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Final Audit Report

2024-01-16

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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

Beate Neher

Beate Neher [Jan 15, 2024 14:17 HST]

BEATE NEHER, PRESIDENT

JANUARY 15, 2024

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

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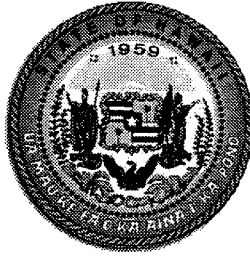
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STATE OF HAWAII
STATE PROCUREMENT OFFICE

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: Petfix Spay and Neuter

Issue Date: 01/15/2024

Status: Compliant

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#:

XX-XXX4495

UI#:

DCCA FILE#:

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

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)

Attached; Also, please note that cover page is dated under the signature field.

2. Declaration Statement

PETFIX Spay and Neuter affirms its compliance with Section 42F-103, Hawaii Revised Statutes in the attached declaration statement.

3. Public Purpose

PETFIX Spay and Neuter (PETFIX) proposes four public purposes for this grant. All are compliant with Section 42F-103, Hawaii Revised Statutes

- Provide increased accessibility to spay/neuter clinics to Hawaii Island pet owners.
- Reduce the pet overpopulation on Hawaii Island to improve the quality of life for the communities.
- Decrease the number of animals that will cause harm to public health and/or the environment.
- Educate communities about the importance of spaying and neutering their pets.

II. Background and Summary

1. A brief description of the applicant's background;

PETFIX began operating as a spay/neuter clinic on 1/1/2020. This was due to the overwhelming need to address pet overpopulation on Hawaii Island. PETFIX works to protect Hawaii's environment by providing free, safe, and professional spay and neuter clinics on Hawaii Island. Education is provided to the public about the impact of pet overpopulation and the welfare of animals around the island.

- During the first year of operation and despite COVID shutdowns, PETFIX completed 30 clinics that included 496 dogs and 1,009 cats. This resulted in a total of 1,505 animals being sterilized in **2020**.

- While still struggling with COVID restrictions, in **2021** PETFIX completed 41 clinics that included 666 dogs and 1,678 cats. This resulted in a total of 2,343 animals being sterilized.
- In **2022**, PETFIX provided 57 free clinics in a variety of locations across the Big Island and sterilized 3,200 animals. This doubled the agency's totals from the first year.
- In **2023**, PETFIX obtained its first state grant-in-aid. With this and other funding, the agency increased its number of clinics (defined as one veterinarian working one day) to 98 and fixed 4,378 animals. An additional clinic location was attained on the east side of the island. PETFIX coordinated a mass spay/neuter event with the national Greater Good organization that fixed almost 1,000 additional animals over 4 days.

2. The goals and objectives related to the request;

Increase the number of spay/neuter clinics and geographical areas of the island served.

Provide 23 spay/neuter clinic days at no cost to participants with an average of 50 pets in each clinic

Decrease the number of animals that will cause harm to public health or the environment by altering an average of 50 pets per clinic, resulting in 1,150 pets being spayed and neutered.

Increase education in Hawaii Island communities about the impact of pet overpopulation and the welfare of animals.

3. The public purpose and need to be served;

Fewer animals will cause harm to public health or the environment by improving accessibility to and increasing the total number of spay/neuter clinics.

Sterilizing cats and dogs prevents unwanted, unplanned, and unexpected births that contribute to animal welfare challenges.

Pet overpopulation takes away from our communities and increases burdens on families who are already struggling to care for their animals.

A greater number of community members will be educated about and able to act on animal overpopulation efforts.

4. Describe the target population to be served;

The spay/neuter clinics are free to the public. This structure maximizes funding impact on low-income populations such as seniors on fixed incomes, disabled and the unemployed.

5. Describe the geographic coverage.

PETFIX has focused primarily on at-risk and rural areas of Hawaii Island. This includes Ka'u and Puna, two of the poorest and largest regions of the Big Island. These rural areas pose significant geographic challenges. Ka'u, the southernmost region, is larger than the entire county of Oahu. Puna, the eastern region, is almost the size of Kauai. Residents have limited access to affordable spay and neuter services due to income status and travel limitations. With this grant, PETFIX will help ensure more equitable access to spay/neuter services for a broad population across the island

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;

Successful implementation of the spay/neuter clinics project involves outreach, scheduling, surgery, and monitoring quality metrics. Details for each of these areas are provided below.

