: **501 Kealahou St, #A31-A41, Honolulu, HI 96825**

Mailing Address: **P.O. Box 321, Kaneohe, HI, 96744**

**2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:**

Name **STEPHANIE RYAN**

Title **President**

Phone # **(808) 349-3475**

Fax # \_\_\_\_\_

E-mail [stephanie@oahuspca.org](mailto:stephanie@oahuspca.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:**

The Oahu SPCA is building a new and permanent animal welfare facility in Kaneohe on 2.1 acres. The goal of this project is to provide capital improvement to the facility and the grounds that will meet and support the human and animal needs of the Windward community of Oahu.

4. FEDERAL TAX ID #: \_\_\_\_\_

5. STATE TAX ID #: \_\_\_\_\_

**7. AMOUNT OF STATE FUNDS REQUESTED:**

FISCAL YEAR 2017: **\$468,150**

**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 \$350,000

FEDERAL \$ \_\_\_\_\_

COUNTY \$ \_\_\_\_\_

PRIVATE/OTHER \$ \_\_\_\_\_

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

**STEPHANIE RYAN, PRESIDENT**  
NAME & TITLE

**01/21/2016**

DATE SIGNED



**RECEIVED**  
1/22/16

## 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;

The Oahu Society for the Prevention of Cruelty to Animals (Oahu SPCA) was founded in 2009. Its mission is: *Every healthy, treatable animal will find a forever home.*

The Oahu SPCA is the largest animal welfare organization in Hawaii with a no-kill philosophy, dedicated to reducing the number of homeless animals and euthanasia. In July 2009, 432 animals in Waianae were relinquished after their owner passed away. The organization rescued all 432 animals in 48 hours, which marked the largest animal rescue in the history of Hawaii.

The Oahu SPCA takes care of about 250 animals per day or a total of more than 2,000 animals each year. The organization rescues animals, rehabilitates (all necessary procedures and surgeries), adopts them to loving homes, and reunites pets with their owners.

The organization retrieves feral animals, shelters rescued animals, and fosters companion animals and abandoned pets. It offers affordable adoption, low cost sterilization, and veterinary services to the public. Oahu SPCA provides services to people as well: pet ownership training and education, training of students and volunteers in rehabilitation and enrichment – from socializing to dog walking, to understanding and meeting the needs of animals, and preparing them for adoption. It offers community services, and apprenticeships for Veterinarians and Veterinary Technician, and participates in the First to Work program.

2. The goals and objectives related to the request;

The Oahu SPCA is building a new and permanent animal welfare facility in Kaneohe on 2.1 acres. The goal of this project is to provide capital improvements to the new facility and grounds that will meet and support the human and animal needs of the community.

3. The public purpose and need to be served;

Animals make a significant difference in the lives of people and are members of approximately 60% of the families on Oahu. There are approximately 365,000 dogs and cats on Oahu. The Oahu SPCA is constructing a state-of-the-art

facility in Kahaluu, Oahu. The facility will be operational in November 2016. This facility will be the only place, which would provide support and services for all animal needs: medical care, shelter, adoption, socialization, and community building. Within the site, there will be a pond for a wild bird sanctuary, 3,500 feet of walking paths, public park areas and a Memorial Garden. The facility will support more training and outreach to the community on how to be a responsible pet owner and how to socialize and train your pet. The facility will also support trainings of volunteers and increase the opportunities for community services, apprenticeships for Veterinarians and Veterinary Technician, and participation in the First to Work program. This grant funding will optimize and develop our new facility and veterinary clinic that will insure our sustainability, continued success and contribute to the development of a more responsible community.

4. Describe the target population to be served; and  
The organization provides the lowest cost veterinary services to the public. 30% of our clients are low-income, and 7% are homeless. The goal is to provide Sterilization and Wellness Clinic services to as many animals and families as possible in order to eliminate animal overpopulation and abandonment due to high costs of veterinary services. During the grant period, the organization will provide services to 350 families and animals weekly on Oahu.
5. Describe the geographic coverage.  
The Oahu SPCA's new facility will serve the island of Oahu and visitors from neighboring islands.

## **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;

### Scope of work:

To conduct facility improvements and grounds construction by installing and establishing the landscape for a public preservation park and public dog park, install fencing enclosures, kennels, an electric entry gate, driveway, and utility lines.

### Tasks:

- Purchase and install new animal kennels
- Install and establish grass and landscape for the Oahu SPCA Life Preservation Park and public dog park.

