

**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:

Waikiki Community Center

Amount of State Funds Requested: \$ 75,000

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

More than 30% of Waikiki residents are over the age of 60. Eighty-two percent (82%) of seniors live alone, with an older spouse, live on fixed income and/or do not have support systems as they age. WCC provides case management for kupuna in critical situations, including those at-risk for becoming homeless, and evidence-based programs to prevent premature physical, cognitive and emotional decline, which results in costly long term care. WCC's unique combination of services along with strategic partnerships assists thousands of seniors in critical need annually.

Amount of Other Funds Available:

State: \$ 75,000

Federal: \$ 0

County: \$ 150,089

Private/Other: \$ 305,426

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

\$ 350,000 (operating) / \$500,000 (capital)

Unrestricted Assets:

\$ 1,483,705

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

Type of Business Entity:

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

Mailing Address:

310 Paoakalani Ave.

City: Honolulu State: HI Zip: 96815

Contact Person for Matters Involving this Application

Name:
Caroline Hayashi, President

Title:
President

Email:
chayashi@waikikicommunitycenter.org

Phone:
808-923-1802, ext. 101

Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

Caroline Hayashi, President

Name and Title

1/18/24

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: **WAIKIKI COMMUNITY CENTER**

DBA/Trade Name: **WAIKIKI COMMUNITY CENTER**

Issue Date: **01/10/2024**

Status: **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#: XX-XXX9392

UI#: XXXXXX1239

DCCA FILE#: 35751

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

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

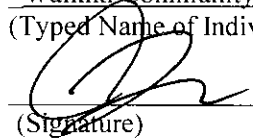
The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, 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.

Waikiki Community Center
(Typed Name of Individual or Organization)


(Signature)

1/18/24
(Date)

Caroline Hayashi
(Typed Name) President
(Title)

Application for Grants

I. Certification – See attached after cover page

1. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

See attached Certificate of Vendor Compliance dated January 10, 2024.

2. Declaration Statement

See attached declaration statement affirming compliance with Section 42F-103.

3. Public Purpose

The grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes as follows:

(1) The name of the requesting organization – Waikiki Community Center

(2) The public purpose for the grant– Serving kupuna in need through preventative wellness and critical case management services. (See the narrative in Sections II and III for further details).

(3) The services to be supported by the grant – Evidenced-based activities promoting wellness and case management services for seniors in need.

(4) The target group – Older adults aged 60+

(5) The cost of the grant and the budget – WCC requests a \$75,500 state Grant-In-Aid to help support a \$530,515 program budget. See budget for details.

II. Background and Summary

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

The mission of Waikiki Community Center (WCC), a 501(c)(3) corporation, is to care for our kupuna, keiki and community as `ohana.

WCC is located at 310 Paoakalani Avenue. It is uniquely positioned as the only community center within Waikiki, serving a diverse population of older adults, families with young children, visitor industry employees and people in need. Recognized as an integral part of the community, it is a safe gathering place where residents, visitors and employees build and strengthen relationships, and where the diverse needs of the community are met each day. Incorporated in 1978, WCC operates three (3) major programs:

A. Senior Program – Thousands of residents, ages 60+, participate in evidence-based educational, physical, social and wellness activities at WCC, which enable them to maintain healthy, independent lifestyles and avoid unnecessary and costly premature institutionalization. Hundreds of classes/activities allow older adults to maintain/increase whole-person wellness, addressing mind, body and heart. In addition, WCC seniors participate in the community as active and engaged volunteers. In addition, WCC provides case management, counseling and information and assistance to those in crisis, becoming frail and those in need.

B. *Community Programs* - The Waikiki Community Center serves as a ‘one-stop’ resource for health and human services, social support, lifelong education, wellness, and community building for children, families and elderly. Each year, more than 1000 individuals and families in need food from WCC’s Emergency Food Pantry. WCC’s facility is also home to six other nonprofit agencies, and used as a community gathering place for public forums and groups, such as the Waikiki Neighborhood Board. Through WCC’s programs its nonprofit partner agencies, nearly 100,000 people utilize its facilities each year.

C. *Early Childhood Education* – Each year, over 100 preschoolers receive quality early childhood education to build the foundation for learning success in school. WCC Preschool targets low to moderate (LMI) income families to help close the achievement gap between these children and their more advantaged peers. More than 75% of WCC Preschool families are LMI.

