REQUEST FOR LEGAL SERVICES

October 2, 2017

Date:

Attachment

From:	Don Guzman, Cha	air					
	Parks, Recreation, Energy, and Legal Affairs Committee						
TRANSMITTAL Memo to:	DEPARTMENT OF THE CORPORATION COUNSEL Attention: Gary Murai, Esq.						
Subject: AUTHO	ORIZING THE EMP	LOYMENT O	F THE LEGAL A	ID SOCIETY OF HAWAII AS			
SPECIAL COU	NSEL FOR LEGAL	SERVICES A	DMINISTERED '	THROUGH THE OFFICE ON			
AGING (PRL-8)							
Background Data	: Attached is a mark	cup reflecting	the revisions ma	de to the proposed resolution			
at the 09/19/	17 Committee meet	ting as well as	s a nonsubstanti	ive revision. Please return a			
signed, hard co	opy of the revised p	roposed resolu	ution with your r	response. (The request dated			
09/26/17 atta	ched an incorrect v	ersion of the	proposed resolut	ion.)			
Work Requested:	[X] FOR APPROVA	L AS TO FORM A	AND LEGALITY	,			
	[] OTHER:						
Requestor's signa	///		Contact Person				
Don S. Guzma			Carla Nakata (Telephone Extension:	7659)			
[] PRIORITY (WI'	THIN 15 WORKING DAY THIN 10 WORKING DAY DATE (IF IMPOSED BY ION COUNSEL'S RESE	YS) [] URG	SH (WITHIN 5 WORI ENT (WITHIN 3 WO				
ASSIGNED TO:		ASSIGNMENT NO.		BY:			
	[] APPROVED [] DISAF [] RETURNINGPLEASE E - THIS SECTION NOT	EXPAND AND PRO	OVIDE DETAILS REGA				
			DEPARTMENT	OF THE CORPORATION COUNSEL			
Date			By				
prl:ltr:008acc02:cm	n			(Rev. 7/03)			

Resolution

NO.		
MC B		

AUTHORIZING THE EMPLOYMENT OF THE LEGAL AID SOCIETY
OF HAWAII AS SPECIAL COUNSEL FOR LEGAL SERVICES
ADMINISTERED THROUGH THE OFFICE ON AGING

WHEREAS, the Department of Housing and Human Concerns ("Department") has acquired funds under the Older Americans Act and through the State of Hawaii, Department of Health, Executive Office on Aging ("Office on Aging") to provide legal assistance to qualified individuals in the County of Maui; and

WHEREAS, the Department is required by the Office on Aging to operate and administer said funds as a contract for services; and

WHEREAS, the Department sought a legal services provider through the bidding procurement process and Request for Proposal ("RFP") No. 16-17/P-96; and

WHEREAS, the Legal Aid Society of Hawaii desires to provide legal services pursuant to the scope of work indicated in RFP No. 16-17/P-96; and

Resolution No.	
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WHEREAS, pursuant to RFP No. 16-17/P-96, the Legal Aid Society of Hawaii was the successful bidder; and

WHEREAS, the Legal Aid Society of Hawaii's hourly attorney rate of \$40.00 per hour is well below market pricing; and

WHEREAS, pursuant to Section 3-6(6) of the Revised Charter of the County of Maui (1983), as amended, the Council alone is authorized to retain or employ special counsel by resolution adopted by a two-thirds vote; and

WHEREAS, the Council finds that, because of the need for specialized expertise and services, there is a real necessity to retain the Legal Aid Society of Hawaii as special counsel to provide legal services to qualified individuals; and

WHEREAS, the Legal Aid Society of Hawaii shall conduct itself in a manner consistent with the scope of work and terms and conditions contained in RFP No. 16-17/P-96 and as may be imposed and required by the Contract and County General Terms and Conditions; now therefore,

BE IT RESOLVED by the Council of the County of Maui:

1. That the Council hereby authorizes the employment of the Legal Aid Society of Hawaii as special counsel to provide legal services to

R	esolution	No.	

qualified individuals as administered through the Maui County Office on Aging and the Older Americans Act; and

- 2. That the total compensation, including any costs incurred for the employment of the Legal Aid Society of Hawaii as special counsel for two years shall not exceed \$70,000 per year (\$140,000 total), inclusive of all taxes, subject to the availability of Older Americans Act funds or similar, non-lowly funds; and
- 3. That the hourly attorney rate charged shall be \$40.00 per hour; and
- 4. That the funds for the two-year contract period shall be expended according to the Cost Proposal attached as Exhibit "A" hereto, which is by reference incorporated herein; and
- 5. That the expenditures of additional funds or substantial changes to the responsibilities of the parties shall require Council approval; and
- 6. That, notwithstanding the contract period stated in Exhibit "A," the contract period shall be from October 1, 2017 through September 30, 2019; and

Resolution	No.	

