



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: HAWAIIAN HUMANE SOCIETY

DBA/Trade Name: HAWAIIAN HUMANE SOCIETY

Issue Date: 01/13/2026

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: [REDACTED]

UI#: XXXXXX2760

DCCA FILE#: 1368

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 REVISIED STATUTES**

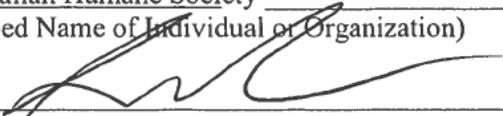
The undersigned authorized representative of the applicant certifies the following:

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

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

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

Hawaiian Humane Society
(Typed Name of Individual or Organization)


(Signature) 1/22/2026
(Date)

Anna Neubauer
(Typed Name) President & CEO
(Title)

Application for Grants

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;*

Hawaiian Humane Society was established in 1883 and is the State's largest and most comprehensive animal welfare organization. With two full-service campuses—Mō'ili'ili (Honolulu) and Kosasa Family Campus (West O'ahu)—Hawaiian Humane shelters, protects, reunites, and rehomes animals while fostering the human–animal bond and promoting the humane treatment of all animals. Hawaiian Humane serves over 30,000 animals annually, impacting people and pets across O'ahu through shelter services, field programs, community outreach, and education.

Hawaiian Humane actively engages in best practices for animal population management, including evidence-based approaches to community cat care and population stabilization. Its leadership and collaborative partnerships have made it a trusted resource for residents and a key partner in addressing long-standing animal welfare challenges.

As a critical component of O'ahu's animal care and emergency response infrastructure, Hawaiian Humane Society operates facilities that must remain safe, functional, and resilient to Hawai'i's climate and increasing frequency of severe weather events. Continued investment in facility maintenance and capital improvements is essential to ensuring the organization can meet public needs during daily operations and emergency situations.

2. *The goals and objectives related to the request;*

The purpose of this request is to secure \$250,000 in FY27 State Grant-in-Aid funding to renovate and enhance the Sally Port area at Hawaiian Humane Society's Mō'ili'ili campus. The Sally Port is a critical operational space used for overflow dog housing, equipment and material storage, and emergency staging, and its renovation will ensure safety, functionality, and operational resilience.

Goals:

1. Restore and improve the Sally Port structure to provide safe, reliable, and durable shelter for animals and operational use.
2. Enhance operational efficiency and safety by addressing critical maintenance needs and structural improvements in the Sally Port area.

3. Support emergency preparedness and daily operations by maintaining a functional staging area for animals, equipment, and materials.

Objectives:

- Demolish damaged or unsafe roofing and related structures, and install a new, weather-resistant roof.
- Complete other necessary repairs or upgrades in the Sally Port area, including safety enhancements, storage improvements, and operational infrastructure.
- Utilize project management services through The Wilhelm Group and oversight from Hawaiian Humane Society's Facilities Manager to ensure timely, high-quality, and compliant renovation work.

This approach allows Hawaiian Humane Society to address both known and emergent needs in the Sally Port area, ensuring the space continues to support high-volume operations and emergency preparedness while maximizing the value of State investment.

3. *The public purpose and need to be served;*

Over time, the Sally Port at Hawaiian Humane Society's Mō'ili'ili campus has experienced significant structural wear, including severe roofing damage from tropical storms, which compromises safety, limits functionality, and reduces the organization's ability to respond efficiently to high-intake periods or emergency situations.

State investment in the renovation and improvement of the Sally Port serves a clear public purpose by ensuring the safety and well-being of animals under Hawaiian Humane Society's care, maintaining operational readiness, and supporting efficient, humane animal sheltering practices. Repairing and upgrading the Sally Port will also enhance emergency preparedness, allowing Hawaiian Humane Society to continue providing uninterrupted shelter and care during natural disasters, facility emergencies, or periods of high animal intake.

4. *Describe the target population to be served; and*

This capital improvement will directly benefit:

- Animals temporarily housed during overflow and emergency conditions
- Hawaiian Humane Society staff, volunteers, and first responders who rely on safe, functional facilities
- The broader O'ahu community that depends on Hawaiian Humane Society for animal sheltering and emergency response services

By ensuring the Sally Port is safe and operational, the project indirectly benefits residents and government agencies by strengthening island-wide disaster readiness and animal welfare capacity.

5. Describe the geographic coverage.

The project will be implemented at Hawaiian Humane Society's Mō'ili'ili campus in urban Honolulu. While the improvement is site-specific, the benefits extend island-wide, as the facility serves as a primary intake, sheltering, and emergency response hub for animals across O'ahu.

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.

Hawaiian Humane Society will utilize FY27 GIA funds to complete the following capital improvement activities:

- Demolition & Removal: Safely remove damaged roofing, structural components, and other compromised materials in the Sally Port area.
- Roofing Replacement and Structural Improvements: Install a new, durable, and weather-resistant roof and complete other critical structural repairs to ensure long-term functionality.
- Related Repairs and Upgrades: Address ancillary improvements in the Sally Port area, such as storage enhancements, safety features, and operational infrastructure, as needed to maintain a fully functional space.
- Project Management and Oversight:
 - Professional project management services provided by The Wilhelm Group
 - On-site coordination, compliance oversight, and implementation support by Hawaiian Humane Society's Facilities Manager

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

Quarter 1 (July–September):

- Finalize renovation plans, including scope for roofing, structural repairs, and additional improvements
- Engage The Wilhelm Group and confirm procurement schedules for materials, equipment, and services.
- Begin demolition of damaged roofing and other compromised structures in the Sally Port area.

Quarter 2 (October–December):

- Complete demolition and prepare the area for construction and installation.
- Begin roofing installation and structural improvements.
- Procure and install additional operational infrastructure, including new storage systems, animal cages, and safety enhancements.

Quarter 3 (January–March):

- Complete roofing and structural repairs.
- Continue installation of upgrades, such as additional cages, operational equipment, and safety improvements.
- Conduct ongoing inspections and quality checks to ensure all work meets standards and project specifications.

Quarter 4 (April–June):

- Finalize remaining construction, repairs, and upgrades.
- Conduct final inspections, testing, and certifications as needed.
- Prepare reports documenting completed work, operational readiness, and any lessons learned for future facility improvements.