2. The goals and objectives related to the request;

The goal of the Malama Senior program is to maintain the current continuum of services for the variety of older adults who live independently in the community without ideal support systems, such as family members, living nearby. The program has the following goals and objectives.

Goal: Provide evidence-based activities and programs, such as physical exercise, educational seminars and recreational activities, which support lifelong learning, physical and emotional health, and independent living.

Objective: Over 12 months help 700 seniors achieve greater socialization, improve outlook on life, improve physical health and gain new knowledge, skills or interests.

Objective: Over 12 months provide 70 evidence-based activities and programs per month that address the physical, cognitive and emotional needs of older adults.

Goal: Provided needed support services through assessment and case management services for seniors who grow vulnerable, isolated or frail.

Objective: Over 12 months help 250 seniors gain improved access to information, linkages and resources related to aging and/or other issues and challenges.

3. The public purpose and need to be served;

Hawaii has one of the fastest growing aging populations in the US, with a higher life expectancy of 81, and those 85+ years and older increasing at a rate of 190.8% between 1990 and 2010, compared with a national increase of 29.6% (US Census). In addition, according to Hawaii's own DBEDT through 2035, while the overall state population is expected to grow by 65%, those 60+ will grow by 310% and those over 85 will increase by 1,158%. Several factors are contributing to this growth including in-migration of seniors from the mainland, our higher life expectancy, improved public health practices, advances in medical care and declining birth rates for most groups. (Hawaii’s 20/20 Vision: The State of Active Aging, State of Hawaii

Department of Health, 2013) In just 5 years, the US Census estimates that 25.8% of Hawaii's population will be 60 or over.

In Waikiki, seniors 60+ already constitute 30% of the residents and 23.2% are 65 or older, almost double the state average of 15.1%, making seniors a high priority. [US Census] 82% of seniors live alone or with an equally older spouse, live on fixed income and have few/no family members as a support system when they become frail. Many seniors rely on WCC's services for support, to help prevent social isolation and premature decline resulting in costly institutionalization. WCC does not limit its services to seniors residing in Waikiki. Approximately 65% of its seniors come from the area and the remainder from other areas of Oahu. However, its location is key as the state's "hub" of senior residents.

The Waikiki Community Center (WCC) is the only community center in Waikiki, serving a diverse population focusing on older adults, families with young children, targeting those in need. Although Waikiki is known as an affluent visitor hub, those who live in Waikiki have nearly twice the poverty rate of Honolulu County (almost 17% versus almost 10%). The median household income of just under \$31,000 is significantly below the state average of nearly \$50,000. In addition, Waikiki is among the top 16 communities in Hawaii for food insecurity at 23.5%, higher than statewide average of 16.4%. [US Census] Waikiki is convenient for seniors as one of the few walkable neighborhoods in the state, is easily accessible by city bus lines and consists of housing units with minimum square footage, making them more affordable as well as having affordable senior housing.

The continued growth of the senior population statewide and increasing demand for senior services have caused WCC's services to increase for both preventative health and wellness support as well as resource navigation for critical situations. In 2023, WCC served more than 1,800 seniors with preventative health and education services and more than 1,500 with case management, emergency food pantry and other critical services.

4. Describe the target population to be served;

The target population to be served is the older adult population, age 60 and older, who live in Waikiki and surrounding neighborhoods. The typical older adult participant at Waikiki Community Center is female, age 75 years or older, on a fixed income and living alone in an apartment without relatives nearby. WCC's senior program provides a well-rounded program of services and opportunities for the maintenance of the physical, mental and social well-being so that seniors can experience a good quality of life with the ability to remain living independently in the community.

When they encounter physical and emotional changes that impact their ability to live independently, such as the onset of health problems or death of a spouse, elders may become confused, lonely, and/or unfamiliar with how to access services and support. WCC's current kupuna services provides them with needed counseling, case management and facilitation of services.

In addition to the fact that both its preventative and case management programs have both increased tremendously over the last several years, the case management staff has also reported that the kupuna issues they are seeing are more urgent and critical in nature than ever before, including kupuna who have recently become homeless or at risk for becoming homelessness (e.g. losing housing in less than 45 days) and food insecurity.

