

## 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



Stephanie Ryan, President

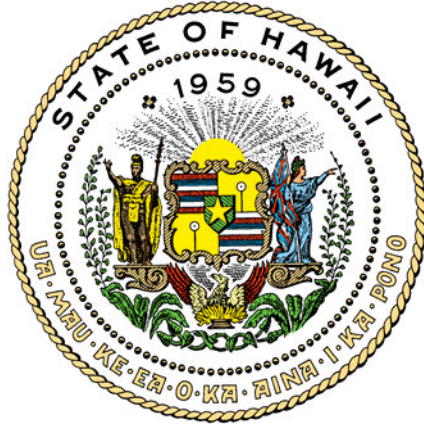
1/20/2023

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

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

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: November 21, 2022

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

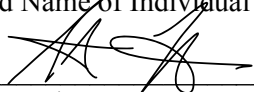
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

Oahu Society for the Prevention of Cruelty to Animals

\_\_\_\_\_  
(Typed Name of Individual or Organization)



\_\_\_\_\_  
(Signature)  
Stephanie Ryan

1/20/2023

\_\_\_\_\_  
(Date)  
President Oahu SPCA

\_\_\_\_\_  
(Typed Name)

\_\_\_\_\_  
(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, 2022.

Attached

#### **2. Declaration Statement**

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

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](#).

This grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

### **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;**

Oahu SPCA was founded in 2009, based on a no-kill philosophy. The organization's mission is that every healthy, treatable animal will find a forever home. Oahu SPCA provides low-cost veterinary care including reduced fee spay and neuter services, shelter and rehabilitation programs for surrendered and abandoned animals, foster homecare, and adoption services to give animals a second chance at a loving home and a good life.

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

The overall goal of this request is to increase access to low-cost veterinary care, sterilization services and expanded shelter capacity for as many animals and families as possible. To address this need Oahu SPCA is requesting needed supplies and equipment for the organization new clinic and adoption space. The new Veterinary Clinic and Shelter Facility will have multiple exam rooms, shelter spaces, offices, a large reception area, restrooms, and photovoltaic panels. The organization is in need nine exam tables, a CBC blood machine, digital radiography x-ray machine, surgery lights, dental radiography machine, anesthesia machine, tonometry eye pressure machine, vaccines, two instrument tables, a dental drill and scaler, a wet surgery table, urinalysis machine, an ultrasound machine, and nine stethoscopes.

The overall goals of this project are as follows: 1) Within 90 days of grant award, Oahu SPCA will purchase all supplies and equipment indicated above. 2) Within 120 days of grant award, all equipment will be installed, and clinic staff will be trained on equipment operations, and if needed attend in-service training from the equipment vendors. 3) Within six months of grant award, staff will ensure that 500 companion animals are adopted. 4) By the end of the one-year project period, Oahu SPCA will ensure that 1,000 companion animals are adopted. This will be 42% increase in animal adoptions from the prior year. 5) By the end of the project period, Oahu SPCA will more than double the number of companion animals rescued or provided with veterinary services statewide.

Research shows that companion animals make a significant difference in the lives of more than 900,000 people across the state. According to recent research, it is estimated that 64% of Oahu residents own pets, with more than twice as many dog owners than cat owners at 73% and 30%, respectively. The Oahu SPCA has a proven track record of providing needed support to these families and their family members. The organization offers the lowest cost veterinary services, including sterilization, wellness clinics, and community education, for families living throughout Oahu, Maui, Kauai, and Hawaii. According to organization data, 37% of clients served are low-income or homeless, and 9% are transient. To meet the need for low-cost veterinarian services, Oahu SPCA is in the process of purchasing a new facility that will double the clinic capacity. Thus, Oahu SPCA needs surgical supplies and equipment at the new facility. The site will substantially increase the organization's ability to provide low-cost veterinary services including sterilization, which is a measurable step to eliminating animal overpopulation and abandonment due to the high costs of veterinary care.

