

**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:

Special Education Center of Hawaii dba SECOH

Amount of State Funds Requested: \$ 330,000

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

The Special Education Center of Hawaii, dba SECOH, seeks support to renovate the Diamond Head Campus to expand and improve the capacity of SECOH to serve adults with disabilities on Oahu. Three structures that were constructed four decades ago will be renovated: an administration building will become a new job and life skill training center; an unused building will be renovated to create more program space, expanding SECOH's capacity to serve 20 more adults with disabilities; and the swimming pool building will be renovated and brought up to code.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 0

Private/Other: \$ 0

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

\$ 350,000

Unrestricted Assets:

\$ 4,534,000

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:

1001 Kamokila Blvd #259

City: State: Zip:

Kapolei HI 96707

Contact Person for Matters Involving this Application

Name:
Bridget Panee

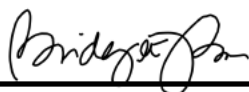
Title:
President and Chief Executive Officer

Email:
bpanee@secoh.org

Phone:
808-734-0233, ext. 211

Federal Tax ID#:

State Tax ID#



Authorized Signature

Bridget Panee, President and CEO

Name and Title


1/20/2022

Date Signed

Application Submittal Checklist

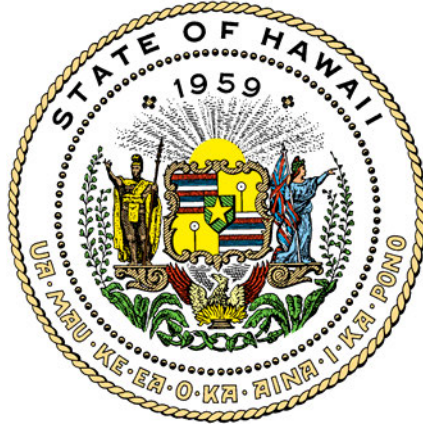
The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 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


AUTHORIZED SIGNATURE

BRIDGET PANEE, PRESIDENT AND CEO
PRINT NAME AND TITLE

JANUARY 17, 2022
DATE



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

SPECIAL EDUCATION CENTER OF HAWAII

was incorporated under the laws of Hawaii on 12/31/1968 ; 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 17, 2022

Director of Commerce and Consumer Affairs

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

The undersigned authorized representative of the applicant certifies the following:

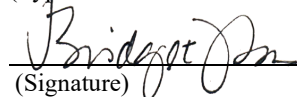
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant 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, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants 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.

Special Education Center of Hawaii dba SECOH

(Typed Name of Individual or Organization)



(Signature)

1/17/2022

(Date)

Bridget Panec

(Typed Name)

President and Chief Executive Officer

(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, 2021.

The certificate of good standing is attached.

2. Declaration Statement

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

The Declaration Statement is 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](#).

The Special Education Center of Hawaii (SECOH) requests capital support for the public purpose of providing individuals with disabilities with education, job training, recreation, community integration activities, and skills to develop independence and improve their quality of life.

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;

The Special Education Center of Hawaii, dba SECOH, (SECOH) is a nonprofit organization founded in 1965 with the mission to provide personalized services to individuals with disabilities in the spirit of enriching their lives. Our vision is for all people to be valued and treated with dignity and respect.

SECOH began as a school for children with special needs, and expanded in the 1980s when Waimano Home was deinstitutionalized, and many of their residents were admitted to SECOH for care. Today we continue to serve approximately 80 of these individuals, now age 50 to 70, with Adult Day Health (ADH) services.

In 2015 SECOH expanded with the establishment of the Pathways Program to address the demand for services to the population of young adults with disabilities that are aging out of the Hawaii Department of Education (DOE) public schools. SECOH currently serves 65 adults in the Pathways Program with 36 adults currently on the admission waitlist.