The scope of work, tasks, and responsibilities for public outreach and spay/neuter surgery scheduling are as follows:

The outreach volunteer posts regularly on social media, including information about the importance of sterilizing animals, links to scheduling software, and progress on spay/neuter clinics and adoption events across the island. In-person outreach is done with a booth at the Ocean View swap meet and visits to classes and clubs. PETFIX currently has more than 2,300 followers on social media and reaches about 1,000 people annually with in-person outreach efforts.

PETFIX maintains a waitlist for upcoming clinics using specialized software. The scheduling volunteer inputs upcoming clinic dates, and everyone on the waitlist receives an email or text inviting them to register their animals for the next clinic. Those without a computer contact the scheduling volunteer for help. The current waitlist contains 940 dogs and 2,800 cats. Clinic slots are usually filled within 3 hours of announcing them. The waitlist contains enough animals to fill hundreds of clinic days, demonstrating the overwhelming need for the proposed service.

When owners register online, they are informed of drop off/pick up times and preparation/safety information. Public inquiries come from in-person contacts, phone calls, and social media requests.

Board members arrange for surgery facilities and schedule professional veterinarians, volunteer assistants, and volunteer logistical staff to implement each clinic.

The scope of work, tasks and responsibilities for the spay/neuter surgeries are as follows:

Pets receive 1) spay/neuter, 2) pain medication, 3) microchip identification, 4) vaccination, and 5) flea and tick medication.

The owner brings the pet to the receiving/registration area. Registration volunteers match the animal to the registration form which was completed online before the clinic. The pets are placed in a secure kennel. The pet and the kennel are tagged with an individual registration number.

Volunteers bring the animals in their respective kennels to the clinic area from the receiving area. Animals are weighed and placed back in their respective kennels.

The veterinarian prepares the anesthetic, and the veterinary technician administers it.

The veterinarian performs the surgery, and the veterinary technician monitors the animal's anesthesia and recovery.

All animals receive post operational care. This includes:

1) Nail trimming, 2) cleaning of incision site, 3) tattooing of dogs and cats to recognize their spay, 4) ear tipping, which is a universal sign of an altered cat, 5) cleaning ears, 6) microchipping, 7) injecting penicillin, 8) completing required vaccinations, and 9) administering flea and tick medication.

The animal is placed in their assigned kennel and returned to the owner once the veterinarian has deemed the animal is safe. All owners are given verbal and written recovery information and emergency contact information.

The scope of work, tasks, and responsibilities for monitoring metrics and success are as follows:

At the end of each clinic the veterinarian and the scheduling volunteer compile the data on the number of spay/neuter surgeries that were performed, as well as how many have been put on the wait list for another clinic. Monthly, the treasurer reconciles expenses and income. Quarterly, the board monitors finances and project success and challenges. The board secretary is an experienced grant administrator. She will oversee compliance to state procurement and other regulations.

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

PETFIX proposes the following work plan for smooth program implementation.

Tasks/Activities	Person Responsible	Timelines
<i>Staffing</i>		
Recruit professional veterinarians and volunteer technicians	President, PETFIX	Have staff in place currently; for extra needed, 1 month prior to clinics
Conduct any credentialing and other background checks	President	2 months prior to project start and as needed
Recruit and retain logistical volunteers	Board members	Have staff in place currently; for extra needed, 1 month prior to clinics
Train staff prior to service delivery	President	Month One, Prior to providing service on-going
Maintain a current list of all contractors and volunteers	President	Annual; on-going
<i>Clinic Scheduling and Marketing</i>		
Announce clinic dates on scheduling software	Scheduling Volunteer	One Month prior to each clinic, Month One and on-going
Answer inquiries from the public about spay/neuter services	Social Media Volunteer	Month One and on-going
Schedule facility for each clinic	President	One month prior to each clinic, Month One and on-going
Schedule professional veterinarians and volunteer technicians	President	One month prior to each clinic, Month One and on-going
Schedule logistical volunteers	Volunteer coordinator	One month prior to each clinic, Month One and on-going
Schedule animals for surgery	Scheduling Volunteer	Within 2 days of clinic announcement, Month One and on-going
Maintain waitlist for future clinics	Scheduling Volunteer	Within 15 days of inquiry, Month One

