

House District \_\_\_\_\_

Senate District \_\_\_\_\_

**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 ACCOUNTING AND GENERAL SERVICES

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

**1. APPLICANT INFORMATION:**

Legal Name of Requesting Organization or Individual:

Hawaiian Humane Society

Dba:

n/a

Street Address:

2700 Waiālae Avenue, Honolulu, HI 96826

Mailing Address:

2700 Waiālae Avenue, Honolulu, HI 96826

**2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:**

Name LISA FOWLER

Title Director of Development

Phone # 808-356-2221

Fax # 808-955-6034

E-mail lfowler@hawaiianhumane.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:**

HAWAIIAN HUMANE SOCIETY CAPITAL REQUEST FOR PHASE ONE OF THE CONSTRUCTION OF A SECOND CAMPUS IN WEST OAHU.

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

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

**7. AMOUNT OF STATE FUNDS REQUESTED:**

FISCAL YEAR 2018: \$ 1,000,000

**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 \$1,000,000  
 FEDERAL \$ \_\_\_\_\_  
 COUNTY \$125,000  
 PRIVATE/OTHER \$2,505,000

TYPE, NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

\_\_\_\_\_

AUTHORIZED SIGNATURE

PAMELA BURNS, PRESIDENT & CEO

NAME & TITLE

1.18.2017

DATE SIGNED



**RECEIVED**

1/19/17 *gjd*

## Application for Grants

*If any item is not applicable to the request, the applicant should enter "not applicable".*

### I. 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;

The Hawaiian Humane Society aims to promote the human-animal bond and the humane treatment of all animals by providing adoptions services, animal care and sterilization procedures, foster care, community outreach and educational programs, and 24-hour animal admissions and emergency response. Founded in 1883, we are the leader in animal welfare issues in Hawaii.

2. The goals and objectives related to the request;

Since 1883, the Hawaiian Humane Society has been an integral part of life on Oahu from protecting over-worked carriage horses to rescuing over-bred dogs from puppy mills and the crafting of legislation to strengthen Hawaii's animal-protection laws. In 1900, our humane officers responded to 849 cases of animal mistreatment including 285 overworked horses and mules.

Today, the Society's ten humane officers respond to thousands of calls annually to assist animals in neighborhoods across Oahu and are available 24 hours a day, 7 days a week to rescue to any animal in need. So much progress has been made as pets have migrated from our backyards into our living rooms and have become full-fledged family members. And as human populations in West Oahu communities have grown so has their love of animals. At 61%, West Oahu has the highest percentage of pet owners compared to the rest of Oahu with a rate of 55%.

The location of the Moiliili campus does not provide easy access to people living in West Oahu and other areas outside of Honolulu's urban core. Therefore people who need or want Hawaiian Humane Society services may currently find it too inconvenient or are simply unable to access them.

The establishment of a Hawaiian Humane Society campus in West Oahu will provide underserved communities with greatly-needed programs and services including animal admissions, adoptions, humane investigations and rescues, lost

& found, animal care and sheltering, youth education and a community off-leash dog park for the benefit of countless animals and people for generations to come.

3. The public purpose and need to be served;

Our more than 130-year history of helping Oahu's people and animals is a testament to how the Hawaiian Humane Society has enriched the community by offering a safe harbor to lost and abandoned pets, encouraging responsible pet ownership, educating our youth, expanding families through pet adoptions, rescuing pets from abuse and neglect and reuniting lost pets and owners across Oahu.

95% of Oahu residents who were polled in 2015 by Honolulu research firm Ward Research believed that animal companionship was imperative to their quality of life. In the last 5 years, the Hawaiian Humane Society has placed homeless animals with more than 30,000 families. We're not just a bricks and mortar facility - we're a part of thousands of families across the island.

Due to projected human and animal population growth in West Oahu, planners Helber, Hastert & Fee projected that by the year 2030 52% of animals admitted to the Hawaiian Humane Society would be better served by a second campus in West Oahu. As the only animal welfare organization on Oahu that does not turn animals away, the Society recognizes the responsibility to extend our reach to provide vitally needed services in West Oahu.

