

**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:

Guide Dogs of Hawaii (Adaptive Aids Canine and Advocacy) Guide Dogs of Hawaii (Adaptive Aids Canine and Advocacy)

Amount of State Funds Requested: \$ 165,000

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

The Positive Aging Community (PAC) is an activity addressing the public health problem of age-related vision loss as declared by the Center for Disease Control and Prevention. PAC focuses on reducing social and economic burdens by creating opportunities for blind and visually impaired (BVI) seniors to achieve their highest function, independence, optimal well-being and best quality of life.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 0

Private/Other: \$ 74,600

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

\$ 300,000

Unrestricted Assets:

\$ 146,687

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:

1130 N Nimitz Hwy Ste C101

City:

Honolulu

State:

HI

Zip:

96817

Contact Person for Matters Involving this Application

Name:  
Jeanne Torres

Title:  
Executive Director

Email:  
jeanne.torres@guidedogsofhawaii.org

Phone:  
808-466-2310

Authorized Signature

Jeanne Torres, Executive Director

Name and Title

January 16, 2025

Date Signed

## Application Submittal Checklist

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

- ☒ 1) 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

Jeanne Torres, Executive Director

PRINT NAME AND TITLE

January 16, 2025

DATE



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:** GUIDE DOGS OF HAWAII (ADAPTIVE AIDS, CANINES AND ADVOCACY FOR THE BLIND)

**DBA/Trade Name:** Executive Director

**Issue Date:** 11/18/2024

**Status:** Compliant

Hawaii Tax#: 20359786  
New Hawaii Tax#: GE-1474471936-01  
FEIN/SSN#: XX-XXX3779  
UI#: XXXXXX1705  
DCCA FILE#: 5574

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 REVISD STATUTES**

The undersigned authorized representative of the applicant certifies the following:

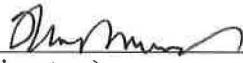
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii'i Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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, Hawaii'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, Hawaii'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, Hawaii'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.

**Guide Dogs of Hawaii**

(Typed Name of Individual or Organization)

  
(Signature)

**Jeanne Torres**

(Typed Name)

**1/16/25**  
(Date)

**Executive Director**

(Title)

## **I. Certification**

### **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, 2024.

### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. This statement will include specific details about the applicant's adherence to the statutory provisions, such as [specific details].

### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose, as required by Section 42F-102, Hawaii Revised Statutes.

Guide Dogs of Hawaii (GDH) distinguishes itself with its innovative approach to empowering the Blind and Visually Impaired (BVI) residents. By providing guide dog support, technology aids, mobility training, and community access, GDH enables BVI individuals to conquer barriers and participate in everyday activities. Founded in 1952 to address quarantine restrictions, GDH has evolved into Hawaii's leading social service agency, serving approximately 24,500 BVI residents with sensory disabilities.

## **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;**

As the number of adults facing vision loss and aging increases yearly, GDH is committed to ensuring that BVI individuals of all ages are provided a fair opportunity to achieve their highest function, independence, optimal well-being, and best quality of life. We have a well-documented history of delivering

comprehensive and quality services on time and within the costs allocated in our program budgets. Our comprehensive services include:

**Get Ahead with Technology:** A program for public school students that helps BVI youth gain age-progressive life skills and academic/social development, which allows them to access educational curriculum, engage in independent study, and enhance self-care and social skills.

**Camp Get Ahead:** This program is designed to help youths develop skills and socially accepted behaviors as they grow into adulthood by bringing them together outside of school to build friendships, expand mobility skills and experiences, learn independent living skills, showcase talents, and nurture their leadership skills.

**Adult Services:** Whether employed, a homemaker or senior, GDH provides independent living aids, technology aids and community based activities to promote physical, mental and emotional wellness.

**Get Visical Trainathon:** Orientation and mobility are the foundational skills every BVI needs to achieve confidence and independence. We offer year-round individual training and support and bring everyone together annually to obtain up-to-date information, learn new techniques, and try new mobility devices.

**Community Response Assistance:** In local emergencies, GDH reaches out to our vulnerable clients to ensure they are informed, safe, and well-prepared for the duration.

For over 69 years, GDH has strived to grow and expand its original core mission to address further the growing and diverse needs of Hawaii's BVI community. To that end, GDH offers vital unduplicated programs and services to members of the BVI community of all ages statewide at no cost to clients and further provides support and outreach for families, educators, employers, caregivers, and friends of BVI individuals.

