

BOBBY BENSON CENTER

STATE OF HAWAII GRANT IN AID APPLICATION 2026-2027

OPERATIONS PROJECT

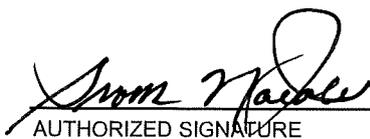
Bobby Benson Center

56-660 Kamehameha Hwy
Kahuku, HI 96731
(808) 293-7555

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
 - Budget request by source of funds (Link)
 - Personnel salaries and wages (Link)
 - Equipment and motor vehicles (Link)
 - Capital project details (Link)
 - Government contracts, grants, and grants in aid (Link)
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



Sione Naeata; Executive Director

01/22/2026

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

STATE OF HAWAII GRANT IN AID APPLICATION
2026-2027

Bobby Benson Center
OPERATIONS PROJECT

INDEX

- I. CERTIFICATION**
 - A. Hawaii Compliance Express Certificate
 - B. IRS 501(c)(3) ***See attachments**
 - C. Declaration Statement signed by Executive Director
 - D. Public Purpose signed by Executive Director
- II. BACKGROUND AND SUMMARY**
- III. SERVICE SUMMARY AND OUTCOMES**
- IV. FINANCIALS**
 - A. Budget Sheets ***See attachments**
 - B. Quarterly Funding Request for FY 2027
 - C. Other sources of funding, tax credits, federal, state and county grants-prior 3 years
 - D. Unrestricted current assets as of December 31, 2025
- V. EXPERIENCE AND CAPABILITIES**
 - A. Necessary Skills and Experience
 - B. Facilities
- VI. PERSONNEL: PROJECT ORGANIZATION AND STAFFING**
 - A. Proposed Staffing; Staff Qualifications
 - B. Organizational Chart ***See attachments**
 - C. Compensation
- VII. OTHER**
 - A. Litigation
 - B. Licensure or Accreditation
 - C. Private Educational Institution
 - D. Future Sustainability Plan
- VIII. Attachments**
 - A. Certificate of Good Standing
 - B. 501 (c)(3)
 - C. Budget Request by source of funds
 - D. Personnel salaries and wages
 - E. Equipment and motor vehicles
 - F. Capital Project Details
 - G. Government contracts, grants, and grants in aid
 - H. Organizational Chart
 - I. List of Board of Directors/Executive Team
 - J. OHCA License
 - K. CARF Accreditation
 - L. ADAD Accreditation

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)**
See directly following this page



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: **BOBBY BENSON CENTER**

DBA/Trade Name: **BOBBY BENSON CENTER**

Issue Date: **12/02/2025**

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#: [REDACTED]

FEIN/SSN#: [REDACTED]

UI#: XXXXXX5074

DCCA FILE#: 103641

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

2. Declaration Statement

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

DECLARATION STATEMENT OF APPLICANTS FOR GRANTS PURSUANT TO CHAPTER 42F, HAWAI'I REVISED STATUTES

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F103, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

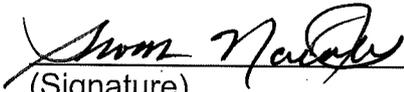
4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

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

BOBBY BENSON CENTER

(Organization)



(Signature)

(Date)

SIONE NAEATA; EXECUTIVE DIRECTOR

(Name and Title)

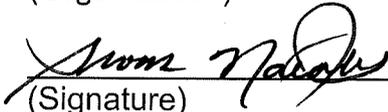
3. Public Purpose

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

Bobby Benson Center will use State Grant-in-Aid funds for a public purpose as described below in **Section II, Background and Summary, Question 3**. Grant funds will support the delivery of comprehensive, trauma-informed behavioral health services for adolescents in Hawai'i who are impacted by substance use disorders, mental health challenges, and significant trauma. Funds will be used to strengthen and maintain critical residential treatment infrastructure and services that ensure the safety, stability, and therapeutic care of youth ages 13–17 from across the State. These services promote healing, resilience, and long-term recovery while supporting positive outcomes for youth, families, and the broader community.

BOBBY BENSON CENTER

(Organization)



(Signature)

(Date)

SIONE NAEATA; EXECUTIVE DIRECTOR

(Name and Title)

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.

1. Background Summary

Bobby Benson Center (BBC) is a nonprofit residential treatment facility established in 1990 that has provided comprehensive behavioral health services to adolescents in Hawai'i for over three decades. BBC serves youth ages 13–17 who present with complex needs, including substance use disorders, co-occurring mental health conditions, trauma histories, and involvement with child welfare or the juvenile justice system. The organization is fully licensed by the Hawai'i Department of Health, Office of Health Care Assurance, and maintains national accreditation through the Commission on Accreditation of Rehabilitation Facilities (CARF). BBC has a long history of successful contracting with State departments and consistently receives high audit and compliance ratings.

- 2. GOAL:** The goal of this request is to increase direct care and clinical staff compensation by 10 percent to better align wages with current market rates and the rising cost of labor driven by increases in Hawai'i's minimum wage.

OBJECTIVE: To attract qualified, skilled professionals; retain experienced staff; reduce turnover; and maintain continuity and quality of care for youth served. Competitive compensation is essential to sustaining a stable workforce capable of delivering trauma-informed, high-quality residential treatment services.

3. Public Purpose and Need

This request serves a clear public purpose by strengthening the State's behavioral health safety net for at-risk youth. Rising minimum wage requirements and increased competition for qualified behavioral health professionals have placed significant pressure on nonprofit service providers. Without wage adjustments, programs risk staff shortages, increased turnover, and service disruptions that directly affect youth outcomes and public safety. Investing in workforce stability supports effective treatment, reduces the likelihood of recidivism, hospitalization, or deeper system involvement, and ensures the continued availability of critical residential services for Hawai'i's most vulnerable adolescents.