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

Quality veterinary care is often costly and the cost in recent years has increased significantly. Expanded low-cost or no-cost sterilization and veterinary services available to the public at the Oahu SPCA provides a solution to significantly reducing the number of abandoned, relinquished and homeless animals. These services ensure that necessary and affordable veterinary care is available to all families in our community. Providing education to the community and affordable sterilization and veterinary care, prevents the reproduction of unwanted animals and the numbers of abandoned animals, due to the escalating cost of veterinary services. If left unattended, these animals are capable of reproducing at exponential rates that can quickly overwhelm animal welfare agencies.

Preventing animal overpopulation will save money for the local government, nonprofits, and protect public health and the environment. This grant will provide needed equipment and supplies for the veterinary clinic that will ensure program sustainability and longevity, and will contribute to a reduction in unwanted, stray, and feral animals.

According to the U.S. Bureau of Labor Statistics, in 2021, the average household spent \$770 on their pet(s) per year. According to the report this is almost double the amount spent on companion animals in 2013. Moreover, the American Pet Products Association (APPA) National Pet Owners Survey indicates that 67% of U.S. households currently own one or more pets and that pet ownership has continued to rise by double digits since 1988. Yet, the larger problem of pet affordability extends to all low-income, under-resourced households.

According to the Aloha United Way's ALICE (Asset Limited, Income Constrained, Employed) project, approximately 48% of Hawaii households have incomes below the ALICE survival budget, making Hawaii one of three states with the highest rates of struggling families.

Nowhere is this more evident than among families living in central and western Oahu. According to U.S. Census data, 2022 QuickFacts, the communities of Wahiawa, Waipahu, and Waianae have some of the highest incidences of poverty. In Wahiawa, 17% of the population is living in poverty. In Waipahu, 9.5% of the population, and in Waianae 21% of the population is living at or below the federal poverty level. These statistics are striking when compared with the poverty level in Honolulu County, which was 10% as of July 1, 2022. The number of low-income families who may abandon or euthanize their companion animals due to the high cost of veterinary care illustrates the need for Oahu SPCA to expand services. The location of this new site was based a community needs assessment for central and western Oahu regions in an effort to make the most impact and improve access to care for under-resourced families.

In addition, recent data from Oahu SPCA indicates that the number of homeless animals in the state rose every year for more than 100 years. However, the population of feral and stray animals has decreased steadily every year since Oahu SPCA was established and has been reduced by approximately 60% in recent years. The reduction of stray animals across the state is attributed at least in part to the Oahu SPCA's dynamic outreach and sterilization programs that serve low-income individuals and families.

4. Describe the target population to be served; and

The target population is low-income, under-resourced families throughout the state of Hawaii, with a focus on families living in Honolulu County and specifically in the low-income communities of Wahiawa, Waipahu, and Waianae.

5. Describe the geographic coverage.

This new facility will be centrally located on Oahu. However, Oahu SPCA will serve all clients in Honolulu County and improve access to sterilization services on the neighbor islands at partner agency Petco vaccination events. The new facility will provide multiple exams rooms, sheltering spaces, offices, a large reception area, restrooms, and photovoltaic panels. This center

will be a world-class, no-kill shelter serving all Oahu and will also offer training and development for neighbor island programs. All services will target families and individuals in financial crisis due to job loss or unemployment. The program is already well established in Wahiawa.

Due to the identified community need, the program will be expanding services to Waipahu. In the first year, Oahu SPCA will focus efforts on central and western Oahu, but will continue to provide access to the facility for neighbor island programs. Resources will include regular community training and workshops for foster parents and new pet parents to reduce the feral, stray, and abandoned animal population statewide. This request will allow Oahu SPCA to obtain needed equipment and supplies for the new clinic site.

### **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;

The scope of service for this project is to purchase all needed equipment and supplies, train all staff on the new equipment including a digital x-ray machine and to ensure that additional animals are adopted across the state. As indicated above, the new site will add needed clinical space including nine exam rooms and kennels to increase the number of animals served. This will improve access to high-quality veterinary care and reduce feral, stray, and abandoned animal populations in underserved communities. The organization will benchmark success by purchasing all supplies and equipment and by tracking the number of animals served using Vetter and ShelterLuv clinical software.