7. That certified copies of this Resolution be transmitted to the Mayor, the Corporation Counsel, the Director of Housing and Human Concerns, and the Director of Finance.

APPROVED AS TO FORM AND LEGALITY

GARY Y. MURAI
Department of the Corporation Counsel
County of Maui
2015-4160
2017-08-14 Resolution

VII-B

COST PROPOSAL

EXHIBIT "A"

BUDGET

(Period October 1, 2017 to September 30, 2018)

Applicant/Provider:	Legal Aid Society of Hawaii
RFP No.:	16-17/P-96
Contract No. (As Applicable):	

	JDGET	Budget			
C A	ATEGORIES	Request			ł
		(a)	(b)	(c)	(d)
۹.	PERSONNEL COST		[
	1. Salaries	47,738			
	2. Payroll Taxes & Assessments	5,251			
	3. Fringe Benefits	8,593			
	TOTAL PERSONNEL COST	61,582			
3.	OTHER CURRENT EXPENSES			· · · · · · · · · · · · · · · · · · ·	
	Airfare, Inter-Island	450			
	2. Airfare, Out-of-State	***			
	3. Audit Services	300		······································	
	4. Contractual Services - Administrative				
	5. Contractual Services - Subcontracts				
	6. Insurance	250			
	7. Lease/Rental of Equipment	450			
	8. Lease/Rental of Motor Vehicle				
	9. Lease/Rental of Space	4,268			
	10. Mileage	200			
	11. Postage, Freight & Delivery				
	12. Publication & Printing				
	13. Repair & Maintenance				
	14. Staff Training				
	15. Substance/Per Diem				
	16. Supplies	200			
	17. Telecommunication	1,150			
	18. Transportation	450			
	19. Utilities				
	20. Litigation	500			
	21. Outreach	200			
	22.				
	23.				
	TOTAL OTHER CURRENT EXPENSES	8,418			
	EQUIPMENT PURCHASES				
) <u>.</u>	MOTOR VEHICLE PURCHASES				
	TAL (A+B+C+D)	70,000			1
	TAL (ATDTCTD)	70,000	Budget Prepared By:	Carlo Car	
٠.	HOCES OF ELINOING				,,,,,,,,
v	URCES OF FUNDING		Wayne Keawe		(808) 527-8
	(a) Budget Request		Name (Please type or p	nrx)	Phone
	(b)		「 ノ		5/31/2
	(c)		Signature of Authorized	Official	Date
	(-)	·- ·- ·- ·- ·- ·- ·- ·- ·- ·- ·- ·- ·- ·	M. Nalani Fujimori Kain	a, Executive)Director	
	(d)		Name and Title (Please		
0	TAL REVENUE		For State Agency Use Only		
_			Signature of Reviewer		Date

ORGANIZATION - WIDE BUDGET BY SOURCE OF FUNDS

(Period October 1, 2017 to September 30, 2018)

Applicant/Provider:	Legal Aid Society of Hawaii
RFP No.:	16-17/P-96
Contract No. (As Applicable):	