5. Describe the geographic coverage.

The Waikiki Community Center is located at 310 Paoakalani Avenue, located in the heart of Waikiki. Services are provided to residents throughout Oahu, and many clients come from Census Tracts No. 18.01, 18.02, 19.01, 19.02, 20.01 and 20.02. Note that WCC’s services are not restricted to a particular geographic area/census tract and WCC senior programs serve older adults from across Oahu

III. Service Summary and Outcomes

1. Describe the scope of work, tasks and responsibilities

Waikiki Community Center will organize and implement a minimum of 70 activities, classes and workshops per month for adults, age 60 and above, in Waikiki and surrounding neighborhoods that help them maintain overall health and wellness including recreational, educational and physical fitness activities. A team of WCC staff will plan and coordinate activities and programs targeted to seniors. The current classes and activities are led by volunteers when possible and by paid instructors as needed. During FY 2025, at least 700 seniors will participate in these programs.

Qualified case managers with experience with older adults will assist clients by providing case management and information and referral assistance. He/she will assist senior adults to identify their concerns, consider effective solutions and find reliable resources to support their independent living in the community, securing appropriate support services such as housing resources, financial assistance, respite care, food assistance and transportation. A minimum of 250 older adults will receive counseling, case management, information and assistance services during the year with follow up as needed in order to insure clients’ progress and well-being. The case management staff will be on-site at Waikiki Community Center 5 days a week, 40 hours per week.

WCC will reach out to at least 10 area organizations and/or residential buildings that help elderly residents to ensure that they know about the services provided. WCC will also continue to coordinate other area agencies and companies, both public and private, to provide holistic services for elderly residents.

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

TIME PERIOD	PROJECT ACTIVITY
July 2024 – June 2025	Conduct 70 recreation, education, and social activities and classes for seniors per month; 700 senior participants total
July 2024 – June 2025	Provide 250 client assessments, information & assistance,

July 2024 – June 2025	counseling and case management services Identify available services and facilitate connection with services.
July 2024 – June 2025	Conduct outreach to 10 resident managers, churches, and community organizations and other organizations
July 2024 – June 2025	Maintain monthly contact with clients to ensure quality of services and identify additional services as needed
July 2024 – June 2025	Hire and supervise class instructors
July 2024 – June 2025	Conduct client satisfaction surveys for quality assurance and project evaluation
July 2024 – June 2025	Provide monthly reports to assigned state agency

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

Program quality assurance standards have been established and case records are reviewed on a quarterly basis for data collection and review of case management services. On a monthly basis, staff and case managers will keep data on the services provided to adult seniors in need, including numbers of seniors served and progress made. In addition, written client satisfaction and outcomes surveys will be conducted with clients to determine the quality of services provided, and ongoing and future services needed and outcomes achieved and progress made of individual clients. The project will be evaluated semi-annually to determine if goals and objectives are being met and service outcomes achieved. WCC works with a professional evaluation firm that developed/monitors its evaluation tools and processes and developed indicators that demonstrate program outcomes. WCC has implemented these evaluation tools since 2015 to measure customer satisfaction and outcomes. WCC will continue to implement these evaluation tools/processes for the kupuna program and utilize data to continuously improve our programs to ensure high impact outcomes.

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.

The service outcomes from the proposed project are:

- 700 older adults will participate in health and wellness, educational, and social programs and activities.
- WCC will plan, implement and manage 70 health and wellness, education and socials program and activities per month, using a combination of virtual, in-person and hybrid activities as conditions allow.
- 250 at risk older adults and/or their caregivers will be able to access information and services and those aged 60+ will receive appropriate counseling and case management services.
- We will work with at least 10 community organizations/institutions (e.g. resident managers, churches, etc.) to enhance the information and resources available to assist older adults.

As a result of our programs/services, seniors will report the following:

- 75% report Greater Socialization/Less Social Isolation

- 75% report Improved Physical Health
- 80% report Improved Outlook on Life
- 80% report Improved Access to Information or Linkages to other Services and Resources
- 80% report Feeling More Independent

	Senior Participants in Health & Wellness, Education, Social Activities/Classes	Number of Health & Wellness, Education, Social Activities/Classes Monthly	Information and Assistance, Counseling and Case Management	Outreach to Other Agencies and Organizations
FY 2025	700	70	250	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 – See attached
 - b. Personnel salaries and wages – See attached
 - c. Equipment and motor vehicles – Not applicable
 - d. Capital project details – Not applicable
 - e. Government contracts, grants, and grants in aid – See 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
\$18,750	\$18,750	\$18,750	\$18,750	\$75,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.
 Hawaii Community Foundation, Hawaii Hotel & Lodging Association Charity Walk, Hawaii Community Foundation, Theresa Hughes Persons in Need fund, Cooke Foundation, Aloha United Way, City and County of Honolulu Grant in Aid, Freeman Foundation, Ward Village Foundation, Bank of Hawaii Foundation, First Hawaiian Bank Foundation, Central Pacific Bank Foundation, SJ Foundation, Harry and Jeanette Weinberg Foundation, individual donations, program fees, Waikiki Community Center fundraising events

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.

