

House District 27

Senate District 13

THE TWENTY-NINTH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Recipient" means any organization or person receiving a grant.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN): DEPARTMENT OF HUMAN SERVICE

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): \_\_\_\_\_

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: Aloha United Way, Inc

Dbas: N/A

Street Address: 200 N. Vineyard Blvd., Suite 700, Honolulu, Hawaii 96817

Mailing Address: Same as Above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name NORM BAKER

Title Chief Operating Officer

Phone # 808-543-2202

Fax # 808-543-2222

E-mail norm@auw.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL
- OTHER

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST: THIS REQUEST IS FOR FUNDING TO CONTINUE THE OPERATION OF THE COORDINATED STATEWIDE HOMELESS INITIATIVE CURRENTLY BEING OPERATED BY ALOHA UNITED WAY. THIS VERY SUCCESSFUL PROGRAM PROVIDES UP TO THREE MONTHS OF RENT/DEPOSIT/UTILITY ASSISTANCE TO AT-RISK AND HOMELESS CLIENTS AND HAS HOUSED OVER 4,000 INDIVIDUALS SINCE BEGINNING OPERATIONS IN APRIL OF 2016.

OUR PROPOSAL WOULD CONTINUE THE EXISTING MASTER CONTRACTOR/SUB-CONTRACTOR FUNDING MECHANISM THAT HAS ENABLED THE RESULTS HIGHLIGHTED ABOVE.

OUR INTENT IS TO CONDUCT A RFP TO SELECT PROVIDERS ACROSS THE STATE TO DELIVER THE ASSISTANCE. OF THE REQUESTED \$3,500,000, \$3,242,750 WILL BE SUB-CONTRACTED TO OTHER NONPROFITS.

4. FEDERAL TAX ID #: \_\_\_\_\_

5. STATE TAX ID #: \_\_\_\_\_

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 3,500,000

While this is a larger amount than generally approved for Grants in Aid it will be subcontracted to approximately 20 providers across the State.

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$APPROXIMATELY \$1,000,000 IS AVAILABLE FROM THE CURRENT AWARD

FEDERAL \$ 0

COUNTY \$ 0

PRIVATE/OTHER \$ 0

CINDY ADAMS, CHIEF EXECUTIVE OFFICER  
NAME & TITLE

JANUARY 20, 2017

RECEIVED

1/20/17 ma

## **I. Background and Summary**

Aloha United Way (AUW) has been supporting our community for nearly 100 years. Through our funding efforts, we help to make possible the programs that address critical issues facing individuals and families, often filling the gaps that exist between public and private services. We improve lives, motivate people to help others, increase resources to meet needs, and inspire collective solutions.

In recent years, AUW has evolved from supporting individual services to making a broader impact in problem solving through a collective impact approach to our community's most intractable and persistent issues. Our outreach and research efforts have guided us to focus on the three primary areas of education, poverty prevention, and safety-net services, acknowledging how each area can have implications on the other two. We strive to address not just an immediate need, but the conditions that create the need, so that our community can benefit from long-term, sustainable solutions. In 2016, AUW invested \$14.4 million, supporting critical services provided throughout our community.

In 2016, AUW was selected to manage the Coordinated Statewide Homeless Initiative (CSHI), a one-time, one-year grant, which provides rent, deposit and utility assistance to homeless and at-risk of homeless populations. In just nine months of operation, the CSHI pilot program exceeded 12-month contract goals and stakeholder expectations by serving 1324 households consisting of 2,198 adults and 1,922 children. In short, over 4,000 people who would be homeless are safely housed as a result of CSHI.

A key lesson learned from that program is that for every homeless person we have served, there are three people in the eviction process about to become homeless. While the recent budget proposals would provide funding to address the chronic homeless, solving our homeless crisis must also include preventing the constant flow of new people into homelessness. Our proposed program will further leverage the highly successful CSHI program with a focus on prevention of homelessness.

