

House District 47
Senate District 23

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 HEALTH, CHILD AND ADOLESCENT MENTAL HEALTH DIVISION

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): #13-014

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Bobby Benson Center

Dbas: Bobby Benson Center

Street Address: 56-660 Kamehameha Highway

Mailing Address: 56-660 Kamehameha Highway
Kahuku, HI 96731

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name SIONE FORD NAEATA

Title Executive Director

Phone # 808-293-7555

Fax # 808-293-7196

E-mail snaeata@bobbybenson.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:

RENOVATION AND RESTORATION OF 25-YEAR-OLD FACILITY TO INCLUDE THE FOLLOWING AREAS:

KITCHEN, CAFETERIA, AND LANAI; TWO OUTDOOR FITNESS CENTERS; TWO GAZEBOs; BOYS' LAUNDRY ROOM; ATHLETIC ACTIVITIES COURT; AND ADMINISTRATION BUILDING.

4. FEDERAL TAX ID #:

5. STATE TAX ID #:

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 353,893

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	\$ 2,576,000
FEDERAL	\$ 40,000
COUNTY	\$ 0
PRIVATE/OTHER	\$ 233,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

SIONE FORD NAEATA, EXECUTIVE DIRECTOR
NAME & TITLE

1/20/17
DATE SIGNED



RECEIVED
1/20/17

Executive Summary

Funding:

In accordance with The Hawaii State Legislature's State Grants-in-Aid, the Bobby Benson Center (BBC) is applying for \$353,893 to fund a major capital improvement project to update facilities first constructed in 1990. Renovation and restoration projects at BBC will include the following areas:

- A. Kitchen, cafeteria, and lanai
- B. Two outdoor fitness centers
- C. Two gazebos
- D. Boys' laundry room
- E. Athletic Activities Court
- F. Administration Building

Background:

Established in 1990, BBC is a 501c3 non-profit organization. Located in Kahuku, BBC is the Pacific's most advanced and affordable medically monitored co-ed residential program for the treatment of adolescent substance abuse and co-occurring disorders. Many of BBC's adolescents, aged 13-17, have two different illnesses--addiction and mental illness--and each illness must be addressed to achieve long-term success. The center treats adolescents from all of the Hawaii islands. Since inception, BBC has treated nearly 1,000 clients.

Bobby Benson Center's Goal:

BBC's goal is to return its clients to their schools and communities with the skills necessary to remain drug and alcohol free, and to mature successfully in today's world. With a "Community of Recovery" structure, the emphasis is on a holistic, team approach to therapy in a non-restrictive treatment environment. Education in life skills occurs on a 24/7 basis as the youth interact in this realistic and supportive community.

Therapy and Treatment:

Adolescents reside at the center 24/7 during treatment with the average stay of about 5-6 months. During treatment, clients are assigned to a primary therapist who helps them navigate through issues and problems they are currently facing. BBC staff includes a Registered Nurse, contracted Psychiatrist, a Medical Doctor, a Registered Dietician, and a Clinical Director to facilitate client services. Additionally, there are approximately 50 front line staff and administrative personnel.

Accreditation:

The Bobby Benson Center is nationally accredited through the Commission on Accreditation of Rehabilitation Facilities (CARF) and Alcohol and Drug Abuse Division (ADAD) of the State of Hawaii, licensed through the Office of Health Care Assurance (OHCA), and has major contracts with the Department of Health, HMSA, Kaiser, UHA, and almost all major insurance. As Bobby Benson Center works most closely with the Department of Health, Division of Child and Adolescent Mental Health Division (CAMHD), it is named as the expending agency for this project.

State of Hawaii FY2018 Grant-in-Aid Application
Bobby Benson Center

I. Background and Summary

1. A brief description of the applicant's background

Established in 1990, Bobby Benson Center (BBC) is a 501C3 nonprofit organization. The only program of its kind in Hawaii, BBC is the Pacific's most advanced and affordable medically monitored co-ed residential program for the treatment of adolescent substance abuse and co-occurring disorders. Many of these adolescents, aged 13-17, have two different illnesses—addiction and mental illness— and each illness must be addressed to achieve long-term success. According to the National Alliance on Mental Illness (NAMI), approximately half of all individuals with severe mental health problems are also struggling with substance abuse.

Bobby Benson Center focuses on interrupting the cycle of substance abuse by offering trauma-informed programs in a residential environment, tools to resist relapse, and the life skills necessary to become productive family and community members. As stated in an article published by the National Institute of Health, *Adolescent substance use needs to be identified and addressed as soon as possible. Drugs can have long-lasting effects on the developing brain and may interfere with family, positive peer relationships, and school performance.*¹

The inception of BBC was triggered by the tragic loss of an adolescent due to drug and alcohol abuse. Former Major David Benson of the Honolulu Police Department, founder of the center and currently serving on the board of directors, was born and raised in Hawaii. In the early 1980's, Benson's son, Bobby, struggled with substance abuse, truancy, elopement, and a string of arrests. As a father, Benson struggled with the notion that despite his extensive law enforcement background, he couldn't find the resources his son so desperately needed. After years of suspension from schools, lock up at Juvenile Detention Hall and Hawaii Youth Correctional Facility, and numerous struggles at home, Bobby took his own life. This personal tragedy motivated Benson to establish a center where children like Bobby could receive the help they desperately needed for recovery. In the midst of the establishment of BBC, Benson's other son, Michael, was killed in a car accident by a driver who was high on ice. This tragic event intensified Benson's commitment to complete the construction of the center despite mounting financial obstacles. With help from the legislature and other major contributors, Benson was able to open Bobby Benson Center in September of 1990. In the 26 years since opening, BBC has provided services to over 1,000 adolescents.