The Clinic Director will ensure that all data has been entered accurately and the Director of Development will write and report on all grant outcomes to the State of Hawaii. The Director of Veterinarian Services will be responsible for hiring two additional veterinarian providers and ensuring that weekly and monthly productivity goals are being met. The Directors will report to the President who will provide overall oversight of the program. The community and island-wide benefits from the program will be evident in the number of animals and low-income families that receive low-cost veterinarian care. The most noticeable benefit will be a decrease in stray/homeless animals in the communities of Wahiawa, Waipahu, and Waianae.

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

The annual timeline for this award will break down as follows: The overall goals of this project are as follows: 1) Within 90 days of grant award, Oahu SPCA will purchase all supplies and equipment. 2) Within 120 days of grant award, all equipment will be installed, and clinic staff will be trained on equipment operations, and if needed attend in-service training from the equipment vendors. 3) Within six months of grant award, staff will ensure that 500 companion



animals are adopted. 4) By the end of the one-year project period, Oahu SPCA will ensure that 1,000 companion animals are adopted. This will be 42% increase in animal adoptions from the prior year. 5) By the end of the project period, Oahu SPCA will more than double the number of companion animals rescued or provided with veterinary services statewide.

The equipment and supplies purchases, installation and training will be documented via receipts, photos, and emailed reports and files. In addition, all animals served will be documented in the organization's electronic health records, known as Vetter and ShelterLuv. Qualitative success stories and photos will be requested of families to show the impact of the new facility on the community.

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

Oahu SPCA will use Specific, Measurable, Achievable, Realistic, Time-Framed, or SMART, outcomes to monitor, evaluate and improve results on an ongoing basis. Oahu SPCA uses Vetter and ShelterLuv clinic software to track all animal handling information.

In addition, the Oahu SPCA publishes data on animal intakes and outcomes on its website in the format established by the Asilomar Accords and Shelter Animals Count. Information on the website shows a breakdown of the incoming and outgoing animal statistics, and Oahu SPCA also publishes all data annually in the Shelter Animals Count survey.

Oahu SPCA will use the funding requested to purchase all equipment and supplies on time and within budget. All program outcomes will be documented and shared via Vetter and ShelterLuv clinic software. Results will include reporting the number of animals served, the number of referrals from partner social service agencies, the number of educational and social media outreach conducted on Facebook and Instagram as measured by likes and followers. Oahu SPCA will also report on qualitative data from clients in success stories, lessons learned, and feedback needed equipment and supplies from veterinarian staff and the community. As indicated above, quantitative data on the number of animals and clients served and the animal outcomes will be measured using Vetter and ShelterLuv clinic software.

The organization will also use monthly participation numbers to assess if social media communication and outreach strategies have been effective in increasing the number of animals spayed, neutered, rehabilitated, and rehomed by Oahu SPCA.

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.

As indicated above, Oahu SPCA will measure program effectiveness by purchasing needed equipment and supplies to increase the clinical exam space in the low-income and underserved community of Waipahu. This effort will allow Oahu SPCA to vaccinate, spay and neuter and adopt to loving homes approximately 42% more companion animals annually.

Oahu SPCA's ability to increase services and exam space will be measured by meeting the above timeline and reaching the following SMART objectives: 1) Within 90 days of grant award, Oahu SPCA will purchase all supplies and equipment. 2) Within 120 days of grant award, all equipment will be installed, and clinic staff will be trained on equipment operations, and if needed attend in-service training from the equipment vendors. 3) Within six months of grant award, staff will ensure that 500 companion animals are adopted. 4) By the end of the one-year project period, Oahu SPCA will ensure that 1,000 companion animals are adopted. This will be 42% increase in animal adoptions from the prior year. 5) By the end of the project period, Oahu SPCA will more than double the number of companion animals rescued or provided with veterinary services statewide.

