

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) Hawaii Compliance Express Certificate (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

1/19/2024

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

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

Amount of State Funds Requested: \$ 450,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):
Oahu SPCA was founded in 2009, based on a no-kill philosophy. The organizations 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. Oahu SPCA is requesting funds for needed veterarian services, supplies, and equipment.


Amount of Other Funds Available:	Total amount of State Grants Received in the Past 5 Fiscal Years:
State: \$ _____	\$ <u>250,000</u>
Federal: \$ _____	Unrestricted Assets:
County: \$ _____	\$ <u>343,564</u>
Private/Other: \$ <u>0</u>	

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

Type of Business Entity:	Mailing Address:
<input checked="" type="checkbox"/> 501(C)(3) Non Profit Corporation	823 Olive Ave.
<input type="checkbox"/> Other Non Profit	City: State: Zip:
<input type="checkbox"/> Other	Wahiawa HI 96786

Contact Person for Matters Involving this Application

Name: Stephanie Ryan	Title: President
Email: stephanie@oahuspca.org	Phone: 808-394-3475

Federal Tax ID#: 	State Tax ID#: 
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Authorized Signature

Stephanie Ryan, President Oahu SPCA

Name and Title

1/19/2024

Date Signed



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 (DCCA).

Vendor Name: OAHU SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

DBA/Trade Name: OAHU SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

Issue Date: 01/18/2024

Status: **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#: XX-XXX9948

UI#: XXXXXX1169

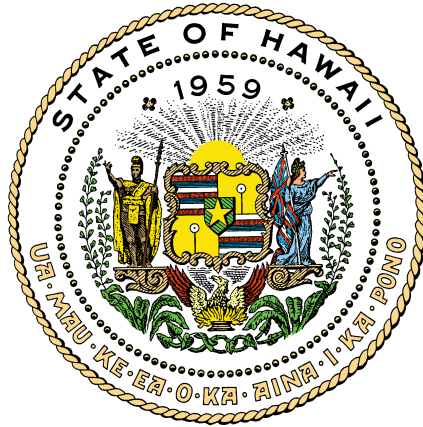
DCCA FILE#: 223897

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	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	A status determination has not yet been made
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



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

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

OAHU SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

was incorporated under the laws of Hawaii on 09/12/2008 ;
that it is an existing nonprofit corporation; and that,
as far as the records of this Department reveal, has complied
with all of the provisions of the Hawaii Nonprofit Corporations
Act, regulating domestic nonprofit corporations.



IN WITNESS WHEREOF, I have hereunto set
my hand and affixed the seal of the
Department of Commerce and Consumer
Affairs, at Honolulu, Hawaii.

Dated: January 17, 2024

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; 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)

1/19/2024

(Date)

Stephanie Ryan
(Typed Name)

President Oahu SPCA
(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. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

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 funds for needed salary and fringe benefits for two full-time Veterinarians and needed supplies and equipment. The organization needs funds for vaccines, flea and tick medicine, pain medication and anti-nausea medication for canines and felines as well as an additional surgery table and ultrasound machine.

The overall goals of this project are as follows: 1) Within 90 days of the grant award, Oahu SPCA will hire the full-time to be hired veterinarian and will increase hours of the organization's existing veterinarian, as well as purchase all supplies and equipment. 2) Within 120 days of the grant award, all staff will be trained and providing clinical services to companion animals. In addition, all equipment will be installed, and supplies will be ordered monthly. 3) Within six months of the grant award, staff will ensure that 400 companion animals are adopted. 4) By the end of the one-year project period, Oahu SPCA will ensure that 800 companion animals are adopted. This will be a 20% increase in animal adoptions from the prior year.

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 as 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 requesting funds to add additional veterinarians to the team to increase vaccination and sterilization service for feral stray and abandoned companion animals. Oahu SPCA needs surgical supplies for these services as well as a new surgery table and ultrasound machine to help pregnant cats and dogs for better health outcome. The additional clinical staff 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 staffing, supplies and equipment that will ensure program sustainability and longevity, and will contribute to a reduction in unwanted, stray, and feral animals. According to (American Pet Products Association, 2023) data, Americans spent \$136.8 billion on their pets in 2022, up 10.68% from 2021 (\$123.6 billion).

Americans spend a significant amount for their budget on pet food and treats, supplies including medicine, vet care, and other services. According to recent Forbes Advisor survey completed in 2022, nearly two-thirds (63%) of pet owners said they would have difficulty paying a surprise vet bill, and more than a quarter of pet owners (28%) said a vet bill of \$499 or less would cause them to go into debt, while a bill of \$999 or less would cause 42% to go into debt.