The Mission of BBC is to free youth in Hawaii from chemical dependency and co-occurring disorders through residential treatment services employing best practices for youth and their families.

¹ "Principles of Adolescent Substance Use Disorder Treatment: A Research-Based Guide," <http://www.drugabuse.gov/publications/principles-drug-addiction-treatment-research-based-guide-third-edition/principles-effective-treatment>, (December 2012)

Bobby Benson Center's licensed, residential treatment program offers a supportive environment in which 30 teens and their families can acquire the knowledge and skills needed to overcome the cycles of drug and alcohol addiction. Bobby Benson Center staff are trained in Risking Connection, a trauma informed approach that focuses on the importance of healing relationships to help clients recover by meeting them "where they are." Treatment components include:

- ❖ A Trauma Informed environment with staff that provide therapeutic relationships to help youth heal from past experiences and substance abuse
- ❖ A Chemical Dependency Program offering choices of AA/NA/12-Step method or SMART treatment
- ❖ Individual, group, and family therapy
- ❖ A drug-free setting staffed by professionals with expertise in adolescent drug and alcohol treatment
- ❖ A structured daily schedule to treat a young person physically, psychologically, socially, and spiritually
- ❖ A variety of activities to help the teen learn to have fun without drugs or alcohol
- ❖ Peer groups designed to reinforce health ways to cope with life's demands through honest feedback.

The goal of Bobby Benson Center is to return teen clients to their schools and communities with the skills necessary to remain drug and alcohol free and to mature successfully in today's world. With a "community of recovery" structure, the emphasis is on a holistic, team approach to therapy in a non-restrictive treatment environment. BBC provides residential services for adolescents that include individual therapy, group therapy, family therapy, education services, and chemical dependency/substance abuse services. Education in life skills occurs on a 24/7 basis as the youth interact in this realistic community. BBC's extensive extracurricular activities program provides cultural and recreational activities, both on and off campus, intended to help clients reintegrate into their communities when they graduate from the program.

Adolescents reside at the center 24/7 during treatment with average stays of about 5-6 months. During treatment, clients are assigned to a primary therapist who helps them navigate through issues and problems they are currently facing. BBC staff includes a registered nurse, a contracted psychiatrist, a Medical Director (M.D.), a registered dietician, and a Clinical Director to facilitate client services. We also have approximately 50 front line staff personnel who are with the clients eight hours daily. Additionally, BBC's administrative department supervises the overall management of the center.

BBC is nationally accredited through the Commission on Accreditation of Rehabilitation Facilities (CARF), licensed through the Alcohol and Drug Abuse Division (ADAD) of the State of Hawaii Department of Health, and has major contracts

with the Department of Health, HMSA, KAISER, UHA, and almost all major insurance companies and several unions in Hawaii.

2. The goals and objectives related to the request

This request is for renovation and refurbishment of facilities serving an adolescent population struggling with addiction issues and co-occurring disorders. The environment in which these adolescents, aged 13-17, are housed and treated is integral to their successful rehabilitation. A well-maintained and peaceful facility allows the client to let go of stressors and triggers that may have contributed to his/her current condition. Surrounded by peers facing similar challenges, BBC wants to assure each client he/she will be well cared for and honored while going through the process of recovery.

Most clients stay for an average of 6 months, while some may require additional time to reach their individual treatment goals. During their stay at the center, the BBC campus becomes their home and a place of safety, recovery, and inspiration. BBC encourages its clients to aspire to a better life and helps instill the motivation necessary to accomplish it.

3. The public purpose and need to be served

According to the Alcohol and Drug Abuse Division (ADAD) of the Hawai'i Department of Health:

Substance abuse treatment and prevention services are authorized by Hawai'i Revised Statutes (HRS) §321-193 and HRS §334 which delineate a comprehensive system of care, including certification of substance abuse counselors and administrators, accreditation of programs, and coordination of treatment and prevention activities. ADAD is the primary source of public funds for substance abuse treatment and prevention services in Hawai'i. Most adolescent substance abuse treatment services include school-based and community-based outpatient treatment services. School-based treatment occurred at the middle or high school campus and included outpatient services as well as cultural and recreational service activities. The community-based services for the adolescent population consisted of intensive outpatient, outpatient, and cultural activities.