- Install fencing enclosures.
- Install an electric entry gate.
- Install driveway
- Install utilities (water and electric)

Responsibilities:

Ms. Ryan, President, will provide the oversight and management of the requested project without compensation.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;  
The Oahu SPCA has the following timeline:

- November 2016 - Shelter construction completed and facility operational.
- February-March 2017 purchase and install animal kennels, install utilities (water and electric)
- March 2017-June 2017 - install and establish grass and landscape for the Oahu SPCA Life Preservation Park and public Dog Park.
- March-April 2017 - install fencing and driveway
- May 2017 - install an electric entry gate.

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and  
The project will follow the pre-approved building and grounds plans and adhere to all coding regulations.

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.

The Oahu SPCA's facility will result in benefits to animals, their owners, and the broader community. Therefore, our measure of success is not just an operational facility, but how well the community is served. The following measures will be used to report to the expending agency on the progress of this project:

The Oahu SPCA uses the following measures of effectiveness:

- Number of rescued animals: 3,600

- Number of rehabilitated animals, including all necessary surgeries, sterilizations. Inoculations and micro chipping: 11,400
- Number of animals adopted or placed into foster homes: 3,400
- Number of animals remaining in house: 200
- Number of new volunteers trained: 550
- Number families receiving training and education: 11,400

### III. Financial

#### Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

The Oahu SPCA is requesting \$468,150

- \$170,225 for 1.8 acres of grass installed,
- \$36,000 for 750' fencing @\$48.00/foot,
- \$6,350 for an electric entry gate, including installation
- \$166,375 to a driveway 33,250 square feet @ \$5.50 sq. ft.
- \$23,200 for underground water line for 1,000 feet plus \$10,000 water meter
- \$21,000 electric services
- \$45,000 for 80 animal cages (shipping donated by Matson)

Please also see the budget forms, detailing the cost of the request.

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
\$117,037.5	\$117,037.5	\$117,037.5	\$117,037.5	\$468,150

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2017.

The Oahu SPCA is seeking funding from the sources below for 2017. However, these applications were for programmatic activities, not construction.

- Hawaii Community Foundation - \$21,000
- Aloha United Way - \$46,000
- Combined Federal Campaign - \$22,000
- Petco Foundation - \$95,000
- Ed Olson Foundation - \$25,000
- Semi Annual Fundraisers - \$55,000

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.

The Oahu SPCA has not received any state or federal tax credits. The organization will apply for the state property tax exemption by the end of 2016.

5. The applicant shall provide a listing of all federal, state, and county government contracts and grants it has been and will be receiving for program funding.

The Oahu SPCA has received:

- \$25,000 from the City and County in 2010,
- \$350,000 from the State for a capital campaign in 2014, and
- \$166,000 from the State for the spay/neutering and rehabilitation services in 2015.

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

The Oahu SPCA had approximately \$75,000 in unrestricted assets at the end of 2015.

#### **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.

The Oahu SPCA is governed by its volunteer Board of Directors, who bring a wealth of experience in public education and relations, marketing, project and financial management, and construction and real estate development.

Ms. Stephanie Ryan, President and Founder of the Oahu SPCA, has more than 15 years of experience in animal rescue. Ms. Ryan has extensive animal welfare experience and served in multiple capacities in animal welfare organizations, such as SNAP Spay Neuter Action Project in California and Hawaii Dog Foundation, Oahu, Hawaii.

Ms. Ryan is also an architect and investor with 41 successful high-end residential and commercial projects as part of her resume. She designed, permitted, and was responsible for the financing, construction administration, materials, interiors, photography and ultimately the sale of 29 of these projects. She designed and built the home at the apex of Mount Tiburon, across

the Golden Gate Bridge, as one of her first residential projects from the ground up. She was also a finalist in the World Trade Center Memorial Competition.

David Ryan, Construction Director, is a real estate investor and project manager. He has approximately twenty years of experience in acquisition, financing and developing 25 high-end residential projects in the San Francisco Bay Area/Silicon Valley and five commercial projects. As a project manager he recruited, trained and manage subcontractors and artisans to implement the project pro forma. He was responsible for planning and material selections to successfully achieve deadlines and budget parameters. The commercial real estate projects ranged from industrial warehouses to six-story office building in San Diego. He identified investment properties, interfaced with the commercial realtors and financial institutions. He hired and worked directly property managers, tenants and commercial realtors to maintain 80-100% occupancy. He also has five years of experience developing, marketing and managing successful businesses and its staff members.

The organization will have two full time (currently one) veterinarians and three veterinarian technicians. They are highly educated, licensed, and have 34 combined years of experience in veterinary services.

Operations and day-to-day activities are managed by a Shelter Manager and supported by Administrative Director and Operations Manager, who have managerial, administrative, and financial skills. Our volunteer force of 4,000 people ensures that most of the funds we receive go to the care and treatment of rescued animals.