This timeline aims to have Sally Port be fully renovated, safe, and operational by the end of FY27, while allowing flexibility to address additional repairs or enhancements that improve animal care, operational efficiency, and emergency preparedness.

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

Hawaiian Humane Society will ensure project quality and accountability through:

- Professional project management by The Wilhelm Group
- Oversight by the organization's Facilities Manager to ensure compliance with specifications, safety standards, and timelines
- Regular progress reviews and budget monitoring
- Final inspection and verification that the renovated Sally Port meets operational and safety requirements

These measures will ensure State funds are used efficiently and the capital improvement achieves its intended purpose.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The following measures of effectiveness will be reported to the State expending agency:

- Completion of demolition and roofing installation within the approved budget and timeline
- Implementation of Related Renovations:
 - Number of operational enhancements installed in the Sally Port area (e.g., storage systems, animal cages, safety features).
 - Verification that the Sally Port area is fully functional for overflow dog housing, equipment storage, and emergency operations.
- Improved facility readiness for disaster response and high-intake events

If the final appropriation differs from the requested amount, project scope and measures will be adjusted accordingly and submitted to the expending agency.

IV. Financial

Budget

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$62,500	\$62,500	\$62,500	\$62,500	\$250,000

3. *The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027.*

- Arrillaga Foundation
- Bank of Hawaii
- Individual donors

4. *The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.*

Not Applicable

5. *The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2027 for program funding.*

See attached list "Government Contracts, Grants, and/or Grants in Aid"

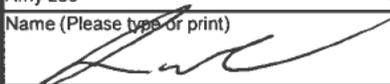
6. *The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025.*

\$13,773,637

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Hawaiian Humane Society

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	59,500			25,500
2. Payroll Taxes & Assessments	0			7,500
3. Fringe Benefits	0			2,300
TOTAL PERSONNEL COST	59,500			35,300
B. OTHER CURRENT EXPENSES				
1. Renovation & Construction	190,500			359,500
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	190,500			359,500
C. EQUIPMENT PURCHASES				0
D. MOTOR VEHICLE PURCHASES				0
E. CAPITAL				0
TOTAL (A+B+C+D+E)	250,000			394,800
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	250,000	Amy Lee 808-356-2234		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	394,800	1/22/2026 Date		
TOTAL BUDGET	644,800	Anna Neubauer, President & CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2026 to June 30, 2027

Applicant: Hawaiian Humane Society

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED FY:2026-2027	OTHER SOURCES OF FUNDS REQUESTED FY:2026-2027	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY:2024-2025	FY:2025-2026			FY:2027-2028	FY:2028-2029
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	250000	359500	0	0
EQUIPMENT	0	0	0	0	0	0
TOTAL:	0	0	250,000	359,500	0	0
JUSTIFICATION/COMMENTS:						
construction includes parts and labors for building roofing and renovating the pet overflow shelter area						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaiian Humane Society

Contracts Total:

595,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	FY25 Contract #72795-HHS	7/1/2024-6/30/2025	Dept of Agriculture	State	45,000
2	FY25 Contract #OCS-CIP-25-31	7/1/2024-6/30/2025	Dept of Labor & Industrial Relations	State	400,000
3	FY26 Contract #CT-DCS-2600025	7/1/2025-6/30/2026	Dept of Community Services	Honolulu County	150,000
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					

V. Experience and Capability

1. Necessary Skills and Experience

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

Hawaiian Humane Society has extensive experience managing, maintaining, and improving large-scale animal care facilities in Hawai'i. The organization has operated its Mō'ili'ili campus since 1942, continually maintaining and upgrading physical infrastructure to support evolving animal welfare, public safety, and community needs over eight decades. This long history reflects Hawaiian Humane Society's deep institutional expertise and commitment to responsible facility stewardship.

More recently, Hawaiian Humane Society successfully planned, funded, and constructed the Kosasa Family Campus in West O'ahu, a modern animal care facility that expanded lifesaving services and improved geographic access for residents across O'ahu. The successful execution of this significant capital project demonstrates the organization's ability to manage complex planning, construction, and fundraising efforts, and to work effectively with professional partners, government agencies, and community stakeholders.

To ensure the timely and effective execution of the proposed Sally Port renovation, Hawaiian Humane Society will contract with The Wilhelm Group, a locally based project and construction management firm with a strong track record of managing development and renovation projects across Hawai'i's public and private sectors. The Wilhelm Group has provided construction and project management services for a range of clients, including previous work for Hawaiian Humane Society, and is experienced in overseeing demolition, structural improvements, and installation of new facilities while ensuring adherence to schedule, cost controls, and quality standards.

This combination of long-standing organizational facility experience, demonstrated success with major capital improvements, and partnership with seasoned project management professionals confirms Hawaiian Humane Society's appropriateness and readiness to manage State GIA funds responsibly and effectively.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

Hawaiian Humane Society operates two full-service campuses on O‘ahu—the Mō‘ili‘ili campus, in continuous operation since 1942, and the Kosasa Family Campus in West O‘ahu, completed in 2023. Both campuses are fully equipped to provide comprehensive animal care, veterinary services, community outreach, and emergency operations. Each campus includes administrative offices, animal housing, surgical and recovery areas, and specialized facilities to support high-volume animal welfare services.

The proposed capital improvement focuses on the Sally Port at the Mō‘ili‘ili campus, which serves as a critical operational area for overflow dog housing, equipment and material storage, and emergency staging during high-intake periods or disaster events. Currently, the Sally Port’s roofing has been severely damaged by tropical storms, rendering the structure unsafe and limiting its functional capacity.

This renovation will restore the Sally Port as a safe, reliable, and fully functional space. Hawaiian Humane Society has both the physical infrastructure and operational expertise to oversee this project, and no additional facilities are required. The project will be managed in collaboration with The Wilhelm Group and supervised by Hawaiian Humane Society’s Facilities Manager, ensuring the renovated Sally Port meets all safety, durability, and operational requirements for daily use and emergency preparedness.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

The Sally Port capital improvement project will be implemented using a structured staffing and oversight framework that leverages internal facility expertise and external professional project management.