Programs - The services provided by SECOH are a priority of the Hawaii Department of Health, Developmental Disabilities Division (DOH DDD), designed to help sustain people with disabilities in the community, support them to achieve their potential, and assist them to have “healthy, safe, meaningful and self-determined lives.” Services provided by SECOH through DOH DDD contracts include:

- *ADH and Pathways* – SECOH provides group recreational and educational activities for individuals with disabilities in two programs: ADH for older individuals with disabilities that require more intensive support; and Pathways for younger more capable individuals with disabilities that have the capability for greater community integration.
- *Personal Assistance Services (PAB)* – SECOH provides individualized services designed to improve self-help and independence skills.
- *Community Learning Services (CLS)* – SECOH provides individualized services to improve skills necessary for community integration.
- *Respite* – SECOH provides respite to families that are caregivers of individuals with disabilities.
- *Vocational Assessment and Skill Development* – SECOH provides services that build job skills, including housekeeping, managing the snack shop, yard work, and volunteering at various nonprofits in the community. This is a program service currently in development.

2. The goals and objectives related to the request;

This overall goal of this project is to expand and enhance the capacity of SECOH to serve individuals with disabilities by making capital improvements to the Diamond Head Campus.

Objective 1: Renovate the administration building to create a new job and life skills center (\$253,790) – Renovations will be made to the interior so that the building can be used for a new job and life skills center.

Objective 2: Renovate Building D to increase capacity to serve more clients (\$119,962) – A 5,500 sq. ft. building that was constructed in 1978 is currently unusable and unsafe. The lanai will be enclosed to expand the interior to 6,300 sq. ft, and be reconfigured to include three “great rooms” for group activities. This will enable the Pathways program to grow by 20 clients.

Objective 3: Renovate the swimming pool house (\$162,179) – SECOH has one of the few swimming pools on the island specifically constructed for individuals with disabilities: it has a ramp into the water so that individuals may walk into the pool; and those who use wheelchairs

may remain seated in a water chair and pushed down the ramp and into the pool. The pool is used by SECOH's clients from both locations on Oahu, students from Variety School (a nonprofit school for 20-25 children with learning disabilities), and clients of from the ARC in Hawaii (a nonprofit residential and day health program for 40-50 adults with disabilities). On the week day evenings and weekends, it is used by Leahi Swim School, a program that serves approximately 300 children on Oahu (pre-pandemic enrollment). The pool house was constructed in 1983, and there have been no improvements made to the plumbing and electrical systems since that time, and the structure is in dire need of improvements.

3. The public purpose and need to be served;

Need to improve the quality of life and independence of individuals with disabilities -

Recreation, employment, and community integration for individuals for disabilities are services are the core services of SECOH. These activities are also evidence-based methods that improve the quality of life of our clients. By enhancing and improving our programs, we are able to better individualize our services to meet the needs and interests of each client. Development of job and volunteer skills will enable our clients to better integrate into community activities, and also fosters a sense of purpose and achievement.

State priorities – SECOH provides services that are a priority of the Department of Health, Developmental Disabilities Division (DDD) strategic plan goals, which states individuals with disabilities: have opportunities to receive quality services in the most integrated settings, engage in community life, and control personal resources; have opportunities to seek employment; and quality person-centered planning, services and supports are available for participants to live full lives in the community and have greater opportunities for self determination.

Growing demand for services - There is a shortage of services on Oahu for the target population of adults with disabilities. SECOH is only one of two service providers in East Honolulu, both working at capacity. However, there are some communities on Oahu where there are no choices or unacceptable choices for families. As a result, SECOH serves clients from Hawaii Kai to Kapolei, including Waimanalo, Kailua, and Kaneohe. They are willing to travel to the Diamond Head campus because of the quality of SECOH's programs. The current wait list for services is 29, most of them are young adults that recently aged out of the Hawaii public school system.

4. Describe the target population to be served; and

Current clients of SECOH - SECOH currently serves 173 adults with disabilities at 2 locations: Diamond Head and Kapolei. Our clients have physical and cognitive disabilities including Down's syndrome, Autistic Spectrum Disorders, Cerebral Palsy, developmental disabilities and other conditions that require specialized support.

We have two group programs at the Diamond Head Campus that serve clients with different needs: Adult Day Health (ADH) and Pathways ADH (Pathways).