The state has no residential facility to service the adolescent population. The only program of its kind in Hawaii, BBC is the Pacific's most advanced and affordable medically monitored co-ed residential program for the treatment of adolescent substance abuse and co-occurring disorders. Clients at BBC are referred by the Department of Human Services' Office of Youth Services, the Department of Health, the judiciary, and other agencies/organizations offering services for Hawaii's adolescents.

4. Describe the target population to be served

Clients at Bobby Benson Center are from all over the state of Hawaii and have been referred by agencies/organization providing services for Hawaii's adolescent population aged 13-17. The clients referred are in need of intense, residential treatment for

substance abuse and co-occurring disorders and are beyond the scope of services available through the state directly.

Typically, these male/female adolescents are from lower-income families whose parents also have drug or alcohol dependencies. Each client at Bobby Benson Center is school aged. Some clients arrive with a specific Individual Education Plan (IEP) while others are on track for their GED. Thirty percent of BBC clients have a disability.

5. Describe the geographic coverage

Clients are from all over Hawaii. The census from 2013-15 shows the following statewide distribution:

Oahu	73
Kauai	12
Big Island	30
Maui	20

II. Service Summary and Outcomes

Bobby Benson Center Campus Renovation

The proposed renovation and restoration of the Bobby Benson Center's facilities will include the following project areas: Kitchen, cafeteria, and lanai; outdoor fitness centers (2); gazebos (2); boys' laundry room; athletic activities court, and administration building.

In existence since 1990, the campus and facilities of BBC are in need of renovation. The environment of the center informs the clients that they will be well taken care of and honored in a well-maintained, up to date facility. It is important to their recovery for them to feel their surroundings are peaceful, inviting, and safe. Being at BBC is an opportunity to heal and refocus on a life that's just beginning and is full of possibilities.

1. The Scope of Work for this project includes the following:

KITCHEN, CAFETERIA, AND LANAI

Created as part of the main building on the BBC campus, the 25-year-old kitchen is in need of redesign and renovation. Providing three meals daily to BBC clients, the space will be designed for efficiency and overall appearance. As the cafeteria layout is reworked, new flooring will be installed to accommodate the revamped configuration. Due to the climate and use, all doors and windows are in need of replacement. Included in the request is funding for new, energy efficient, walk-in refrigerator and freezer.

Sundays are designated visitation days for families of BBC clients. On a typical Sunday, between five and ten different families visit their adolescent in treatment at the center. Each family meets, eats, and relaxes with their adolescent under pop up tents or under the trees around the campus. If the weather is inclement for Sunday visitations, families meet in the cafeteria or covered hallways of the administration building. BBC is requesting funding to build a lanai area connected to our administration building where the clients and their families can visit regardless of the weather. This space would also serve as a designated meeting area for frequent staff meetings, trainings, supervisions, etc.

FITNESS CENTERS

Currently BBC has a fitness center that consists of a 20' x 40' concrete slab with a portable tent covering the space. Located about 10 feet from a HECO transformer and next to the mechanics/woodwork/maintenance area, the location is not ideal. Equipment includes weights, stationary bikes, rowing machine, and strength training apparatus. Typically, it is the male population at BBC that utilizes this facility.

BBC would like to position a concrete slab behind the boys' cabins and create a boy's fitness center. An existing concrete slab behind the girls' cabins would be enclosed and transformed into the girls' fitness center. By making these gender-sensitive centers, we believe the clients will be more inclined to pursue fitness activities. Studies have shown the importance of physical activity to the mental and physical well being of individuals and exercise is an integral component in the rehabilitation of adolescents in recovery treatment.

ATHLETIC ACTIVITIES COURT

A half-court basketball area is currently set up in BBC's parking lot. BBC would like to relocate the Athletic Activities Court to another area on campus, freeing up parking spaces and creating a more inviting recreational area. Besides basketball, this surface would be appropriate for other athletic activities including volleyball. Relocating the Athletic Activities court from the parking lot would eliminate the parking issues associated with shared use, allow for constant use of the court, and maximize safety for all those utilizing the court.

The new location for the Athletic Activities Court would be on the western end of the open field directly behind the administration building. Currently, the open field area is used for football, kickball, soccer, frisbee, running, etc. The open area is also used for BBC events like open house, team building activities, and the Annual Luau fundraising event.

BOYS' LAUNDRY ROOM

As part of their life skills training, the clients at BBC are responsible for laundering their personal belongings.

Located in the administration building, a storage area was converted into the boys' laundry room containing two sets of washers and dryers. The walls in that area are in need of repair and repainting. BBC would also install a solid core door, install new flooring, and repair the ventilation system.

The girls' laundry room, with one washer and dryer, is housed in an open-air pavilion behind the girls' cabins. In June 2016, the Harold K.L. Castle Foundation provided funding for the purchase of new, energy efficient washers and dryers for both laundry areas.

GAZEBOS

BBC has two gazebos on its campus—one behind the girls' cabins and one behind the boys' cabins. The gazebos offer a place of refuge and meditation for clients needing space, peace and tranquility. These screened gazebos also provide a peaceful, outdoor environment for group meetings. Normally held indoors, the outdoor spaces are a relaxing alternative for group therapy that can sometimes be emotionally draining.