4. Target Population

The target population includes adolescents ages 13–17 with substance use disorders, mental health diagnoses, and significant trauma histories. Many youth served come from low-income families and face multiple risk factors, including family substance use, neglect, abuse, or justice system involvement. These

youth require consistent, skilled, and compassionate staff to support their treatment, stabilization, and long-term recovery.

5. Describe the geographic coverage.

Bobby Benson Center (BBC) serves **adolescents from across the State of Hawai'i**, with the majority of clients coming from **Oahu (approximately 85–90%)**. The program also accepts youth from **all other islands**, including Hawai'i Island, Maui, Kaua'i, and Moloka'i, ensuring that **adolescents statewide have access to the only fully licensed and CARF-accredited residential treatment facility** for adolescents in Hawaii.

By providing centralized residential treatment on Oahu, BBC is able to offer **specialized, intensive services** while remaining accessible to youth statewide through coordinated referrals with State agencies, including the **Child and Adolescent Mental Health Division (CAMHD)**, the **Alcohol and Drug Abuse Division (ADAD)**, and the **Judiciary**. This statewide coverage ensures that vulnerable youth, regardless of their home island, can receive **safe, therapeutic, and compliant behavioral health treatment** in a structured residential setting.

III. Service Summary and Outcomes

Bobby Benson Center (BBC) will use State Grant-in-Aid operating funds to support a targeted increase in staff compensation as part of a broader capacity-building strategy to strengthen workforce stability and ensure the continued delivery of high-quality residential treatment services for youth. The applicant's approach focuses on aligning staff wages with current market rates in response to rising minimum wage requirements and increased competition for qualified behavioral health professionals. In addition, grant funds will support top-tier, professional training and workforce development for management, clinical staff, nursing, quality improvement, and data collection and management. Together, these investments are essential to attract and retain highly skilled and dedicated staff, reduce turnover, enhance organizational effectiveness, and maintain consistent, trauma-informed care that improves outcomes for vulnerable adolescents.

1. Scope of Work, Tasks, and Responsibilities

The scope of work includes implementing a 10 percent salary increase and providing enhanced professional training for eligible direct care, clinical, nursing, management, and support staff who are essential to the operation and continuity of Bobby Benson Center's residential treatment program. These combined investments represent a comprehensive capacity-building strategy designed to strengthen workforce stability, improve staff competency and retention, and support the delivery of high-quality, trauma-informed care to youth.

Key tasks and responsibilities include:

- Conducting a comprehensive wage and position review to identify eligible staff classifications and ensure the equitable and consistent application of salary adjustments;
- Implementing a 10 percent salary increase across approved staff positions in full compliance with State requirements and organizational personnel policies;
- Identifying training needs and developing a professional training plan focused on clinical excellence, trauma-informed care, nursing competencies, management and supervision, quality improvement, and data collection and management;
- Procuring and delivering top-tier, evidence-based professional training through qualified providers, conferences, certifications, and continuing education opportunities;
- Updating payroll systems, budgets, and internal fiscal controls to accurately reflect revised compensation and training expenditures and ensure proper grant accountability;
- Communicating compensation and training opportunities to staff in a timely manner and issuing updated employment, payroll, and training documentation as required;
- Monitoring staffing levels, turnover rates, training participation, competency development, and overtime usage to evaluate the impact of these investments on workforce stability, service quality, and program outcomes.

Program leadership will be responsible for fiscal oversight, compliance with all grant and reporting requirements, and ensuring that increased compensation and enhanced training directly support program operations, organizational capacity, and improved client care outcomes.

2. Projected Annual Timeline

Implementation Timeline

The salary increase and professional training initiative will be implemented and monitored over a 12-month operating period to strengthen workforce capacity, retention, and service quality.

Months 1–2:

- Finalize staff eligibility and training priorities;
- Complete internal approvals;
- Develop a professional training plan; and
- Update payroll and financial tracking systems.

Month 3:

- Implement the 10 percent salary increase for eligible staff;
- Launch initial professional training activities.

Months 4–12:

- Monitor staffing stability, turnover rates, vacancy levels, overtime usage, and service continuity;
- Track staff participation in training and professional development activities;
- Assess workforce performance and competency development; and
- Adjust staffing and training strategies as needed to support program effectiveness.

Month 12:

- Complete an annual evaluation of compensation and training outcomes; and
- Submit all required fiscal and programmatic reports to the expending agency.

3. Quality Assurance and Evaluation Plan

Bobby Benson Center will employ ongoing quality assurance and evaluation processes to ensure that the salary increase and training investments achieve their intended outcomes and strengthen organizational capacity. Evaluation activities will include:

- Tracking staff turnover, vacancy rates, and retention levels before and after implementation of the salary increase;
- Monitoring overtime hours, staffing coverage, and scheduling patterns to identify improvements in workforce stability;
- Reviewing training participation, competency development, and supervisory assessments to evaluate staff skill enhancement and job performance;
- Reviewing client incident reports, service disruptions, and program outcomes to assess continuity, safety, and quality of care;
- Conducting supervisory reviews and staff feedback assessments to evaluate job satisfaction, morale, and perceived effectiveness of compensation and training investments;
- Using quantitative and qualitative data to inform continuous quality improvement efforts and workforce development strategies.

Findings will be reviewed regularly by executive leadership to ensure accountability, guide decision-making, and implement adjustments that further strengthen program operations, staff capacity, and the quality of care provided to youth.