Project Leadership and Management

- The Wilhelm Group will serve as the project management and construction oversight partner. The firm specializes in construction and project management services, guiding projects from planning through successful completion, and ensuring alignment with schedule, cost, and quality expectations.

Internal Coordination and Oversight

- Hawaiian Humane Society Facilities Manager: Responsible for on-site oversight, coordination between The Wilhelm Group and campus operations, internal compliance monitoring, and communication with stakeholders and the State expending agency. The Facilities Manager will ensure project decisions align with organizational needs and operational continuity.

Supervision and Training

- The Facilities Manager will work closely with The Wilhelm Group to facilitate contractor access, enforce safety protocols, and ensure that all construction activities comply with applicable codes and standards. Regular coordination meetings will be held to monitor progress, address challenges, and document compliance with project timelines and budget.

This combined structure ensures clear lines of responsibility, expert management, and accountability for resources. Hawaiian Humane Society's proven track record of partnering with professional consultants on capital projects — including previous multiphase developments — underscores its ability to provide appropriate supervision, direction, and administrative support for this capital improvement.

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

See next page

Hawaiian Humane Society

Executive Team

President & CEO

Vice President of Community Engagement

Vice President of Operations

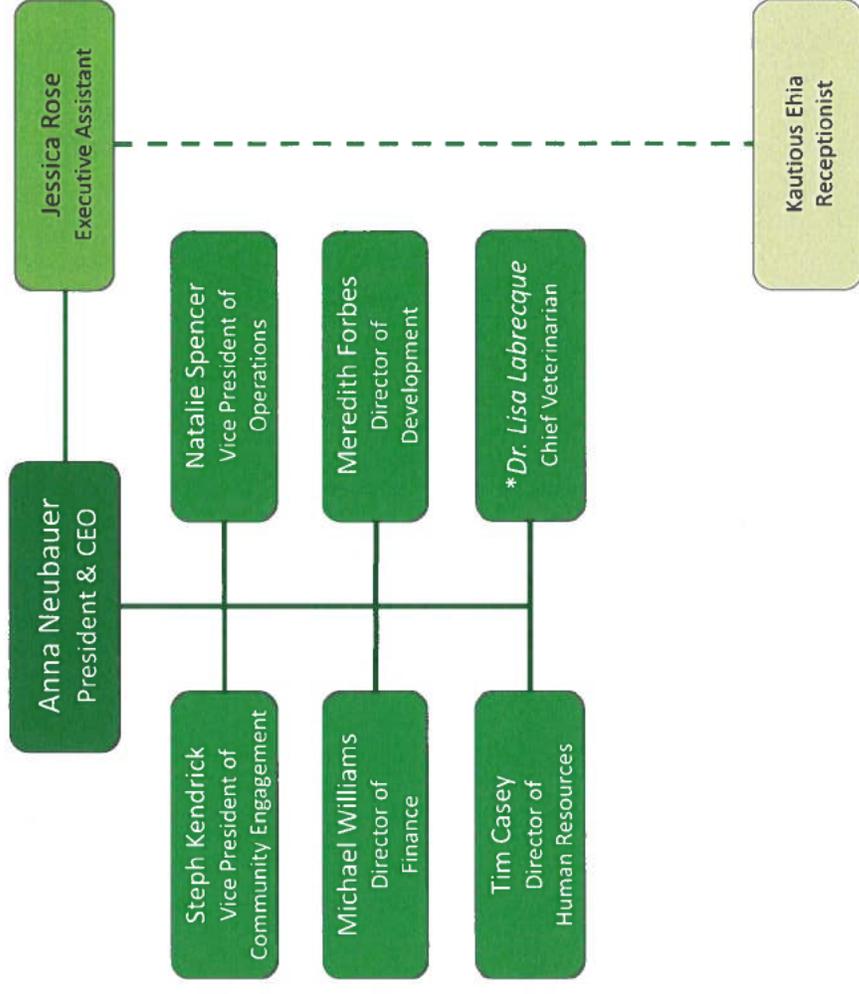
Director of Development

Director of Finance

Director of Human Resources

Director of Veterinary Services

Executive Assistant



Hawaiian Humane Society

Community Engagement Department

Advocacy

Our Community Engagement team leads our advocacy efforts, building support for a range of mission-critical issues such as housing access for pet owners, and strengthening animal protection laws.

Communications

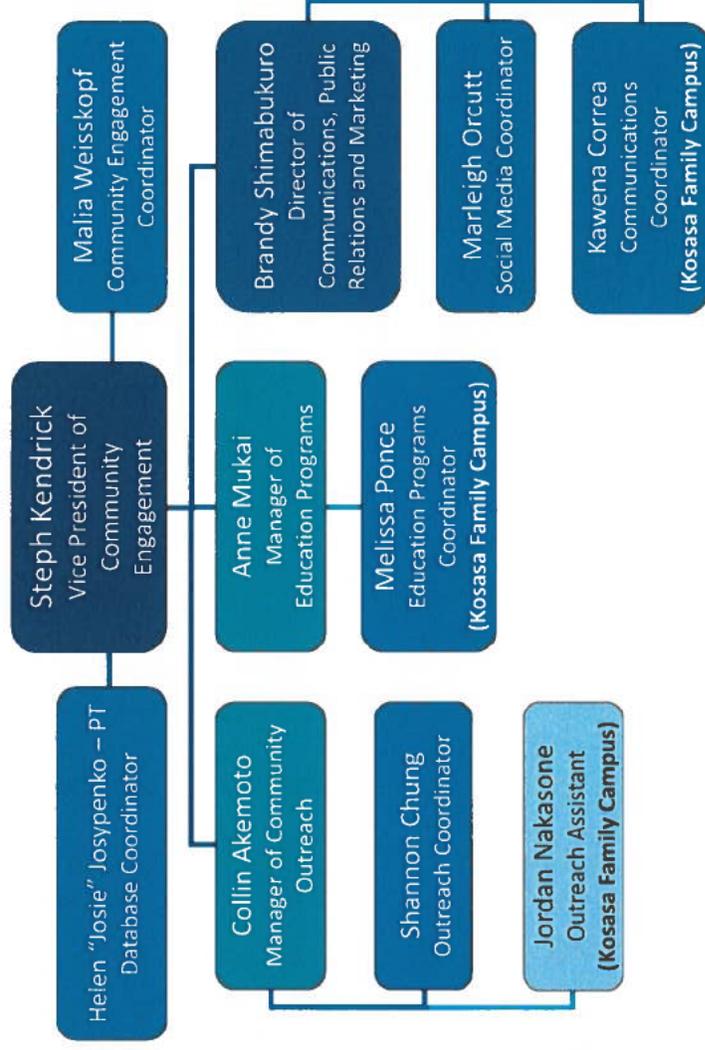
Our Communications team supports our mission through public relations, marketing, social media outreach, website content and maintenance, publications, event collateral, and reception.