The gazebos were erected in the very early days of the center. While these structures are still in use, they are at a point where it isn't feasible to repair them. As the gazebos have become an enjoyable part of the campus, BBC would like to replace them and continue to incorporate these outdoor spaces in its treatment program.

ADMINISTRATION BUILDING

The administration building at the Bobby Benson Center is a multipurpose building. Not only is it the first opportunity for staff to interact with visitors, it also provides space for meetings, training sessions, group therapy sessions, health services, client in-take, and staff offices and BBC's operations center. It is imperative that this hub of the organization be a welcoming place for everyone and a conducive space for gatherings. With many days of extreme heat, having a functioning air conditioning system is essential to conduct business and retain a peaceful environment for the clients and stakeholders that we serve. The major portion of our current

air conditioning system is over 13 years old, and is in need of replacement. Replacement to the administration building's air conditioning system will enhance the environment of the clients we serve as well as the staff members employed at the center.

This request also includes funding for repair and repainting of walls and installation of new, solid core doors.

OVERSIGHT AND RESPONSIBILITIES

Architect Fritz Johnson will provide design and oversight for this project.

Johnson will provide weekly progress reports to Executive Director Sione Ford Naeata who will share results with BBC's Board of Directors and the Department of Health–Children and Adolescent Mental Health Division.

Naeata's Executive Assistant, Natalie Lobendahn, who also serves as coordinator of quality assurance issues at the center, will provide monthly appraisals of the project and its impact on the clients at the center.

Aisake Lavaka, Operations Manager at BBC, will handle the logistics to minimize client impact during the project. For example, Lavaka will provide alternate plans for meal service while the kitchen, cafeteria, and lanai are being renovated.

Michael Kumar, Head of the Accounting Department, will ensure that proper internal control procedures are followed when dealing with the finances of this project.

2. Timeline

Upon confirmation that BBC will be awarded a Grant-in-Aid, the following timeline will be set in place:

July 2017

Finalize all site plans and floor plans; secure vendors; order materials and equipment

Confirm methods of assessment and quality assurance with DOH–CAMHD.

August 2017

Articulate plans for meal handling while kitchen and cafeteria are being renovated.

Begin demolition of concrete slab by HECO transformer.

September 2017

Preparation for concrete slab behind boys cabin; pour concrete

Preparation for concrete slab for athletics court; pour concrete
& install backboard pole

Demolition begins in cafeteria

Lanai preparation begins

October 2017

Plumbing and electrical completed in kitchen, cafeteria, and laundry room

Installation of floors, counters, windows and door in cafeteria

Installation of walk-in refrigerator and walk-in freezer

Installation of washers/dryers in boys' and girls' laundry rooms

Lanai completed

Air conditioning system installed in administration building

Doors in administration building and laundry room are installed

Walls in administration building, kitchen, cafeteria, and laundry room are repaired and painted

Boundary lines are painted on Athletics Court

November 2017

Kitchen, cafeteria, and lanai are reopened

Gazebos are demolished; pour concrete slabs

December 2017

New gazebos installed

Grand opening of renovated facility at Annual Luau

3. Quality Assurance and Evaluation Plans

Residents and staff at the Bobby Benson Center discuss the campus environment as part of their weekly group meetings. Residents are encouraged to discuss how the center could be made more comfortable for their treatment period. Both during and after the completion of this major capitol improvement project, residents will be asked to provide feedback as to how they're being affected during the renovation and also how they feel when the project is complete. Knowing the hardships of renovation and the feeling of displacement, contingency plans will be made to minimize the effect of the project work on the clients and maintain their well being. Continuous feedback will help staff monitor whether adjustments need to be made to lessen the impact of the renovation and/or how/if the excitement of the renovation is affecting the clients.

Aisake Lavaka and Natalie Lobendahn will meet with staff to get their feedback on the progress of the project and what impact it has on the treatment of the residents. Based on the feedback of staff and residents, some modifications may need to be made to the contingency plans.

Architect Fritz Johnson will monitor the labor, materials, and equipment to ensure the timelines are met while accountant Michael Kumar will monitor the project for compliance with the budget.

4. Measure(s) of Effectiveness

Below are examples of measures to be utilized and reported to the Department of Health–Child and Adolescent Mental Health Division:

Outcome: Residents will improve their physical fitness

Outcome description: By providing better facilities for physical activities, more

residents will participate in physical activities and thereby improve their overall health and physical fitness.

Outcome measure: Residents will be asked to keep a personal journal of their physical activity and note their progress.

Outcome: Residents will improve life skills by doing their own laundry.

Outcome description: By utilizing the new washers and dryers in an improved setting, residents will take pride in developing the necessary life skills to care for their own clothing items.

Outcome measure: Residents will be asked if the improved laundry areas have increased their desire to care for their own clothing items.

Outcome: The cafeteria experience will be enhanced.

Outcome description: By improving the layout and surroundings in the cafeteria, residents will derive greater enjoyment from their meal experience.