As part of that expanded mission, GDH also serves as a public advocate for the greater awareness, understanding, and acceptance of BVI residents in our neighborhoods, schools, businesses, government, and public life in general. We partner with various community agencies and organizations to expand individual connections between the BVI community and the rest of our greater society, promoting equality and independence for BVI individuals.

2. The goals and objectives related to the request;

The positive Aging Community (PAC) is a unique initiative that serves as a beacon of hope in addressing the urgent public health problem of age-related vision loss. PAC focuses on reducing social and economic burdens by creating opportunities for blind and visually impaired (BVI) seniors to achieve their highest

function, independence, optimal well-being, and quality of life. The program's potential impact is significant and is a testament to the urgent need for change and improvement in the lives of BVI seniors. With your support, we aim to achieve the following goals and objectives:

Optimism, physical and mental fitness, and social opportunity are essential to healthy aging. PAC is designed to empower seniors, showing that aging does not have to prevent them from leading meaningful lives. The positive Aging Community will draw out the three traits (strength, wisdom, and resilience) seniors have acquired throughout their lives and use them as foundational tools to reset their mindset and establish and maintain a better quality of life.

GDH will work directly with at least 30 BVI Seniors with predetermined tasks and measure outcomes, focusing on building a positive mindset in 4 major areas:

- Physical and Mental Wellness
- Orientation & Mobility
- Independent Living
- Social Connections

To achieve success in these four major focuses, the Positive Aging Community will include:

- At least eight (8) Adapted physical and mental exercise and information workshops
- At least eight (8) Individual and four (4) group O&M training in realistic settings
- At least ten (10) Community-based activities and one (1) retreat
- At least twenty (20) Technology aids training

3. The public purpose and need to be served;

Blindness, often unseen, defies stereotypes of what a BVI person looks like. This unseen challenge significantly impacts the lives of BVI Individuals, hindering their access to necessary resources. Living with restrictions in independence, mobility, education, and employment, BVI individuals face a higher risk for falls, injuries, poor mental and cognitive function, and social isolation. As they age, these restrictions increase, and daily challenges become more difficult to overcome. Unfortunately, there is no cure for vision loss. Corrective lenses and ophthalmology treatment may stabilize or delay the progression of vision loss but not cure it. GDH is committed to finding alternative ways to empower seniors to preserve their autonomy.

Since 2015, the number of seniors facing aging and vision loss challenges has increased by 20% as of 2019, reaching 10,955. With this trend, we can expect

that the number will double by 2030. Although the BVI's population represents a small fraction of our more significant population, many have spent most of their adult lives contributing to the community and deserve the opportunity to attain the best quality of life for the remainder of their years. With over 69 years serving the BVI community, we understand the socio-economic implications that these individuals will face should we not have support services - risk losing their choice to live independently, poor mental and physical health, and high level of dependency on others. This is an urgent situation that requires immediate action.

4. Describe the target population to be served; and

According to the 2019 survey report by the American Foundation for the Blind, there are 25,381 blind and visually impaired (BVI) residents in Hawaii, of which 22,809 are adults. Most concerning is that of these adults, 7,959 are over 64. Furthermore, the Hawaii Vision Center 2019 study revealed that 8.5% of residents suffering from family eye disease, diabetes, and smoking are most likely to suffer vision loss as compared to 4.5% of those losing vision as part of aging. This is of great concern because, in Hawaii, all three high-risk factors are prevalent and, notably, already affect adults under 64 and will soon reach senior status. This population is expected to more than double by 2030 when the last generation of baby boomers reach 65. Each year, only a fraction of this cohort receives vision-related rehabilitation services. The need for immediate and comprehensive support for the BVI community is urgent, and we cannot do it without your help. Your support is crucial in addressing this urgent need and making a significant difference in the lives of BVI seniors.

Initiated by the World Health Organization, the global age-friendly movement has found its way here and has rapidly expanded, bringing people of all ages, especially our kupuna, together to interesting and accessible environments. We must realize that additional measures must be taken to ensure that age-friendly activities are inclusive for kupuna who suffer vision loss. We guarantee that the accommodations and accessibility are individually tailored to the individual's needs. Furthermore, we focus on creating age-friendly activities that the seniors want to engage in and explore. This approach gives our seniors some leverage over their participation, which we have found to result in positive outcomes when the seniors have the power to make decisions. The seniors discover they can control their autonomy when they have safe and meaningful access.