In the last three years, the organization conducted the following verifiable projects:

- 2013 - Created a stable functioning sterilization clinic. Started operating weekly Petco Vaccination clinics at various locations around the island.
- 2014 – 2015 purchased the land and began site preparation for the construction of the facility in Kahaluu, Oahu (\$350,000 from the State for a capital campaign)
- 2015 - introduced the innovative injectable sterilization drug, Zeuterin to Hawaii and trained 18 veterinarians including the members of Hawaii Board of Veterinary Examiners.

## **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 Oahu SPCA currently operates out of a facility in Kapolei. It is located on 91-153 Hanua Street, Kapolei, Hawaii. It houses a sterilization clinic (625 sq. feet), an office (400 sq. feet), and feline enclosures (2,000 sq. feet). The facility has a public dog park and outdoor space. The facility has all necessary

veterinary/medical equipment and supplies. The office space has computers and a multi-function work station (printer, scanner, copier, fax, etc.). There are phone and internet services. The facility supports medical and sheltering needs of 270 animals a day.

The organization is currently schedule to open two more facilities: Hawaii Kai – on January 27, 2016, and Kahaluu – in September of 2016.

The Hawaii Kai facility is located at 501 Kealahou St #A31-A41. It houses a sterilization clinic (450 sq. feet), an office (400 sq. feet), canine kennels (4,700 sq. feet) and feline enclosures (3,000 sq. feet). The facility has all necessary veterinary/medical equipment and supplies. It is equipped with electricity and running water to maintain high sanitary standards. The office space has computers and a multi-function work station (printer, scanner, copier, fax, etc.). There are phone and internet services. The facility will see 620 medical visits and house 200 animals a month.

The organization also purchased a two-acres property in Kahaluu to build a new shelter. It is located at 47-630 Kamehameha Hwy, Kahaluu, Hawaii. The facility will have a state-of-the-art Sterilization Clinic (1,500 sq. feet) with the capacity of sterilizing 100-300 dogs and cats per week or approximately 15,600 annually. It will house an office (800 sq. feet), canine kennels (4,800 sq. feet) and feline enclosures (3,600 sq. feet). The facility has all necessary veterinary/medical equipment and supplies. It is equipped with electricity and running water to maintain high sanitary standards. The office space has computers and a multi-function work station (printer, scanner, copier, fax, etc.). There are phone and internet services. The facility will see 750 medical visits and house 300 animals a month.



## **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.

Ms. Stephanie Ryan, President and Founder of the Oahu SPCA, is an architect and investor with 41 successful high-end residential and commercial development experience. She will provide oversight responsibilities for the project management and construction without compensation. She has project, financial, and staff management experience.

Ms. Ryan will be assisted by a Construction Administrator who will be responsible to identify and select contractors needed for the project, oversee their work and manage the budget.

### **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.

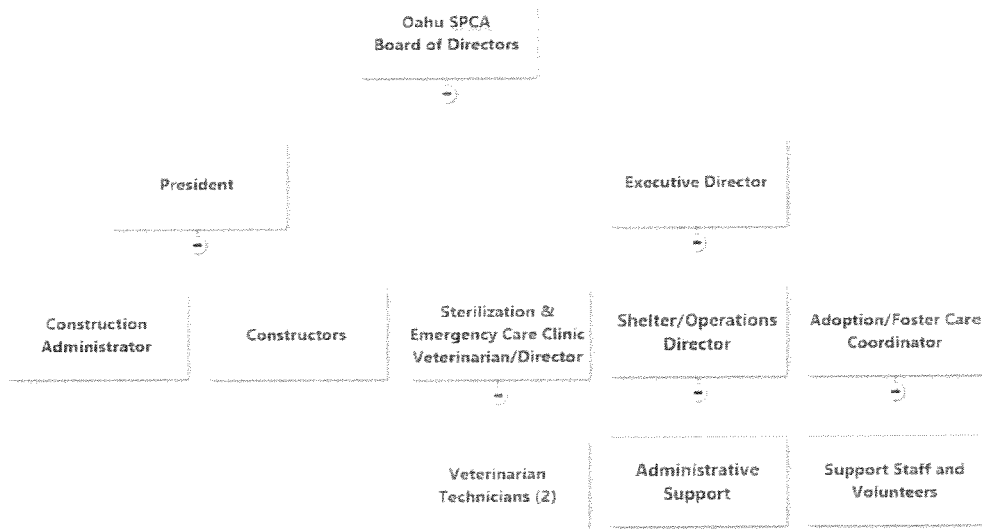


The Oahu Society for the Prevention of Cruelty to Animals  
Rescue, Rehabilitate, Re-home, Rejoice

P.O. Box 2332 Ewa Beach, Hawaii 96708  
808.754.1519  
[www.oahuspcas.org](http://www.oahuspcas.org)

## Organizational Chart

(including Construction)  
Revised: 1.21.2016



1

### 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.

The highest paid positions and the salaries paid to these positions are as follows:

Position	Annual Salary
Veterinarian	\$ 140,000
Shelter Manager	\$ 50,000

Veterinary Technician	\$ 35,000
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## VI. Other

### A. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgment. If applicable, please explain.

The Oahu SPCA does not have any pending litigation to which it is a party nor does it have any outstanding judgments.