Oahu SPCA will also adhere to all grant reporting requirements and will include both qualitative (i.e., client photos and stories) and quantitative data (i.e., data from Vetter and ShelterLuv, electronic health records, and clinical outcomes for all animals served.)

## **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)
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2024.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$303,707	\$0	\$0	\$0	\$303,707

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.

Oahu SPCA is seeking the following funding in 2024, \$940,000 in private foundation funding. Foundations include: the Kosasa Foundation, Swinerton and Petco Foundation, Soresto Foundation, Maddie's Fund, and the Atherton 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.

Not 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 2024 for program funding.

Oahu SPCA received state funding in the amount of \$166,000 during the past three years. Oahu SPCA is still working with the state to receive the \$350,000 in grant funds awarded in 2021. In addition, Oahu SPCA is working to secure additional funding through individual donors, private and family foundations. Besides this request in the amount of \$303,707 and other land acquisition request in the amount of \$500,000 from the State, all additional funding is anticipated to be private at this time.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2022.

Attached

## **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.

Oahu SPCA is an animal welfare organization that fosters or rescues companion animals. Included in its list of accomplishments is the successful rescue of 432 animals in July 2009 after the death of the owner of an animal sanctuary in Waianae, and the care of more than 90 abandoned animals recovered after 200 inhabitants were displaced from Ma ili Point Beach Park in 2010. Since the inception of the Oahu SPCA in 2009, the number of homeless animals on Oahu has decreased. As indicated above, Oahu SPCA is the first animal shelter in Hawaii with a no-kill philosophy and the mission to ensure that every healthy, treatable animal will find a forever home. Oahu SPCA operates a low-cost veterinarian clinic in Wahiawa and the organization is in the process of securing a new facility in Waipahu to meet the demand for services.

Oahu SPCA's spay and neuter program offers same-day surgery, and its wellness services include vaccinations, heartworm testing, micro-chipping, ringworm prevention, ear cleaning,

skin and parasite testing, flea and tick prevention, and de-worming. Expanding services in the community, Oahu SPCA, in partnership with Petco Hawaii, also offers wellness clinics at eight Petco stores on Oahu and four on the neighbor islands. To better serve the pet owner population of Honolulu County, Oahu SPCA offers twice-weekly wellness clinics at the Petco store on Beretania Street, and weekend and weekday clinics at all eleven locations across the state.

Open to the general public with below-market pricing, the Oahu SPCA clinics are an alternative to those who cannot afford private, full-service veterinarian care. Low-cost sterilization and wellness services are provided at our shelter location in Wahiawa. Oahu SPCA also serves as a shelter that provides foster-care and adoption services to the community. The organization rescues and rehabilitates including all necessary surgeries, medications and preventions and re-homes hundreds of dogs and cats annually.

According to clinic data in 2021, 703 dogs and cats were surrendered, abandoned, or taken in by the Oahu SPCA from other organizations. Of those, 520, or 74%, were adopted or returned to their owner. At the end of the year, 167 animals remained in-house. In addition, 3,120 sterilizations were performed on family pets and stray animals. Approximately 7,500 pets were treated at the Oahu SPCA's Petco Low-Cost Vaccination Clinics on Oahu, Maui, Kauai, and Hawaii. Currently, 2022 numbers are in the process of being finalized but should, conservatively, mirror Oahu SPCA's 2021 outcomes.

## **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.

The new facility will be centrally located on Oahu to provide easy access serving the entire community. The organization has been working with representatives from the USDA for the past year to secure the loan on this property and the organization is in the final stages. This funding will allow Oahu SPCA to purchase needed equipment and supplies at this property and to be able to serve the community and to increase clinic capacity by 42%. As indicated above, the new Veterinary Clinic and Shelter Facility will have multiple exams rooms, sheltering spaces, offices, reception area, restrooms, and photovoltaic panels. However, Oahu SPCA needs nine exam tables, a CBC blood machine, digital radiography x-ray machine, surgery lights, dental radiography machine, anesthesia machine, tonometry eye pressure machine, vaccines, two instrument tables, a dental drill and scaler, a wet surgery table, urinalysis machine, an ultrasound machine, and nine stethoscopes.