We are reminded that the recent COVID-19 pandemic and its post-life changes have significantly impacted our BVI Seniors. The pandemic isolation of BVI Seniors has severely compromised their abilities to apply compensatory skills and adaptive techniques, greatly restricting the tactile methods they use in social interaction. While their daily lives were already quite challenging in pre-COVID times, the extended disruption has rendered independent travel virtually impossible for life's sustainable needs, such as medical appointments, dialysis,

and grocery shopping. Recovering from the effects of the pandemic presented the BVI Seniors with a series of challenges in finding new ways to live in post-COVID times. This has made the Positive Aging Community program more urgent than ever, underscoring this community's need for support. The pandemic experience is undisputed evidence that not having accessible and accommodating access to the BVI seniors results in exclusion, isolation, depression, and poor health.

Learning from this experience and seeing the negative impact on BVI seniors, GDH is committed to helping our BVI Seniors rebuild skills and develop new techniques that will allow them to embrace aging with a positive attitude. The Positive Aging Community program will achieve this through workshops, one-on-one training sessions, and community events focusing on mobility, social interaction, and independent living skills.

5. Describe the geographic coverage.

The scope of this funding request shall encompass the entire State of Hawaii.

### **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 Positive Aging Community Program stands out as a unique initiative, empowering BVI seniors to maintain their autonomy. It is distinct in its focus on optimism, physical and mental fitness, and social opportunity, all crucial to healthy aging. The program leverages the three traits (strength, wisdom, and resilience) seniors have acquired throughout their lives, using them as foundational tools to reset their mindset and establish a better quality of life.

GDH will work directly with at least thirty (30) BVI Seniors with predetermined tasks and measure outcomes, focusing on building a positive mindset in 4 major areas:

- Physical and Mental Wellness
- Orientation & Mobility
- Independent Living
- Social Connections

To achieve success in these four major focuses, the Positive Aging Community will include:

- Adapted physical and mental exercise and information workshops
- Individual and group O&M training in realistic settings
- Community-based activities and retreat
- Technology aids training

To better achieve desired outcomes and measure results, the program will be conducted with four phases:

#### Phase I: Intake/Assessment

- The Program Assistant (PA) will receive all community referrals and self-referrals and process each senior participant
- Assisted by the Program Support Specialist (PSS), the Client Support Specialist (CSS) will work with the senior participant directly to 1) Assess and identify needs, skills level in technology, O&M, and disability-specific skills, and explore social opportunities and personal interests; 2) Develop action plans tailored to the individual's needs to achieve program goals; 3.) Report findings and plan recommendations to the review team for oversight review.

#### Phase II: Review

- The Review Team, consisting of the Executive Director (ED), Deputy Director (DD), Program Manager (PM), Budget Manager (BM), and Certified Orientation & Mobility Specialists (COMS) in collaboration with the CSS and Technology Instructor, reviews CSS individual action plans and expenditures to ensure quality standards and spending control.

#### Phase III: Implementation of client action plans

- CSS will meet with the participant to implement an action plan, which may include any or all of the following deliverables:
  1. Technology and adaptive aids are appropriately distributed with individualized training.
  2. Workshops and social activities are facilitated to improve and maintain positive mental and physical well-being
  3. COMS provides individualized and group O&M training throughout the program to ensure safe and efficient mobility travel.
  4. At least two individualized evaluations are conducted to measure participant progress, identify challenges, and modify plans reasonably to promote individual success.

#### Phase IV: Program Management

- PA process all expenditures, distribution of technology and adaptive aids and manages the program inventory.
  - CSS manages all of the program participants' records reviews and submits all invoices to DD.
  - DD reviews and measures the effectiveness of the participant's action plan and manages program budget spending.
  - PM and PSS plan and organize activities and events, document program activities, manage notifications to participants, ensures adaptive reading materials are available for participants, and support and assist CSS in facilitating group activities.
  - ED and BM verify the program expenditures to ensure fiscal responsibility
  - Regular team meetings are held to identify and solve program challenges, ensure deliverables are being met on schedule, implement alternative activities when necessary, and mark milestones reached.
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

The Positive Aging Community Program operates on a 12-month timeline, with each participant striving to achieve all four milestones. At the end of this period, participants will have developed a positive attitude and the ability to preserve their autonomy. Recognizing the need for continued support in a constantly changing environment, GDH guarantees ongoing support beyond the 12-month program. This commitment ensures that participants maintain their positive attitude and skills to live a safe and independent life, providing a reassuring safety net.