Tasks/Activities	Person Responsible	Timelines and on-going
<i>Providing Spay/Neuter Clinics</i>		
Register animals and owners; transport animals for surgery	Logistical volunteers	5 clinics in Q1, 6 clinics each in Q2, Q3 and Q4
Provide safe, no-cost sterilization surgeries	Contracted, licensed veterinarians	250 animals in Q1; 300 animals each in Q2-4
Assist in safe sterilization surgeries	Volunteers and vet technicians	5 clinics in Q1, 6 clinics each in Q2, Q3 and Q4
<i>Monitoring Quality</i>		
Document clinics conducted and animals sterilized	Logistical volunteers	Each clinic, Month One and on-going
Monitor progress toward project goals	Board	Quarterly
Monitor documentation for accuracy, completeness, and contract compliance	Secretary	Quarterly
Create corrective action plans	Board	As needed, on-going
Submit required reports, data, and other deliverables in timely manner	Secretary and Treasurer	Semi-annually and as needed
Develop sustainability plan	Board	Q3

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

PETFIX uses the Model for Improvement, developed by the Institute for Healthcare Improvement in 1991, as the basis for its quality assurance and process improvement activities. This model is widely used, has demonstrated results in a variety of professions, and is easily scaled for programs of different sizes and QAPI sophistication.

At the heart of the model is the Plan-Do-Study-Act (PDSA) cycle. Improvement teams ask:

What are we trying to accomplish?

How will we know that a change is an improvement?

What changes can we make that will result in an improvement?

With an established goal, teams then embark on iterative cycles of improvement.

1. *Plan – Develop the initiative.*

The measurement section below details the annual and quarterly goals set for each objective. The workplan and tasks section details the strategies and actions to be used for this project.

2. *Do – Implement the plan.*

Project goals will be monitored with the help of multiple committed volunteers. Logistical volunteers will use registration forms to collect data at each clinic on the number of animals sterilized and the geographic origin of the animal. The scheduling volunteer will compile the number of clinics conducted monthly. Each month, the social media volunteer will compile the outreach activities conducted.

3. *Study – Analyze the results.*

The President will compile this data monthly and present to the board quarterly. The Treasurer compiles allowable expenses monthly and presents to the board quarterly. The project's clear, simple goals, listed below, permit the board to easily evaluate project success.

4. *Act – Adjust the process based on your results.*

Project goals have been set lower in the first quarter to allow for potential delays in start-up. The lower goal of 10 clinics in the fourth quarter also builds in "make-up" time if needed. As needed, the board will devise corrective action plans. Ideas include scheduling multiple-day clinics and creating more defined volunteer responsibilities.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). expending agency.

The following measures relate solely to project efforts supported by State funds. An additional 15 clinics will be conducted with the county funds request shown on page 6.

- Total number of clinics conducted (A clinic is defined as one veterinarian working for one day.)
 - Quarter 1 – 5 clinics
 - Q2 – 6 clinics
 - Q3 – 6 clinics
 - Q4 – 6 clinics
- Total number of pets sterilized
 - Q1 – 250
 - Q2 – 300
 - Q3 – 300
 - Q4 - 300
- Number of outreach activities conducted
 - Quarter 1 – 10
 - Q2 – 10
 - Q3 – 10

- o Q4 – 10

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 - attached
 - b. Personnel salaries and wages - attached
 - c. Equipment and motor vehicles – NOT APPLICABLE
 - d. Capital project details – NOT APPLICABLE
 - e. Government contracts, grants, and grants in aid - attached

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
20,000	20,000	20,000	20,000	80,000

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

PETFIX will be submitting a Nonprofit Grant Application to the County of Hawai'i for the fiscal year 2024 to 2025. Additional applications will be made to private foundations. The JR Peterson Foundation was a strong supporter of the agency in 2023, and support is expected to continue in 2024. Donations are requested at each clinic. Additional private fund-raising occurs through social media requests and sale of privately donated goods at swap meets.

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.

PETFIX is a nonprofit organization; therefore, no state or federal tax credits have been granted. No applications for state or federal tax credits have been applied for pertaining to capital projects.

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.

PETFIX received a \$4,300 Nonprofit Grant from the County of Hawaii for fiscal year 2021-2022, a \$20,000 grant for fiscal year 2022-2023 and a \$40,000 county grant for 2023-2024. The agency was awarded \$75,000 from the state Grants in Aid program for 2023-2024.

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

Unrestricted current assets are \$44,197. The total is small because clinics are scheduled as funds become available. Almost three times as many surgeries were performed this year compared to our first year of incorporation.

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.

PETFIX has gathered an experienced board of directors to ensure the successful implementation of this grant project. The agency is four years old, and its directors bring decades more experience to the project. Their leadership resulted in the agency exceeding its goals for clinics conducted and animals altered in each year of the agency's operation. Despite COVID restrictions, the agency completed 30 clinics in 2020, 41 clinics in 2021, 57 clinics in 2022, and 98 in 2023. A clinic is defined as one vet working for one day. Over 1,500 animals were sterilized in its first year of operation. PETFIX almost tripled that number to almost 4,400 animals in its fourth year of operation.