Some of the programs and services our campus will offer include:

- Animal rescues, animal care and pet adoptions to place pets into loving homes, reunite families with lost pets, rescue lost, abandoned, abused or neglected animals and prevent future animal cruelty.
- Educational initiatives to reach at-risk youth with mentoring and values development programs, provide public education to break the cycle of violence linking animal abuse and family violence, and provide humane education programs for schools and community groups.
- Emergency pet fostering program to provide care for animals who are too young for adoption, pets of victims fleeing domestic violence, pets of disaster victims and pets of active duty military personnel on deployment.
- Animal transport services to and from the Hawaiian Humane Society's spay/neuter clinic in Moiliili. The clinic provides free or low-fee spay/neuter surgeries for free-roaming cats and pets of homeless and low-income populations to help reduce animal overpopulation and improve the health and wellbeing of animals.

- Meeting spaces, community events and an off-leash dog park to serve as a gathering place and animal resource center for pets and their people.

4. Describe the target population to be served; and

The Hawaiian Humane Society serves the island of Oahu with a population of 950,000 people. In a recent Ward Research survey, 27% of Oahu residents (approximately 256,000 people) had some form of contact with the Hawaiian Humane Society in the preceding 12 month period. 65% of that contact was an in-person visit to the Moiliili campus.

A second campus in West Oahu would better serve nearly half of Oahu's population of both people and animals. As the majority of Oahu's future growth is forecasted to occur in West Oahu, this number will continue to expand.

With just one campus our animal admissions were more than 25,000 in FY2016. By a conservative estimate, we project servicing approximately 83,000 people a year and nearly 14,000 animals at our planned West Oahu campus. Based on the research of mainland animal welfare organizations who have added a second campus, these projections will likely be surpassed once our doors have opened.

5. Describe the geographic coverage.

The West Oahu campus will provide more convenient access to Hawaiian Humane Society programs and services for the growing population who reside west of Aloha Stadium.

## II. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

The construction of a Hawaiian Humane Society campus in West Oahu will provide greatly needed programs and services for underserved communities including animal admissions, adoptions, humane investigations and rescues, pet lost & found, animal care and sheltering, youth education and a community off-leash dog park.

This grant of \$1,000,000 will help underwrite Phase One of the West Oahu Campus Construction providing the infrastructure necessary to proceed with this important project. Phase One includes site work costs for grading, drainage and

backfill, site access/ingress and egress, and additional work necessary to comply with building codes.

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

The planning for this project is well underway. Site work on the campus will begin in December 2017 and take approximately six months to complete. The Society anticipates opening the West Oahu campus to the public in January 2019.

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

The success of our project will be defined by a timely completion within the outlined budget. Hawaiian Humane Society President & CEO, Pamela Burns, will continue to work with the board of directors and project contractor to ensure that construction is moving forward as planned. While our goal is an ambitious one, we feel confident that we will achieve our objectives.

Once the campus is open to the public, the programs and services will be evaluated for impact and effectiveness by gathering feedback from the public. The Hawaiian Humane Society has commissioned surveys of the community every three years since 1993 to help ensure that we are providing the highest quality service for the community's animals and people and addressing our community's most critical animal welfare issues. The Society's most recent survey conducted in 2015 indicated that 87% of residents who had contact with the Hawaiian Humane Society reported that contact to be positive.

The Society also maintains monthly statistics on all animal admissions and adoptions and will perform ongoing analysis of the operations of both of our campuses to ensure that we are maximizing opportunities to provide services across the island.

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 Hawaiian Humane Society will report construction updates to the State on a quarterly basis.

### III. Financial

#### Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

See enclosed

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2018.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
n/a	\$142,846	\$428,577	\$428,577	\$1,000,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2018.

The Hawaiian Humane Society has applied for a grant in aid from the City and County of Honolulu for \$125,000. We have already secured \$2,505,000 for Phase One of this project.

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 and grants it has been and will be receiving for program funding.

Not applicable

5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.

\$27,334,051

### IV. Experience and Capability

#### A. 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.

The Hawaiian Humane Society has been Oahu's leader in animal welfare issues since our establishment in 1883. In fiscal year 2016, we provided shelter and care for 25,074 animals, found new families for 7,615 homeless pets, performed 8,347 spay/neuter surgeries, provided humane education to 23,204 youth across Oahu and worked with 7,664 community volunteers.

