

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db:

Hawaii County Economic Opportunity Council

Amount of State Funds Requested: \$ 215,959.00

Brief Description of Request (Please attach word document to back of page if extra space is needed):

The goal of this project is to improve the quality of life for disadvantaged and underserved individuals and families in Ka'u. This will be accomplished by increasing transportation service for low-income individuals including seniors and persons with disability to access health and social services in Ka'u, Hilo and Kona. With additional connection via a web transportation app participants will report the transportation services "satisfactory". Ka'u low-income households including seniors and persons with disabilities will have access to friendly, professional, reliable, on-time transportation.

Amount of Other Funds Available:

State: \$ 215,959

Federal: \$ _____

County: \$ _____

Private/Other: \$ 15,000

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 280,000.00

Unrestricted Assets:

\$ _____

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
 Other Non Profit
 Other

Mailing Address:

47 Rainbow Drive

City:

Hilo

State:

HI

Zip:

96720

Contact Person for Matters Involving this Application

Name:
Olani Lilly

Title:
Grantwriter

Email:
hceocwriter@hceoc.net

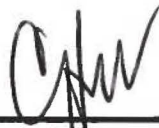
Phone:
808-961-2861

Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

Chad Hasegawa, Interim Executive Director

Name and Title

1/13/2020

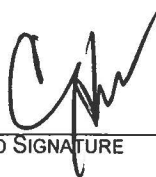
Date Signed

received
01/16/2020

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



CHAD HASEGAWA, INTERIM EXECUTIVE
DIRECTOR

JANUARY 13, 2020

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE



**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs

Vendor Name: HI COUNTY ECONOMIC OPPORTUNITY COUNCIL

DBA/Trade Name: HAWAII COUNTY ECONOMIC OPPORTUNITY COUNCIL

Issue Date: 12/20/2019

Status: Compliant

Hawaii Tax#: W40397626

New Hawaii Tax#:

FEIN/SSN#: XX-XXX3845

UI#: XXXXXX1162

DCCA FILE#: 13035

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**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'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 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'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 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'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, Hawaii'i 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.

Hawaii County Economic Opportunity Council
(Typed Name of Individual or Organization)

(Signature)

01/13/2020
(Date)

Chad Hasegawa, Interim Executive Director
(Typed Name)

January 13, 2020
(Title)

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

1. 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, 2019.

SEE ATTACHED

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ()

SEE ATTACHED

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

After reviewing Section 42F-102 HCECO verifies that this application aligns with a public purpose pursuant to Section 42F-102.

II. 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;
Hawaii County Economic Opportunity Council (HCEOC) is a private non-profit organization established in 1965. It qualifies as a Community Action Agency (CAA) governed by a 12-member tri-partite Board of Directors, equally representing public, private, and low-income community members. HCEOC mobilizes public and private resources to assist disadvantaged and underserved youth, adults, seniors, and disabled persons. Its goal is to enable them to become more self-sufficient and enjoy a higher quality of life through programs and services that reduce, mitigate, and alleviate the impacts of poverty in Hawaii County.

HCEOC's main program is its transportation program which, for over 50 years, has been serving seniors, low-income, and people with disabilities in Hawaii County by helping them to access medical services, nutrition sites, shopping areas, places of employment, financial institutions, government agencies, and recreational activities.

Throughout the years, HCEOC has developed, and continues to develop, expertise and collaborative relationships with other community agencies to coordinate the provision of transportation services. These agencies include:

- Government/Public: Hawaii County Mass Transit Agency, Hawaii County Office of Aging, Hawaii County Parks and Recreation Department—Elderly Activities Division, and the State Department of Health, Adult Mental Health Division, Department of Human Services, Vocational Rehabilitation Division
- Private: Hilo and Kona ARC (Association of Retarded Citizens), Brantley Center, Inc. (a nonprofit community rehabilitation program), Hawaii Island Adult Care, Easter Seal Society of Hawaii, Salvation Army, Dialysis Centers, Drug Rehabilitation Centers, Veterans' Service Centers, and Hui Malama Ola Na 'Oiwi (a nonprofit organization providing healthcare services for Native Hawaiians)

2. The goals and objectives related to the request;

The goal of this project is to improve the quality of life for disadvantaged and underserved individuals and families in Ka'u.