Outcome measure: Residents will be asked if the renovated cafeteria has impacted their meal enjoyment and overall experience.

Outcome: Energy savings through efficient equipment in the kitchen.

Outcome description: By replacing old appliances with new energy efficient appliances, staff should see a reduction in energy costs.

Outcome measure: By comparing utility bills before and after the installation of the new appliances, the cost savings can be measured.

Outcome: Residents will feel increased comfort in their environment.

Outcome description: By making improvements in several areas at the BBC campus, residents will feel more comfortable in their environment.

Outcome measure: Residents will be asked to rate the quality of their environment before and after the renovations and improvements.

State of Hawaii Grant-in-Aid FY2018 Application
Bobby Benson Center

III. Financial

1. Budget forms (attached)

2. Quarterly Funding Request

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
		274,050	79,843	\$353,893

3. Other sources of funding being sought for FY2018

BBC will request funding from several Hawaii and national charitable foundations for the following:

- Extracurricular Activities Program (including two 15-passenger vans)
- Athletic equipment
- Cafeteria furniture
- Outdoor furniture
- Hawaiian Culture Program
- Electronic Medical Records system
- Program scholarships

4. N/A

5. Federal, state, and country government contracts and grants

Department of Health, Child and Adolescent Mental Health; State of Hawaii Judiciary Juvenile Client and Family Services Division; Private Insurances,; Med Quest Division (Fee-for-Service-Program)

6. Balance of unrestricted current assets as of December 31, 2016

\$1,295,947

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

App

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	10,999			
2. Payroll Taxes & Assessments	1,094			
3. Fringe Benefits	0			
TOTAL PERSONNEL COST	12,093			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Architect	35,000			
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20.				
TOTAL OTHER CURRENT EXPENSES	47,093			
C. EQUIPMENT PURCHASES	92,000			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	214,800			
TOTAL (A+B+C+D+E)	353,893			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	353,893	<i>Michael Kumar</i> (808) 293-7555 Name (Please type or print) Phone		
(b) Total Federal Funds Requested		 Signature of Authorized Official 1/20/17 Date		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested				
TOTAL BUDGET	353,893	<i>Sione Naata - Executive Director</i> Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: Bobby Benson Center

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Walk-in Freezer	1.00	\$7,500.00	\$ 7,500.00	7500
Walk-in Refrigerator	1	\$6,500.00	\$ 6,500.00	6500
Pole mounted basketball backboard, net, and hoop	2	\$1,500.00	\$ 3,000.00	3000
Air conditioning system	1	\$75,000.00	\$ 75,000.00	75000
			\$ -	
TOTAL:	5		\$ 92,000.00	92,000
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	0		\$ -	
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: Bobby Benson Center

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2015-2016	FY: 2016-2017	FY:2017-2018	FY:2017-2018	FY:2018-2019	FY:2019-2020
ARCHITECT			35000			
PERSONNEL			12093			
DESIGN						
CONSTRUCTION			214800			
EQUIPMENT			92000			
TOTAL:			353,893			
JUSTIFICATION/COMMENTS:						
Construction includes all building materials and labor						

GOVERNMENT CONTRACTS AND / OR GRANTS

App:

Bobby Benson Center

Contracts Total: 3,140,971

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Comprehensive Behavioral Health Services for Children, Youths, and Families	1/1/12-12/30/18*	DOH, CAMHD	State	3,140,971
2					
3					
4	*This contract is audited every year and is up				
5	for renewal in 2018.				
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IV. Experience and Capability

A. Necessary Skills and Experience

The staff at Bobby Benson Center is attuned to the type of treatment environment necessary for the successful recovery of its clients. Through regularly scheduled meetings, the staff and clients identify the areas of the campus that are working well to meet the needs of the campus community and those areas that are in need of improvement.

Lead staff on this project will be Executive Director Sione Ford Naeata, Architect Fritz Johnson, and Aisake Lavaka, Operations Manager. Naeata and Lavaka are aware of the on-campus needs of an adolescent population and have had major input on the development of the renovation plan.

Aisake Lavaka is responsible for all acquisitions/purchases for the campus and has researched the items needed. Based on the activities performed and the outcomes desired, Lavaka and Naeata gave input to the architect who developed the plans for the campus areas.

Major projects over the past three years supervised by Lavaka include:

1. Refurbishment of the front rolling gate and intercom system that provide safety and security to the campus.
2. Purchase and installation of black out curtains for the client cabins to ensure privacy and energy efficiency.
3. Purchase and installation of new furniture in the client cabins.
4. Renovation of living space for all 4 cabins.
5. Project manager for the renovation of all bathrooms on the facility.
6. In charge of the renovation of all administration offices.
7. Supervised campus landscaping projects.

B. Facilities

Located on 2.75 acres of land on the beautiful North Shore of Oahu, Bobby Benson Center is Hawaii's only residential program specializing in co-educational substance abuse treatment for adolescents. In this tranquil environment, teens and their families develop skills to manage life's trials and tribulations.