4. Measures of Effectiveness

The following measures of effectiveness will be reported to the State agency through which grant funds are appropriated to demonstrate the impact of compensation and workforce development investments:

- Timely implementation of a 10 percent salary increase for eligible staff within the approved operating period;
- Completion and delivery of professional training activities for management, clinical, nursing, quality improvement, and data collection and management staff as outlined in the approved training plan;
- Reduction in staff turnover rates compared to the prior fiscal year;
- Decrease in the number and duration of vacant direct care, clinical, and nursing positions;
- Reduction in overtime hours attributable to staffing shortages and vacancy coverage;

- Maintenance of uninterrupted residential treatment services throughout the grant period;
- Improved staff retention, competency, and workforce stability as demonstrated through annual workforce and training metrics.

Bobby Benson Center acknowledges that if the level of appropriation differs from the amount requested, the measures of effectiveness will be revised as necessary and submitted to the expending agency for review and approval to ensure continued alignment with available funding and program objectives.

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 attachments**
 - b. Personnel salaries and wages ***See attachments**
 - c. Equipment and motor vehicles ***See attachments**
 - d. Capital project details ***See attachments**
 - e. Government contracts, grants, and grants in aid ***See attachments**
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2027.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$37,5000	\$37,500	\$37,500	\$37,500	\$150,000

3. Other Funding Anticipated in 2027:

Bobby Benson Center anticipates seeking and receiving continued support from a combination of state, federal, county, and private funding sources in fiscal year 2027 to sustain its residential treatment services for at-risk adolescents statewide. Anticipated funding sources include the Child and Adolescent Mental Health Division (CAMHD), Alcohol and Drug Abuse Division (ADAD), Judiciary, U.S. Probation Office–Hawai'i (USPOHI), City and County of Honolulu Grant-in-Aid, Hawai'i Child Nutrition Program / National School Lunch Program (HCNP/NSLP), Department of Human Services / Office of Youth Services (DHS/OYS), Nonprofit Relief Program (NPRP), and the Hawai'i Community Foundation (HCF).

A State Grant-in-Aid award will enable Bobby Benson Center to maintain and strengthen its licensed residential treatment facility over a 12-month period

through critical improvements that ensure safety, regulatory compliance, and continuity of operations. These investments will protect vulnerable youth by enhancing our staffing thereby allowing BBC to continue providing a stable, therapeutic environment for Hawai'i's most vulnerable keiki.

4. **Tax Credits-** Bobby Benson Center (BBC) has not been granted any state or federal tax credits within the prior three years. Additionally, BBC has not applied for and does not anticipate applying for any state or federal tax credits related to this or any other capital project.
5. **Listing of all federal, state, and county government contracts, grants, and grants in aid** for prior three years and anticipated funding for fiscal year 2027 for program funding.

Department of Health Child and Adolescent Mental Health Division

Contracted Services: CBR 3 Services
Contract Period: 12/28/2024-12/31/2030
Contract Value: \$4,861,000

Department of Health Alcohol and Drug Abuse Division

Contracted Services: Youth and Adult Substance Use Disorder Services
Contract Period: 10/01/2024-09/3/2026
Contract Value: \$700,000
Bobby Benson Center Anticipates a renewal of contract

Judiciary

Contracted Services: CBR 3 Services
Contract Period: 7/1/2023-06/30/2026
Contract Value: \$255,000
Bobby Benson Center Anticipates a renewal of contract

CITY AND COUNTY GIA

Grant Activity Name: Bobby Benson Center Residential
Grant Period: 10/01/2025 to 09/31/2026 Grant Amount: \$150,000
Grant Purpose: Substance Use and Mental Health
Grant Activity Status: Underway

6. **Balance of unrestricted current assets as of December 31, 2025.**
\$1,112,875

V. Experience and Capability

1. Necessary Skills and Experience

Bobby Benson Center (BBC) has more than 30 years of experience providing residential treatment and behavioral health services to adolescents in Hawai'i.

Established in 1990, BBC serves youth ages 13–17 with complex needs, including co-occurring mental health disorders, substance use challenges, and significant trauma histories. BBC is licensed by the Hawai'i Department of Health, Office of Health Care Assurance (OHCA), accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF), and maintains a long-standing record of delivering high-quality, trauma-informed residential care.

BBC's leadership and program staff bring extensive expertise in residential treatment operations, including workforce management, clinical supervision, professional development, quality improvement, and compliance with State and accreditation standards. The organization has a proven ability to implement operational and organizational enhancements that strengthen service delivery, improve staff retention, and ensure continuity of care.

BBC has consistently demonstrated the capacity to manage complex residential programs, maintain regulatory compliance, and deploy effective workforce strategies that support both staff stability and positive youth outcomes. The proposed use of grant funds to support staff salary increases and professional training aligns directly with BBC's demonstrated strengths in workforce development and operational sustainability. This experience positions BBC as fully qualified to responsibly administer grant funds, strengthen workforce retention, and further enhance the quality and consistency of residential treatment services for Hawai'i's youth.