Objective 1: Increase transportation service for at least 200 residents of Ka'u who are low-income individuals including seniors and persons with disability to access health and social services in Ka'u, Hilo and Kona.

Outcome/Result: Ka'u low-income households including seniors and persons with disability will have increased access to health, social services and activities in Ka'u, Hilo and Kona.

Objective 2: At the end of the project period, 75% of participants will report the transportation services "satisfactory".

Outcome/Result: Ka'u low-income households including seniors and persons with disabilities will have access to friendly, professional, reliable, on-time transportation in Ka'u, to Hilo and Kona.

3. The public purpose and need to be served;

Ka'u community experience substantial number of economic, social, and educational hardships. The unemployment rate of 16.1% is the worst in the State. The per capita

income of \$14,118 is lower than in most other communities Statewide. Ka'u has the highest percent (21.5%) of people 65 years or older living alone 21.5 % compared to the State percentage of 17.8%. Additionally, individuals 65 years or older living in poverty (13.9%) is also higher than the State's 17.8%.

High proportions of the very young and the very old live in poverty, and one-third of the families receive food stamps. Ka'u has the highest percentage in the State of "idle teens" (not in school and not working).

Ka'u has very few jobs and residents must commute long distances to access jobs, health and social services.

Despite these challenges, over 60% of the adolescents from the Ka'u– Area responding to a Statewide survey reported strong neighborhood ties. Home ownership and residential stability are above the State average. Although only a small percentage of high school seniors from the Ka'u– Area plan to go to college, the percent who gained acceptance in 2002, among those who planned to attend, was second-highest in the State.

According to the County of Hawai'i Transit and Multi-Modal Transportation Master Plan, Ka'u district is considered an underserved area. Ka'u has two bus routes: Route 10 one roundtrip daily starting at the Ocean View park to Hilo and Route 90 provides three roundtrips starting in Pahala and ending in South Kohala. In this transportation plan the county has identified the need for Inter-Ka'u, additional Hilo and Kona routes for seniors and persons with disabilities as an intermediate to long term recommendation.

4. Describe the target population to be served; and

The target population to be served is a minimum of 200 vulnerable, disadvantaged, and underserved individuals, to include low-income households, seniors and persons with disabilities, the working poor residing in Ka'u.

5. Describe the geographic coverage.

This project will focus on the district of Ka'u (Pahala through Ocean View) on the island of Hawai'i.

III. 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;

OUTREACH SERVICES IN KA'U

HCEOC staff provides outreach to inform low-income families about available services, and conducts intake processes for potential transportation participants. Staff will also attend community meetings and contacts private organizations and senior clubs/centers to explain transportation services. The Transportation Manager and Deputy Director will coordinate with other service agencies that provide referrals of underserved low-income persons/potential clients for transportation services. HCEOC Transportation Manager also receives referrals for persons needing transportation, senior farmers market and LIHEAP application services from HCEOC District Council Boards. Through these outreach services we will enroll at least 200 unduplicated participants living in Ka'u.

DAILY TRANSPORTATION SERVICES IN KA'U

Provides point-to-point service from off-highway communities to: medical facilities, County nutrition centers, Food Basket's Mobile Market or Da Box pick ups, adult rehabilitative programs, adult supervision programs, such as the ARC of Hilo, ARC of Kona, and Easter Seals, Government services, including postal services, banks, shopping areas, and social activities/recreational sites

HCEOC transportation services are mostly provided between the hours of 6:00am and 5:30pm Monday through Friday, but also includes some holiday and weekend service—e.g., for persons needing dialysis services. There will be service to Hilo, Kona and intra-Ka'u.

Riders contact office and/or request through mobile app for rides. Drivers are trained to assist passengers to board and disembark from vehicles, including the loading and unloading of their belongings.

Specialized services may be provided for special events and/or other client needs outside of normal operating hours. In order to create efficiency SHAH (spell out acronym)Transportation Management system will be used to track program participants scheduled rides, cancellation, proximity and time of arrive information via the SHAH app both in the HCEOC van and a participant mobile app.

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

Objective 1: Increase transportation service for at least 200 residents of Ka'u who are low-income individuals including seniors and persons with disability to access health and social services in Ka'u, Hilo and Kona.

Outcome/Result: Ka'u low-income households including seniors and persons with disabilities will have increased access to health, social services and activities in Ka'u, Hilo and Kona.