Beate Neher, founder and president of PETFIX Spay and Neuter has more than 40 years of animal welfare experience that includes both volunteer and professional work on the islands of Oahu and Hawaii and in Germany. This includes experience in animal rescue. She has established personal and professional relationships with several veterinarians in private practice that currently provide services to PETFIX.

She has also volunteered with several nonprofit animal welfare organizations, including as a board member for Kohala Animal Relocation and Education Services (KARES) for 10 years. She facilitated all the spay/neuter clinics for KARES from 2009 until 2019. She has volunteered with spay and neuter operations at Advocats Hawaii, animal rescues on Oahu, and Rainbow Friend's Animal Sanctuary. She also volunteered in the operation of a four day spay and neuter clinic on an Indian Reservation out of state.

Bridget Neher, Treasurer, has volunteered in spay and neuter clinics for the past 6 years including KARES and Rainbow Friends Animal Sanctuary. She was a board

member/secretary for KARES in 2019. She has professional experience in management and bookkeeping.

Pam McBride, Secretary, has over three decades of experience in non-profit administration and grant management. She has served as the principal investigator, evaluator, and peer reviewer on multiple federal, state, and private grants. She brings her expertise as a former member of HRSA's National Rural Quality Advisory Council to PETFIX's quality assurance and evaluation efforts.

Other directors include Linda Greentree, a commercial pilot with steady decision-making and an ability to make calm course corrections. She is passionate about cat welfare and has volunteered with KARES and Advocats before agreeing to serve with PETFIX. Kelly Brewer is experienced in grant writing and serves as a Medical Speech Language Pathologist. She volunteers regularly at clinics and aids in organizing and fund-raising efforts.

2. Facilities

An animal sanctuary has dedicated space for PETFIX clinics in Ocean View, Hawaii. This space is freely available 365 days of the year to conduct clinics. PETFIX board members have also purchased property in Puna, on the east side of the Big Island, which is freely available for clinics and supply storage. Space has also been made available for PETFIX clinics by other animal sanctuaries, several community centers, warehouses, and church halls island wide. These additional facilities are scheduled as needed. They allow PETFIX to provide services across the Big Island in a cost-effective manner.

All the facilities have adequate space, utilities, and protective enclosures for this project. Facilities are sanitized before and after each clinic.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

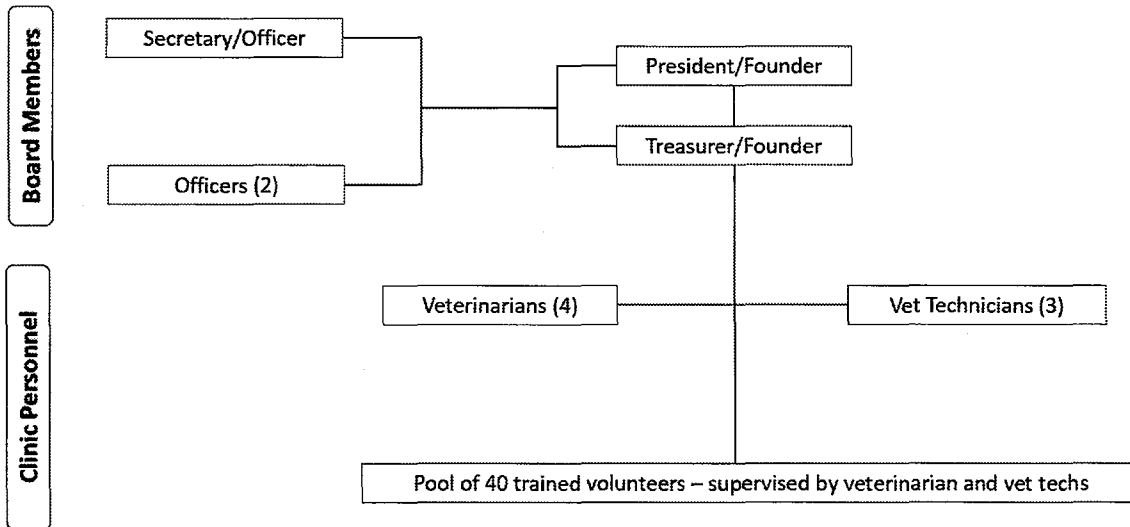
Each clinic requires at least one licensed veterinarian and one veterinary technician and/or veterinary assistant. 9 veterinarians and 5 technicians have committed to performing services in 2024/2025. The number of veterinarians has doubled over the past year. More will be recruited as needed. Networking with pre-veterinarian students from the University of Hawaii – Hilo also provides volunteer assistants throughout the year. In addition, 3 vet students from Michigan State University volunteered in summer 2023 and will return in summer 2024. Veterinarians are all licensed in Hawaii. They will maintain licensure and adhere to supervision and training standards specified in their licensure.

