

House District 43

Senate District 21

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):

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

I. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: MAKANA O KE AKUA INC.

Db: MOKA

Street Address: 87-1784 FARRINGTON HIGHWAY, WAIANAE, HI 96792

Mailing Address: 92-365 MALAHUNA PLACE, KAPOLEI, HAWAII 96707

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name JOHN L. DUDOIT

Title PRESIDENT/DIRECTOR

Phone # 808 450-4042

Fax # _____

E-mail DUDOITJB@YAHOO.COM

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:

COMMUNITY OUTREACH CENTER/DISCOUNT STORE FOR VOCATIONAL AND EMPLOYMENT TRAINING

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 122,613.00

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 \$ 0
 FEDERAL \$ 0
 COUNTY \$ 0
 PRIVATE/OTHER \$ 0

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

JOHN L. DUDOIT PRESIDENT/DIRECTOR
NAME & TITLE

JANUARY 19, 2017
DATE SIGNED



RECEIVED
1/20/17 *na*

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;*

Makana O Ke Akua Inc. (MOKA) is a 501 (c) 3 non-profit organization that has grown from one home to our current seven homes with a capacity of 132 individual men. We have serviced over 1,000 men from all walks of life including those from incarceration, homelessness, broken families, drug-life, and other challenging life situations. MOKA, diligently work to provide affordable and safe homes for these men.

Established in 2003 our mission is to provide a Clean and Sober Living Environment for men who want to make positive changes in their lives. Our vision is to reunite, reconnect, and restore men back to their community, workforce, and most of all their family. Our homes promote individual recovery by providing an environment that allows the residents to develop individual recovery plans and become self-supporting. This is achieved by promoting independence, responsibility, and accountability.

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

Recently, MOKA expand its operation by opening a community outreach discount store which provides affordable gently used household items and furniture to low-income families. MOKA provides employment and vocational training to the under-served individuals in substance abuse recovery and/or reintegration from incarceration through a network of recovery providers, non-profit organizations, and for profit companies. Clients of disability is provided day-today training from store service, cashier, warehouse, truck driving, renovation, distribution to the community of the food bank program.

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

This project has a dual purpose. It has serve the low-income families by providing them with affordable furniture items (e.g. bed, sofa, dining chairs, dining table, coffee table, decorative items) and household goods and personal items (e.g.

dishes, kitchenware, toiletries, etc.) Second, it has provided employment and vocational training opportunities for those having difficulty finding employment due to history (i.e. incarceration, gang association, lack of education).

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

MOKA's goal is to reach the low- to mid-income families that struggle with furnishing their homes. As the cost of living in Hawaii continues to grow the need for affordable items become vital to the budgets of our families. We have been operating this program on a small scale selling out of multiple storage units by advertising online (Craigslist). Over the past two years MOKA has donated over 130 furniture items to over 50 needy families that either transitioned out of a homeless shelter into independent living or has been living in a home but was unable to furnish it. There is a demand with this demographic and MOKA strives to be a solution.

Operating a Clean and Sober home for over 12 years we have seen the need for employment and vocational training in our clients that we serve. An average of 34% of our residents are unemployed looking for work. This unemployment is mostly found amongst our incarcerated individuals and those who did not graduate from high school. Providing employment training through this vocational training piece will allow MOKA to increase its success rate by 80%.

5. *Describe the geographic coverage.*

MOKA has identified a storefront property owner who is willing to work with our vision to provide this type of service to the community. This storefront property is located in Nanakuli in the city of Waianae. We would be geographically located in the West Oahu region but will advertise and welcome the whole island of Oahu.

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;*

1. MOKA will sale affordable furniture and household items to low- and moderate-income families.
2. MOKA will service the low-income community of West Oahu to the Waianae Coast.
3. MOKA will monitor the number of customers served using sales

4. MOKA will employ underserved individuals struggling to find employment.
 5. MOKA will provide vocational training using a three month program strategy.
 6. MOKA will provide job referral services to the underserved individuals.
 7. MOKA will monitor all employees by employee evaluation and attendance.
 8. MOKA will ensure the knowledge retention of the vocational training through written testing.
 9. MOKA will be an equal opportunity employer.
 10. MOKA will comply with all federal and state employer laws.
 11. MOKA will comply with its code of ethics.
 12. MOKA will report to the State agency as requested.
 13. MOKA will monitor its progress according to the goals written in this grant request.
2. *Provide a projected annual timeline for accomplishing the results or outcomes of the service;*

MOKA has open the outreach center vocational store in September of 2016. The outreach center vocational store discount store is open seven days per week and 10 hours per day, closed on state and federal holidays. Total days open in the year will be 352. Our goal will be to service an average of 30 customers per day or 10,560 per year.