Timeline	Activity	Person Responsible
June - August 2020	Conduct at least 4 outreach presentations for transportation services in Ka'u.	Transportation Manager/Deputy Director
June 2020	Hire/Assign drivers for three new routes serving Ka'u.	Executive Director/Transportation Manager
July -September 2020	Begin new transportation services in Ka'u	Transportation Manager
September 2020	Evaluate services through a STAT session with all transportation staff	Deputy Director
September 2020	Make necessary improvement changes to services in order to meet the needs of riders and community.	Transportation Manager
September - November 2020	Conduct 2 outreach presentations for transportation services in Ka'u.	Transportation Manager/Deputy Director
October - December 2020	Provide transportation services in Ka'u.	Transportation Manager
December 2020	Evaluate services through a STAT session with all transportation staff	Deputy Director
January 2021	Make necessary improvement changes to services in order to meet the needs of riders and community.	Transportation Manager
January 2021 - May 2021	Provide transportation services in Ka'u	Transportation Manager
March 2021	Evaluate services through a STAT	Deputy Director

	session with all transportation staff	
April 2021	Make necessary improvement changes to services in order to meet the needs of riders and community.	Transportation Manager
May 2021	Complete final report and plan for next year	Executive Director

Objective 2: At the end of the project period, 75% of participants will report the transportation services "satisfactory".

Outcome/Result: Ka'u low-income households including seniors and persons with disabilities will have access to friendly, professional, reliable, on-time transportation in Ka'u, to Hilo and Kona.

Timeline	Activity	Person Responsible
June 2020	Set up SHAH Transportation Management System including Mobile App.	Deputy Director
June 2020	Develop/articulate training for drivers.	Transportation Manager/Deputy Director
July 2020	Provide training to drivers	Transportation Manager/Deputy Director
July - September 2020	Enroll 25 new riders in Ka'u	Transportation Manager
July -September 2020	Provide training to riders on Mobile App and reservation process.	Transportation Manager
September 2020	Conduct Rider Satisfaction Survey	Deputy Director
September 2020	Evaluate rider satisfaction through a STAT session with all transportation staff	Deputy Director

September 2020	Make necessary improvement changes to services in order to meet the needs of riders and community.	Transportation Manager
September - November 2020	Provide training for drivers.	Transportation Manager/Deputy Director
September - October 2020	Enroll 75 new riders.	Transportation Manager
October - December 2020	Provide training to riders on Mobile App and reservation process.	Transportation Manager
December 2020	Conduct Rider Satisfaction Survey	Deputy Director
December 2020	Evaluate services through a STAT session with all transportation staff	Deputy Director
January 2021	Enroll 100 new riders	Transportation Manager
January 2021	Make necessary improvement changes to services in order to meet the needs of riders and community.	Transportation Manager
January 2021	Provide training to drivers	Transportation Manager
January 2021 - May 2021	Provide training to riders on Mobile App and reservation process.	Transportation Manager
April 2021	Conduct Rider Satisfaction Survey	Deputy Director
March 2021	Evaluate services through a STAT session with all transportation staff	Deputy Director
April 2021	Make necessary improvement changes to services in order to meet the needs of riders and community.	Transportation Manager
May 2021	Complete final report and plan for next year	Executive Director

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

HCEOC's evaluation process starts with monitoring outreach daily transportation program activities by recording and tracking data (e.g., passengers' names, destinations, mileage, and reasons for trips), documenting services performed, maintaining individual client information files, and noting program accomplishments.

HCEOC utilizes the SHAH software program, which has been developing systems for transportation management and client tracking for more than twenty years. The suite of products combine to create a comprehensive, web-based information system for transportation service providers. This system includes functionalities for client registration, trip reservations and scheduling, dispatching, trip billing, menu-driven reports, easy Ad Hoc report creation, vehicle and driver tracking, vehicle maintenance and reminders, driver training and training reminders, and more.

Participants are also encouraged to express their comments and suggestions for improvements via an HCEOC suggestion form, which is available with each staff person and vehicle. In addition, participant satisfaction surveys are conducted throughout the year. HCEOC maintains grievance policies and procedures that are available for riders to review as well. All of these forms are compiled and analyzed by the transportation staff for review and reporting purposes.