Relevant Experience – Past Three Years and Prior Capital Projects				
Year	Project / Contract	Description	Funding	Outcome
2022-Current	Health Resources and Services Administration (HRSA)	Renovation of cabins and administrative facilities to improve program infrastructure	HRSA	Successfully maintaining compliance and on track for timely completion of the \$1.2 million project
2018	State Capital GIA	Kitchen Facility Renovations to enhance safety, accessibility, and operational efficiency	State of Hawaii	Successfully completed and fully compliant with grant requirements
2022-Current	CARF Accreditation & Facility Compliance	Three-year accreditation ensuring adherence to rigorous safety,	CARF	Successfully retained three-year accreditation

		treatment, and operational standards		
2019-Current	Residential Treatment Services – CAMHD & Judiciary Contracts	Provision of intensive residential treatment for adolescents with co-occurring mental health and substance use disorders	CAMHD JUDICIARY	High satisfaction and compliance ratings; ongoing contracts
2016-Current	OHCA Licensing Audits	Ensured full compliance with Office of Health Care Assurance standards	OHCA	Passed audits with 95%+ compliance
2016-Current	City & County Grants-in-Aid	Multiple small and medium-scale facility projects and service programs	C&C	Maintained compliance with all contract requirements

2. Facilities

Bobby Benson Center (BBC) operates a fully licensed residential treatment campus located at 56-660 Kamehameha Highway, Kahuku, O’ahu, HI 96731. The facility is licensed by the Hawai’i Department of Health, Office of Health Care Assurance (OHCA) as a 30-bed Special Treatment Facility and is accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF). The campus provides a safe, structured, and therapeutic environment designed to meet the complex needs of adolescents ages 13–17.

The facility includes four secure residential units, clinical treatment spaces, administrative offices, a dedicated school classroom, recreational areas, and support facilities. The school room allows residents to continue their academic instruction while participating in treatment, providing individualized and small-group learning in a structured environment. All facilities, including the school room, are maintained to meet state safety, fire, and building codes, supporting both educational and therapeutic needs.

The adequacy of BBC’s facilities supports the proposed request for staff salary increases by providing a stable and secure work environment. Competitive salaries combined with well-maintained, compliant facilities—including the school room—promote staff retention, morale, and operational reliability. Staff are able to perform their responsibilities effectively, supervise youth safely, deliver

trauma-informed care, and facilitate educational services without disruption caused by inadequate infrastructure.

In summary, BBC's facilities—including residential, clinical, administrative, recreational, and educational spaces—are fully adequate to support operational needs and the successful implementation of the proposed staff compensation enhancements. This ensures that both youth and staff benefit from a safe, professional, and supportive environment.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

Bobby Benson Center (BBC) has a clearly defined and sustainable staffing pattern that supports the successful implementation of the proposed capacity building initiative while maintaining uninterrupted residential treatment services. The staffing structure ensures appropriate oversight, accountability, and operational continuity necessary for the viability of the request.

Proposed Staffing Pattern and Service Capacity

Bobby Benson Center (BBC) will utilize existing qualified personnel to oversee and manage the implementation of the proposed staff salary increases, ensuring that operations continue uninterrupted and high-quality residential treatment services are maintained. This staffing structure supports accountability, operational continuity, and workforce stability, which are essential to achieving the goals of the request.

Key Personnel and Responsibilities

- **Executive Director:** Provides overall leadership and accountability, ensuring that the salary adjustments align with organizational goals, budget parameters, and grant compliance requirements.
- **Human Resources/Program Manager:** Serves as the primary lead for implementing salary increases, conducting staff eligibility reviews, managing payroll updates, and ensuring equitable application across eligible positions.
- **Accounting Department:** Oversees all fiscal activities related to the salary increases, including payroll processing, documentation, financial reconciliation, and compliance with State grant requirements.
- **Grants Coordinator:** Monitors grant compliance, maintains documentation, and ensures timely submission of all required reports to the expending agency.
- **Training Coordinator:** The Training Coordinator will manage and document all grant-funded training activities, including assessing staff training needs, coordinating and scheduling trainings, ensuring compliance with CARF, OHCA, and State requirements, maintaining training records, and evaluating training effectiveness. They will work with

leadership to ensure trainings strengthen staff competency, support retention, and enhance the quality of client care

This staffing pattern provides sufficient capacity to implement the salary increases efficiently while maintaining safe, continuous residential treatment services. By retaining and stabilizing staff through competitive compensation, BBC strengthens its operational capacity to deliver consistent, high-quality care to youth.

Qualifications and Experience of Personnel

1. **Executive Leadership:** The Executive Director has extensive experience managing State, County, and federally funded programs and operating licensed residential treatment facilities in compliance with regulatory and grant requirements.
2. **Human Resources/Program Manager:** Experienced in workforce planning, compensation management, and payroll administration, ensuring that staff salary adjustments are implemented accurately and equitably.
3. **Accounting Department:** Proven expertise managing State and federal grants, maintaining audit-ready financial records, and ensuring compliance with all reporting and documentation requirements.
4. **Grants Coordinator:** Skilled in grant management, compliance monitoring, and documentation, ensuring that all program and fiscal requirements are met.

Supervision, Training, Administrative Direction, and Internal Controls

Supervision: The Executive Director and Human Resources/Program Manager provide day-to-day oversight of salary implementation, staff eligibility, and payroll updates.

Training: Staff responsible for payroll and human resources processes receive ongoing training on grant compliance, payroll systems, and internal policies to ensure accuracy and consistency.

Administrative Direction: The Grants Coordinator ensures that all reporting, documentation, and compliance obligations related to the grant are met in a timely and accurate manner.

Internal Controls and Segregation of Duties: BBC maintains established internal controls to ensure fiscal integrity. Project oversight, payroll adjustments, invoice approval, payment processing, and reconciliation are performed by separate staff roles, ensuring accountability and audit readiness. All financial activities are documented in accordance with State grant and audit standards.

This staffing structure and internal control framework demonstrate BBC's capacity to implement the proposed salary increases responsibly, ensuring that staff are supported, retained, and empowered to deliver uninterrupted, high-quality residential treatment services.