### B. Licensure or Accreditation

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

Licenses and/or accreditation are not required to be an animal shelter. However, the Oahu SPCA does have on staff two Doctors of Veterinary Medicine licensed in the State of Hawaii. The supervision of the construction and installation will be conducted by architects, engineers and construction administrators.

### C. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

The Oahu SPCA does not support or benefit a sectarian or non-sectarian private education institution. The grant will not be used to support or benefit any sectarian or non-sectarian private educational institution.

### 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  
The items, requested under this grant, do not require further sustaining after 2016-17. Once the grass, fencing, electric gate, and driveway are

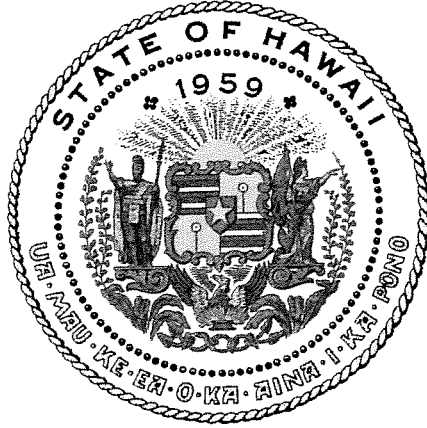
installed, they will need regular maintenance. The maintenance will come as regular operating expenses.

- (2) Not received by the applicant thereafter.  
The organization will continue seeking funding for the grass, fencing, electric gate, and driveway.

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

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2015.

The Certificate of Good Standing is attached.



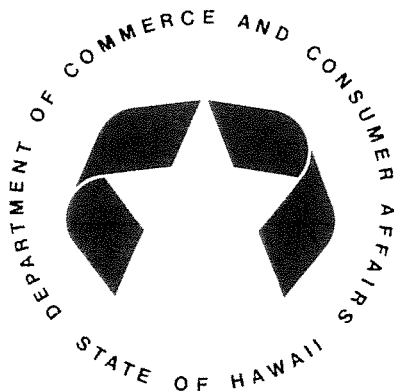
## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

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

OAHU SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

was incorporated under the laws of Hawaii on 09/12/2008 ; 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 12, 2016



Director of Commerce and Consumer Affairs

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2016 to June 30, 2017

Applicant: Oahu Society for the Prevention of Cruelty to Animals

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries		0	0	
2. Payroll Taxes & Assessments	0	0	0	
3. Fringe Benefits		0	0	
<b>TOTAL PERSONNEL COST</b>		<b>0</b>	<b>0</b>	
<b>B. OTHER CURRENT EXPENSES</b>				
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				
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<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	468,150			
<b>TOTAL (A+B+C+D+E)</b>		<b>0</b>	<b>0</b>	
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	468,150		808-349-3475	
(b) Total Federal Funds Requested	0		Phone	
(c) Total County Funds Requested	0		1/21/16	
(d) Total Private/Other Funds Requested			Date	
<b>TOTAL BUDGET</b>	<b>468,150</b>	Stephanie Ryan, President Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2016 to June 30, 2017

Applicant: OAHU SPCA

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>				\$ -

JUSTIFICATION/COMMENTS:

# BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2016 to June 30, 2017

Applicant: OAHU SPCA

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

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



# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: OAHU SPCA

	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
PLANS							
LAND ACQUISITION							
DESIGN							
CONSTRUCTION	\$ -		\$ 448,000	\$ 468,150	\$ 932,150	\$ 120,000	\$ -
EQUIPMENT							
TOTAL:				\$ 468,150		\$ 120,000	\$ -

JUSTIFICATION/COMMENTS:  
 Funds received were general funds for construction, not restricted or designated.

**GOVERNMENT CONTRACTS AND / OR GRANTS**

Applicant: OAHU SPCA

Contracts Total: \$

350,000

CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1 Construction of the new facility	August, 2015	Department of Labor, Off STATE		350,000
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**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISIED STATUTES**

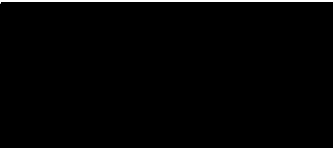
The undersigned authorized representative of the applicant certifies the following:

- 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.

Oahu Society for the Prevention of Cruelty to Animals

	(Organization)
Stephanie Ryan	January 20, 2016
(Typed Name)	(Date) President
	(Title)