In order to better serve Hawaii's animals and people, the Society recently completed renovations and an expansion to our existing campus in Moiliili. The project included the construction of a new veterinary clinic and admissions center, two new dog adoption pavilions and a new cat adoption building. These new buildings were designed to optimize the behavioral, psychological and socialization needs of the animals, ease of cleaning, maintenance and disease control, and improve the overall experience for animals and the people who visit them. The project was completed on time and on budget.

Our West Oahu campus is also being designed to reduce animal stress and promote positive behaviors and provide the best possible experience for visitors. The successful completion of construction to our existing campus combined with our long-standing history of providing programs and services in our community give us the confidence that our second campus in West Oahu will provide a significant benefit for animals and people.

## **B. 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.

In 2015 a five-acre parcel on Fort Weaver Road was donated by D.R. Horton to the Society and planning for the campus began. In July 2016, the due diligence on the property was completed and the Hawaiian Humane Society formally accepted the gift of land and committed to building a West Oahu campus.

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

**A. 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.

Pamela Burns has been President & CEO of the Hawaiian Humane Society since 1990 and is a nationally-recognized leader in animal welfare. Her leadership and expertise have led the Society to gain a high level of financial security. Ms. Burns maintained overall responsibility for a major construction project to our existing campus in Moiliili and will ensure the completion of the establishment of a second campus in West Oahu.

**B. 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 enclosed

**C. Compensation**

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

President & CEO	\$170,000
Director of Development	\$110,500
Director of Operations	\$108,000

**VI. Other**

**A. Litigation**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

Not applicable



**B. 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

**C. Private Educational Institutions**

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

Not applicable

**D. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2017-18 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2017-18, but
- (2) Not received by the applicant thereafter.

Ongoing programs and services of the new campus will be supported through a combination of fees for service, individual donations, special events revenue, grants from local and national foundations, and revenue from investments.

**E. Certificate of Good Standing (If the Applicant is an Organization)**

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2016.

See enclosed

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
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				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	1,000,000		125,000	2,505,000
<b>TOTAL (A+B+C+D+E)</b>	<b>3,630,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	1,000,000	Lisa Fowler (808) 356-2221		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	125,000	[Redacted Signature] 1-18-2017		
(d) Total Private/Other Funds Requested	2,505,000	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>3,630,000</b>	Pamela Burns, President & CEO Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2017 to June 30, 2018

Applicant: Hawaiian Humane Society

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: Hawaiian Humane Society

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: Hawaiian Humane Society

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
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION		2,505,000	1,000,000	125,000		
EQUIPMENT						
<b>TOTAL:</b>		2,505,000	1,000,000	125,000		
<b>JUSTIFICATION/COMMENTS:</b> Grant in aid funds will be used toward phase one of the construction of a Hawaiian Humane Society campus in West Oahu.						

**GOVERNMENT CONTRACTS AND / OR GRANTS**

Applicant: Hawaiian Humane Society

Contracts Total: -

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY</b> (U.S. / State / Haw / Hon / Kau / Mau)	<b>CONTRACT VALUE</b>
1	Not applicable				
2					
3					
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					

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

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

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

Hawaiian Humane Society

(Typed Name of Individual or Organization)

(Signature)

(Date)

Pamela Burns

President & CEO

(Typed Name)