As a special treatment facility, BBC is licensed by the Department of Health—Offices of Health Care Assurances (OHCA). Department of Health Chapter 98 Special Treatment Facility establishes minimum requirements for the protection of the health, welfare, and safety of residents, personnel and the public in special treatment facilities. In existence since 1990, the campus and facilities of BBC are in need of renovation.

Facilities on the campus include:

Client Cabins

Bobby Benson Center provides a safe, nurturing, and peaceful environment for its clients ranging in age from 13-17 years old. BBC is able to accommodate up to thirty clients on its campus. There are four cabins; two for girls and two for boys. Three cabins have 4 bedrooms; each bedroom is shared by two residents (8 residents per cabin). The fourth cabin has 3 bedrooms housing 6 residents. In all four cabins, each bedroom has its own bathroom. Each cabin has a common area with informal seating where group meetings take place and where clients can relax with others.

Administration Building

The administration building is the first exposure the public has with the Bobby Benson Center. It is where prospective families meet with staff to see if the center is a good fit for their child. It also provides health services through the nursing staff, group sessions for clients and their counselors, conference room, education seminars, and serves as the command center for the campus.

Also located in the administration building are the cafeteria and kitchen. This space is adequate and functioning, but in need of updating and reconfiguring to make a more appealing and efficient space. As part of the cafeteria/kitchen renovation, BBC is requesting to expand the adjacent walkway into a lanai where visitors and families can visit with their adolescent. Currently, these visitations take place on the grass, but need to move inside during inclement weather.

Education Building

Clients continue their education while at BBC in the education building. Staffed by a DOE teacher, students continue their studies while at the center for treatment.

Athletic Activities Court

Currently located in the parking lot, the half-court basketball court is used for various physical activities. During times of heavy visitor traffic, the athletic activities court is closed due to parking needs. As this happens frequently, both the clients and the staff have requested relocation of the court so it can be utilized continuously.

Fitness Center

The existing fitness center is located on a concrete slab adjacent to the parking lot and close to a HECO transformer. Based on programming with the clients, staff is requesting two separate areas for fitness centers to encourage more participation in physical fitness activities that are so integral to the overall health and well being of BBC clients. Fitness activities are a proven way to reduce stress and anxiety while improving self-esteem and self worth.

Laundry Rooms

The boys' laundry room, located in a former storage room in the administration building, is in need of renovation. Used by the male clients to launder their personal items, this reclaimed space is adequate in size but in desperate need of a transformation.

Gazebos

BBC has two gazebos, erected shortly after it opened in 1990, which are in need of replacement. While they have been repaired over the past 20+ years, they have reached a point where it's financially prudent to replace them rather than continue to repair them. Well used and much loved by the clients, the gazebos have become a welcome alternative for meetings, reflection, and respite.

Each of Bobby Benson Center's existing buildings has been structured to meet the needs of the clients and staff. After 26 years of use, this request is to renovate these buildings and relocate the athletic activities court and fitness centers to more appropriate settings.

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VI. Other

A. Litigation

Bobby Benson Center has no pending litigations.

B. Licensure or Accreditation

Bobby Benson Center is nationally accredited through the Commission on Accreditation of Rehabilitation Facilities (CARF) and Alcohol and Drug Abuse Division (ADAD), licensed through Office of Health Care Assurance (OHCA), and has major contracts with the Department of Health, HMSA, KAISER, UHA, and almost all major insurance companies.

C. Private Educational Institutions

N/A

D. Future Sustainability Plan

The Financial Sustainability Plan at Bobby Benson Center involves continuing to offer residential services to at-risk youth in Hawaii to allow for continuous and dependable cash flow over the next five years. BBC wants to increase its current client base by submitting an application for the fee-for-service program with the Med Quest Division. The grant writer is actively involved in applying for new funding sources, keeping track of grants awarded, and when grants are due to be submitted. We are endeavoring to be more visible statewide and sharing the vision and mission of Bobby Benson Center. Our long-term plan is to offer additional services including, adult treatment and possibly outpatient care. These items are outlined in Action Items listed below.

The mission of Bobby Benson Center is to “free youth in Hawaii from substance use and co-occurring disorders through residential treatment services employing best practices for youth and their families.”

The Vision of Bobby Benson Center is “Empowered Youth with Hope, Healing and Recovery.”

Bobby Benson Center, a non-profit 501(c)(3) organization, is named after 15-year-old Bobby Benson who died in 1984 after a short life troubled by substance use and brushes with the law. Bobby's father, David Benson, then a Honolulu Police Major, worked four years to make the Center a reality so other youth could receive the help his son desperately needed and did not get. The campus sits on Oahu's beautiful North Shore. In this tranquil environment, youth and their families learn skills to manage life's trials and tribulations. On an annual basis Bobby Benson Center typically serves approximately 80 plus youth.

The project areas involved in this campus renovation will be maintained by BBC staff who will ensure the upkeep and longevity of each area on campus.