ADH provides group activities for middle aged and senior adults with disabilities in need of intensive support for self-care, recreation, and community activities:

- Communication - 37% are verbal, 22% are partially verbal, 35.6% are non-verbal and 5.5% use a communication device.
- Mobility – 26.7% walk on their own, 50% are wheelchair bound, and 19.8% walk with assistance; 3.4% walk with crutches or a walker.
- Independence – 7.8% require line of sight supervision, 9.5% require supervision for personal care, 22.4% require assistance with personal care, and 60.3% require assistance for everything.

PATHWAYS was developed in 2015 to meet the needs of young adults that are aging out of the Department of Education (DOE). This program quickly filled to capacity, and has 36 young adults currently on a wait list for services. Pathways clients are more capable ADH clients.

- Communication - 39% are verbal, 40% are partially verbal, 17% are non-verbal and 5% use a communication device.
- Mobility - 70% walk on their own, 20% are wheelchair bound, and 6% walk with assistance.
- Independence – 48.3% require line of sight supervision, 23.3% require supervision for personal care, 12% require assistance with personal care, and 8.3% require assistance for everything.

Future clients of SECOH - There is a growing need to increase services to individuals with disabilities, as the number of young adults with special needs is outpacing the inventory of programs and slots currently available. To meet the growing demand for services, SECOH seeks to expand its capacity by increasing space for clients.

Families and community of the clients of SECOH - The services provided by SECOH not only improve the independence and quality of life of persons with disabilities, they also improve the quality of life of their family and friends and the community at large: assisting individuals with disabilities to lead more independent and fulfilled lives by reaching their greatest potential will reduce or prevent the need for more intensive levels of care, such as institutionalization. In addition, without the services of SECOH, families would be required to act as full time caregivers, and would be unable to retain gainful employment to support their household.

5. Describe the geographic coverage.

SECOH serves individuals with disabilities that reside on the island of Oahu.

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;

Task 1: Renovate the administration building to create a new job and life skills center (\$253,790) – The CEO will oversee contractors to complete renovations to an administration

building so that it can be used for job and life skills training activities. Renovations to the interior will achieve these measurable outcomes:

- A conference room for meetings with clients, their families, and staff.
- The kitchen will be renovated and a small store, snack bar/café will be created for clients to learn and practice job and life skills. For example, clients will be able to practice making a shopping list and exchanging money, as well as staffing the store and snack bar/café. This will build upon the depth and diversity of job training, independence skill-building, life skills and educational activities.
- Three “great rooms” and ADA compliant bathrooms for ADH and Pathways group activities will be created, and enable SECOH to serve an additional 30 more adults with disabilities on the Diamond Head campus. This will address the dire need for more service slots on Oahu.
- New LED light fixtures, refrigerator, and energy efficient air conditioning units with filtration systems to 500 microns will be installed to reduce the cost of electricity and purify the air for occupants.

Task 2: Renovate Building D to increase capacity to serve more clients (\$119,962) - The CEO will oversee contractors to complete renovations to Building D, and this will increase the capacity of SECOH to serve 20 more individuals with disabilities:

- The building currently has 5,500 sq. ft. of interior space. The renovation will enclose exterior patios (without changing the building footprint) and increase the interior space to 6,300 sq. ft.
- Reconfigure the interior to create three bright, open activity rooms.
- ADA compliant bathrooms will be improved.
- A kitchen/dining room will be updated and improved.
- One comfort/quiet room will be created for clients that require privacy to change, rest, or take a break from group activities.

Task 3: Objective 3: Renovate the swimming pool house (\$162,179) – The CEO will oversee contractors to complete the following renovations to the pool house:

- The electrical system was built to applicable code at the time of construction, and will be brought up to current standards.
- A solar photovoltaic system will replace the electric heating and pump system.
- The lighting system is dated and will be improved with energy efficient fixtures.
- New toilets, showers and changing areas will be installed in compliance with ADA standards.