2. Organization Chart

See Attachments

3. Compensation

Executive Director: \$150,000

Clinical Director: \$85,000

Accountant/HR Manager: \$75,000

VII. Other

1. Litigation

The Bobby Benson Center (BBC) is not currently a party to any pending litigation, nor does it have any outstanding judgments.

BBC remains committed to maintaining transparency and adhering to all legal and regulatory requirements. Should any legal matters arise, they will be disclosed promptly in compliance with reporting requirements.

2. Licensure or Accreditation

The Bobby Benson Center (BBC) holds several key qualifications, licensure, and accreditations that demonstrate our capability to manage the proposed capacity building:

1. Licensure:

o **Department of Health, Office of Health Care Assurance (OHCA)**

Licensing: BBC is a licensed 30-bed Special Treatment Facility, certified by the Hawaii Department of Health. This licensure is crucial for ensuring that we meet the state's standards for operating a residential treatment facility. *See attached

2. Accreditation:

o **Commission on Accreditation of Rehabilitation Facilities (CARF):**

BBC is fully accredited by CARF for the period 2025-2028. This accreditation acknowledges our commitment to maintaining high standards in facility operations, quality of care, and safety. * See attached

o **Alcohol and Drug Abuse Division (ADAD):** BBC maintains accreditation with ADAD, ensuring compliance with their standards for youth residential treatment services. *See attached

o **Child and Adolescent Mental Health Division (CAMHD):** BBC has long-term agreements with CAMHD to provide services to youth with

mental health challenges, highlighting our qualifications in specialized care for youth.

These qualifications and accreditations ensure that BBC is well-equipped to handle the proposed capacity building initiative and continue providing safe, high-quality services for at-risk youth.

3. Private Educational Institutions

The Bobby Benson Center (BBC) is a non-sectarian organization and does not operate as a private educational institution. The requested Operational Grant will not be used to support or benefit any sectarian or private educational institution. BBC is a licensed residential treatment facility dedicated to serving at-risk youth, and the proposed grant funds will be used exclusively to enhance the organization's operational capacity by supporting a targeted increase in staff salaries. These salary adjustments will directly strengthen workforce stability, improve staff retention, and ensure uninterrupted, high-quality care for the youth served. The grant will solely benefit BBC's treatment programs and the adolescents in its residential care, furthering the public purpose of providing safe, effective, and trauma-informed services.

4. Future Sustainability Plan

**Plan for Sustaining the Activity Beyond Fiscal Year 2027
(Including Risk Mitigation)**

The activities funded through this State Grant-in-Aid Operational request will provide a one-time enhancement to staff compensation, directly supporting workforce stability, staff retention, and the consistent delivery of high-quality residential treatment services. If the grant is received for fiscal year 2027 but not continued thereafter, Bobby Benson Center (BBC) will sustain the improvements and their outcomes through existing organizational capacity, prudent budgeting, and workforce management strategies.

Upon implementation, the increased staff salaries will be fully integrated into BBC's operational budget. Leadership will manage ongoing payroll and benefits responsibilities within existing financial plans, ensuring that the organization continues to attract and retain qualified personnel without reliance on future grant funding.

Risk Mitigation and Contingency Planning

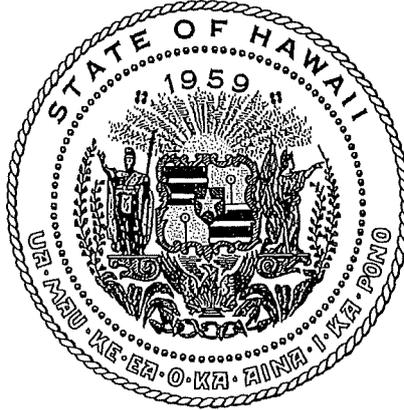
BBC employs proactive strategies to sustain workforce stability and program continuity:

- **Financial Planning and Budgeting:** Staff salary increases are incorporated into the annual operating budget, with careful monitoring of

revenues, expenses, and reserves to ensure sustainability.

- **Workforce Monitoring:** BBC tracks staff retention, vacancy rates, and overtime usage to identify trends, anticipate workforce needs, and make adjustments as needed.
- **Staff Development and Training:** Ongoing professional development and supervision ensure that staff remain competent, engaged, and capable of delivering trauma-informed, high-quality care.
- **Operational Redundancy:** Cross-training staff and maintaining appropriate staffing levels mitigates the risk of service disruption due to turnover, absence, or unexpected vacancies.
- **Diversified Funding:** BBC maintains a mix of funding sources, including operating revenue, contracts, and private fundraising, to ensure the organization can absorb personnel costs and maintain services if future State grants are not available.
- **Regulatory and Quality Monitoring:** Routine internal oversight, supervision, and compliance reviews ensure that services continue uninterrupted and meet licensing, accreditation, and program standards.

BBC has a proven track record of sustaining operational initiatives and workforce strategies funded through State, County, and federal sources, demonstrating its ability to integrate one-time funding into long-term operations. These established practices ensure that the benefits of the FY 2027 operational grant—specifically, increased staff salaries—will continue beyond the grant period, supporting safe, stable, and uninterrupted residential treatment services for Hawaii’s youth.



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

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

BOBBY BENSON CENTER

was incorporated under the laws of Hawaii on 01/02/1986 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.