This indicates that pet affordability is an issue for all low-income, under-resourced households. According to the 2020 data from the Aloha United Way's ALICE (Asset Limited, Income Constrained, Employed) project, 42% or 455,138 households across Hawaii struggle to make ends meet. The report continues that 9% of these households were living at or below the Federal Poverty Level (FPL), yet another 33%, more than three times as many were ALICE households. These families earned above the FPL, but not enough to afford basic necessities.

Nowhere is this more evident than among families living in central Oahu. According to U.S. Census data, 2023 QuickFacts, the community of Wahiawa, where Oahu SPCA's shelter and main clinic are located, had some of the highest incidences of poverty. In Wahiawa, 18.6% of the population is living in poverty compared with 9.3% of the population in Honolulu County, as of July 1, 2023. 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. Expanding the number of full-time veterinarians and increasing supplies and equipment was based a community needs assessment and the increased number of animals in need of care at the shelter, along with the immense need for convenient low-cost spay, neuter, and vaccinations services in central Oahu.

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 community of Wahiawa.

5. Describe the geographic coverage.

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. 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 by adding additional onsite full-time veterinarians to meet the demand for spay, neuter and vacation services. In the first year, Oahu SPCA will focus on increasing the number of animals served across the state by 20%. 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 increase the hours for an existing veterinarian and hire one additional full-time veterinarian as well as purchase needed surgical and vaccine supplies, and equipment including an exam table and ultrasound machine.

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 hire a full-time to be hired veterinarian and increase hours for the organization's existing veterinarian, as well as purchase all supplies and equipment, including an exam table and ultrasound machine. All staff will be trained and will provide clinical services to companion animals. In addition, all equipment will be installed, and supplies will be ordered monthly. This will improve access to high-quality veterinary care and reduce feral, stray, and abandoned animal populations in underserved communities. Staff will ensure that 400 companion animals are adopted within six months of the award and by the end of the one-year project period, Oahu SPCA will ensure that 800 companion animals are adopted. This will be a 20% increase in animal adoptions from the prior year.

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 Veterinary Director will be responsible for hiring an additional veterinarian provider and ensuring that weekly and monthly productivity goals are being met. The Directors will report to the President who will provide overall program oversight. 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 community of Wahiawa.

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: 1) Within 90 days of the grant award, Oahu SPCA will hire the full-time to be hired veterinarian and will increase hours of the organization's existing veterinarian, as well as purchase all supplies and equipment. 2) Within 120 days of the grant award, all staff will be trained and providing clinical services to companion animals. In addition, all equipment will be installed, and supplies will be ordered monthly. 3) Within six months of the grant award, staff will ensure that 400 companion animals are adopted. 4) By the end of the one-year project period, Oahu SPCA will ensure that 800 companion animals are adopted. This will be a 20% increase in animal adoptions from the prior year.

By the end of the project period, Oahu SPCA will increase the number of companion animals rescued and adopted by 20% through increased statewide veterinary services. The supplies and equipment purchases, installation and staff 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 having additional veterinarians on staff and the needed supplies, exam table and ultrasound machine.

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 hire additional staff, purchase all clinical supplies and equipment 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 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 the increased number of companion animals served in the low income, under served community of Wahiawa, as well as statewide, due to the increased ability to hire staff, purchase supplies and surgical equipment.

This effort will allow Oahu SPCA to vaccinate, spay and neuter, and adopt to loving homes approximately 20% 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 the grant award, Oahu SPCA will hire the full-time to be hired veterinarian and will increase hours of the organization’s existing veterinarian, as well as purchase all supplies and equipment. 2) Within 120 days of the grant award, all staff will be trained and providing clinical services to companion animals. In addition, all equipment will be installed, and supplies will be ordered monthly. 3) Within six months of the grant award, staff will ensure that 400 companion animals are adopted. 4) By the end of the one-year project period, Oahu SPCA will ensure that 800 companion animals are adopted. This will be a 20% increase in animal adoptions from the prior year.

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 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$112,500	\$112,500	\$112,500	\$112,500	\$450,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

Oahu SPCA is seeking the following funding in 2025, \$315,000 in private foundation funding. Foundations include: the Kosasa Foundation, Swinerton and Petco Foundation, Soresto Foundation, Maddie’s Fund, and the Atherton Foundation. In addition, of this \$315,000, Oahu SPCA is requesting \$200,000 from the City of Honolulu to expand needed services.

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

4. 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 2025 for program funding.