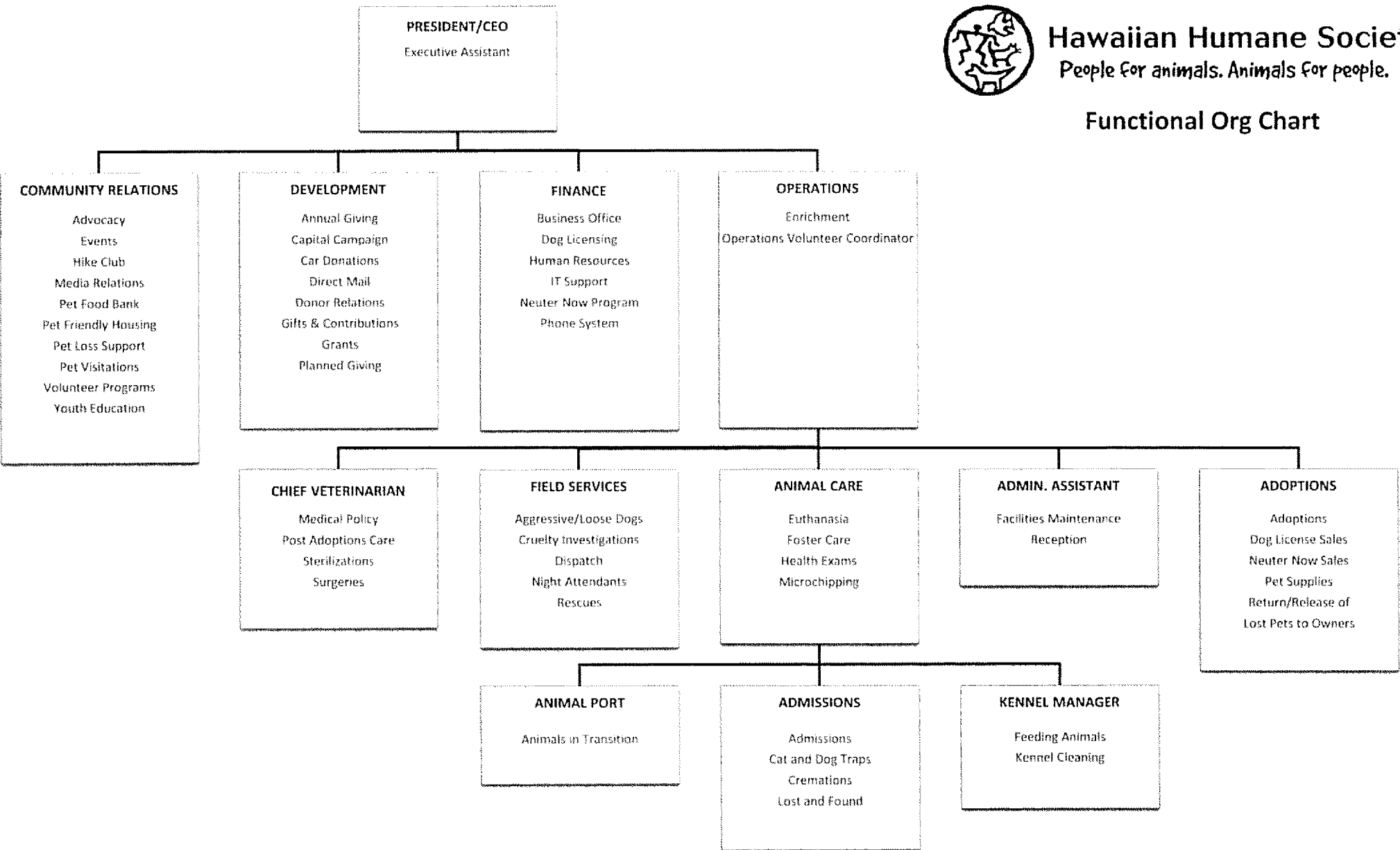
(Title)



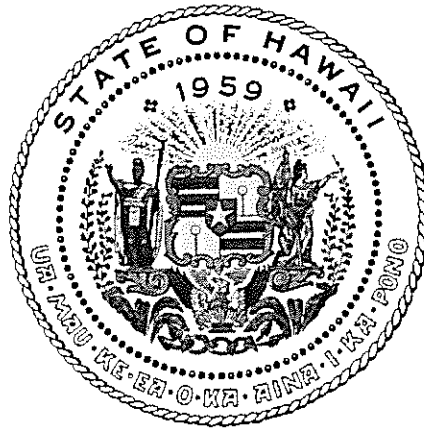
**Hawaiian Humane Society**

People for animals. Animals for people.

### Functional Org Chart







## 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

HAWAIIAN HUMANE SOCIETY

was incorporated under the laws of Hawaii on 07/20/1920 ; 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 10, 2017

Director of Commerce and Consumer Affairs