	DOGET	Total	TITLE III	STATE FUNDS	FEDERAL FUND	
C A	ATEGORIES	Funds			l	
		(a)	(b)	(c)	(d)	
A.	PERSONNEL COST					
	1. Salaries	337,210	47,738	115,789	173,68	
	2. Payroll Taxes & Assessments	37,093		12,737	19,10	
	3. Fringe Benefits	64,070	8,593	22,190	33,28	
	TOTAL PERSONNEL COST	438,373	61,582	150,716	226,07	
В.	OTHER CURRENT EXPENSES					
	1. Airfare, Inter-Island	2,000	450	620	93	
	2. Airfare, Out-of-State					
	3. Audit Services	1,200	300	360	54	
	4. Contractual Services - Administrative	500	333		<u> </u>	
	5. Contractual Services - Subcontracts	THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN COLUMN TW				
	6. Insurance	4,200	650	1,420	2,13	
	7. Lease/Rental of Equipment	3,309		1,144	1,71	
	8. Lease/Rental of Motor Vehicle					
	9. Lease/Rental of Space	51,700	4,268	18,973	28,46	
	10. Mileage	1,500	200	520	78	
	11. Postage, Freight & Delivery					
	12. Publication & Printing		<u> </u>			
	13. Repair & Maintenance		 			
	14. Staff Training					
	15. Substance/Per Diem					
	16. Supplies	7,700	200	3,000	4,50	
	17. Telecommunication	5,000	1,150	1,540	2,310	
	18. Transportation	3,455	.,,,,,,			
	19. Utilities	<u> </u>				
	20. Litigation	4,800	500	1,720	2,58	
	21. Outreach	1,000	250	750	45	
	22.					
	23.				······································	
	TOTAL OTHER CURRENT EXPENSES	82,909	8,418	30,047	44,39!	
) .	EQUIPMENT PURCHASES				· · · · · · · · · · · · · · · · · · ·	
	MOTOR VEHICLE PURCHASES					
OI	AL (A+B+C+D)	521,282	70,000	180,763	270,469	
		- Engrish	Budget Prepared By:			
· ^ 1	IDOES OF FUNDING					
	IRCES OF FUNDING		Wayne Keawe		(808) 527-806	
	(a) Total Funds		Name (Please type or pri	псу	Phone	
(b)					7/24/201	
	(c)		Signature of Authorized (Official	Date	
			Angela J. Lovitt, Director	of Professional Develo	pment & Compliance	
	(d)		Name and Title (Please I	ype or print)		
гот	AL REVENUE		For State Agency Use Only			
. • .			Signature of Reviewer Date			

ORGANIZATION - WIDE BUDGET BY PROGRAMS

(Period October 1, 2017 to September 30, 2018)

·····	Contraction Diffe	Combine MDED#	7
	(a)	(p)	
Contract No. (As Applicable):			
RFP No.:	16-17/P-96		
Applicant/Provider	Legal Aid Soci	ety of Hawaii	

(a)	(b)	(c)	(d)
Contract/RFP#:	Contract/RFP#:	Contract/RFP#:	Contract/RFP#:
	G4373	C5953	J18004
Program:		Program:	Program:
Legal Services	Legal Services	Title ill	GAL
	i		ł
187,412	61,560	47,738	40,500
			4,455
40,304	7,883	8,593	7,290
249,847	74,699	61,582	52,245
1,550		450	
900		300	
500			

3,550		650	
		450	
41,432		4.268	6,000
			1,200
			.,
			
7.200		200	300
			900
		1,100	
4.300		500	
	301		
65 826	301	8 418	8,400
00,020	501	0,710	0,400
315,673	75,000	70,000	60,645
		-	
			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
1			
			
Budgel Prepared By:	Wayne Keawe		·
I .			
Angela J. Lovitt Name (Please type or p	(808) 527-8003		7/24/2017
	Program: Legal Services 187,412 22,131 40,304 249,847 1,550 900 500 3,550 2,895 41,432 100 7,200 2,950 4,300 449 65,826	G4373 Program: Program: Holistic Legal Services Legal Services 187,412 61,560 22,131 5,256 40,304 7,883 249,847 74,699 1,550 900 500 3,550 2,895 41,432 100 100 7,200 2,950 4,300 449 301 65,826 301 65,826 301	G4373 C5953 Program: Holistic Legal Services Title ill

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

No.: ract No. (As A	Legal Aid Society of Hawaii 16-17/P-96 pplicable):	Period: 10/1/201	7 to <u>9/30/2018</u>	Date Prepared:	5/31/201
POSITION NO.	POSITION TITLE	FULL TIME EQUIVALENT TO ORGANIZATION	ANNUAL SALARY INCLUOING BUDGETED SALARY INCREASE A	% OF TIME BUDGETEO TO THE CONTRACT B	TOTAL SALARY BUDGETED TO THE CONTRACT A x B
1	Staff Attormey	1	50640.00	25.00%	12,66
1	Staff Attormey	1	48912.43	31.13%	15,22
1	Paralegal	1	27623.33	30.00%	8,28
1	GA-SSt Paralegal	1	34940.00	10.00%	3,49
1	Legal Secretary	1	28860.00	5.00%	1,44
1	Molokai Paralegal	1	43130.00	10.00%	4,31
1	Lanai Paralegal	1	23150.00	10.00%	2,31
TOTAL:					47,73