Oahu SPCA received state funding in the amount of \$250,000 in funding during the past three years. This funding was for a 2023 Operating Grant-In-Aid application. While Oahu SPCA was awarded a \$350,000 grant in 2021 as part of the 2022 Grant-In-Aid cycle. This funding was not received as the CIP funds were contingent on the purchase of a new facility that Oahu SPCA was unable to secure in the final rounds of negotiation and due to the fact that the appraised value of the property did not comply with the approved USDA funding requirements. In addition, Oahu SPCA received \$199,825 in funding from the City & County of Honolulu for its Kupuna Project to help seniors and senior dogs be adopted in District 2. Oahu SPCA is also working to secure additional funding through individual donors, private and family foundations. Besides this request in the amount of \$450,000 as indicated above Oahu SPCA is working to secure additional funding from the city and private foundations in the amount of \$315,000.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

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 Maili 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.

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.

To better serve the pet owner population of Honolulu County, Oahu SPCA offers wellness clinics at the seven Petco stores on Oahu and additional ones in Hilo Kona, Lihue and Kahului on the weekends and weekdays at a total of 11 locations across the state.

Open to the 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 all companion animals by providing all necessary surgeries, medications, and prevention services. Oahu SPCA re-homes hundreds of dogs and cats annually.

According to clinic data in 2022, 668 dogs and cats were surrendered, abandoned, or taken in by the Oahu SPCA from other organizations. Of those, 497, or 74%, were adopted or returned to their owner. At the end of the year, 156 animals remained in-house. In addition, 2,251 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, 2023 numbers are in the process of being finalized but should, conservatively, mirror Oahu SPCA's 2022 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.

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 facility has two exam rooms, a surgical center with two surgical tables, dog kennels, training areas, two large cattery rooms, dog and cat quarantine rooms and an outdoor play yard. The clinic offers basic preventative veterinary services and treats common illnesses like upper respiratory infections, worms, and fleas.

In addition, Oahu SPCA provides low-cost spay and neuter services to the public at the Wahiawa facility to make an impact on the homeless pet population and reduce euthanasia of animals living on the streets and/or in low-income households. Spaying and neutering saves lives and truly helps improve the native Hawaiian environment by preserving the native ecosystem. Oahu SPCA also offers low-cost minor surgeries at the Wahiawa clinic, and as indicated above low-cost vaccination services at 11 Petco partners locations throughout the state. Funds for additional clinical staff and needed equipment and supplies 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 47 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 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 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 staff are hired, and all equipment and supplies are purchased on time and within budget.

Jun Gu Kang, DVM, Veterinary Director

Jun Gu Kang earned a Bachelor of Science degree in Animal Science from Chungnam National University in 2005. In 2009, he earned his Doctor of Veterinary Medicine degree from Chungnam National University in South Korea. In 2017, he completed his Educational Commission for Foreign Veterinary Graduates (ECFVG) to transfer his DVM license to the United States. After graduation, he worked as an attending veterinarian at the Human Alliance in Asheville, North Carolina and as a Shelter Veterinarian at PSPCA in Lancaster, Pennsylvania. Dr. Kang has worked with Oahu SPCA for many years and with this funding Oahu SPCA will be able to increase his hours. Dr. Kang is currently the Veterinary Director for Oahu SPCA. He oversees all clinical team members and provides leadership and oversight to Oahu SPCA's 38 staff. Dr. Kang will work with the clinic supervisor and the Director of Operations and Development to ensure that an additional veterinarian is hired, and all supplies and equipment are purchased on time and within budget, 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 more than 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. Kang 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 hiring of additional veterinarian staff and purchase all equipment and supplies requested. Oahu SPCA currently has 38 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.

Veterinary Director: \$170,000

Staff Veterinarian: \$120,000

Director of Operations and Development: \$79,653

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 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, 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 for additional funding from federal, state, county, city, private and family foundations. The organization is confident that with this investment in additional staffing, as well as needed supplies and equipment needed equipment, Oahu SPCA will be sustainable in 2025 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 and the surrounding communities. In addition, Oahu SPCA will continue to apply for and seek funding to increase productivity at the organization's main clinic site. This continued development will increase the numbers of people and animals served by the organization by approximately 20%.


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 is a testament to the organization's longevity and sustainability. Partners include: Central Pacific Bank, Costco, Ruby Tuesday, Subaru, Swinerton, PetSmart, Khon 2 news, HawaiiUSA, ABC Stores of Hawaii, Spectrum, Aulani, Hawaii News Now, Brody's, HomeLight, Matson, Keith & Polly Steiner Family Foundation, Atherton Family Foundation, First Hawaiian Bank, Bissell Pet Foundation, Honolulu Star-Advertiser, Mid-Pacific Country Club, State of Hawaii, City and County of Honolulu, Exceptional Obedience, and The Royal Hawaiian Resort.