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

Dated: December 01, 2025

Director of Commerce and Consumer Affairs



IRS Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 0223343108
Sep. 12, 2013 LTR 4168C 0
99-0243991 000000 00

00028930
BODC: TE

BOBBY BENSON CENTER
% ADMINISTOR
56-660 KAMEHAMEHA HWY
KAHUKU HI 96731-2210



023438

Employer Identification Number: 99-0243991
Person to Contact: F WALKER
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your July 25, 2013, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in March 1986.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0223343108

Sep. 12, 2013 LTR 4168C 0

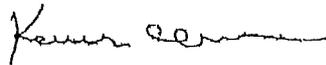
99-0243991 000000 00

00028931

BOBBY BENSON CENTER
% ADMINISTOR
56-660 KAMEHAMEHA HWY
KAHUKU HI 96731-2210

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

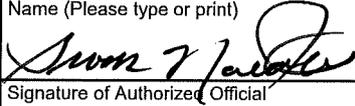


Kenneth Corbin, Acting Director
Exempt Organizations

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: **BOBBY BENSON 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	118,893	0	0	40,000
2. Payroll Taxes & Assessments	9,095	0	0	
3. Fringe Benefits	8,118	0	0	0
TOTAL PERSONNEL COST	136,106	0	0	40,000
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training	13,894	0	0	10,000
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	13,894			10,000
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	150,000			50,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested		Sione Naeata (808) 376-3002		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested		Date		
TOTAL BUDGET		Sione Naeata; Executive Director		
		Name and Title (Please type or print)		

Applicant: BOBBY BENSON CENTER

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED FY:2024-2025	OTHER SOURCES OF FUNDS REQUESTED FY:2024-2025	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2022-2023	FY: 2023-2024			FY:2025-2026	FY:2026-2027
PLANS	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0
TOTAL:						
JUSTIFICATION/COMMENTS: NA						

Applicant: **BOBBY BENSON CENTER**

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

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

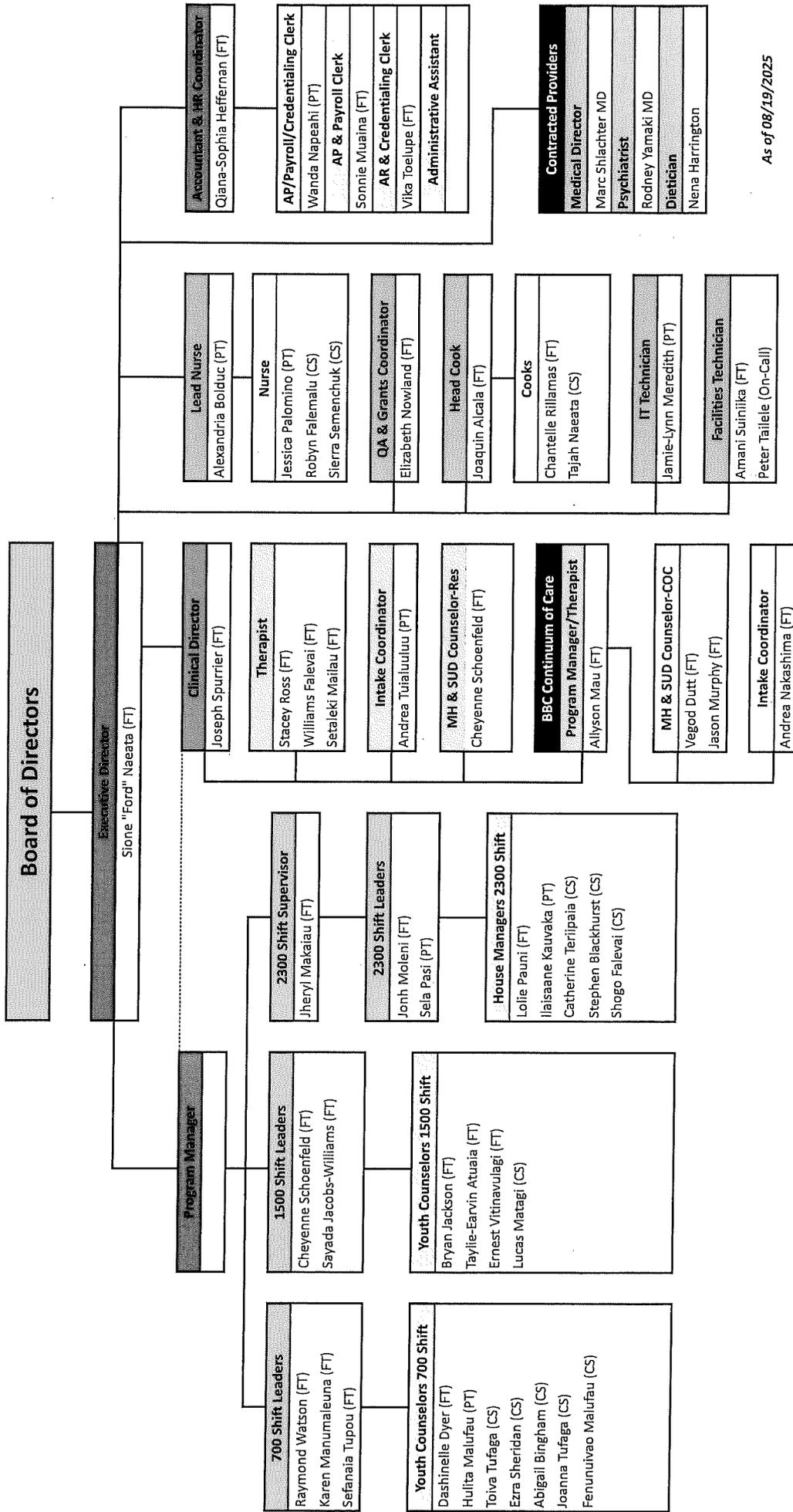
GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: **BOBBY BENSON CENTER**