Oahu SPCA currently operates an animal shelter and veterinary clinic out of a 5,000 square-foot facility located at 823 Olive Avenue in Wahiawa. The new facility and needed equipment and supplies requested in this application will expand capacity and allow Oahu SPCA to meet the community's needs for additional low-cost, affordable veterinarian care.

## **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.

### **Stephanie Ryan, President**

Stephanie has extensive animal welfare experience from her work as the Founder of Oahu SPCA in 2009 and previously when she served in multiple capacities in numerous California-based animal welfare organizations. She also spent seven years in the Bay Area and developed and funded a food bank that reached six hundred families in East Oakland, South San Francisco, and inner city San Francisco each week. This was the largest food distribution network at the time. Stephanie is an architect and investor with thirty-eight 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 marketed and sold the home to the King of Malaysia which at the time received the highest recorded sale in Marin County. She was also a finalist in the World Trade Center Memorial Competition. With more than 20 years of experience in architecture and commercial property development, Stephanie will ensure that all equipment and supplies are purchased on time and within budget.

### **Andrien Pesqué, DVM, Director of Veterinary Services**

Adrien Pesqué earned bachelor's degrees in evolutionary biology and psychology at the University of Arizona. In 2016, he earned his Doctor of Veterinary Medicine degree with a zoological focus at the University of California, Davis. After graduation, he completed an avian internship at The Raptor Center at the University of Minnesota. Dr. Pesqué has worked on Oahu in emergency and general practice for dogs, cats, and exotic animals since 2018. Dr. Pesqué is currently the Director of Veterinary Services for Oahu SPCA. He oversees all clinical team members and provides leadership and oversight to Oahu SPCA's 27 staff. Dr. Pesqué will work with the clinic supervisor and the Director of Operations and Development to ensure that all equipment is accurately installed, all staff are trained on the proper use of equipment and that data is adequately input into the organization's electronic health records.

### **Kristen Hudson, Director of Operations and Development**

Kristen has worked with animal welfare organizations for almost 20 years. Previously she worked at the Canine Company, Best Friends Pet Care, Riddle's Elephant Sanctuary, and Animal Eye Clinic. Kristen is a talented web designer, social media manager and is well-versed in search engine optimization, as well as corporate and individual donor stewardship. Kristen has a bachelor's in science (BS) from Pace University. Kristen will work with Dr. Pesqué to ensure that all clinical data is tabulated and that client stories, photos, etc. are compiled, analyzed and shared in all grant reports.

Oahu SPCA has a dedicated and qualified team to complete the purchase and installation of all equipment and supplies requested. Oahu SPCA has a proven track record of opening and expanding sites to meet the community's needs and the new site with the requested supplies and equipment will follow the same model. Oahu SPCA currently has 27 committed staff, a dedicated six-member board, and various consultants to assist in the successful execution of this project. The staff outlined above are well qualified to execute this project on-time and within budget and to deliver on all program goals, objectives and outcomes.

## **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.

Please see the attached organizational chart

## **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.

Director of Veterinarian Services: \$120,000

Staff Veterinarian: \$86,360

Director of Operations and Development: \$65,000

## **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.

Not applicable

### **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.

None

### **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

#### **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2023-24 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2023-24, but
- (b) Not received by the applicant thereafter.

Oahu SPCA hired Kristen Hudson, as the Director of Operations and Development. Kristen brings a wealth of digital marketing and social media management to her new role. Kristen will be focused on expanding individual and corporate giving and on developing ongoing donor stewardship.

In addition, the organization also hired a Grant Consultant to help identify and apply to additional funding and to launching a capital campaign. Oahu SPCA is currently in the quiet phase of the capital campaign, but the team has been working on donor cultivation, developing a case for support, and on identifying and applying to additional federal, state, county, city, private and family foundations.