The target population for our proposed program is households at risk of homelessness as evidenced by proof of imminent eviction or other verifiable evidence that a household is about to become homeless. The program would operate statewide with AUW functioning as Master Contractor and RFP-selected providers across the State delivering the services. While the requested Grant-In-Aid amount is higher than average, it will actually provide funds to approximately 20 agencies across all four Counties, all focused on the homeless issue, all monitored by the Master Contractor, and, all reporting using the unique AUW data system which will provide the Legislature real-time results.

## **II. Service Summary and Outcomes**

In 2016, 63% of people in the United States lacked an emergency savings fund to deal with an unexpected \$500 expense. People living in Hawaii are more likely to live paycheck to paycheck than in any other state. In fiscal year 2014, the District Court of the First Circuit, which oversees all of Oahu, presided over 6,968 eviction cases. These statistics illustrate why so many people

confronted with evictions fall into homelessness. With so many of Hawaii's working citizens living paycheck to paycheck and struggling under our high costs of living, it is critical to have eviction prevention programs to keep them from falling into homelessness.

We can no longer just bail water from the canoe without plugging the hole. For every homeless person in Hawaii there are three with an eviction notice, imminently homeless. Prevention of homelessness requires fewer resources than the recovery. It costs less to keep people in housing than it does to move them out of homelessness. It essential that we have effective programs doing both in order to make progress on our homeless crisis.

The CSHI program is designed to provide rent, security and utility deposit payments for eviction prevention for those at-risk of homelessness. Oversight of the program is provided by AUW through our Homeless Coordination Center as the Master Contractor who supervises 20 subcontracted provider agencies statewide. The CSHI network is currently functioning; and, with timely funding through this Grant in Aid could continue without interruption. Broad CSHI guidelines for service are as follows:

- Assistance is limited to a total of three payments for any combination of rent, deposit and/or utility assistance.
- Assistance is provided by direct payments made by provider agencies to landlords and/or utility companies.
- Payments are made within 5 business days following applicant approval for CSHI assistance. Approval is coordinated through AUW's 211 service to assure recipients don't receive payment from more than one service provider.
- Assistance is provided for those "at-risk" of homelessness as verified by a legally binding 5-day pay or quit notice from the landlord or eviction notice issued by the judiciary court.
- All applicants must demonstrate ability to independently sustain rental payments following the period of CSHI assistance and the maximum award is 3 payments.
- Each approved recipient of CSHI funds must complete financial literacy and budget counseling directed by the provider agency and adhere to a housing plan.
- The provider agency must maintain monthly contact with each CSHI client for a minimum of six months to provide client support and promote housing sustainability.

The measures of effectiveness and associated targets for the proposed program include the following:

- OUTPUT: Total Number of At-Risk Households Served. Target: 1,100 including 600 with minors.
- OUTPUT: Total Number of Adults Served. Target: 2,000
- OUTPUT: Total Number of Minors Served. Target: 1,700
- OUTPUT: Total Number of Individuals Served. Target: 3,700 individuals.
- OUTPUT: Total Number of Requests for assistance to AUW 211. Target: 1,000
- OUTPUT: Total Number of Referrals Made: Target 2,500
- OUTPUT: Total Financial Assistance Provided. Target: \$2,750,000
- OUTPUT: Financial Assistance Distribution by County. Target: Oahu: 65%, Maui: 10%, Kauai 5%, and Big Island 20%.

- OUTPUT: Average Assistance per Individual Served: Target: Approximately \$735 per Individual
- OUTCOME: Percentage of those Assisted that Maintain Contact After 12 Months. Target: 75%
- OUTCOME: Percentage of those Assisted that Remained Housed After 12 Months. Target: 75%

Note: These data points are updated in real time and can be made available immediately upon request.