Contracts Total: 5,966,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	DOH CAMHD CBR 3 Services	12/28/24- 12/31/30	CAMHD	State	4,861,000
2	Judiciary CBR 3 Services	7/1/23- 6/30/26	Judiciary	State	255,000
3	DOH ADAD Youth & Adults SUD services	10/1/24- 9/30/26	ADAD	State	700,000
4	C&C GIA grant	10/1/25- 9/30/26	C&C GIA	Honolulu	150,000
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					

Bobby Benson Center Organizational Chart

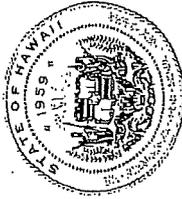


FY26 Bobby Benson Center Board of Directors List & Contact Info

#	NAME	POSITION	ADDRESS	PHONE	EMAIL	AFFILIATION
1	Jayson Harper	Chairman Director	UH Manoa Honolulu, HI 96822	C: 808-228-1897	jaysonharper657@gmail.com	Director, UH Manoa
2	Ashley Wiberg	Vice Chairman Director	600 Ala Moana Blvd #1005 Honolulu, HI 96813	C: 509-551-2750	ashwiberg@gmail.com	Therapist private practice LCSW
3	Linda Coble	Secretary Director	700 Richards Street #1105 Honolulu, HI 96813	C: 808-284-2000	lindacoble@icloud.com	Retired, TV Broadcaster
4	A. Warren Duryea	Treasurer/Finance Chair Director	1320C Kamahele Street Kailua, HI 96734	C: 808-282-0630	hawaii.warren@gmail.com	Retired CPA
5	Fritz Johnson	Director	31 N. King Street Honolulu, HI 96817	C: 808-255-5112 W: 808-536-2767	fritz@fjarchitect.com	FJ Architects, Pres.
6	Marc Shlachter, MD	Director	PO Box 207 Lale, HI 96762	W: 808-293-8558 C: 808-291-1789	marcb.shlachter@gmail.com	Physician
7	Judith Moea'i	Director	PO Box 73 Lale, HI 96762	C: 808-343-1801	jmoeai@hotmail.com	Retired State Social Worker, MSW
8	Ronald Rex	Director	2836 Manoa Road Honolulu, HI 96822	C: 808-864-8283	ronaldwrex@gmail.com	Retired CPA
9	Barbara Yamashita	Director	99-174 Holo Place Aiea, HI 96701	C: 808-256-0484	babsyamz@hawaii.rr.com	Retired State Judiciary System
10	Rick Tabor	Director	232 Koalele Street Honolulu, HI 96813	C: 808-285-5936	rtabor12@twc.com	Retired Mental Health Professional
11	Jeffrey V. Nash	Director	PO Box 801 Kaneohe, HI 96701	C: 808-221-8337	jnash@habilitat.com	Habilitat Executive Director
12	Russell Wong, MD	Director	3865 Mariposa Drive Honolulu, HI 96816	C: 808-349-9222	russellw@hawaii.edu	Physician Infectious Disease Medicine, Hawaii Pacific Health
13	Deena Dray	Director	2101 Nuuane Ave. Apt 1305 Honolulu, HI 96817	H: 808-531-1305 C: 808-371-1535	deenadrays@gmail.com	Retired Diamond Head Theater ED
14	James Harrow	Director 07/01/25-07/16/25 Resigned	129 Aala Drive Kailua, HI 96734	W: 808-523-0121 C: 808-220-6488	info.secalarm@gmail.com	Entrepreneur and Business Security Alarm, CEO
15	Sione Naeata	Executive Director	55-506A Iosepa Street Lale, HI 96762	C: 808-271-5467	snaeata@bobbybenson.org	Exec Director, Bobby Benson Center

FY25 Bobby Benson Center Executive Team & Contact Info

NAME	POSITION	Office Phone	Phone	Email
Sione Naeata MBA	Executive Director	56-660 Kamehameha Hwy. Kahuku, HI 96731	C: 808-271-5467	snaeata@bobbybenson.org
Joseph Spurrier LCSW, CSAC	Clinical Director	56-660 Kamehameha Hwy. Kahuku, HI 96731	W: 808-376-3008	jspurrier@bobbybenson.org
Elizabeth Nowland	QA & Grants Coordinator	56-660 Kamehameha Hwy. Kahuku, HI 96731	W: 808-376-3014	enowland@bobbybenson.org
Qiana-Sophia Heffernan	Accountant/HR Coordinator	56-660 Kamehameha Hwy. Kahuku, HI 96731	C: 808-393-8176 W: 808-376-3015	qheffernan@bobbybenson.org



STATE OF HAWAII
DEPARTMENT OF HEALTH
LICENSE

BOBBY BENSON CENTER is hereby granted a license to operate a

SPECIAL TREATMENT FACILITY

at 56-660 KAMEHAMEHA HIGHWAY, KAHUKU, HAWAII

with a capacity of 26 beds. This license is valid for ONE YEAR

ending OCTOBER 31, 2026 unless revoked for just cause.

This license is granted in accordance with provisions of the state public health laws and regulations.

Effective Date: NOVEMBER 1, 2025

Director of Health

Date Issued: OCTOBER 23, 2025 By mm

OHCA#53-STF

Establish Date: 7/1/96

Office of Health Care Assurance

- Post in a conspicuous place.
- License is not transferable.
- License shall be surrendered upon a suspension or revocation

MALE AND FEMALE RESIDENTS AGES 18+
COTTAGE #1 - 8 BEDS; COTTAGE #2 - 6 BEDS
COTTAGE #3 - 8 BEDS; COTTAGE #4 - 8 BEDS
MEMORANDUM OF AGREEMENT ADAD AND CAMHD

October 21, 2025

Elizabeth J. Nowland, MBA
Bobby Benson Center
56-660 Kamehameha Highway
Kahuku, HI 96731

Dear Ms. Nowland:

It is my pleasure to inform you that Bobby Benson Center has been issued CARF accreditation based on its recent survey. The Three-Year Accreditation applies to the following program(s)/service(s):

Intensive Outpatient Treatment: Integrated: SUD/Mental Health (Adults)
Outpatient Treatment: Integrated: SUD/Mental Health (Adults)
Residential Treatment: Integrated: SUD/Mental Health (Children and Adolescents)

This accreditation will extend through October 31, 2028. This achievement is an indication of your organization's dedication and commitment to improving the quality of the lives of the persons served. Services, personnel, and documentation clearly indicate an established pattern of conformance to standards.