The organization is confident that with this investment in the needed equipment and supplies for the initial start-up phase at the new site, Oahu SPCA will be sustainable in 2024 and beyond with the additional low-cost clinic services provided to low-income and under-resourced communities. The clinic will continue its growth model and continue to meet the needs of clients in Wahiawa, Waipahu and Waianae. In addition, Oahu SPCA will continue to apply for and seek funding to increase productivity at this new facility. This continued development will increase the numbers of people and animals annually served by the organization by approximately 42%.

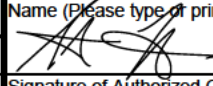
In addition, Oahu SPCA is fortunate to have a corporate partner, Petco Hawaii, with which Oahu SPCA operates low-cost wellness and vaccination clinics on all major Hawaiian Islands. This valued relationship as well as the support from the following agencies and corporate sponsors: Central Pacific Bank, Swinerton Foundation, Petco, Costco, Ruby Tuesday, PetSmart, Subaru, HawaiiUSA, ABC Stores of Hawaii, Spectrum, Aulani, Hawaii News Now and Home Light will ensure the organization continues to serve the community at the new facility and to remain sustainable and solvent.

These partnerships are expected to continue and to grow in 2023 and beyond. Finally, grant support from the State would enable Oahu SPCA to purchase the needed equipment and supplies and to expand programs and services in additional underserved communities. This assistance is meaningful to ensuring ongoing sustainability and success by both expanding Oahu SPCAs client base and enhancing the organization's value proposition for the purposes of fundraising.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Oahu SPCA

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	125,000			
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	125,000			
C. EQUIPMENT PURCHASES	178,707			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
<b>TOTAL (A+B+C+D+E)</b>	<b>303,707</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	303,707	Stephanie Ryan <span style="float: right;">808 349-3475</span>		
(b) Total Federal Funds Requested	0	Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official <span style="float: right;">Date</span>		
<b>TOTAL BUDGET</b>	<b>303,707</b>	President Name and Title (Please type or print)		





## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: Oahu SPCA

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
CBC Blood Machine	1.00	\$11,000.00	\$ 11,000.00	11000
Chemistry Blood Machine	1	\$8,500.00	\$ 8,500.00	8500
Digital Radiography (Thorax and Abdominal X-ray Machine)	1	\$36,461.00	\$ 36,461.00	36461
Surgery Tables	9	\$4,895.00	\$ 44,055.00	44055
Surgery Lights	9	\$3,438.00	\$ 30,942.00	30942
Dental Radiography Machine	1	\$19,301.00	\$ 19,301.00	19301
Anesthesia Machine	1	\$5,553.00	\$ 5,553.00	5553
Tonometry Eye Pressure Machine	1	\$2,895.00	\$ 2,895.00	2895
Wet Surgery Table	1	\$4,000.00	\$ 4,000.00	4000
Urinalysis Machine	1	\$12,000.00	\$ 12,000.00	12000
Ultrasound Machine	1	\$4,000.00	\$ 4,000.00	4000
<b>TOTAL:</b>	27		\$ 178,707.00	178,707

**JUSTIFICATION/COMMENTS:**

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

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: 2021-2022	FY: 2022-2023	FY:2023-2024	FY:2023-2024	FY:2024-2025	FY:2025-2026
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT			303707			
<b>TOTAL:</b>			<b>303,707</b>			
<b>JUSTIFICATION/COMMENTS:</b>						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: Oahu SPCA

Contracts Total: 350,000

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	Oahu SPCA was awarded \$350,000 in funds last year from GIA, but still does not have a final contract in place				350,000
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# Oahu SPCA