The existing homeless service system is highly fragmented. There are multiple funding sources, a broad array of service providers, multiple entry points and a lack of data on system utilization. While recent efforts are attempting to address some of these issues, AUW has demonstrated that a centrally coordinated effort greatly increases effectiveness and efficiency. Therefore, a portion of the requested funding will be used to continue operations of the Homeless Coordination Center that was funded by CSHI.

The Homeless Coordination Center will monitor the day-to-day operation of the approximately 20 subcontracted provider agencies. Because AUW's unique data gathering process allows the program performance data to be updated in real time, the Center can immediately identify underperforming agencies, address questions concerning the eligibility of a particular client and quickly address quality of service issues with providers.

A major strength for AUW in our response to Hawaii's homeless crisis is our 2-1-1 Information & Referral Service which serves as the access portal to the Homeless Coordination Center. This infrastructure enables a seamless handoff to those seeking assistance and provides the foundation for a Coordinated Entry System, recognized in other jurisdictions as a key factor in solving homelessness. AUW 2-1-1 and the Homeless Coordination Center currently operate from 7AM to 5PM on non-holiday business days.

The 2-1-1 line is a confidential, toll-free help hotline for anyone in Hawaii. With 2-1-1, people in need can easily find information and referrals on everything from crisis intervention and counseling to job training, educational programs, child care, and housing and homeless assistance.

In 2016, Aloha United Way's 211-help line and assistance website received nearly 62,000 requests for information (up from 57,000 in 2015) with the top four requests in order of volume being: 1) Rental Assistance, 2) Food Pantries 3) Homeless Services 4) Utilities Payments Assistance. Notably, these four areas represented 41% of total requests for help.

### **III. Financial**

Our proposed budget is attached. Please note that of the \$3,500,000 requested, \$3,242,750 will be subcontracted through a competitive RFP process to approximately 20 Provider Agencies across the State. The Provider Agencies will be allowed to claim up to 10% of their allocation to

cover the costs of administering the program. Therefore, of the \$3,500,000 requested, approximately \$2,920,000 will be delivered to clients for rent, deposit and/or utility assistance.

Applicant will request quarterly payments as follows:

- Quarter 1: \$950,000
- Quarter 2: \$950,000
- Quarter 3: \$950,000
- Quarter 4: \$650,000

The applicant has not received or applied for any federal or state tax credits pertaining to this project.

The applicant has been receiving a state grant award of \$5,000,000 and is currently operating the CSHI project discussed in this application. This award will end on August 14, 2017. However, the funding available for at-risk services in CSHI is anticipated to be fully expended in April or May 2017 at current expenditure rates.

AUW Unrestricted Current Assets as of December 31, 2016 was \$11,654,127 (Unaudited).

#### **IV. Experience and Capability**

The applicant has operated the CSHI program for the past 10 months. During that period an RFP was issued, Provider Agencies selected, the Homeless Coordination Center established and staffed, the data collection system created and made operational, a study of homeless entry portals contracted, approximately 80% of the award funding was successfully executed and all contract goals surpassed. This proposal requests funding to continue the program. The systems and requested staff are in place and prepared to continue operating CSHI.

The applicant also functions as the Collaborative Applicant for the local Homeless Continuum of Care, Partners in Care. In this role we provide the administrative support for the operation of the Continuum and receive HUD-directed federal planning funds to support the operation.

Services will not be delivered at the applicant's facility (located at 200 N. Vineyard Blvd, Suite 700, Honolulu, Hawaii 96817). Rather, service delivery will take place at the facilities of the Provider Agencies selected through the planned RFP process. Applicant will ensure that all State required facility requirements are included in their review/approval of the selected Provider Agencies.

#### **V. Personnel: Project Organization and Staffing**

AUW has identified four personnel that will be responsible for executing the requested project:

- 1.0 FTE: Homeless Coordination Center Manager – this position will be manned by Mr. Jay King who has functioned in the same role during the ongoing CSHI program. Mr. King is a recognized expert in the homeless area and has a very sound working relationship with most of the homeless provider agencies in the State.