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

Applicant/Provider:	Legal Aid Society of Hawaii				
RFP No.:	16-17/P-96	Period: 10/1/2017	to <u>9/30/2018</u>	Date Prepared: 5/31/	2017
Contract No.: (As Applicable)					

TYPE	ASSE	BASIS OF SSMENTS OR GE BENEFITS	% OF SALARY	тота	L
PAYROLL TAXES & ASSESSMENTS:					
Social Security	\$	47,738.44	7.65%	\$	3,651.99
Unemployment Insurance (Federal)	\$	47,738.44	0.00%	\$	
Unemployment Insurance (State)	\$	47,738.44	1.40%	\$	668.34
Worker's Compensation	\$	47,738.44	1.15%	\$	548.99
Temporary Disability Insurance	\$	47,738.44	0.80%	\$	381.91
SUBTOTAL:					
FRINGE BENEFITS:					
Health Insurance	\$	47,738.44	13%	\$	6,206.00
Retirement	\$	47,738.44	5%	\$	2,386.92
SUBTOTAL:					
TOTAL:					13,844

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION TRAVEL - INTER-ISLAND

Applicant/Provid	er: Legal Aid Society of	of Hawaii					
RFP No.: Contract No. (As Applicable)	16-17/P-96	Period:10/1/2017 	. to	9/30/2018		Date Prepared:	5/31/2017
NAME OF E	MPLOYEE & TITLE	DESTINATION	NO. Days	PER DIEM OR SUBSISTENCE A	AIR FARE B	TRANSPORTATION C	TOTAL A+B+C
All Staff		Molokai, Lanai	3		450		450

		5					
			·				
	TOTAL	<u>.: </u>	3		450		450

BUDGET JUSTIFICATION TRAVEL - OUT OF STATE

Applicative to viu	er: Legal Ald Society of	nawaii					
RFP No.: Contract No. (As Applicable)	16-17/P-96	Period: 10/1/2017	to	9/30/2018		Date Prepared: _	5/31/2017
NAME OF E	MPLOYEE & TITLE	DESTINATION	NO. DAYS	PER DIEM OR SUBSISTENCE A	AIR FARE B	TRANSPORTATION C	TOTAL A+B+C
			,				
							Market
			•				
	TOTAL:						
JUSTIFICATIO	PN/COMMENTS:						

BUDGET JUSTIFICATION CONTRACTUAL SERVICES - ADMINISTRATIVE

Applicant/Provider: Legal Aid Society of		f Hawaii		· · · · · · · · · · · · · · · · · · ·		
RFP No.:	16-17/P-96	Period:	10/1/2017 to	9/30/2018	Date Prepared:	5/31/2017
Contract No.						
NAME OF BUSINES	S OR INDIVIDUAL	TOTAL BUDGETED	SERVICES PROVIDED		JUSTIFICATION/COMME	NTS
						·
:						
					· · · · · · · · · · · · · · · · · · ·	
	TOTA	L:				

BUDGET JUSTIFICATION CONTRACTUAL SERVICES - SUBCONTRACTS

Applicant/Provider: Legal Aid Society of I		of Hawaii				
RFP No.:	16-17/P-96	Period:	10/1/2017 to	9/30/2018	Date Prepared:	5/31/2017
Contract No. (As Applicable)						
NAME OF BUSINES	S OR INDIVIDUAL	TOTAL BUDGETED	SERVICES PROVIDED		JUSTIFICATION/COMME	NTS
	EP1. 30-10					
·	TOTA	\L:				

BUDGET JUSTIFICATION DEPRECIATION

Applicant/Provider:	Legal Aid Socio	ety of Hawali						
RFP No.:	16-17/P-96		_					
Contract No. (As Applicable):			_ Period:	10/1/2017 to	9/30/2018	. Da	ite Prepared:	5/31/2017
ITEM PLEASE IDENTIFY EACH ASSET. DO NOT GROUP BY ASSET TITLE.	ACQUISITION DATE	ACQUISITION COST	USEFUL LIFE	METHOD OF DEPRECIATION	PREVIOUS DEPRECIATION TAKEN	DEPRECIATION EXPENSE	% ALLOCATED	DEPRECIATION ALLOCATED
								·
Tota	l:							
JUSTIFICATION/COMMENTS:								