See Attachment p. 10 'Government Contracts, Grants, Grants In Aid'

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

\$2,425,460

V. Experience and Capability

1. Necessary Skills and Experience

Community Center has operated its Senior Program for older adults in Waikiki since 1978. During the past 40+ years, WCC has served as a focal point in the community where seniors learn new skills, participate and socialize with others to minimize social isolation and maintain their emotional, physical and cognitive health and avoid premature institutionalization and long term care.

In the last several years, WCC has served more than 15,000 seniors through its wide range of health/wellness classes and activities and case management. The numbers of seniors served through its program has more than doubled over the last few years through its hundreds of activities annually and case management assistance for seniors at risk of losing their independence, growing frail and at risk for becoming homeless. The increase in the program demonstrates a clear and growing need for its senior services and WCC has a proven track record of effectively delivering critical and preventative services to the target group.

Administratively, WCC has successfully managed a number of Grants In Aid contracts with the state. WCC also has experience working with a variety of government agencies on projects and is able to comply with the administrative and financial requirements such as the reimbursement process, types of documentation required, programmatic and financial reporting, and tracking beneficiary/service data in a timely and accurate manner.

2. Facilities

WCC is located on a one-acre facility and has a variety of spaces that can accommodate a wide variety of activities including smaller and larger groups as well as one-on-one meetings. First floor spaces in the main building can be accessed by those who are physically disabled. In addition, WCC recently built new ADA accessible restrooms and ramp, making the first floor of the facility more fully accessible. The case manager is provided with an enclosed office space to ensure client confidentiality and can also be accessed by those who are physically disabled. All individual client files are kept in a secured, locked cabinet within a secured office space.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

WCC has a team of staff that has substantial experience planning, managing and implementing the various aspects of senior center services. This staff team has a breadth and depth of knowledge, skills and relationships, that has allowed WCC to substantially increase the number of seniors served over the past several years. Following is a summary of qualifications of the Program's key staff members and their role in the program.

Caroline Hayashi, President – The President is responsible for program oversight - ensuring the program goals and objectives are met, the program remains within budget and produces quality outcomes. Ms. Hayashi has more than 20 years of experience in non-profit management locally, on the Continent and abroad, including ten years in her position at WCC. She has extensive experience in program development, fundraising/marketing, and board development for community-based organizations. Prior to joining WCC, Ms. Hayashi served as the COO of Girl Scouts of Hawai'i. She holds a M.A. in International Development with a concentration in Business Development from The American University.

Case Managers work directly one-on-one and in groups with seniors to coordinate services to provide whatever assistance is needed to ensure seniors' holistic health and wellness. They coordinate a unique combination of services for seniors depending on their individual needs. They develop and maintain effective relationships with a variety of service partners to meet a holistic array of needs.

Shaun Stone, Case Manager – After retiring from a career in the military, Mr. Stone wanted to positively impact community on the grassroots level. He received his master's degree in social work from the University of Hawaii and worked as a case manager, assisting veterans and others experiencing homelessness. He joined the WCC team in 2023 and has helped hundreds of seniors each month with issues ranging from loneliness/depression to food insecurity to housing.

Merle Okino O'Neill, Kupuna Program Coordinator (consultant) – The Kupuna Program Coordinator helps plan and implement a schedule of community events, educational outings, and talks for seniors throughout the year as well as works on ongoing community initiatives such as disaster preparedness and pedestrian safety. Ms. Okino O'Neill has over 20 years of experience in training and developing curricula. She was previously the Director of Public Programs at the San Diego Museum of Natural History and a Program Coordinator for the Hawai'i Department of Education. Ms. Okino O'Neill holds an M.A. in Curriculum and Instruction from San Diego State University.

Jill Okimura, Projects Manager – The Projects Manager is responsible for the recruitment and management of both volunteer and contractual instructors for classes and ensuring the smooth operations and management of the variety of different activities offered. Ms. Okimura has more than 20 years of experience in project, event and human resources management, including volunteer management and has worked with WCC for 10 years. Previous to joining WCC she provided human resources management, including volunteers and paid staff for Girl Scouts of Hawai'i. In addition, she has extensive work experience in Waikiki, providing human resources management to Cove Entertainment, Inc. and Royal Hawaiian Showroom.