Education

Our Education team aims to expand knowledge and understanding of animal welfare to communities all over our island through presentations, service-learning projects, and events.

Outreach

Our Outreach team supports pet owners in need on our campuses and in the field with supplies and equipment, wellness clinics, pet identification, surrender prevention and low- or no-fee spay/neuter.



Hawaiian Humane Society

Community Engagement Field Operations

Field Services

Animal Law Enforcement

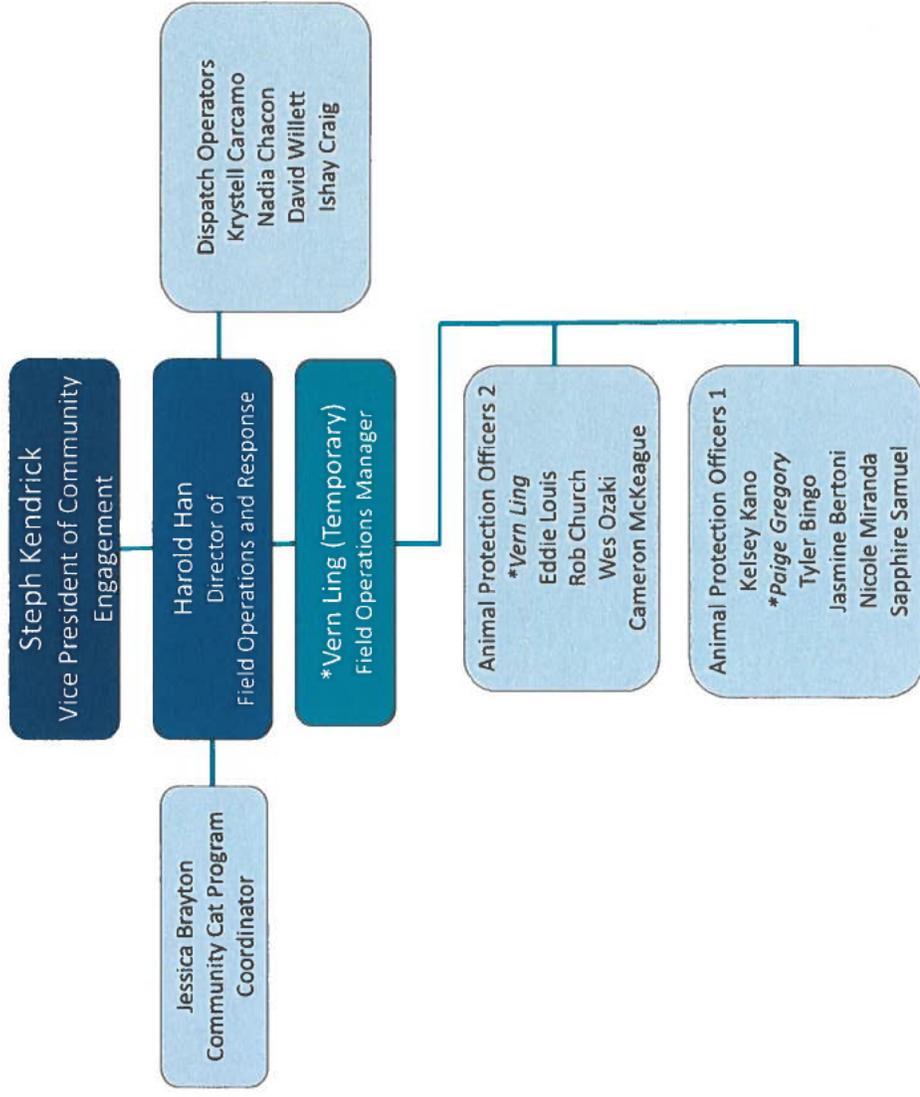
Hawaiian Humane Society investigates all tips on potential animal cruelty and abuse as well as dangerous dog cases. Our officers specialize in animal law enforcement and criminal justice. We are the only authority outside of the Honolulu Police Department that can rescue animals and investigate cruelty on behalf of the City and County of Honolulu. We employ both education and enforcement, based on what is best for the animals and people. Often, we find that where the law lacks, our influence as advisors and partners with pet owners yields far better results.

Rescues

Hawaiian Humane Society provides for and responds to 24-hour animal emergencies and rescues where companion animals are injured or in distress. We often partner with the Honolulu Fire Department and Honolulu Police Department if pet animals are in need of rescue and specialized equipment is needed.

Community Cat Program

Our FRC Program Coordinator coordinates Hawaiian Humane's Free Roaming Cat (FRC) programs, which includes spay & neuter facilitation, advocacy, partnership support and public information.



Hawaiian Humane Society

Development Department

Grants & Special Funds

In collaboration with the Development Department, the Manager of Grants and Special Funds researches, writes, submits and reports all grant opportunities that help Hawaiian Humane Society fund projects, programs and capital needs.

Special Events

The Special Events team focuses on fundraisers like PetWalk in October, the Pets in Paradise calendar contest in the summer, a holiday-themed fundraising event in December and managed our signature event – Tuxes & Tails, which is our largest fundraiser. Events also include corporate sponsored adoption events that help to get more animals adopted by having their adoption fees covered.