## Balance Sheet

As of December 31, 2022

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
0651 - Payroll	0.00
0686 - Clinic	0.00
1000 0678 - New General	0.00
1002 9816-CPB	154,896.78
1003 PayPal - General	0.00
2836 - Construction Account	0.00
3813- CPB	0.00
7225 - Fundraiser	0.00
9999 - UNKNOWN	0.00
Cash on hand	24.00
Deposit Bank for Square	0.00
PayPal - Clinic	0.00
PayPal - Funding	0.00
PayPal Bank	4,378.94
Payroll Account	0.00
<b>Total Bank Accounts</b>	<b>\$159,299.72</b>
Accounts Receivable	
11000 Accounts Receivable	38,548.34
<b>Total Accounts Receivable</b>	<b>\$38,548.34</b>
Other Current Assets	
12000 Undeposited Funds	0.00
12100 Inventory Asset	0.00
Food Donations	0.00
<b>Total 12100 Inventory Asset</b>	<b>0.00</b>
12200 Ask My Accountant	0.00
12300 Other Receivables	160,000.00
Employee Advances	3,000.00
Grants Receivable	0.00
Inventory for Sale	0.00
Pledges Receivable	150,000.00
Prepaid Insurance	1,721.53
Sterilization Deposits	0.00
<b>Total Other Current Assets</b>	<b>\$314,721.53</b>
<b>Total Current Assets</b>	<b>\$512,569.59</b>
Fixed Assets	
15000 Furniture and Equipment	56,683.67
18650 Accumulated Amortization	-14,948.28
18660 Accumulated Depreciation	-84,607.65

# Oahu SPCA

## Balance Sheet

As of December 31, 2022

	TOTAL
18670 Car	7,622.00
18680 Construction in progress	0.00
2020 CIP	8,569.00
2021 CIP	247,076.58
<b>Total 18680 Construction in progress</b>	<b>255,645.58</b>
18690 Machinery & Equipment	38,250.26
Fixed Assets 2021	6,500.00
Land	0.00
<b>Total Fixed Assets</b>	<b>\$265,145.58</b>
Other Assets	
18795 Debt Issuance Costs - Asset	8,050.00
18800 Accumulated Amortization - Debt Issuance Costs	-8,050.00
Other Receivable - recovery of deposit	326,042.62
Security Deposits	0.00
<b>Total Other Assets</b>	<b>\$326,042.62</b>
<b>TOTAL ASSETS</b>	<b>\$1,103,757.79</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	55,671.69
<b>Total Accounts Payable</b>	<b>\$55,671.69</b>
Other Current Liabilities	
24000 Payroll Tax Liabilities	3,240.28
24100 Federal Taxes Payable	18,089.97
24200 Hawaii Tax Payable	1,506.30
Garnishments Payable	1.19
SUTA Payable	0.00
<b>Total 24000 Payroll Tax Liabilities</b>	<b>22,837.74</b>
24250 Due to/ Due from Amanda	0.00
24300 FHB - State Grant Advance - Note payable	0.00
24400 Loan Payable to ALAN MAYHACK	0.00
Accrued expenses	0.00
Accrued interest payable	0.00
Accrued Payroll	0.00
Insurance Payable - Financing	1,363.81
Loan from Stephanie Ryan	0.00
Payroll Advance	0.00
Payroll Clearing	0.00
<b>Total Other Current Liabilities</b>	<b>\$24,201.55</b>

# Oahu SPCA

## Balance Sheet

As of December 31, 2022

	TOTAL
<b>Total Current Liabilities</b>	<b>\$79,873.24</b>
Long-Term Liabilities	
ACM Bridge Loan	0.00
Building Loan	95,000.00
Note Payable - Land	0.00
PPP Loan	0.00
SBA Loan	436,800.00
<b>Total Long-Term Liabilities</b>	<b>\$531,800.00</b>
<b>Total Liabilities</b>	<b>\$611,673.24</b>
Equity	
30000 Opening Balance Equity	325,503.90
32000 Unrestricted Net Assets	260,717.79
Prior-period adjustments	4,615.09
Net Income	-98,752.23
<b>Total Equity</b>	<b>\$492,084.55</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,103,757.79</b>



## Organizational Chart