Action Items

1. Ensure continuous compliance with all funder requirements is maintained which allows continuous cash flow.

2. Apply for the Judiciary contract that will come available in the near future and any RFPs that Bobby Benson Center is eligible for.
3. Increase client admissions by submitting an application with the Department of Health, Med Quest Division for the fee-for-service program.
4. Research and formalize contracts with new insurance companies.
5. Be more visible to attract new donors to help increase donor funding via a revamped face book page, fundraiser, open house, participating in community awareness programs to name a few.
6. The grant writer tracks all grant awards, due dates for grant application submissions, researches other grants.
7. Long term goal: Increase other types of services such as services for adults who are in need of drug and alcohol abuse treatment. These clients can come from the local community, other islands in the state, or from other states.

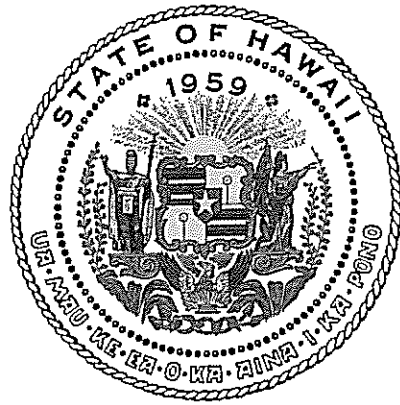
Goals that will be met by working toward and completing action items include:

- a) Provide financial stability and growth;
- b) Create services to more people in need;
- c) Enable Bobby Benson Center to become a leader in services we provide; and
- d) An ongoing Plan will enable Bobby Benson to consider available possibilities.

This Financial Sustainability Plan is a working documents subject to continual review and revision by staff and board members to align actions with our mission and vision. Bobby Benson Center's Executive Team will meet monthly to discuss the plan and its progress.

E. Certificate of Good Standing

Attached



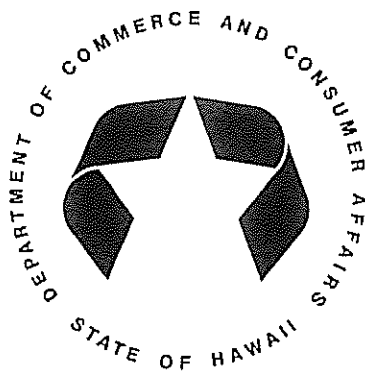
Department of Commerce and Consumer Affairs

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: January 12, 2017

Director of Commerce and Consumer Affairs

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision, and Training

If granted, this capital improvement project will take approximately six months to accomplish. Input on various components of the project have been part of an on-going process of quality improvement; i.e., what works and what needs improvement.

During the project months, services at Bobby Benson Center will not be interrupted. Preliminary plans have been made on where to provide meals for clients while the cafeteria and kitchen are being remodeled, replacement of activities specific to the athletic activities court and fitness center while they are being relocated, and shifting work areas while the administration building is under renovation. A schedule will be worked out for boys to share the staff laundry area while the boys' laundry room is being updated.

Lead staff members on this project:

Sione "Ford" Naeata, Executive Director

Sione "Ford" Naeata joined the Bobby Benson Center Ohana in 2004 and has been instrumental in positioning BBC at the forefront of the residential treatment facilities in Hawaii. Naeata has served as Youth Counselor, Shift Leader, Program Manager, Operations Manager, and is currently serving as the Executive Director. Under Naeata's tutelage and trainings within the center's Milieu setting, the Bobby Benson Center has achieved consistent growth and recognition within Hawaii's residential communities as well as with funding organizations.

Naeata has developed exceptional skill in performance management issues and strategies specializing in residential treatment settings. He is also trained in Cognitive Behavior Therapy (CBT), Dialectical Behavior Therapy (DBT), Life Space Crisis Intervention (LSCI) conflict cycle, and Trauma Informed Care (TIC). He is also a member of Hawaii's Coalition for Substance Abuse. Naeata has a Bachelors degree in International Business Management from Brigham Young University Hawaii.

Naeata will be in close contact with Lavaka, Operations Manager, on the progress of this capital improvement project. Naeata will report to the Department of Health, Child and Mental Health Division, on the project and its impact on the clients at the center.

Aisake Lavaka, Operations Manager

Aisake Lavaka was born and raised in Oakland, California. He attended high school in Tonga, and graduated from BYU-Hawaii with a degree in Pre-Professional Biology with a minor in Biochemistry.

Lavaka joined the Bobby Benson Center staff in 2009 as a Youth Counselor and became Operations Manager in the summer of 2013. He is tasked with researching all acquisitions and overseeing the operation and maintenance of the campus and its buildings.

Lavaka will be charged with oversight of this capital improvement project to ensure it is accomplished on time, adhere to the budget, and minimally disrupts the daily routine of the center's adolescent clients.

Natalie Lobendahn, Quality Assurance Coordinator/ED Administrative Assistant

Lobendahn and Lavaka will meet with staff to get their feedback on the progress of the project and what impact it has on the treatment of the residents. Based on the feedback of staff and residents, some modifications may need to be made to the contingency plans to ensure minimum disruption to the clients.