BUDGET JUSTIFICATION PROGRAM ACTIVITIES

Applicant/Prov	vider: Legal Aid Society of Hawali						
RFP No.:	16-17/P-96	Period	d: <u>10/1/2017</u>	to	9/30/2018	Date Prepared:	5/31/2017
Contract No. : (As Applicable)							
	DESCRIPTION	AMOUNT			JUSTIFICATION	/COMMENTS	
							·
							··· ··································
		· · · · · · · · · · · · · · · · · · ·					

							1011
							93698999999
		Total:					

BUDGET

(Period October 1, 2018 to September 30, 2019)

Applicant/Provider:	Legal Aid Society of Hawaii
RFP No.:	16-17/P-96
Contract No. (As Applicable):	

	DGET	Budget			
C A	TEGORIES	Request	4.5	<i>(</i> _)	(-1)
		(a)	(b)	(c)	(d)
A.	PERSONNEL COST				
	1. Salaries	47,738			
	2. Payroll Taxes & Assessments	5,251			
	3. Fringe Benefits	8,593			
	TOTAL PERSONNEL COST	61,582			
₿.	OTHER CURRENT EXPENSES				
	1. Airfare, Inter-Island	450			
	2. Airfare, Out-of-State				
	3. Audit Services	300			
	4. Contractual Services - Administrative				
	5. Contractual Services - Subcontracts				
	6. Insurance	250			
	7. Lease/Rental of Equipment	450			
	Lease/Rental of Motor Vehicle				
	9. Lease/Rental of Space	4,268			
	10. Mileage	200			
	11. Postage, Freight & Delivery				
	12. Publication & Printing				
	13. Repair & Maintenance				
	14. Staff Training				
	15. Substance/Per Diem				
	16. Supplies	200			
	17. Telecommunication	1,150			
	18. Transportation	450			
	19. Utilities				
	20. Litigation	500			
	21. Outreach	200			
	22.				
	23.				
	TOTAL OTHER CURRENT EXPENSES	8,418			
C.	EQUIPMENT PURCHASES				
D.	MOTOR VEHICLE PURCHASES	-			
TO	TAL (A+B+C+D)	70,000			
a Arthur	The second secon	ACCUMULATION OF THE PROPERTY O	Budget Prepared By:		
SO	URCES OF FUNDING		Wayne Keawe		(808) 527-806
	(a) Budget Request		Name (Please type or print)		Phone
	(b)				5/31/201
	(c)		Signature of Authorized Offic	ar	Date
	\0)		M. Nalani Fujimori Kaina, Exe	cutive Director	
	(d)		Name and Title (Piease type		
TO	TAL REVENUE		For State Agency Use Only		
10	INLREVENUE		Signature of Reviewer		Date

ORGANIZATION - WIDE BUDGET BY SOURCE OF FUNDS

(Period October 1, 2018 to September 30, 2019)

Applicant/Provider:	Legal Aid Society of Hawaii
RFP No.:	16-17/P-96
Contract No. (As Applicable):	

BUDGET	Total	TITLE III	STATE FUNDS	FEDERAL FUND
CATEGORIES	Funds			
	(a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	337,210	47,738	115,789	173,68
2. Payroll Taxes & Assessments	37,093	5,251	12,737	19,10
3. Fringe Benefits	64,070	8,593	22,190	33,28
TOTAL PERSONNEL COST	438,373	61,582	150,716	226,07
B. OTHER CURRENT EXPENSES				
Airfare, Inter-Island	2,000	450	620	93
2. Airfare, Out-of-State				
3. Audit Services	1,200	300	360	54
4. Contractual Services - Administrative	500			
5. Contractual Services - Subcontracts				
6. Insurance	4,200	650	1,420	2,13
7. Lease/Rental of Equipment	3,309	450	1,144	1,71
8. Lease/Rental of Motor Vehicle				
9. Lease/Rental of Space	51,700	4,268	18,973	28,46
10. Mileage	1,500	200	520	78
11. Postage, Freight & Delivery				
12. Publication & Printing				
13. Repair & Maintenance				
14. Staff Training				
15. Substance/Per Diem				
16. Supplies	7,700	200	3,000	4,50
17. Telecommunication	5,000	1,150	1,540	2,31
18. Transportation				
19. Utilities				
20. Litigation	4,800	500	1,720	2,58
21. Outreach	1,000	250	750	45
22.				
23.				
TOTAL OTHER CURRENT EXPENSES	82,909	8,418	30,047	44,39
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES	· Carrier and a second			
TOTAL (A+B+C+D)	521,282	70,000	180,763	270,469
		Budget Prepared By:		
SOURCES OF FUNDING		Wayne Keawe		(808) 527-808
(a) Total Funds	_	Name (Please type or pr	int)	Phone
(b)		=		7/24/201
(c)		Signature of Authorized	Official	Date
(d)		Angela J. Lovitt, Director Name and Title (Please		pment & Complianc
		For State Agency Use Only	<u></u>	
TOTAL REVENUE		Signature of Reviewer		Date
		oiRionna M Haarawa		Date