Mary Moran, Community Liaison/Programs Coordinator – This position develops and implements new programs and activities for seniors in coordination with other staff and community partners. Ms. Moran is an entrepreneur who built and managed a successful small business and has built positive relationships within our local community, particularly within the artist, musician and Hawaiian culture community. She has helped develop engaging, educational, innovative senior programming for WCC for the past seven years, including tours and activities in Kakaako, Hawaiian culture and music talks/mini concerts, and starting and managing a garden club.

Daysha Bush, Program Officer - The Program Officer is in charge of contract management and program evaluation/assessment, including data gathering and tracking for contract compliance and outcomes/performance. Ms. Bush has worked with WCC for more than ten years and has extensive experience working with a wide variety of both government agencies and private funders, including for the Malama Senior Program.

In addition to the above direct program staff, there are several other staff members that are an integral part of the program team. As many activities take place on site at WCC, we work closely with the Facilities Manager, Resident Manager, and cleaning staff to ensure a safe and healthy environment, especially during the pandemic. We have specific protocols in place to mitigate health risks that include scheduling strategy, size of groups allowed, set up for social distancing, indoor versus outdoor space planning and frequent sanitation and cleaning. In addition, the Emergency Food Pantry assistant runs the food pantry once a week, which has many kupuna clientele as many of our seniors use food assistance.

2. Organization Chart

See the Organizational Chart attached.

3. Compensation

President/Executive – \$85,000 - \$140,000

Director - \$55,000 - \$80,000

Manager - \$45,000 - \$75,000

VII. Other

1. Litigation

Not applicable.

2. Licensure or Accreditation

Not applicable.

3. Private Educational Institutions

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

4. Future Sustainability Plan

WCC is always working towards increasing the number of sources of income for its programs, including its Senior Program, and becoming more self-sustaining by working to find new sources and creative ways to increase its current sources of income. For example, we offer some activities that are popular with both visitors and local residents such as hula as well as tours such as neighbor island trips that target seniors who have higher incomes. The funds that we earn from these activities help subsidize the cost of services that assist lower-income seniors and the majority of our activities, which are low-cost or free.

WCC's board is also active in fundraising, particularly for its annual fundraising events and has been working to increase its sponsorship sources for both events. The board and staff are also working to identify and cultivate individual major donors in order to further diversify WCC's funding sources.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Waikiki Community Center

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	75,000		105,712	120,038
2. Payroll Taxes & Assessments			8,087	9,183
3. Fringe Benefits			11,290	16,205
TOTAL PERSONNEL COST	75,000		125,089	145,426
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Program Activities				85,000
10. Savings Match			50,000	75,000
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES			25,000	160,000
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	75,000		150,089	305,426
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	75,000	Caroline Hayashi 808-923-1802, ext 101		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	150,089	1/18/2024		
(d) Total Private/Other Funds Requested	305,426	Signature of Authorized Official Date		
TOTAL BUDGET	530,515	Caroline Hayashi, President Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Waikiki Community Center

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NA	NA	NA	\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NA	NA	NA	\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Waikiki Community Center

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	NA	NA	NA	NA	NA	NA
LAND ACQUISITION	NA	NA	NA	NA	NA	NA
DESIGN	NA	NA	NA	NA	NA	NA
CONSTRUCTION	NA	NA	NA	NA	NA	NA
EQUIPMENT	NA	NA	NA	NA	NA	NA
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID (3 yrs)