- 1.0 FTE: A UW 2-1-1 Information and Referral Specialist/Homeless Coordination Center Liaison – this position will be filled by Mr. Ronald Betts who has also been in this role during the ongoing CSHI contract. Mr. Betts has a very broad knowledge of the nonprofit community based on his experience referring 2-1-1 callers to services to help them address homeless-related issues.
- 0.25 FTE: Grant Accountant: This position will be filled by Ms. Nan Katsuda, A UW's Vice President of Finance. She has extensive accounting experience and has been with A UW for about a year.
- 0.20 FTE: Grant administrator: This position will be filled by Mr. Norm Baker who will provide interface with the State and oversee the operation of CSHI. Mr. Baker has extensive nonprofit and business experience and has been with A UW for 13+ years. He filled the same role during execution of the ongoing CSHI grant.

Two versions of our organization chart are attached. The first shows the full A UW staffing; while the second shows only the relationship and lines of supervision for the positions described above.

The compensation levels by position for the three highest paid members of the A UW staff are:

- Ms. Cindy Adams, Chief Executive Officer: \$160,000
- Mr. Norm Baker, Chief Operating Officer: \$123,500
- Mr. Marc Gannon, Vice President Community Impact: \$95,000

## **VI. Other**

A UW is not party to any pending litigation nor subject to any outstanding judgement.

A UW is fully accredited as an affiliate of United Way Worldwide. We are one of 1,600 affiliates worldwide. Each affiliate is independently operated and under the control of a local Board of Directors.

The proceeds of the requested grant will not be used to support or benefit a sectarian or non-sectarian educational institution.

A UW is committed to addressing the prevention of homeless because of our experience that the cost of prevention is significantly less than the cost of intervention. For this reason, if we are selected to receive the grant for FY 2017-18 but not in subsequent FY's, we would continue to pursue additional funding to deliver a program like CSHI. We also have the proceeds of our annual workplace campaign and, while those funds would not be adequate to fully fund CSHI as proposed in this request, they would permit us to provide assistance at some lesser level.

Aloha United Way's Certificate of Good Standing is attached.

# BUDGET

(Period February 15, 2016 to February 14, 2017)

Applicant/Provider: Aloha United Way  
 RFP No.: Grant in Aid 2017  
 Contract No. (As Applicable): \_\_\_\_\_

BUDGET CATEGORIES	Budget Request (a)	(b)	(c)	(d)
<b>A. PERSONNEL COST</b>				
1. Salaries	128,161			
2. Payroll Taxes & Assessments	12,113			
3. Fringe Benefits	38,032			
<b>TOTAL PERSONNEL COST</b>	<b>178,306</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Airfare, Out-of-State				
3. Audit Services				
4. Contractual Services - Administrative				
5. Contractual Services - Subcontracts	3,242,750			
6. Insurance				
7. Lease/Rental of Equipment				
8. Lease/Rental of Motor Vehicle				
9. Lease/Rental of Space	13,150			
10. Mileage				
11. Postage, Freight & Delivery				
12. Publication & Printing				
13. Repair & Maintenance				
14. Staff Training				
15. Substance/Per Diem				
16. Supplies	1,030			
17. Telecommunication	15,840			
18. Transportation				
19. Utilities				
20. Other:				
21. Administrative Costs for Providers	19,174			
22.				
23.				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>3,291,944</b>			
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>TOTAL (A+B+C+D)</b>	<b>3,470,250</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Budget Request	3,500,000	Norm Baker, Chief Operating Officer		543-2202
		Name (Please type or print)		Phone
(c)		Signature of Authorized Official		Date
(d)		Cindy Adams, President & CEO		
		Name and Title (Please type or print)		
<b>TOTAL REVENUE</b>	<b>3,500,000</b>	For State Agency Use Only		
		Signature of Reviewer		Date