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

Activity	Month											
	1	2	3	4	5	6	7	8	9	10	11	12
Administration Building												
Building D												
Pool House												

(No government permitting is required for these renovations as the footprint of the buildings will remain the same.)

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 CEO will be responsible for this project, including monitoring, evaluating, and reporting on project objectives. Quality assurance includes the following:

- Weekly status meetings between the CEO and the contractors to go over progress and address any unanticipated challenges in the renovation, and ensure that the renovation is proceeding as planned and in compliance with State of Hawaii and applicable code.
 - Quarterly reports by the CEO to the Board of Directors.
 - The CEO will work with the finance and accounting consultant on an ongoing basis to monitor the budget expenditures to ensure timely and appropriate distribution and reporting of funds.
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.

Approval of the completion of each phase of this project will be made by the Board of Directors and CEO. Effectiveness of this project will be determined by the following:

- 1) **Administration Building** – Completion of renovation of the old administration building as planned, and on time, and use of the Job and Life Skills Center by SECOH clients.
- 2) **Building D** - Completion of renovation of Building D as planned, and on time, and use of Building D to serve more individuals with disabilities in the Pathways Program.
- 3) **Swimming pool building** - Completion of renovation of the swimming pool building as planned, and on time, and use of swimming pool building to serve residents of Oahu, including individuals with disabilities at SECOH, the ARC, and Variety School.
- 4) **Expenditures:** The expenses are incurred on a timely basis, in the categories of costs as projected in the budget.

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 (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)

The required budget forms are attached to this proposal. SECOH requests \$330,000 of the total project cost of \$530,000.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2023.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$100,000	\$100,000	\$100,000	\$30,000	\$330,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.

In November 2021, SECOH submitted a proposal to the Honolulu City and County Grant in Aid program to support the Diamond Head renovation, and if necessary will submit requests to several private foundations to support this project. However, most private foundations require that over 50% of the necessary funds be secured before an application is submitted.

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.

Not applicable. SECOH does not have and will not be applying for any tax credits.

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 2023 for program funding.

None.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.

SECOH had \$4,534,000 in assets as of December 31, 2021.

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.

Experience providing services to individuals with disabilities - SECOH has over 53 years of experience serving individuals with disabilities in the State of Hawaii. It has secured multiple contracts to provide services from the DOH DDD and Honolulu County DTS, and a successful track record of meeting or exceeding contract objectives.

Today SECOH has 79 employees that serve over 170 clients out of two service locations: Diamond Head and Leeward. We currently have contracts with DOH DDD to provide ADH, PAB, CLS, respite, and employment training. The current Medicaid Waiver is valid through 2025, and SECOH is committed to continuing these services in the future.

SECOH has sufficient funds to cover project expenses in advance of reimbursements from the State of Hawaii for this project. Finance and accounting is managed by Custom Bookkeeping Solutions, a contractor with SECOH for the past four years. ProService Hawaii manages all payroll and human resource activities, and we work with a consultant grant writer to raise the funds necessary for renovations, program improvements, and other expenses not covered by DOH DDD and Honolulu County DTS contract reimbursements for services.

Experience completing capital improvements – In the past three years SECOH has completed several renovations at the Diamond Head campus. Each of these capital renovation projects were completed on time, and within budget.

Verifiable experience – capital improvement grants for different projects in the past three years:

State Grant in Aid FY2020

Contract: OCS-CIP-20-10
Dates: 12/1/2020 – 12/31/2021
Amount: \$100,000

Honolulu County Grant in Aid FY2020

Contact: CT-DCS-2000074
Dates: 10/2019 - 9/2020
Amount: \$125,000

State Grant in Aid FY2019

Contract: OCS-CIP-19-07
Dates: 4/1/2019 – 12/31/2019
Amount: \$250,000

Honolulu County Grant in Aid FY2019

Contact: CTS-DCS-190005
Dates: 10/2018 - 9/2019
Amount: \$125,000

2. 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.

SECOH has two service locations and an administrative office. All service locations are ADA compliant, and have sufficient parking for visitors and the SECOH vehicles.