The accreditation report is intended to support a continuation of the quality improvement of your organization's program(s)/service(s). It contains comments on your organization's strengths as well as any consultation and recommendations. A Quality Improvement Plan (QIP) demonstrating your organization's efforts to implement the survey recommendation(s) must be submitted within the next 90 days to retain accreditation. The QIP form is posted on Customer Connect (customerconnect.carf.org), CARF's secure, dedicated website for accredited organizations and organizations seeking accreditation. Please log on to Customer Connect and follow the guidelines contained in the QIP form.

Your organization should take pride in achieving this high level of accreditation. CARF will recognize this accomplishment in its listing of organizations with accreditation and encourages your organization to make its accreditation known throughout the community. Communication of the accreditation to your referral and funding sources, the media, and local and federal government officials can promote and distinguish your organization. Enclosed are some materials that will help you publicize this achievement.

Your organization's complimentary accreditation certificate will be sent separately. You may order additional certificates from Customer Connect (<https://customerconnect.carf.org>).

If you have any questions regarding your organization's accreditation or the QIP, you are encouraged to seek support from Vidal Ramirez by email at vramirez@carf.org or telephone at (888) 281-6531, extension 7131.

CARF encourages your organization to continue fully and productively using the CARF standards as part of its ongoing commitment to accreditation. CARF commends your organization's commitment and consistent efforts to improve the quality of its program(s)/service(s) and looks forward to working with your organization in its ongoing pursuit of excellence.

Sincerely,

A handwritten signature in black ink that reads "Brian J. Boon, Ph.D." in a cursive script.

Brian J. Boon, Ph.D.
President/CEO

Enclosures

Certificate of Accreditation

The Hawaii State Department of Health, Alcohol & Drug Abuse Division
hereby acknowledges attainment of **FULL** accreditation to:

BOBBY BENSON CENTER

56-660 Kamehameha Highway
Kahuku, Hawaii 96731

This **FULL** accreditation for 30 beds is valid from
December 22, 2025, through December 21, 2026, unless revoked
for just cause.

This accreditation is awarded in accordance with State of Hawaii
statutes and administrative rules.




Angela C. Bolan, MAET, CSAC, ICADC
Chief, QAIQ, Alcohol & Drug Abuse Division

January 9, 2025
Date Issued

JOSH GREEN, M.D.
GOVERNOR OF HAWAII
KE KIA'ĀINA O KA MOKU'ĀINA 'O HAWAI'I



KENNETH S. FINK, MD, MGA, MPH
DIRECTOR OF HEALTH
KA LUNA HO'OKELE

STATE OF HAWAII
DEPARTMENT OF HEALTH
KA 'OIHANA OLAKINO
ALCOHOL AND DRUG ABUSE DIVISION
KAKUHIHEWA BUILDING
601 Kamokila Boulevard, Room 360
Kapolei, Hawaii 96707
PH: (808) 692-7506
FAX: (808) 692-7521
January 9, 2026

In reply, please refer to:
File: DOH/ADAD

Sione "Ford" Naeata
Executive Director
Bobby Benson Center
56-660 Kamehameha Highway
Kahuku, Hawaii 96731

Dear Mr. Naeata:

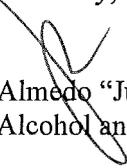
The Alcohol and Drug Abuse Division (ADAD) conducted accreditation site visits to Bobby Benson Center on November 17 & 18, 2025, at 56-660 Kamehameha Highway, Kahuku, Hawaii 96731. Bobby Benson Center has received a total score of 97.5% and has been awarded FULL Accreditation for the period of December 22, 2025, through December 21, 2026. Enclosed is the Certificate of Accreditation. The State Office of Health Care Assurance (OHCA), State Department of Human Services/Benefit, Employment & Support Services Division/SNAP (formerly known as food Stamp Program) will be informed of the program's accreditation status.

The Alcohol and Drug Abuse Division (ADAD) accreditation review is based on Hawaii Revised Statutes (HRS) §321-192 (Substance Abuse Program), HRS §321-193 (Duties and responsibilities of health department), HRS §321-198 (State funding of substance abuse agencies) and Hawaii Administrative Rules (HAR), Title 11, Department of Health, Chapter 98 (Special Treatment Facility). Bobby Benson Center achieved full compliance for all standards and is to be commended for this achievement.

Please submit the annual application for accreditation renewal with all supporting documents to ADAD by September 21, 2026. Do not include any protected health information. Documents containing protected health information will be reviewed on-site, at the time of site visit.

We thank you and your staff for the courtesies extended to ADAD staff. Please contact Almedo "Junior" Pamintuan, Program Specialist, at (808) 692-7510 or via e-mail at almedo.pamintuan@doh.hawaii.gov if you have any questions or if you would like to request a copy of the detailed Accreditation Review report.

Sincerely,


Almedo "Junior" Pamintuan CSAC
Alcohol and Drug Abuse Division

/AB
C: ADAD Accreditation File