**BUDGET JUSTIFICATION  
PROGRAM ACTIVITIES**

Applicant/Provider: Aloha United Way

RFP No.: Grant in Aid 2017 Period: July 1, 2017 to June 30, 2018 Date Prepared: 1/18/2017

Contract No. : \_\_\_\_\_

DESCRIPTION	AMOUNT	JUSTIFICATION/COMMENTS
Supplies - Office Supplies	1,030	Standard office supplies for the Homeless Coordination Center
Telecommunication - Cloud / Internet Access	5,040	Cloud/Internet access are based on existing AUW agreements.
Telecommunication - Call Connectivity Charges	10,800	Charges are based on estimated call volume and include long distance charges for Neighbor Island callers.
Facility	13,150	172 SF/per employee at \$2.60 per SF rent per month
<b>Total:</b>	<b>30,020</b>	



**BUDGET JUSTIFICATION  
 CONTRACTUAL SERVICES - SUBCONTRACTS**

Applicant/Provider: Aloha United Way

RFP No.: Grant in Aid 2017      Period: 7/1/2017 to 6/30/2018 to

Date Prepared: 1/18/2017

Contract No.      \_\_\_\_\_

NAME OF BUSINESS OR INDIVIDUAL	TOTAL BUDGETED	SERVICES PROVIDED	JUSTIFICATION/COMMENTS
Approximately 20 nonprofits with homeless programs will be selected from across the state to provide the services intended with this Grant in Aid. They will deliver rent/deposit/utility assistance to eligible clients.	\$3,242,750.00	Rent/deposit/utility assistance and an administrative fee of 10% of the total award	By providing rent and/or utility assistance to those at-risk for homelessness we keep currently housed in their homes. By providing rent and deposit assistance we enable those that are currently homeless but ready to move toward self sufficiency the help they need to get housed.
<b>TOTAL:</b>	<b>\$3,242,750.00</b>		

**BUDGET JUSTIFICATION**  
**PERSONNEL: PAYROLL TAXES, ASSESSMENTS, AND FRINGE BENEFITS**

Applicant/Provider: Aloha United Way

RFP No.: Grant in Aid 2017 Period: July 1, 2017 to June 30, 2018

Date Prepared: 1/18/2017

Contract No.:

TYPE	BASIS OF ASSESSMENTS OR FRINGE BENEFITS	% OF SALARY	TOTAL
<b>PAYROLL TAXES &amp; ASSESSMENTS:</b>			
Social Security	As required by law	As required by law	\$ 10,283.00
Unemployment Insurance (Federal)	As required by law	As required by law	\$ 404.00
Unemployment Insurance (State)	As required by law	As required by law	\$ 404.00
Worker's Compensation	As required by law	As required by law	\$ 350.00
Temporary Disability Insurance	As required by law	As required by law	\$ 672.00
SUBTOTAL:			\$ 12,113.00
<b>FRINGE BENEFITS:</b>			
Health Insurance	Fixed Price per Coverage	\$980/month	\$ 28,812.00
Retirement	Percent of Salary	3%	\$ 3,845.00
Long term Care Ins	Age of Employee	0.20%	\$ 256.00
Life Insurance	Age of Employee	1.7%	\$ 2,179.00
Parking	All employees	\$100/Month	\$ 2,940.00
SUBTOTAL:			38,032
<b>TOTAL:</b>			<b>50,145</b>

**JUSTIFICATION/CO** Health care based on employee rate rate with 85% paid by Aloha United Way. Retirement is the maximum match rate for our employee 401K plan.