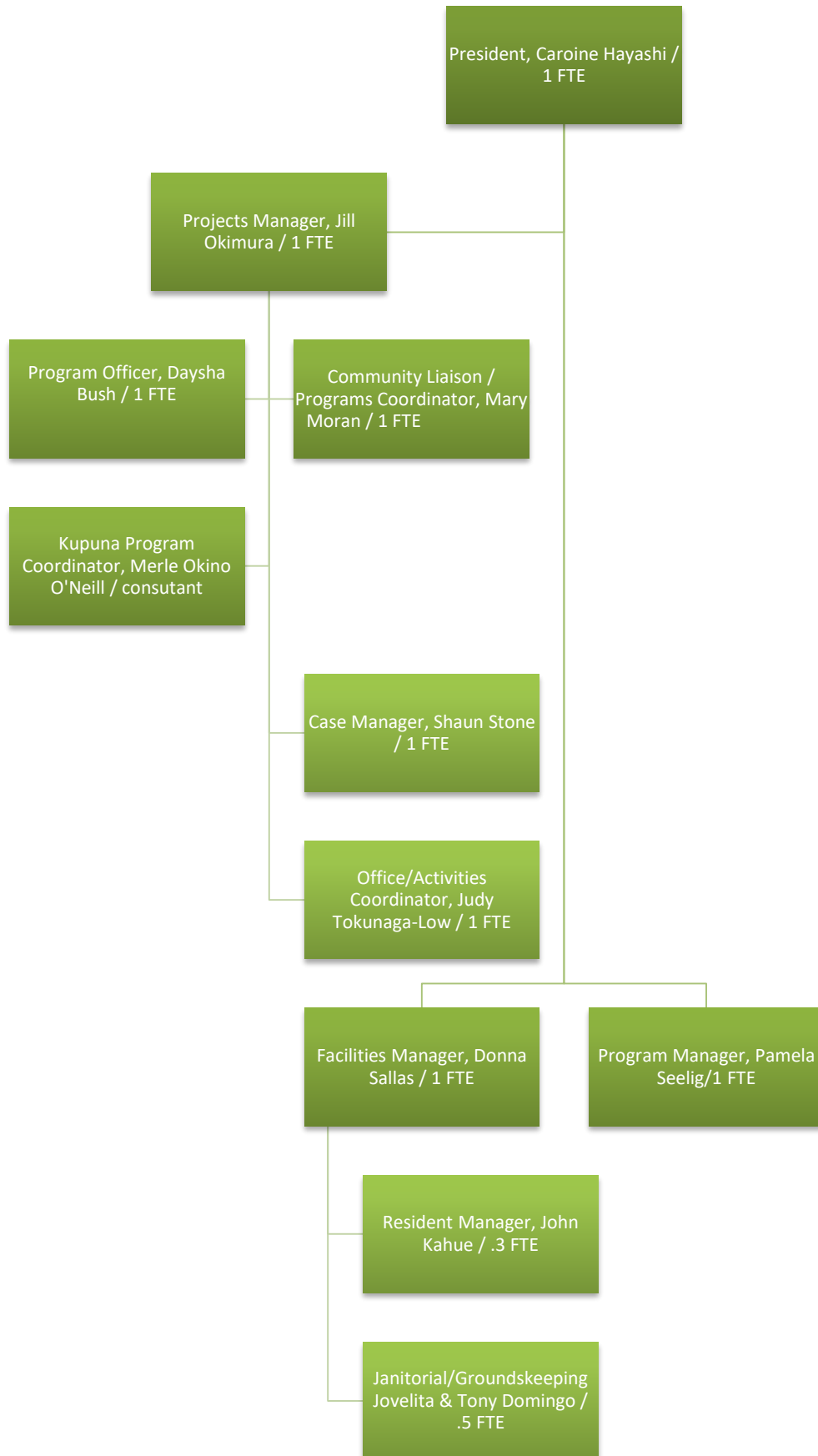
Applicant: Waikiki Community Center

Contracts Total:

1,060,876

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	FY22 Grant in Aid Malama Senior Program	April 1, 2022 - March 31, 2023	Department of Community Services	City & County of Honolulu	85,060
2	FY23 Grant in Aid Malama Senior Program	April 1, 2023 - March 31, 2024	Department of Community Services	City & County of Honolulu	85,188
3	EOA-SC 2021	March 1, 2022 - February 2023	Executive Office of Aging	State of Hawaii	150,000
4	FY22 Grant in Aid Malama Senior Program	April 1, 2023 - March 31, 2024	Office of Community Service	State of Hawaii	65,000
5	FY22 Capital Improvement Project	Dec 20, 2022 - Dec 31, 2023	Department of Health	State of Hawaii	150,000
6	FY23 Grant in Aid Malama Senior Program	April 1, 2024 - March 31, 2025	Department of Community Services	City & County of Honolulu	125,628
7	FY24 Grant in Aid	July 1, 2023 - June 30, 2024	Executive Office of Aging	State of Hawaii	50,000
8	FY24 Capital Improvement Project	Awaiting contract	Executive Office of Aging	State of Hawaii	350,000
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Waikiki Community Center Senior Program Organizational Chart



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



AUTHORIZED SIGNATURE

CAROLINE HAYASHI, PRESIDENT

PRINT NAME AND TITLE

JANUARY 18, 2024

DATE