Founder's Center, Diamond Head

708 Palekaua Street

Honolulu, HI 96816

The Diamond Head facility has four single level buildings and a pool for recreational activities. This site serves 98 individuals with disabilities through both ADH and Pathways programs.

Sister Agnes' Leeward Center

2045 Lauwiliwili Street, Kapolei, Hawaii, 96707

The Sister Agnes' Leeward Center (SALC) is a single-story facility that was purchased and renovated in 2019. The ADH program at SALC currently serves 67 individuals with the most intensive needs.

Kapolei Administrative Office

1001 Kamokila Blvd, Suite 136, Kapolei, HI 96707

The Kapolei Administrative Office houses all of SECOH's administrative staff.

VI. Personnel: Project Organization and Staffing

1. 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.

CEO experience and qualifications - President/CEO Bridget Panee will direct this project. She has been with SECOH for 26 years, starting as a Program Instructor. In 2010 she was appointed Vice President of Operations, and in 2015 she was appointed President/CEO. In 2017 Bridget was named a Weinberg Fellow by the Harry and Jeanette Weinberg Foundation.

At the time Bridget began working at SECOH, its sole program was to care for a population of individuals that required services due to the deinstitutionalization of Waimano Home. SECOH's ADH program continues to serve 80 of these persons with disabilities, all of them older adults.

In 2014 Bridget saw the growing need for services for young adults with disabilities aging out of the DOE, and created the ADH Pathways Program. To accommodate these new services, she planned and oversaw a \$125,000 renovation of 1,400 sq. ft. in three rooms on the Diamond Head

Campus. Pathways was opened in January 2015, and within a short period of time, was filled to capacity. Each week SECOH receives inquiries from parents looking for an ADH program for their young adult child. There is a clear need to expand the capacity of this program.

Responsibility for capital improvements - CEO Bridget Panee will be responsible for this project, and ensuring that the goals and objectives are met on a timely basis, and within budget. SECOH has a full-time accounting clerk, and contracts with Custom Bookkeeping to manage its finance and accounting. SECOH has worked with Custom Bookkeeping for five years.

Supervision of capital improvements – A contractor with experience in projects of similar size and scope will be retained. CEO Bridget Panee will work with the contractor, and meet weekly to ensure the renovations proceed on time, as planned and within budget.

2. 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.

See SECOH's organization chart attached to this proposal.

3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

The annual salary range of the highest paid managers are between \$50,000 and \$60,000. The annual salary range of the President/CEO is between \$120,000 and \$150,000.

VII. Other

1. Litigation

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

SECOH does not have any pending litigation or outstanding judgments.

2. 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.

SECOH is an IRS 501(c)3 nonprofit in good standing, and is approved to provide Medicaid Waiver services in the State of Hawai'i.

3. 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.

Not applicable. Funds will not support or benefit a sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2022-23 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2022-23, but

Funds are requested for a capital renovation project. Once all of the necessary funds are secured and the renovations are completed, no further funding will be required for this project.

- (b) Not received by the applicant thereafter.

If all funding is received for this project, SECOH will not request further funding from the State Grant in Aid program.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: Special Education Center of Hawai'i, dba SECOH

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				
E. CAPITAL	330,000		200,000	
TOTAL (A+B+C+D+E)	330,000		200,000	
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	330,000	Bridget Panee 808-734-0233, ext. 211		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	200,000	1/20/22		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	530,000	President and Chief Executive Officer Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2022 to June 30, 2023

Applicant: Special Education Center of Hawai'i, dba SECOH

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS: Not applicable				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant: Special Education Center of Hawai'i, db

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2022 to June 30, 2023

Applicant: Special Education Center of Hawai'i.

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: 2020-2021	FY: 2021-2022	FY:2022-2023	FY:2022-2023	FY:2023-2024	FY:2024-2025
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			\$330,000	\$200,000		
EQUIPMENT						
TOTAL:			\$330,000	\$200,000		
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Special Education Center of Hawai'i, dba SECOH

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	No active government grants or Grants in Aid				
2					
3					
4					
5					
6					
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