District Supervisors regularly meet with drivers to discuss transportation routes, ridership, and ways to improve services. Detailed records of all transportation services are maintained. Passenger quotas and scheduled runs are established for all drivers. Drivers are required to check vehicles at the beginning (pre-trip inspection) and end (post-trip inspection) of each day, log passengers transported, miles traveled, number of passengers, number and type of trips taken, and destinations of each trip segment.

Daily participant service statistics are compiled, reviewed, and compared against program goals, objectives and outcomes on a regular basis by transportation staff, department supervisors, and the Executive Director. These data review sessions are called STAT sessions and allow staff to analyze the data and identify areas for improvement. Reports are completed and submitted to each funding source as required. In addition, the District Council Boards (DCBs)* and HCEOC Executive Committee review program activities and accomplishments at bi-monthly meetings and make recommendations for improvement to the Board of Directors.

**HCEOC maintains DCBs in four (4) districts where transportation service is provided (Hilo, Hamakua, Kona, Kau/Puna). DCBs are made up of low-income residents and supporters from low-income neighborhoods who meet regularly to review programs and services and to advise HCEOC administration. Each DCB elects a director; these DCB directors are an essential part of the governing board and is one of the features that distinguishes CAAs throughout the State of Hawaii, e.g., Honolulu Community Action*

Program (HCAP), Maui Economic Opportunity (MEO), and Kauai Economic Opportunity (KEO), from other non-profit organizations that may also serve the low-income population.

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.

Objective 1: Increase transportation service for at least 200 residents of Ka'u who are low-income individuals including seniors and persons with disability to access health and social services in Ka'u, Hilo and Kona.

Measure 1: Provide transportation to essential services including, but not limited to, medical facilities, nutrition sites, shopping areas, recreational activities, financial institutions, and government agencies for a minimum of 50 senior residents residing in Ka'u.

Measure 2: Provide transportation to essential services including, but not limited to, medical facilities, nutrition sites, shopping areas, recreational activities, financial institutions, and government agencies for a minimum of 25 persons with disabilities residing in Ka'u.

Outcome/Result: Ka'u low-income households including seniors and persons with disability will have increased access to health, social services and activities in Ka'u, Hilo and Kona.

Objective 2: At the end of the project period, 75% of participants will report the transportation services "satisfactory".

Measure 1: 75% of riders be picked up and dropped off on time.

Measure 2: 75% of riders will report ease in scheduling a ride.

Measure 3: 75% of riders will report that HCEOC drivers and staff were professional and safe.

Outcome/Result: Ka'u low-income households including seniors and persons with disabilities will have access to friendly, professional, reliable, on-time transportation in Ka'u, to Hilo and Kona.

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds ()
 - b. Personnel salaries and wages ()
 - c. Equipment and motor vehicles ()
 - d. Capital project details ()
 - e. Government contracts, grants, and grants in aid ()
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
35,312	63,549	62,500	54,598	215,996.00

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.

County of Hawai'i Grant In Aid
HEI Foundation

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.
5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2021 for program funding.

Hawaii County Mass Transit	Feb 2019 - Jan 2020	Mass Transit	County of Hawaii
Hawaii County Office of Aging, Nutrition Program	Oct. 2019 - Sept 2020	Office of Aging	County of Hawaii
Community Services Block Grant	Oct. 2019 - Sept 2020	Office of Community Services - Mass Trans	State of Hawaii
Community Services Block Grant	Oct. 2019 - Sept 2020	Office of Community Services - Nutrition	State of Hawaii
Grant in Aid - CIP	2018	DAGS	State of Hawaii
Hawaii County Mass Transit	Feb 2019 - Jan 2020	Mass Transit	County of Hawaii

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.

NONE

V. Experience and Capability

1. 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.

For over 50 years, HCEOC has helped low-income individuals and families to improve their lives by administering programs that provide services such as transportation, energy and housing assistance, job-training, and services for disadvantaged youth. HCEOC has demonstrated its capability, knowledge, skills and capacity to positively impact the lives of impoverished persons by serving approximately 5,000 economically disadvantaged persons in Hawaii County each year.