**BUDGET JUSTIFICATION  
PERSONNEL - SALARIES AND WAGES**

Applicant/Provider: Aloha United Way

RFP No.: Grant in Aid 2017

Period: July 1, 2017 to June 30, 2018

Date Prepared: 1/17/2017

Contract No.:

POSITION NO.	POSITION TITLE	FULL TIME EQUIVALENT TO ORGANIZATION	ANNUAL SALARY INCLUDING BUDGETED SALARY INCREASE A	% OF TIME BUDGETED TO THE CONTRACT B	TOTAL SALARY BUDGETED TO THE CONTRACT A x B
1	2-1-1 Information & Referral Specialist	1	27111.00	100.00%	27,111
2	CSHI Housing Manager	1	62500.00	100.00%	62,500
3	Grant Accountant	0.25	55000.00	25.00%	13,750
4	Grant Administrator	0.2	124000.00	20.00%	24,800
<b>TOTAL:</b>					128,161.00

**JUSTIFICATION/C** Manager who will lead the Homeless



Aloha United Way

President & Chief Executive Officer

Executive Assistant

As of: January 2017

Chief Operating Officer

Vice President Fundraising / Major Gifts

V.P. Combined Federal Campaign

Vice President Marketing/Communications

Vice President - Finance

Director Workplace Campaign / Campaign Development Manager

Director Major Gifts

Associate CFC

Marketing Associate

Senior Accountant

Junior Accountant

Director, HR & Donor Relations

Admin Assistant

Vice President Community Impact

Manager Pledge Processing

Manager (2) Business Team

Manager Business Team / E-Pledge

Associate Business Team

Manager 2-1-1

Manager, Homeless Coordination Center

Admin Assistant

Accounts Payable Senior Clerk

2-1-1 Program Asst.

2-1-1 Specialists (3)

Associate Community Impact

Manager, CI

Accounts Receivable Senior Clerk

Manager IT

Database Associate

VISTA Coordinator, Lead And 10 VISTAS



Aloha United Way

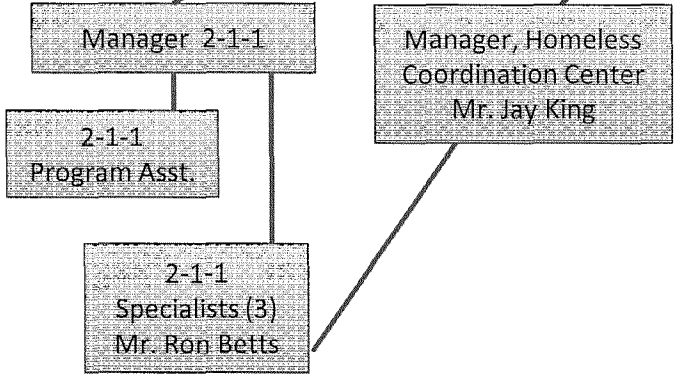
President &  
Chief Executive Officer

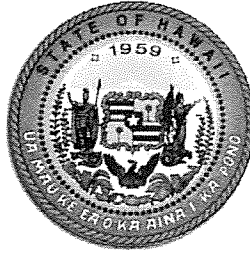
As of: January 2017

Chief Operating Officer  
Mr. Norm Baker

Vice President – Finance  
Ms. Nan Katsuda

Positions included in the GIA  
Proposal and the lines of supervision





**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

**Vendor Name: ALOHA UNITED WAY, INC.**

**DBA/Trade Name: ALOHA UNITED WAY, INC.**

**Issue Date: 01/19/2017**

**Status: Compliant**

Hawaii Tax#: w40393672-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX3494

UI#: XXXXXX1298

DCCA FILE#: 13872

**Status of Compliance for this Vendor on Issue date:**

<b>Form</b>	<b>Department(s)</b>	<b>Status</b>
A-6	Hawaii Department of Taxation	Compliant
	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Compliant
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

**Status Legend:**

<b>Status</b>	<b>Description</b>
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
Pending	The entity is compliant with DLIR requirement
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.
  
- 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.

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.

Aloha United Way  
(Typed Name of Individual or Organization)



January 20, 2017

Cindy Adams Chief Executive Officer  
(Typed Name) (Title)