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

A systematic approach to quality assurance underpins our program. We closely monitor participant action plans, maintain open and transparent communication between all parties, and exercise custodial responsibility for supporting the program budget. These approaches allow us to identify and solve challenges and foster innovative ideas to improve participant experiences. They serve as the footprint of our program team, ensuring individual and collective accountability and instilling a sense of security and trust in our program's effectiveness. The program will be evaluated through participant self-evaluations, facilitator surveys, and a comprehensive review of all evaluation results in strategic planning meetings.

Participants will provide self-evaluation upon completing each program milestone, measuring their progress based on their original benchmarks and baselines. Upon completing the program, participants will measure their satisfaction with the program's overall service delivery and staff performance.

The program facilitators will participate in a self-evaluation survey to identify areas of weakness and strength, opportunities for improvement, and problematic concerns.

The monitoring team will compile all evaluation results, which are then used in the program's strategic planning meeting to find ways to improve and maintain our high quality of service standards further. These collaborative meetings aim to hold our strengths, overcome weaknesses, and incorporate new and creative opportunities to encourage participants' optimism.

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 State agency will play a crucial role in the evaluation process, providing oversight and accountability to ensure the program's effectiveness. Please note that if the appropriation level differs from the amount in this application, the effectiveness measure(s) must be updated and transmitted to the expending agency.

GDH is requesting \$165,000 in grant funding from the State of Hawaii for purposes of this program; GDH's program budget is prioritized into the following five categories for FY2025, with prospective expenditures (which are scalable) itemized and discussed below:

**(1) Personnel Salaries, Taxes & Benefits: \$70,187.00**

Prospective costs are prorated to the estimated portion of time allocated to the activities specific to this grant request. The executive director, deputy director, budget manager, client services specialist, program assistant, and technology instructor will be supported by GDH or other funding sources. For purposes of this request, GDH will be seeking to add the following two full-time positions:

- **Project Manager:** This position is budgeted at an annual salary of \$43,888, of which 50% would be paid by the State (\$21,944.00).
- **Program Support Specialist:** This position is budgeted at an annual salary of \$36,400, of which the State would pay 100%.

Total Salaries, wages \$58,344

Total Payroll Taxes and assessment \$ 4,463

Total Fringe Benefits \$ 7,380

Orientation & Mobility Training & Support \$27,500.00

Certified Orientation & Mobility Specialists (COMS) are engaged in teaching our participants how to navigate their environment safely and independently by instructing them in skills like how to use a cane, understand spatial awareness,

identify landmarks, and plan travel routes. They always adapt their teaching methods to individual needs and abilities.

**(2) Technology Aids**

**\$7,000.00**

According to the U.S. Assistive Technology Act of 1998, assistive refers to any "product, device, or equipment, which is used to maintain, increase, or improve the functional capabilities of individuals with disabilities." Common computer-related assistive technology products for blind people include screen readers, Braille note takers, refreshable Braille Displays and audible players, mobility canes, accessible mobile phones, and apps for blind people. Other adaptive aids defined as adaptive technology aids are liquid indicators, audible organizing systems, kitchen aids and appliances, personal health care equipment, hearing aids, and currency identifiers.

**Training:** GDH will provide systematic training, including basic functional, advanced, and enrichment training with technology, adaptive, and O&M.

**(3) Program Activities:**

**\$21,000.00**

Social skills building will focus on securing group and individual workshops/social activities in which the participant will have a personal interest and be able to build on conversational and travel skills while improving individual levels of physical activity, thereby improving comfort and SUCCESS OF movement'. These skills develop and improve self-confidence and independence. Such improved wellness and social building skills develop from participating in a community-based activity such as retreat, bowling, swimming, dance, music, arts and crafts, physical fitness, camping, hiking, general wellness, alternative health care, yoga, etc. Expenses for this category may include activity fees, meals, transportation, essential needs delivery fees, supplies, t-shirts, etc.