Lobendahn will monitor the accomplishment of outcomes related to this project and its overall success related to the clients and staff. Lobendahn's reporting will provide data to the Executive Director to be used in his reporting to the the Department of Health-Child and Adolescent Mental Health Division on the impact of this capital improvement project on the treatment of adolescents at the Bobby Benson Center.

Michael Kumar, Head of Accounting

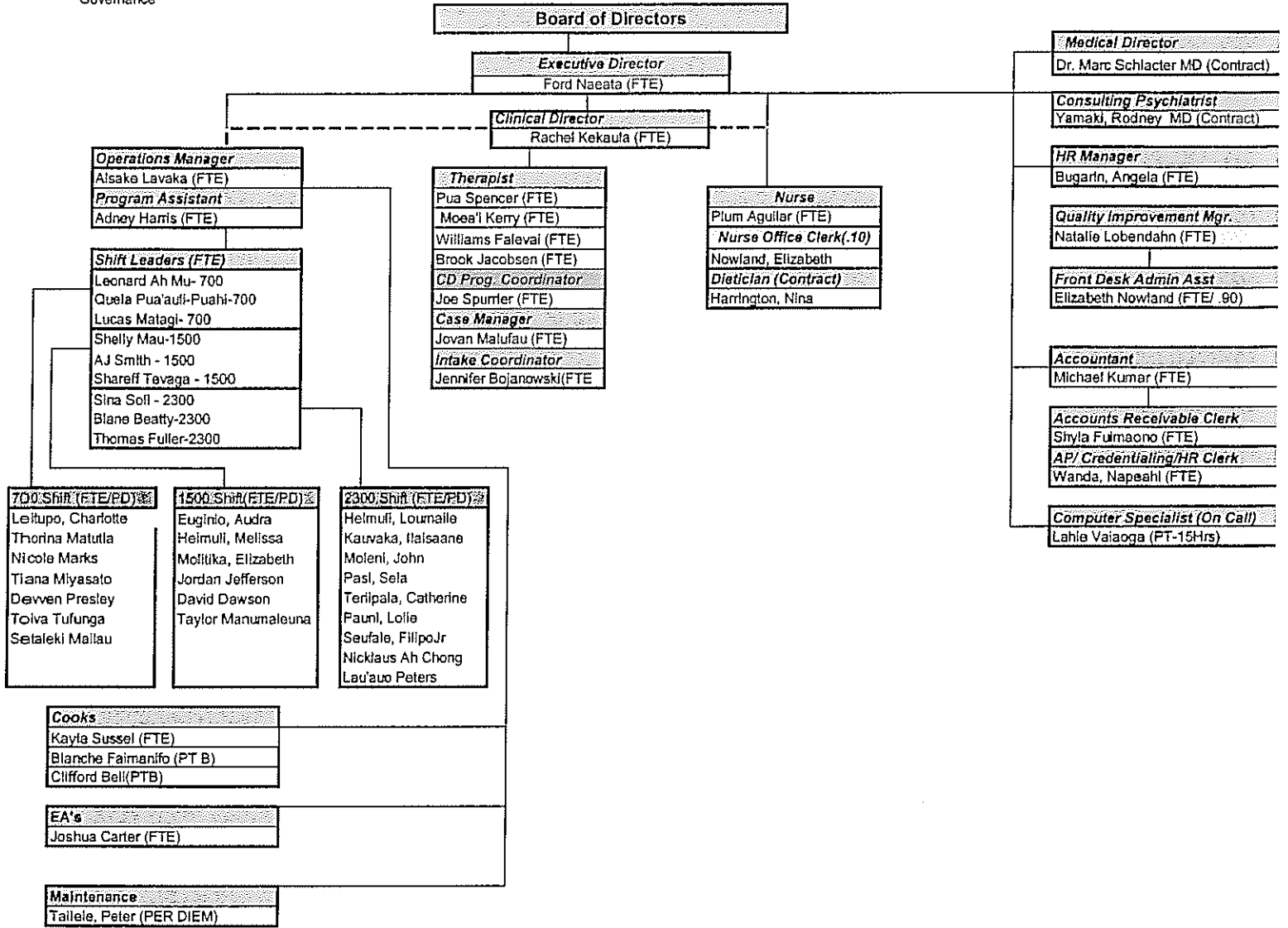
Kumar is responsible for tracking and recording the revenue and expenses of the Bobby Benson Center. BBC follows accounting principles in line with US GAAP. Kumar ensures that proper internal control procedures are followed when dealing with the finances of BBC as well as makes recommendations for improving internal controls. Kumar will monitor the project paperwork to ensure compliance with the budget.

B. Organization Chart (attached)

C. Compensation

Sione Ford Naeata, Executive Director	\$88,000
Rachel Kekaula, Clinical Director	65,000
Plum Aguilar, Registered Nurse	58,000

**Bobby Benson Center Organizational
Chart**



**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.

Sione Ford Naeata
(Typed Name of Individual or Organization)



(Signature)

1/20/17
(Date)

Sione Ford Naeata
(Typed Name)

Executive Director
(Title)