Our employment goal will be to provide employment and vocational training to 48 individuals during the fiscal year of the grant by utilizing a three month employment and training program. This three month strategy will employ 12 individuals for three months and provide him with necessary work training, both hands on and classroom training, while employed at the store. Within the third month the individual will seek employment outside of the store with the goal of securing permanent employment in the workforce.

In summary our goal is to reach 10,560 customers (families), and employ a minimum of 48 underserved individuals within the fiscal year.

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

MOKA will monitor the number of customers served through its sales. MOKA will monitor its employees using a timeclock system for attendance, an employee evaluation for quality of work (done by the store manager), and a written test to

evaluation for quality of work (done by the store manager), and a written test to assess the knowledge of rudimentary work related skills learned in the vocational training portion of this program.

The operations of the store will be monitored and evaluated on a monthly basis from MOKA’s Board of Directors. The store manager will report directly to the Director of Operations. The Director of Operations will present the current status of the discount store to the Board of Directors during its monthly board meetings. If improvements are needed the Board of Directors will develop a plan of action by utilizing its resources and network associations.

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.
 - Minimum number of customers served each quarter will be 2,640
 - Minimum number of undeserved individuals employed each quarter will be 12

III. Financial

Budget

1. **Budget, detail cost of the request.**

ATTACHMENT PAGE 5: BUDGET REQUEST BY SOURCE OF FUNDS

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2017.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
30,653.25	30,653.25	30,653.25	30,653.25	\$122,613

3. **Listing of all other sources of funding for fiscal year 2017.**

ATTACHMENT PAGE 9: GOVERNMENT CONTRRACTS AND / OR GRANTS

4. **Tax Credits.**

NOT APPLICABLE

5. Listing of all government contracts and grants been and will be receiving for program funding.

ATTACHMENT PAGE 9: GOVERNMENT CONTRACTS AND/OR GRANTS

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2015.

\$62,000.

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.

MOKA has launched a pilot project in September 2016, that provides vocational training through on-the-job experience, thus forming a program we called MOKA TECH, which was designed to employ the men in our homes by selling furniture items that were purchased from the government liquidation warehouse located in Barbers Point. The men would train with the Director then go to work at our storage unit in Hawaii Self Storage Kapolei to refurbish furniture and prepare them for sale. Marketing of the furniture was done by one of the men who took a photo, upload it in the computer, and then post an ad on craigslist. Another individual would meet with the customer to make the sale. The project MOKA developed was a great success. MOKA has successfully employed 18 men in our clean and sober home thus far. MOKA is able to keep a low overhead utilizing storage units compared to storefront properties but we realize that there is great potential in opening a store.

Two years ago we established a relationship with another non-profit organization called Hawaii Furniture Bank which opened new doors for MOKA to expand its program. This relationship lead to MOKA receiving donated furniture from a hotel remodeling company. This company is a for-profit company that removes old furniture from hotels and replace them with new ones. The remodeling company now donates those items from the hotels to MOKA who in turn sells the items through MOKA TECH. MOKA has outgrown its storage unit and needs an outlet to sell its furniture. The remodeling company has made an agreement to give us the furniture it removes from the hotels for the next three years. This pilot project has proven itself successful within the last three years.

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.

MOKA has established a commercial property lease of a storefront property with a five-year lease term. To be self-sustain in our operation, our discount furniture's are sold in an affordable price to subsidize our monthly rent and utilities. From the current facility, MOKA is providing outreach vocational employment training to men and women of drug disability and unemployment. The location of the Center is in a prime location near two bus stops, walking distance to schools, beaches where many homeless is residing and an eating facility. Located fronting Farrington Highway, it is very visible with parking and accessibility.

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.

Store Manager

Duties: Oversees the operational activities of the store including inventory control, employee supervision, sales report, money collection, audit, and deposit, and employee evaluation.