**(4) Program Operating Costs:**

• Airfare (Interisland)	\$3,200
• Lease / Rent of Space	\$34,000
• Supplies	\$1,113.00
• Telecommunications	\$1,000.00
Total grant activity Request	\$165,000.00

#### **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](#))

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Guide Dogs of Hawaii (Adaptive Aids Canine and Advocacy for the Blind)

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	58,344		55,936	43,844
2. Payroll Taxes & Assessments	4,463		4,279	3,354
3. Fringe Benefits	4,380			9,567
<b>TOTAL PERSONNEL COST</b>	<b>67,187</b>		<b>60,215</b>	<b>56,765</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	3,200			
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	35,000		25,000	21,000
5. Staff Training				
6. Supplies	2,113		2,345	4,000
7. Telecommunication	1,000		1,440	1,000
8. Utilities				
9 O&M Training & Support	27,500		23,000	15,500
10 Technology Aids	8,000		10,000	13,000
11 Program Activities	21,000		28,000	29,000
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>97,813</b>		<b>89,785</b>	<b>83,500</b>
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>165,000</b>		<b>150,000</b>	<b>140,265</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	165,000	Jeanne Torres <span style="float: right;">808-466-2310</span>		
(b) Total Federal Funds Requested		Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested	150,000	<span style="float: right;">January 14, 2025</span>		
(d) Total Private/Other Funds Requested	140,265	Signature of Authorized Official <span style="float: right;">Date</span>		
<b>TOTAL BUDGET</b>	<b>455,265</b>	Jeanne Torres, Executive Director Name and Title (Please type or print)		

### BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Guide Dogs of Hawaii (Adaptive Aids, Canines & Advo

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Project Manager (PM)	FT	\$43,888.00	50.00%	\$ 21,944.00
Program Support Specialist	FT	\$36,400.00	100.00%	\$ 36,400.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				58,344.00
JUSTIFICATION/COMMENTS: In addition to overseeing that the program is operating in accordance to grant agreement, the PM develops and implements new activities				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: Guide Dogs of Hawaii (Adaptive Aids C

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, 2025 to June 30, 2026

Applicant: Guide Dogs of Hawaii (Adaptive Aids)

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:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS	N/A					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

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

Applicant: Guide Dogs of Hawaii (Adaptive Aids, Canines & Advocacy for the Blind)

Contracts Total: 478,205

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Grant in Aid	3/1/23-2/29/2025	DLIR-OCS	State	300,000
2	Grant in Aid	10/1/23-3/31/2025	Dept of Community Ser	Honolulu	156,524
3	Non Profit Relief	Nov-23	Dept of Community Ser	Honolulu	21,681
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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
62,250	44,250	32,250	26,250	165,000

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

SOURCE	AMOUNT	STATUS
City & County of Honolulu	\$150,000	Pending
FHB Foundation	\$25,000	Pending
Bell Charitable	\$25,000	Pending
AUW Safety Net	\$12,500	Secured
GDH	\$77,765	Secured

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.

Guide Dogs of Hawaii has not been granted any state or federal credits in the last three years. Nor has Guide Dogs of Hawaii applied or anticipate any state or federal credits pertaining to any 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 2025 for program funding.

SOURCE	DATE	AMOUNT	STATUS
City & County of Honolulu	10/01/2024-03/30/2025	\$156,524	Active
State of Hawaii	3/01/2023-2/29/2025	\$300,000	Active

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

GDH's unrestricted balance of current assets as of December 31, 2023 was \$163,734.00

## **V. Experience and Capability**

### **1. Necessary Skills and Experience**

The applicant shall demonstrate that he has the necessary skills, abilities, knowledge, and experience in [specific skills and experience] relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also list verifiable experience of related projects or contracts for the most recent three years pertinent to the request.

GDH's highly qualified staff and well-trained volunteers have served the islands' BVI community since 1952, providing individuals of all ages with guide dog services, adaptive technology and daily living aids, and training in independent living and social skills specific to their present needs. With nearly seven decades of institutional knowledge, in many cases gained by personal experience, we have an inherent understanding of BVI individuals' often significant challenges. They require constant training and mental and emotional support to ensure that they can live meaningful and even enriching lives.

GDH's programs are designed and administered to give BVI individuals a fair opportunity to achieve their highest function, independence, optimal well-being, and best quality of life. We have a well-documented history of delivering quality services on time and within the costs allocated in our program budgets. Our programs have been successful, as evidenced by our past accomplishments, instilling confidence in our ability to deliver effective services.

**Get Ahead with Technology:** A statewide program for public school students that helps BVI youth gain age-progressive life skills and academic/social development, which allows them to access educational curriculum, engage in independent study, and enhance self-care and social skills. The program, which includes Providing equipment specific to the student's need to send and receive educational materials, Magnification tools allowing visually impaired students to view the chalk board and alternate reading material services, has had a significant impact, with program

participants experiencing a 1.5-pt. Rise in their grade point average on average, inspiring us to continue our work.