Veterinarians supervise veterinary technicians and assistants as required by professional standards. All staff who participate in surgical procedures receive training before assisting.

PETFIX clinics also rely on a volunteer base of 40 to provide logistical support such as scheduling and transport. These volunteers are supervised by PETFIX President Beate Neher. Volunteers receive orientation in safety and public relations topics before working with the public. The volunteer base has remained consistent over the last 4 years in spite of COVID challenges and increased clinics.

Administrative direction for the project will be provided by PETFIX’s experienced board of directors. The directors each have decades of experience in animal welfare efforts or nonprofit administration. The board secretary, Pam McBride, has extensive experience in administration of federal, state and private grants.

2. Organization Chart



3. Compensation

There are no annual salaries paid by PETFIX to any officers, directors, or volunteers. All officers and volunteer staff serve in a volunteer capacity and take no compensation. This model allows all funds received to go to direct services.

PETFIX contracts with a veterinarian for each clinic. They are licensed in the State of Hawaii and serve as independent contractors. The veterinarian used is based on location and availability. The licensed veterinarians used by PETFIX are paid an average of \$30 - \$50 per cat and \$65-\$100 per dog. The average is \$2,500 per clinic. An additional \$1,000 per clinic is needed for supplies, which include microchips, flea/tick medication, and vaccines.

The veterinarian technicians and assistants used at clinics have traditionally been volunteers and not compensated. The agency may consider paying for veterinary technicians to enable more clinics to be conducted.

VII. Other

1. Litigation

PETFIX has no pending litigation or outstanding judgements.

2. Licensure or Accreditation

All veterinarians are private contractors and are licensed in Hawaii.

3. Private Educational Institutions

This grant will not be used to support or benefit a sectarian or non-sectarian private education institution.

4. Future Sustainability Plan

If PETFIX receives funding for FY 2024-25 but does not receive funding from the State thereafter, we intend to sustain our spay and neuter efforts with multiple strategies.

Donations are accepted at all clinics. Pet owners donate what they can afford with all revenues going towards more spay and neuter clinics. Donations average five hundred dollars each clinic. This generosity demonstrates strong community support. However, it is not sufficient to independently sustain multiple clinics which cost \$3,500 each.

Donated goods are given to PETFIX by community members. These goods are then sold online or at Ocean View flea market. In 2023, \$24,159 was raised through sales at the flea market. In addition to raising funds, a regular booth at the flea market provides an opportunity to educate the public about overpopulation.

PETFIX will continue to collaborate with other organizations. PETFIX continued its successful track record by contracting with Aloha Ilio Animal Rescue, Action for Animals, Love Those Dog Paws, Hibiscus Haven, Dog Days of Summer and Pueo Puppy Sanctuary to alter some of their animals in 2022/2023. PETFIX spearheaded a collaboration with the national group Greater Good to bring in multiple veterinarians, supplies, and equipment for a mass sterilization effort. Almost 1,000 animals were sterilized in a 4-day event over Labor Day weekend. Additional contracts and grant sources will be sought in FY 2024-25.

If donations and service contracts do not equal the state funding, clinics will be reduced in future years. With state and other funding, PETFIX estimates providing 100 clinics in a year. With private funding at the current level, the estimate is 34 clinics per year.

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

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 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, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

PETFIX Spay and Neuter
(Typed Name of Individual or Organization)

Beate Neher
Beate Neher (Jan 15, 2024 06:57 HST)

1/15/24

(Signature)
Beate Neher
(Typed Name)

(Date)
President
(Title)


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-  Agreement completed.
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BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: PETFIX Spay and Neuter

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: PETFIX Spay and Neuter

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: N/A -- No capital funding requested						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: PETFIX Spay and Neuter

Contracts Total:

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	County of Hawaii Nonprofit Grant	7/1/21 - 6/30/22	Department of Finance	Hawaii County	43,000
2	County of Hawaii Nonprofit Grant	7/1/22 - 6/30/23	Department of Finance	Hawaii County	20,000
3	County of Hawaii Nonprofit Grant	7/1/23 - 6/30/24	Department of Finance	Hawaii County	40,000
4	Grants in Aid	7/1/23 - 6/30/24	Department of Agriculture	State	75,000
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