Annual Giving

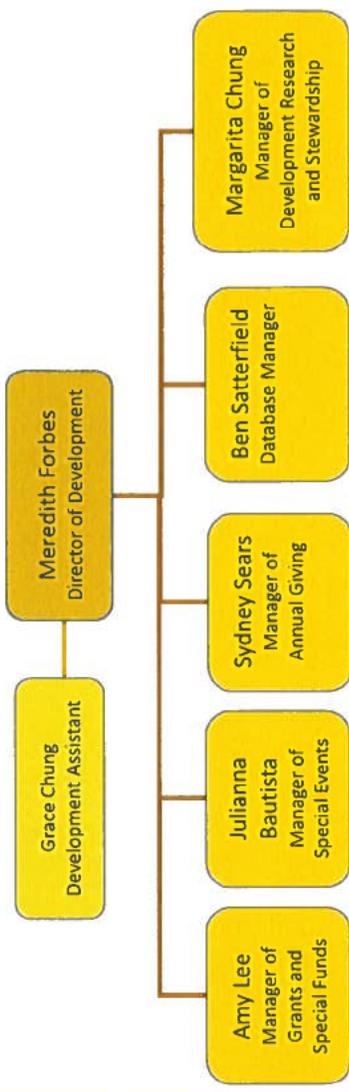
Our Annual Giving team manages all aspects of the annual campaign including direct mail, donor management, gift posting, prospect identification, donor recognition and timely acknowledgement of gifts.

Data Management

The Manager of Major Gifts and Planned Giving is responsible for identification of prospective donors as well as qualification, cultivation, solicitation, and creative stewardship of a portfolio of existing donors. They also help identify potential corporate sponsors, create fundraising proposals and execute a successful stewardship plan.

Development Research and Stewardship

The Manager of Development Research and Stewardship is responsible for identification of prospective donors as well as qualification, cultivation, solicitation, and creative stewardship of a portfolio of existing donors. They also help identify potential corporate sponsors, create fundraising proposals and execute a successful stewardship plan.



Hawaiian Humane Society

Finance Department

Finance Department

Our Finance Department develops and oversees accounting and financial policies and procedures to meet current and future needs. They are responsible for the financial reporting, budgeting, cash management, City & County contacts, and legal. Also, assists with IT needs of the organization.



Human Resources Department

Human Resources

The Human Resources department is responsible for the recruitment and retention of staff, professional development, employee benefits, leadership training, and the creation and development of new Human Resources programs for the betterment of the organization.



Hawaiian Humane Society

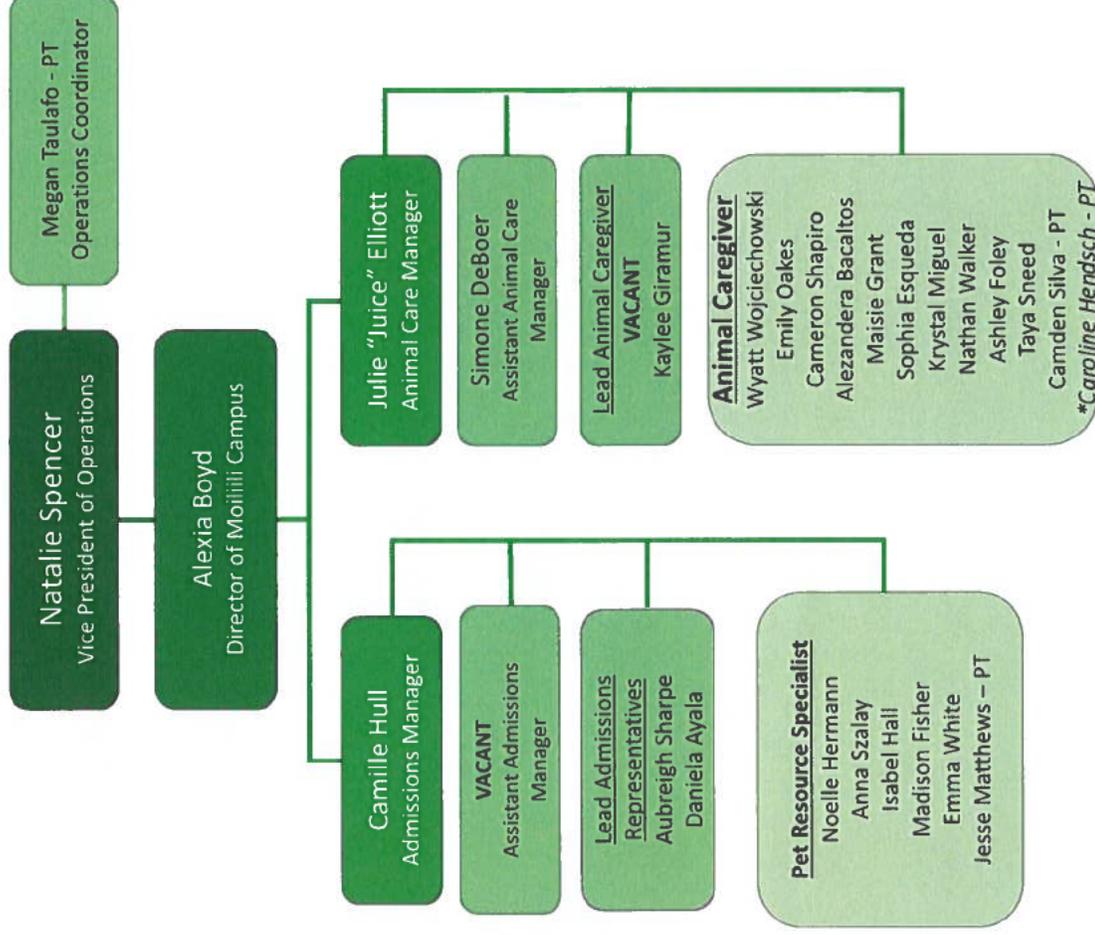
Operations Department Animal Experience

Admissions

As O'ahu's largest animal shelter, we believe there must be a safe place for Oahu's homeless companion animals, regardless of age, health, or behavior needs. Our Admissions team provides all incoming companion animals with their initial vaccines and will assess any immediate behavioral needs. The Admissions team helps to welcome about 55 animals daily.

Animal Care

Our Animal Care team provides humane and compassionate care to animals housed at the Hawaiian Humane Society. They perform high energy, physically rigorous work with frequent crawling, bending, and lifting to ensure animal enclosures are clean and that every animal has daily access to food and water. The team also assists with daily monitoring of health and behavior while caring for the animals.