HCEOC was established in 1965 as a 501(c)(3) non-profit Community Action Agency; its mission is to alleviate poverty by providing services and programs for Hawaii County citizens who have low-incomes, are seniors, or have a disability. Over the years, HCEOC developed, and continues to develop, expertise and working relationships with other community agencies to coordinate the provision of services, and especially transportation services. These agencies include:

- Government/Public: Hawaii County Mass Transit Agency, Hawaii County Office of Aging, Hawaii County Parks and Recreation Department—Elderly Activities Division, and the State Department of Health, Adult Mental Health Division, Department of Human Services, Vocational Rehabilitation Division.
- Private: Hilo and Kona ARC (Association of Retarded Citizens), Brantley Center, Inc. (a nonprofit community rehabilitation program that provides employment and rehabilitation services to disabled adults), Hilo Adult Day Care (provides day care for seniors citizens and respite services for caregivers), Easter Seal Society, Salvation Army, Dialysis Centers, Drug rehabilitation centers, Veterans' Service Centers, Hui Malama Ola Na 'Oiwi (a nonprofit organization providing healthcare services for Native Hawaiians)

HCEOC currently has two (2) contracts to provide transportation services for Hawaii County citizens.

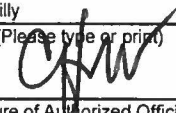
1) County of Hawaii, Mass Transit: presently in its third year of a three (3) year contract, but also a continuation of similar contracts providing transportation services for Hawaii County.

2) County of Hawaii, Office of Aging: also a continuation of services that has been ongoing for several years.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

App Hawaii County Economic Opportunity
Council - Transportation

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	126,950			
2. Payroll Taxes & Assessments	20,029			
3. Fringe Benefits	17,526			
TOTAL PERSONNEL COST	164,505			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	6,600			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space				
5. Staff Training	600			
6. Supplies	1,654			
7. Telecommunication	7,400			
8. Utilities	1,100			
9. Audit Fees	2,500			
10. Physical Exam/Drug Testing	200			
11. Criminal Background Check	200			
12. Contract				
13. Vehicle Gas & Oil	18,000			
14. Vehicle Maintenance & License	2,500			
15. Vehicle Insurance & Registration	2,500			
16. Repair & Maintenance Supplies	2,500			
17. Transportation Management System				
18. Subscription	5,700			
19. Publication & Printing				
20. Postage				
TOTAL OTHER CURRENT EXPENSES	51,454	\$ -	\$ -	
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	215,959	0		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	215,959	Olani Lilly 808-961-2681		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official Date		
TOTAL BUDGET	215,959	Chad Hasegawa, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Hawaii County Economic Opportunity Council

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$61,800.00	15.00%	\$ 9,270.00
Fiscal Officer	1	\$50,985.00	15.00%	\$ 7,647.75
Pre-Audit Clerk (Payroll)	1	\$36,400.00	15.00%	\$ 5,460.00
Pre-Audit Clerk (Payables/Recievables)	1	\$24,960.00	15.00%	\$ 3,744.00
Office Manager	1	\$35,000.00	15.00%	\$ 5,250.00
Deputy Director	1	\$50,985.00	15.00%	\$ 7,647.75
Transportation Manager	1	\$40,644.00	25.00%	\$ 10,161.00
Transportation Clerk	1	\$26,478.00	25.00%	\$ 6,619.50
Driver - Ka'u	1	\$28,450.00	100.00%	\$ 28,450.00
Driver - Ka'u	1	\$28,450.00	100.00%	\$ 28,450.00
Driver - Ka'u	0.5	\$14,250.00	100.00%	\$ 14,250.00
TOTAL:				126,950.00

JUSTIFICATION/COMMENTS:

The administration to this grant is based on 15% allocation based on the total cost of transportation services at HCEOC. The program staff including Transportation Manager and Clerk are allocated at 25% of total transportation program costs. The drivers will be 100% allocated to this program.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Hawaii County Economic Opportunity Council

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NONE	0.00	\$0.00	\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NONE	0.00	\$0.00	\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: _Hawaii County Economic Opportunity
Council_

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: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS	15000	0	0	0	0	0
LAND ACQUISITION						
DESIGN						
CONSTRUCTION	265000					
EQUIPMENT						
TOTAL:	280000					
JUSTIFICATION/COMMENTS: HCEOC just received notice from DAGS to submit release letter to Governor on December 18, 2019. HCEOC has not received any funds currently.						