**Camp Get Ahead for BVI Youths:** This program is designed to help youths develop skills and socially accepted behaviors as they grow into adulthood by bringing them together outside of school to build friendships, expand mobility skills and experiences, learn independent living skills, showcase talents, learn to work as a team and nurture their leadership skills. Students who have participated in this have expanded their horizons by traveling out of state, successfully graduated from high school, and are now pursuing guide dog partnership, higher education, employment, and volunteer work.

**Get Visical Trainathon:** Orientation and mobility are the foundational skills every BVI needs to achieve confidence and independence. We offer year-round individual training and support and bring everyone together annually to obtain up-to-date information, learn new techniques, and try new mobility devices. BVI participants who have completed this program show confidence as they independently navigate the community and are more likely to explore new destinations.

**Community Response Assistance:** In local emergencies, GDH reaches out to our vulnerable clients to ensure they are informed, safe, and well-prepared for the duration. For example, as schools converted to virtual learning during the COVID pandemic, GDH partnered with the City and County of Honolulu to supply BVI students with technology aids and internet connectivity to ensure they did not fall behind.

**Adult services:** GDH understands BVI adults' challenges, from maintaining employment to parenting and aging. Support is provided to overcome constant technological changes in the workplace. Adaptive aids are provided to enable the BVI adult to manage the home independently. Activities such as the book club, Writers Unleashed, finger talk, and various brain exercise games like Sudoku and crossword puzzles allow adults to pursue interests outside the house and workplace while strengthening social connections. Participants in these activities have shown a willingness to explore new interests, engage more with others, and get involved in the community.

GDH has also been incredibly fortunate over these many years to have enjoyed strong volunteer support from many individuals across Hawaii's professional spectrum. We work closely with them to match their skills and personalities with organizational needs. This process involves [specific process details]. But regardless of whether they're out front or behind the scenes, we genuinely appreciate every one of them.

In addition to our GDH team and volunteers, we have been fortunate to build lasting partnerships with national and local providers in specialized fields who share the same passion for serving BVI individuals. These partnerships, including those with the American Foundation for the Blind, Enchanted Hills Camp, Leader Dogs for the

Blind, Sensory Travel, and others, continue to provide updated information and techniques to our local teams and program participants at a reasonable cost, reassuring our audience about our extensive network.

## 2. Facilities

The applicant shall describe its facilities and demonstrate its adequacy about the request. If facilities are not presently available, describe plans to secure facilities.

GDH's main offices are at 1130 N Nimitz Hwy, Suite C301, occupying about 3,500 square feet on the third floor of a significant business center. Its facilities are spacious and versatile and are used to host a wide range of events, from social gatherings to class training. The facility is also accessible to the BVI community by handi-van, TheBus, private vehicle, and walking. To facilitate our prospective expansion of services to the neighboring islands, facilities will be procured on a case-by-case basis as necessary.

## 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.

GDH is not a party to any pending litigation, nor does it have any outstanding legal judgments against it.

### 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.

Not applicable.

### 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.

Pursuant to Article X, Section of the State Constitution, no grant funds received by GDH from the State of Hawaii shall be expended for the benefit or support of any sectarian or non-sectarian private educational institution.

#### 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.

GDH defines sustainability three ways – financially, programmatically, and organizationally. Expansion of client services has been our model for the last five years, with the initiation of four core programs to help prepare BVI youth and adults for success in pursuit of higher education and job opportunities, and further encourage the development of their Physical activity levels, social skills and self-esteem.

GDH has been a stable and conservatively administered non-profit organization for nearly 70 years in Hawaii, with five full-time and two part-time staff members, and fifty-eight dedicated volunteers. The organization has an endowment from the Jack and Marie Lord Foundation and the Frank F. & Katherine L. Woodford Memorial Fund. Since 1964, GDH has been a partner agency with Aloha United Way and the Combined Federal Campaign.

As part of GDH's overall and ongoing effort to diversify its own revenue stream and donor base from a wide spectrum of sources, we have launched our online e-store and in 2022, we had a quiet launch of our planned giving and endowment program and did very well in terms of income, name recognition and developing credibility. We would further note that prior to the COVID-19 pandemic, GDH had consistently surpassed its fundraising goals by at least 12% per annum. We've also initiated a planned giving program and have further built, managed and grown an endowment to sustain the organization's operations and secure its future.

GDH has successfully managed past grants from both the State and City, with programs coming in at or under the projected budget and often exceeding proposed outcomes within the specified time frame. Three premier GDH programs commenced over the last 60 months are still in operation, thanks to a financing model that seeks to match government grants with private sources of funding from individuals and foundations