With the above partnerships and generous grant support, Oahu SPCA will continue to serve the community and remain sustainable and solvent. These partnerships are expected to continue and to grow in 2024 and beyond. Finally, grant support from the State would enable Oahu SPCA to add additional clinic staff and to purchase needed medical supplies and equipment to expand the programs and services for low-income individuals and families.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

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	290,000			
2. Payroll Taxes & Assessments				
3. Fringe Benefits	49,300			
TOTAL PERSONNEL COST	339,300			
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	102,068			
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	102,068			
C. EQUIPMENT PURCHASES	8,632			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	450,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	450,000	Stephanie Ryan 808 349-3475		
(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	450,000	Stephanie Ryan, President Oahu SPCA Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: Oahu SPCA

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Dr. Jun Gu Kang, DVM.	1	\$170,000.00	100.00%	\$ 170,000.00
Veterinarian, DVM (TBD).	1	\$120,000.00	100.00%	\$ 120,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				290,000.00
JUSTIFICATION/COMMENTS: Oahu SPCA is requesting the salary for two needed full-time veterinarians. The salary for the clinic director is \$170,000 annually or approximately \$81.73 per hour x 2080 hours. The salary for the full-time staff veterinarian is \$120,000 or approximately \$57.69 per hour x 2080 hours.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Oahu SPCA

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Surgery (Exam) Table	1.00	\$4,632.00	\$ 4,632.00	4632
Ultrasound Machine	1	\$4,000.00	\$ 4,000.00	4000
			\$ -	
			\$ -	
			\$ -	
TOTAL:	2		\$ 8,632.00	8,632
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Oahu SPCA

Applicant: _____

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: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS: Not Applicable. Oahu SPCA is applying for Operating Support, not a capital project.						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App

Oahu SPCA

Contracts Total:

449,825

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Grant-in-Aid 2023	July 1 2023 to June 30, 2024	State of Hawaii Department of Agriculture	State of Hawaii	250,000
2	Grant in Aid Fund City and County of Honolulu	Oct. 1, 2023 to Sept. 30 2024	Department of Community Services	City & County of Honolulu	199,825
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26					

Oahu SPCA
Balance Sheet
As of December 31, 2023

	Total
	As of Dec 31,
	2023
ASSETS	
Current Assets	
Bank Accounts	
1002 9816-CPB	114,680.71
3813- CPB	285.00
Cash on hand	83.18
PayPal Bank	24.01
Total Bank Accounts	\$ 115,072.90
Accounts Receivable	
11000 Accounts Receivable	46,676.20
Total Accounts Receivable	\$ 46,676.20
Other Current Assets	
12300 Other Receivables	0.00
Grants Receivable	0.00
Prepaid Assets	10,655.15
Total Other Current Assets	\$ 10,655.15
Total Current Assets	\$ 172,404.25
Fixed Assets	
15000 Furniture and Equipment	83,183.67
18650 Accumulated Amortization	-14,948.28
18660 Accumulated Depreciation	-83,446.65
18670 Car	0.00
18690 Machinery & Equipment	45,580.10
Vehicles	6,000.00
Total Fixed Assets	\$ 36,368.84
Other Assets	
18680 Construction in progress	0.00
2020 CIP	0.00
2021 CIP	202,501.00
Total 18680 Construction in progress	\$ 202,501.00
18795 Debt Issuance Costs - Asset	8,050.00
18800 Accumulated Amortization - Debt Issuance Costs	-8,050.00
Other Receivable - recovery of deposit	252,800.00
Total Other Assets	\$ 455,301.00
TOTAL ASSETS	\$ 664,074.09
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	

Accounts Payable	
20000 Accounts Payable	40,597.42
Total Accounts Payable	\$ 40,597.42
Other Current Liabilities	
24000 Payroll Tax Liabilities	0.00
24100 Federal Taxes Payable	0.00
24200 Hawaii Tax Payable	0.00
Garnishments Payable	0.00
Total 24000 Payroll Tax Liabilities	\$ 0.00
Accrued Payroll	49,739.93
Deferred Revenue	0.00
Loan from Stephanie Ryan	90,018.39
Total Other Current Liabilities	\$ 139,758.32
Total Current Liabilities	\$ 180,355.74
Long-Term Liabilities	
Building Loan	0.00
SBA Loan	429,252.00
Total Long-Term Liabilities	\$ 429,252.00
Total Liabilities	\$ 609,607.74
Equity	
30000 Opening Balance Equity	325,503.90
32000 Unrestricted Net Assets	13,445.49
Prior-period adjustments	4,615.09
Net Income	-289,098.13
Total Equity	\$ 54,466.35
TOTAL LIABILITIES AND EQUITY	\$ 664,074.09

Wednesday, Jan 17, 2024 06:41:24 PM GMT-8 - Accrual Basis



Organizational Chart