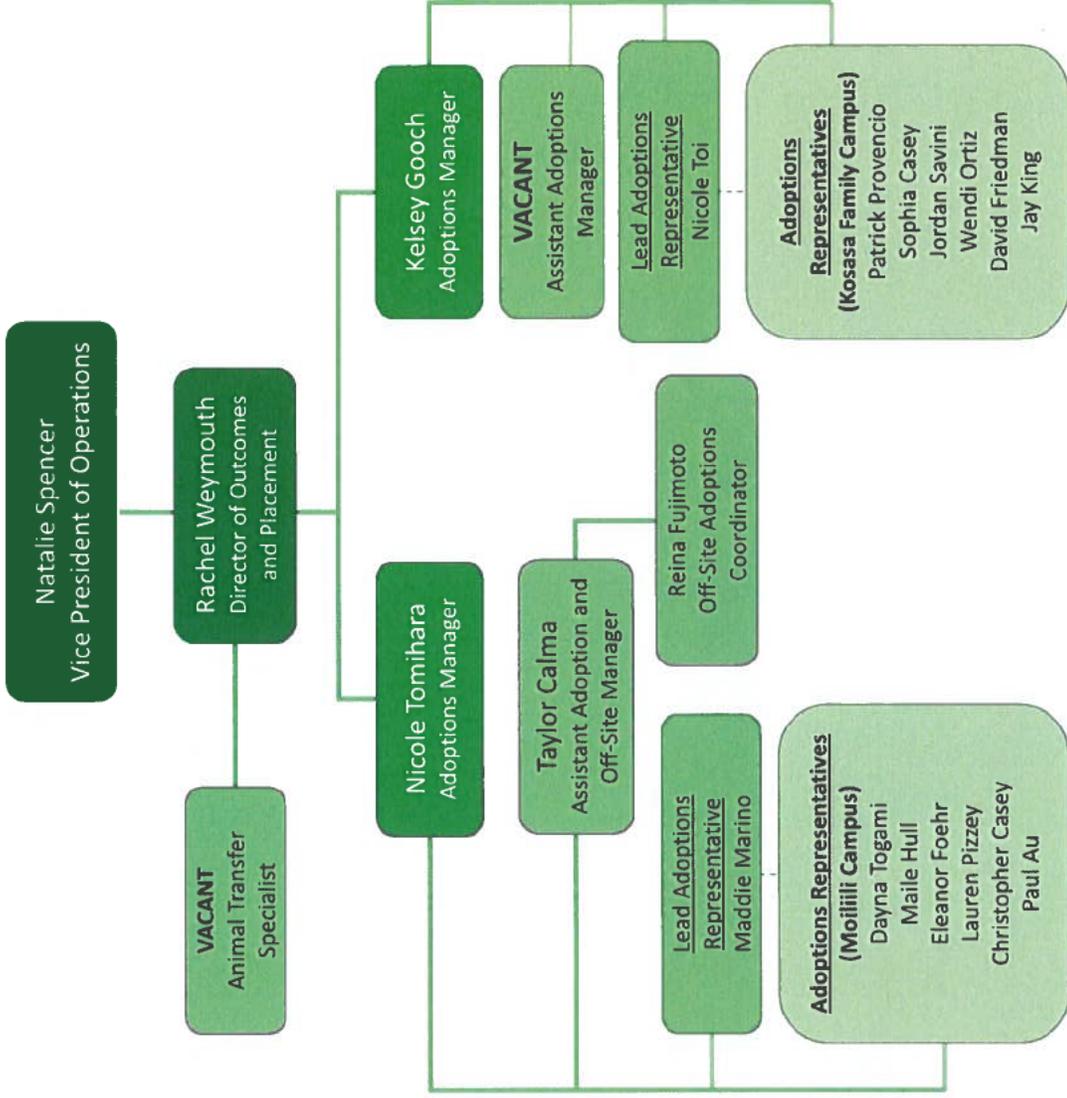


Hawaiian Humane Society

Operations Department Customer Experience

Adoptions

Our Adoptions Representatives assist families in finding their perfect pet match by practicing an open-adoption philosophy and promoting proper pet care. In addition, guests can purchase most essential items for their new pet at our retail store. We have three main offsite partnerships throughout the island of O'ahu that house cats at various locations. With the support of our community, we find homes for more than 7,000 animals each year.



Hawaiian Humane Society

Operations Department

Volunteer Services

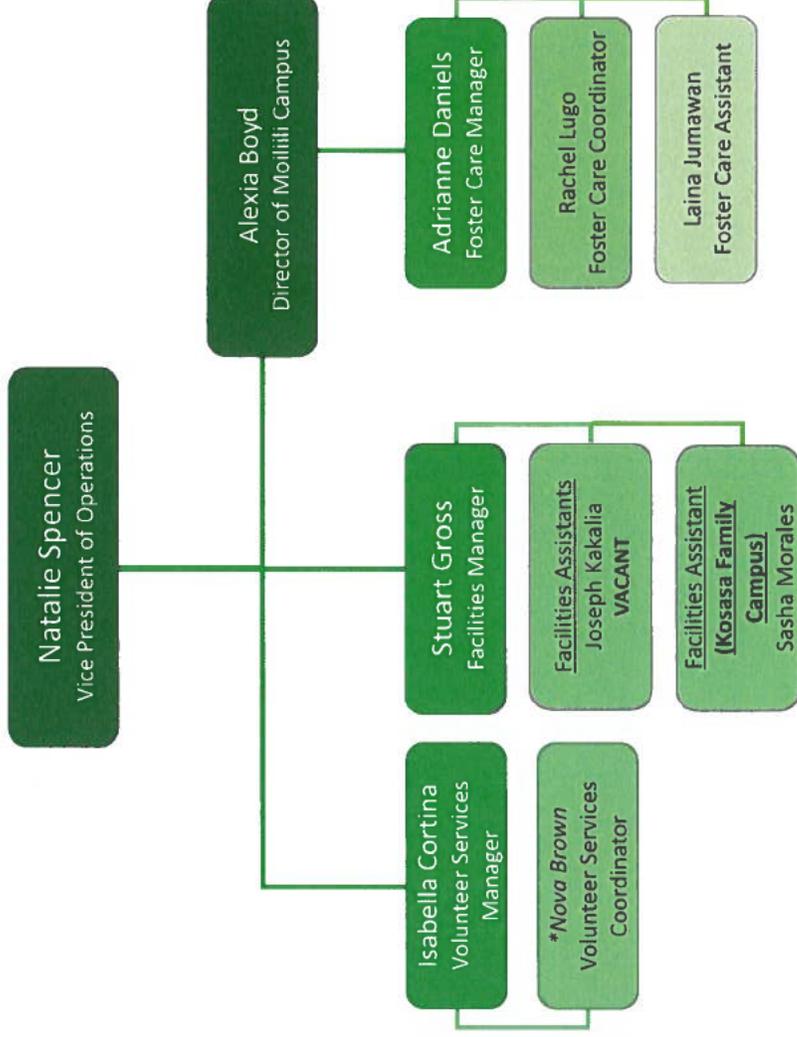
Hawaiian Humane Society welcomes volunteers to help support our mission through a variety of volunteer opportunities and roles on and off-site. Our on-site volunteers help with tasks such as walking dogs, animal enrichment, laundry, cleaning, clinic support and post-surgery care. Volunteers also help support Hawaiian Humane in a variety of roles off-site such as caring for and providing enrichment to cats at our off-site partner locations. Other off-site opportunities include volunteering for pet visitation, emergency pet shelter support, and fostering animals.