Qualifications: Basic office and computer skills. Able to use Microsoft Word and Excel. Customer service ability.

Education: College diploma in business. Minimum 2 years retail experience. Supervisory experience recommended.

Warehouse Manager

Duties: Oversees the warehouse facility. Manages inventory, stock levels, storage control, and schedules delivery to the store property.

Qualifications: Forklift license, ability to store items safely, inventory control, supervisory skills, and basic computer skills. Able to use Microsoft excel.

Education: High School Diploma

Delivery Driver

Duties: Oversee delivery operations from vendor to warehouse or store. Drive delivery van and deliver customer items upon request from store manager.

Qualifications: Valid driver's license. Clean abstract.

Education: None

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.

ATTACHMENT: GRANT REQUEST ORGANIZATION CHART

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.

ATTACHMENT PAGE 6: BUDGET JUSTIFICATION- PERSONNEL SALARIES AND WAGES

VI. Other

A. Litigation

NOT APPLICABLE

B. Licensure or Accreditation

NOT APPLICABLE

C. Private Educational Institutions

NOT APPLICABLE

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2016-17 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2016-17, but*
- (2) Not received by the applicant thereafter.*

MOKA is requesting this Grant in Aid funding as a startup capital and operating funds to expand our current operations. After the funding is provided MOKA will be self-sustaining by the sale income earned from the sales of the items from the store. MOKA has a contractual agreement with a hotel remodeling company who will donate furniture items removed from the hotels they renovate to support our mission. This contractual agreement will be for the next three years. MOKA will also solicit the community to donate their gently used items to our store in an

effort to maintain inventory. MOKA has also established a connection with government liquidation which is another source of merchandise for the store.

E. Certificate of Good Standing

ATTACHMENT: CERTIFICATE OF GOOD STANDING

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

App

MAKANA O KE AKUA INC.

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	56,160			
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	56,160			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0			
2. Insurance	560			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	25,000			
5. Staff Training	0			
6. Supplies	2,110			
7. Telecommunication	2,160			
8. Utilities	3,200			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	33,030			
C. EQUIPMENT PURCHASES	2,900			
D. MOTOR VEHICLE PURCHASES	30,523			
E. CAPITAL				
TOTAL (A+B+C+D+E)	122,613			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	122,613	John L. Dudoit	808 450-4042	
(b) Total Federal Funds Requested	0	Name (Please type or print)	Phone	
(c) Total County Funds Requested	0		Date	
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official	Date	
TOTAL BUDGET	122,613	President/Director		
		Name and Title (Please type or print)		

JWS 19, 2017

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2017 to June 30, 2018

Applicant: _____ MAKANA O KE AKUA INC. _____

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Delivery Outreach Service Driver	0.5	\$20,800.00	50.00%	\$ 10,400.00
Warehouse Service Manager	0.5	\$20,800.00	50.00%	\$ 10,400.00
Outreach Vocational Training Service Manager	1	\$35,360.00	100.00%	\$ 35,360.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				56,160.00
JUSTIFICATION/COMMENTS:				
The above staff position is used to amintain the operations of the Outreach Vocational Discount Store. Salary for MOKA administrati				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: _____MAKANA O KE AKUA INC._____

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Security System	1.00	\$2,900.00	\$ 2,900.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 2,900.00	

JUSTIFICATION/COMMENTS:

Proper security system for the outside of the Outreach Center/Store front.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
2016 Ford Transit Vanwagon Van	1.00	\$30,523.00	\$ 30,523.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 30,523.00	

JUSTIFICATION/COMMENTS:

Outreach Van is needed to transport clients to apply for State ID, Welfare Assistance, Food Stamps and distribute Food to Clients and

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: _____MAKANA O KE AKUA INC._____

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						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						
NOT APPLICABLE						

GOVERNMENT CONTRACTS AND / OR GRANTS

Apf

MAKANA O KE AKUA INC.

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	NOT APPLICABLE				
2					
3					
4					
5					
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**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.

MAKANA O KE AKUA INC. _____
(Typed Name of Individual or Organization)


(Signature)

01/19/2017
(Date)

JOHN L. DUDOIT JR. _____ DIRECTOR/PRESIDENT
(Typed Name) (Title)

MAKANA O KE AKUA INC

Organization Chart