ORGANIZATION - WIDE BUDGET BY PROGRAMS

(Period October 1, 2018 to September 30, 2019)

Applicant/Provider	Legal Aid Society of Hawaii
RFP No.:	16-17/P-96
Contract No. (As Applicable):	

	(a)	(b)	(c)	(d)
	Contract/RFP#:	Contract/RFP#:	Contract/RFP#:	Contract/RFP#:
BUDGET	<u> </u>	G4373	C5953	J18004
CATEGORIES	Program: Legal Services	Program: Holistic Legal Services	Program: Title III	Program: GAL
A. PERSONNEL COST	Ledar Services	Legal Services	1106 11	OAL
1. Salaries	187,412	61,560	47,738	40,500
2. Payroli Taxes & Assessments	22,131	5,256	5,251	4,455
3. Fringe Benefits	40,304	7,883	8,593	7,290
TOTAL PERSONNEL COST	249,847	74,699	61,582	52,245
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	1,550		450	
2. Airfare, Out-of-State				
3. Audit Services	900		300	
4. Contractual Services - Administrative	500			
5. Contractual Services - Subcontracts				
6. Insurance	3,550		650	
7. Lease/Rental of Equipment	2,895		450	
8. Lease/Rental of Motor Vehicle				
9. Lease/Rental of Space	41,432		4,268	6,000
10. Mileage	100		200	1,200
11. Postage, Freight & Delivery				
12. Publication & Printing				
13. Repair & Maintenance				
14. Staff Training				~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
15. Substance/Per Diem	7.000	AND THE PARTY AN		
16. Supplies 17. Telecommunication	7,200 2,950		200	300
18. Transportation	2,950		1,150	900
19. Utilities				
20. Litigation	4,300		500	
21. Other	449	301	250	
22.				
23.				
TOTAL OTHER CURRENT EXPENSES	65,826	301	8,418	8,400
C. EQUIPMENT PURCHASES	-			
D. MOTOR VEHICLE PURCHASES				
TOTAL (A+B+C+D)	315,673	75,000	70,000	60,645
SOURCES OF FUNDING	THE THE PROPERTY CONTRACTOR OF THE PROPERTY OF	and the second s		
(a) Budget Request		1	Ī	
(b)				
(c)				74/72/2007
(d)				
FOTAL REVENUE				
	Budget Prepared By: \	Vayne Keawe		
	Angela J. Lovitt	(808) 527-8003		7/24/2017
ignature of Reviewer Date	Name (Please type or pr	int) Phone S	Signature of Authorized (Official Date

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

	Legal Aid Society of Hawaii 16-17/P-96 opticable):	Period:10/1/201	8 to <u>9/30/2019</u>	Date Prepared:	5/31/2017
POSITION NO.	POSITION TITLE	FULL TIME EQUIVALENT TO ORGANIZATION	ANNUAL SALARY INCLUDING BUDGETED SALARY INCREASE A	% OF TIME BUDGETED TO THE CONTRACT B	TOTAL SALARY BUDGETED TO THE CONTRACT A x B
_ 1	Staff Attormey	1	50640.00	25.00%	12,660
1	Staff Attormey	1	48912.43	31.13%	15,226
1	Paralegal	1	27623.33	30.00%	8,287
1	GA-SSI Paralegal	1	34940.00	10.00%	3,494
1	Legal Secretary	1	28860.00	5.00%	1,443
1	Molokai Paralegal	1	43130.00	10.00%	4,313
1	Lanai Paralegal	1	23150.00	10.00%	2,315
·					
	ATT				
TOTAL:					47,738

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

Applicant/Provider:	Legal Aid Society of Hawaii								
RFP No.:	16-17/P-96	Period: 10/1/2018	to <u>9/30/2019</u>	Date Prepared:	5/31/2017				
Contract No.:	•								