Facilities

Our facilities specialists are responsible for facility, grounds and equipment maintenance to ensure optimal operations and appearance.

Foster Care

The Hawaiian Humane Society's foster care program helps thousands of animals in need of temporary care every year. Community volunteers open their homes to animals in need including canines, felines and small animals. Shelter animals that benefit from this program may be too young, underweight, ill, injured, recovering from surgery and/or require more socialization before adoption. Approximately 150-200 animals are in foster care at any given time, so more volunteers are always needed. Foster Volunteers are provided with all basic supplies, medical care and other ongoing support throughout the foster period. The length of stay in foster care varies depending on the animal's needs and may last anywhere from 2 weeks to several months.



Hawaiian Humane Society Operations Department Kosasa Family Campus

Admissions

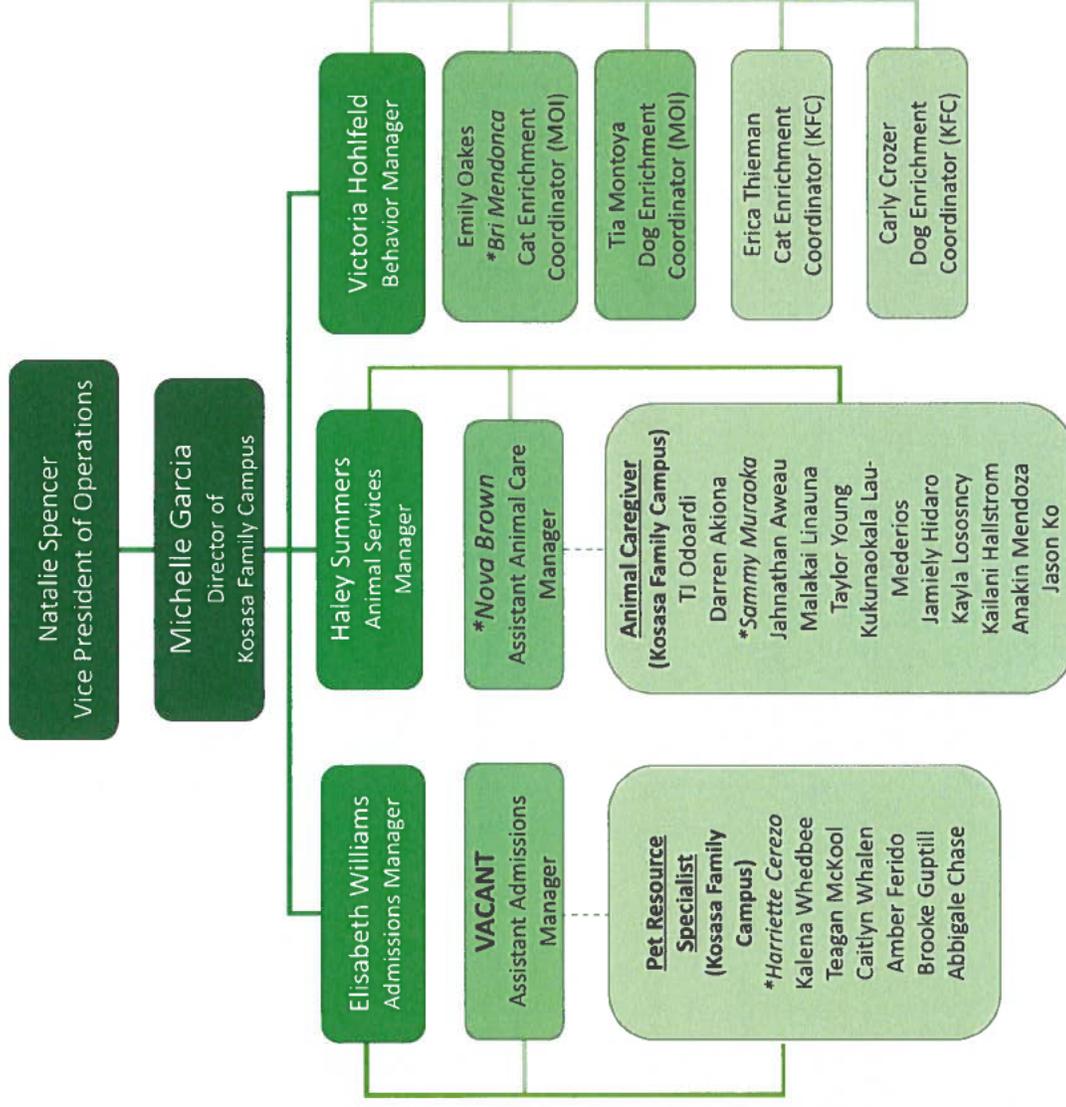
The Admissions team focuses on providing resources to visitors regarding their companion animals and providing intake services where they will assist with administering initial vaccinations and assessing any immediate behavioral needs.

Animal Services

The Animal Care team provides humane and compassionate care to animals housed at the Hawaiian Humane Society. They perform high energy, physically rigorous work with frequent crawling, bending, and lifting to ensure animal enclosures are clean and that every animal has daily access to food and water. The team also assists with daily monitoring of health and behavior while caring for the animals. They will oversee the community dog park and support enrichment programs.