TYPE	ASSI	BASIS OF ESSMENTS OR IGE BENEFITS	% OF SALARY	TOTAL
PAYROLL TAXES & ASSESSMENTS:				
Social Security	\$	47,738.44	7.65%	\$ 3,651.99
Unemployment Insurance (Federal)	\$	47,738.44	0.00%	\$ -
Unemployment Insurance (State)	\$	47,738.44	1.40%	\$ 668.34
Worker's Compensation .	\$	47,738.44	1.15%	\$ 548.99
Temporary Disability Insurance	\$	47,738.44	0.80%	\$ 381.91
SUBTOTAL:				
FRINGE BENEFITS:				
Health Insurance	\$	47,738.44	13%	\$ 6,206.00
Retirement	\$	47,738.44	5%	\$ 2,386.92
SUBTOTAL:				
TOTAL:				13,844

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION TRAVEL - INTER-ISLAND

Applicant/Provider: Legal Aid Society	of Hawaii			-		
RFP No.: 16-17/P-96 Contract No. (AS Applicable)	Period:10/1/2018	<u>t</u> to	9/30/2019		Date Prepared:	5/31/2017
NAME OF EMPLOYEE & TITLE	DESTINATION	NO. DAYS	PER DIEM OR SUBSISTENCE A	AIR FARE B	TRANSPORTATION C	TOTAL A+B+C
All Staff	Molokai, Lanai	3		450		450
			,			
TOTAL JUSTIFICATION/COMMENTS:	<u>. </u>	3		450		450

BUDGET JUSTIFICATION TRAVEL - OUT OF STATE

Applicant/Provid	er: Legal Aid Society of I						
RFP No.: Contract No. (As Applicable)	16-17/P-96	Period: 10/1/2018	. to	9/30/2019		Date Prepared: _	5/31/2017
NAME OF E	MPLOYEE & TITLE	DESTINATION	NO. DAYS	PER DIEM OR SUBSISTENCE A	AIR FARE B	TRANSPORTATION C	TOTAL A+B+C
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							A-100 - 100 T (70 T)
	TOTAL:						
JUSTIFICATIO	DN/COMMENTS:		•	'			

BUDGET JUSTIFICATION CONTRACTUAL SERVICES - ADMINISTRATIVE

Applicant/Provider:	Legal Aid Society o	f Hawaii				
RFP No.:	16-17/P-96	Period:	10/1/2018 to	9/30/2019	Date Prepared:	5/31/2017
Contract No.						
NAME OF BUSINES	S OR INDIVIDUAL	TOTAL BUDGETED	SERVICES PROVIDED		. JUSTIFICATION/COMMEN	ITS
	the same and the s					
	TOTA	L:				

BUDGET JUSTIFICATION CONTRACTUAL SERVICES - SUBCONTRACTS

Applicant/Provider:	Legal Aid Society of	Hawaii					
RFP No.:	16-17/P-96	Period:	10/1/2018 to	9/30/2019	Date Prepared: 5/5	31/2017	
Contract No. (As Applicable)							
NAME OF BUSINES	S OR INDIVIDUAL	TOTAL BUDGETED	SERVICES PROVIDED		JUSTIFICATION/COMMENTS		
			-				
	ТОТА	L:					

BUDGET JUSTIFICATION DEPRECIATION

Applicant/Provider:	Legal Aid Socie	ety of Hawaii						
RFP No.:	16-17/P-96		_			•		
Contract No. (As Applicable):			Period:	10/1/2018 to	9/30/2019	. Da	ate Prepared:	5/31/2017
ITEM PLEASE IDENTIFY EACH ASSET. DO NOT GROUP BY ASSET TITLE.	ACQUISITION DATE	ACQUISITION COST	USEFUL LIFE	METHOD OF DEPRECIATION	PREVIOUS DEPRECIATION TAKEN	DEPRECIATION EXPENSE	% ALLOCATED	DEPRECIATION ALLOCATED
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Tota								
JUSTIFICATION/COMMENTS:								

F---- 600 11 0000 /FEE-40-- 40/04/001

BUDGET JUSTIFICATION PROGRAM ACTIVITIES

Applicant/Provid	er: Legal Aid Society of Hawaii		···-			
RFP No.:	16-17/P-96	Period:	10/1/2018 to	9/30/2019	Date Prepared:	5/31/2017
Contract No. : (As Applicable)		PUID				
	DESCRIPTION	AMOUNT		JUSTIFICATION	/COMMENTS	
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		Total:				