Animal Behavior & Enrichment

Our Behavior department provides staff and volunteers with training on safe animal handling and animal body language. They develop, implement and monitor programs that enrich the lives of shelter animals both mentally and physically, utilizing the support of shelter staff and volunteers. They conduct evaluations and implement behavior modification and enrichment plans to best address an animal's behavior needs during their stay and make recommendations to help facilitate successful adoptions.



Hawaiian Humane Society

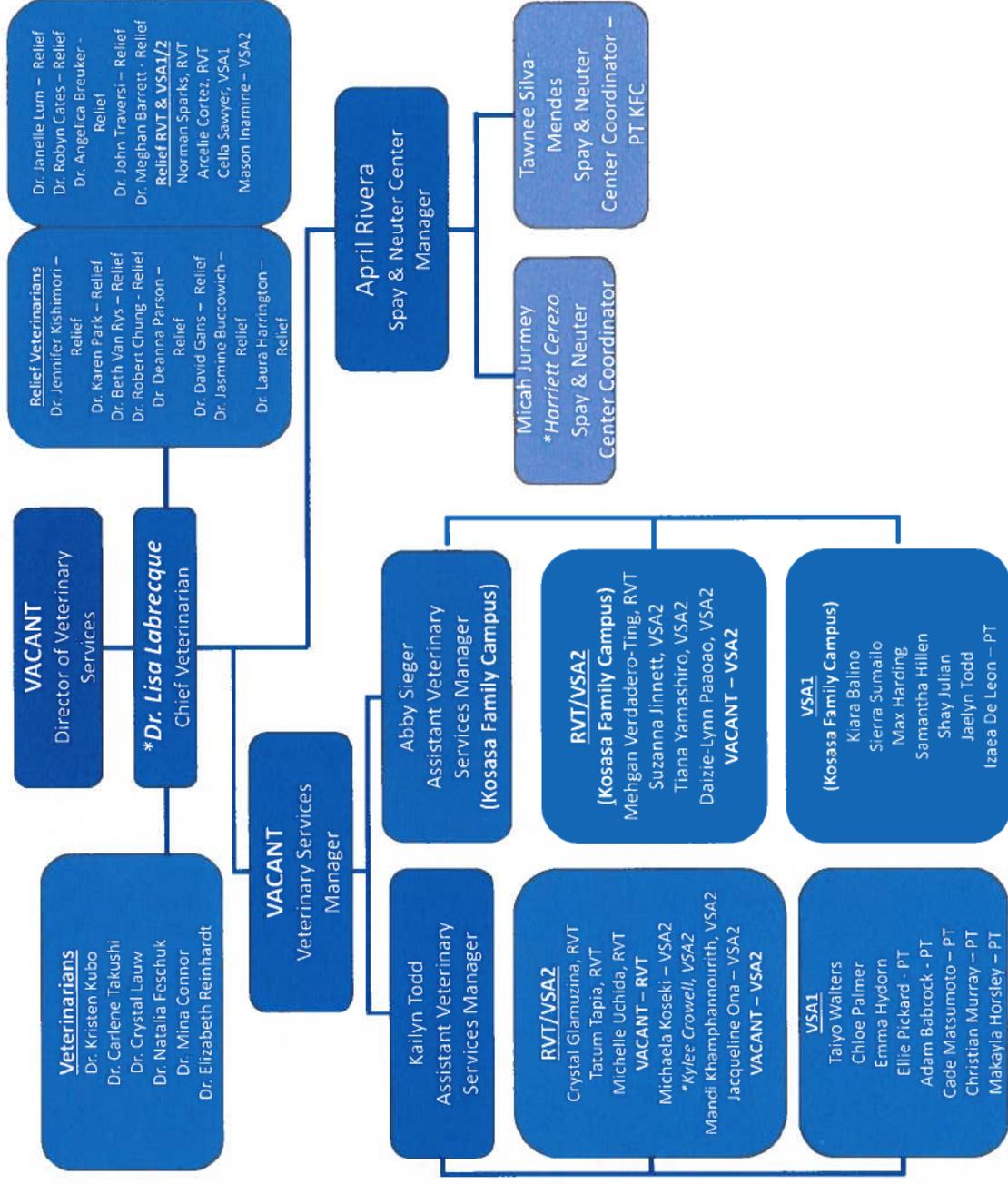
Veterinary Services Department

Shelter Veterinary Services

The Shelter Veterinary Services supervises, provides and performs healthcare services, surgeries and medical treatment for the animals in our care and for the animals within our foster care system. Our Veterinary Services team provides end-of-life services upon request for owners who have determined that their pets need to be humanely euthanized.

Spay & Neuter Center

The Spay & Neuter Center provides high quality spay & neuter services to the public at reduced costs, for free-roaming cats in our community at no costs with the intent to reduce the free-roaming cat population over time.



3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

1. President & CEO: \$225,000 - \$275,000
2. Chief Veterinarian: \$170,000 - \$200,000
3. Director of Operations: \$140,000 - \$170,000

VII. Other

1. Litigation

- Civil No. 1CCV-20-0001721: pending in the Circuit Court of the First Circuit, State of Hawaii.
- Civil No. 1CCV-24-0001605: defense of the lawsuit was tendered to and accepted by Hawaiian Humane Society's liability carrier and currently in mediation

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

This grant will NOT 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.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2027 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2027, but***
- (b) Not received by the applicant thereafter.***

If the grant is received for FY27, Hawaiian Humane Society will maintain the renovated Sally Port through routine inspections, preventive maintenance, and prompt repairs overseen by the Facilities Manager, ensuring it continues to support overflow dog housing, equipment storage, and emergency operations. The organization's experience managing two full-service campuses and strong operational structure guarantees long-term functionality.

If the grant is not received thereafter, HHS will use internal capital reserves and maintenance budgets to keep the Sally Port safe and operational, while prioritizing critical repairs. Major renovations may be delayed, but alternative funding through private donors, foundations, and municipal support will be pursued to sustain and enhance the facility.

This ensures the Sally Port remains a safe, functional asset for Hawaiian Humane Society and the O'ahu community, regardless of future State funding.